

STANDING RULES
OF THE
BELLEVUE AMATEUR RADIO CLUB, INCORPORATED

I. Repeater Committee: The Repeater Committee shall consist of the Repeater Trustee and two other full members, at least one of which shall be a qualified technician. The Repeater Committee shall insure that the repeater is functioning properly, and shall arrange for repairs/adjustments when necessary.

II. Auditing Committee: The Auditing Committee shall consist of at least three voting members accepted by the general membership by majority vote. Corporate officers *may* not serve on the auditing committee, but shall be available to and shall cooperate fully with the committee. The Auditing Committee shall either conduct, or hire the services of an accountant to conduct, an audit to insure the accounting of all Corporate funds and assets is proper. The Auditing Committee shall report their findings to the Corporate membership at the next General Membership meeting following the completion of the audit.

A. An Audit shall be accomplished at least once annually, whenever required by majority of the voting members, or whenever a new Treasurer is elected.

B. The audit will be conducted in accordance with Generally Accepted Accounting Practices (GAAP).

III. Nominating Committee: The Nominating Committee shall consist of at least three voting members accepted by the general membership by majority vote. Corporate officers may not serve on the Nominating Committee, but shall be available to and shall cooperate fully with the committee. The Nominating Committee shall accept recommendations for nominations, shall confirm that nominees are eligible to hold office, shall confirm that nominees are willing to serve in the specified office, and shall present the nominations to the membership. The Nominating Committee shall conduct the election at the Annual Meeting. During the election, the Nominating Committee shall accept nominations from the floor after the Committee Report has been presented to the membership

IV. Expenditure and Reimbursement of Corporate Funds – General Funds

A. The Executive Board, as part of its normal annual budgeting activity, provides the various committees (with the exception of the Repeater Committee, see paragraph V. below) with an annual spending authority. These rules specify for how funds may be spent, who may spend the funds, and procedures to be followed.

B. The funds may be used to only to accomplish the goals of the committee, primarily to cover administrative costs (postage, photocopies, stationary, supplies, etc).

C. The funds may not be used to provide enhancement or increased capability, unless specifically approved by the Executive Board and the membership, in accordance with rules specified in the Articles of Incorporation and the Bylaws.

D. The funds may be expended by the Chair of the Committee or by a member of the committee with the approval of the Chair.

E. Procedures. The person expending funds will:

1. Request in advance from the Treasurer a check to cover the estimated costs of specified expenditures. After funds are expended, receipts, and any excess funds or request for additional funds will be submitted to the Treasurer;
2. If necessary, personal funds may be spent for specified expenditures without an advance from the Treasurer upon verbal approval of the Committee Chairperson or any one of the elected officers. The Committee Chairperson must obtain verbal approval of one of the elected officers. Receipts will be submitted to the Treasurer for reimbursement.

V. Expenditure and Reimbursement of Corporate Funds – Repeater Funds

A. The Executive Board, as part of its normal annual budgeting activity, provides the Repeater Committee an annual spending authority (normally \$500.00) to maintain and repair the repeater(s) sponsored by the Club. These rules specify for how funds may be spent, who may spend the funds, and procedures to be followed.

B. The funds may be used to:

1. provide normal day-to-day maintenance of the repeater equipment, such as replacing parts (transistors, resistors, etc.);
2. to replace inoperative components of the repeater (transceiver, receiver, controller, power supply, etc.) with like components to restore the repeater to operational capability without providing enhancement, except that enhancement which may be provided due to version upgrade.

C. The funds may not be used to provide enhancement or increased capability, unless specifically approved by the Executive Board and the membership, in accordance with rules specified in the Articles of Incorporation and the Bylaws.

D. The funds may be expended by the Chair of the Repeater Committee, the Repeater Trustee, and/or the technicians assigned to the repeater committee.

E. Procedures. The person expending funds will:

1. Request in advance from the Treasurer a check to cover the estimated costs of specified repairs. After funds are expended, receipts, and any excess funds or request for additional funds will be submitted to the Treasurer;
2. If necessary, technicians may spend personal funds for specified repairs without an advance from the Treasurer upon verbal approval of the Repeater Committee Chairperson, the Repeater Trustee, or any one of the elected officers. The Repeater Committee Chairperson and the Repeater Trustee must obtain verbal approval of one of the elected officers to spend personal funds. Receipts will be submitted to the Treasurer for reimbursement.

VI. Dues: All members except Life Members and Honorary Members shall pay dues.

A. FULL Membership: The annual dues assessed for each individual membership, except student membership, is Twelve Dollars (\$12.00) per year, or One Dollar (\$1.00) per month, 1 January through 31 December. All dues are payable annually in advance.

B. FAMILY MEMBERSHIPS: The annual dues assessed for each family membership is Eighteen Dollars (\$18.00) per year, or One Dollar and fifty cents (\$1.50) per month, 1 January through 31 December.

C. STUDENT MEMBERSHIPS: Dues for Student Membership shall be one-half the assessed cost of a full membership.

D. New members, joining the Corporation after 31 January, shall be assessed the monthly rates as outlined sub paragraphs V.A through V.C above for the rest of the calendar year to include the month in which the application is submitted. A new member, joining the Corporation for the first time on or after 1 October, shall receive credit for the balance of that year, and the full dues paid shall be credited for the following calendar year.

The undersigned, being President of the Corporation, states that these Revised Bylaws supersede the original Bylaws and all amendments thereto, and were adopted by the directors and approved by at least two thirds of the votes which members present or represented by proxy were entitled to cast at a meeting of members on May 8, 1997, at which a quorum was present, and does sign said Bylaws this ___ day of _____. 199_.

President

I, being the Secretary of the Corporation, hereby attest that the above-named President of the Corporation did sign the foregoing Bylaws in my presence on May 8, 1997.

Secretary

