

The USS Batfish and USS Oklahoma Amateur Radio Club
Bylaws
02-Feb-2019

Article I – Purpose

The USS Oklahoma and USS Batfish Amateur Radio Club is hereby founded to bring together those people who are interested in amateur radio, to further the advancement of amateur radio, and to promote and support the Muskogee War Memorial Park, to further the remembrance of the USS Oklahoma and USS Batfish and all of those who bravely severed on board them, and to work to preserve the submarine USS Batfish.

This club is a voluntary club which shall provide the membership with many opportunities to contribute to the amateur radio community and the Muskogee War Memorial Park. This club is a member of the American Radio Relay League and shall work to support the League in its efforts to promote amateur radio.

Article II – Membership

Membership in the club is open to all persons interested in amateur radio and the rich history of the military of the United States of America. Any person who is interested may become a member of the club by submitting the required documentation as required by the Club Officers, along with any annual dues and any other financial consideration, and other instruments that may be required by the officers, consistent with these Bylaws. No membership shall be transferable or assignable to any other person. Any person may pay dues for another person, such as a friend or relative, as a gift.

The right to vote to decide Club issues, such as activities, finances, or any other significant item, shall be restricted to those who are current with the annual dues and are a licensed Amateur Radio Operator with a Full Membership or deemed a voting Honorary member by the club officers. A Member can vote on any issue only if he/she was a paid Full Member of the Club, as defined in Article III, as of the meeting in the previous month, or for at least thirty (30) days in the event a meeting could not be held. The method of casting a vote shall be done in a method to be determined by the Club Officers. The Annual vote for Club Officers shall be in person, on the day, time, and location designated by the Officers. Notice of a vote on the election of Officers, amendments to the Bylaws, or other item of similar importance, shall be given to the membership at least fourteen (14) days in advance of said vote.

Any member of the Club may have his or her membership revoked for any just cause. The decision to revoke a membership shall require an affirmative vote of two-thirds (2/3) of the voting members at an appropriately called meeting, after all pertinent information has been presented and the person involved has had their chance to respond. This action may be taken upon initiative of any Club Officer, or upon petition from any Club Member or other individual.

Article III – Classification of Membership

The definitions for the various levels of membership are as follows:

- 1) Full Member – any person who has made application to the Club and has tendered all required

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- dues, and/or initiation fees, as determined, and holds and maintains a valid Amateur Radio Operator license, issued by the Federal Communications Commission (FCC). A Full Member has voting rights.
- 2) Family Membership – a membership covering up to four (4) people of a household, when one family member holds the right to vote as a Full Member,” as defined previously. Any other Family Member wishing the right to vote on Club issues may do so only after becoming a Full Member.
 - 3) Student Member – any person who has made application and has tendered all required dues and/or initiation fees, and is younger than the age of eighteen (18) years, and exhibits a strong interest in Amateur Radio or is a licensed Amateur Radio Operator. Membership for “Student Members” shall be non-voting, but with all other rights and privileges of a “Member,” providing they hold a valid Amateur Radio Operator license.
 - 4) Honorary Member – any individual the Club Officers may decide deserves special recognition. This membership may include any former member of the military, or any civilian, who may have distinguished themselves to the satisfaction of the Officers. The Officers shall make such a decision after notification by any Member or by any firsthand knowledge. The duration and privileges of each Honorary Member shall be decided by the Club Officers.

Article IV – Dues and Other Fees

Annual dues shall be due on the date of the regular meeting in January of each year, payable no later than on the date of the regular meeting in April of the same year. Any member who has not paid the year's dues by the January meeting shall not have the right to vote on any Club issue. Any member who has not remitted their annual dues by the April meeting shall be considered delinquent and shall have all rights and privileges suspended until a application, dues, and any other required fees have been tendered and approved.

The schedule for annual dues is as follows:

- 1) Full Member - twenty dollars (\$20.00)
- 2) Family Membership – thirty dollars (\$30.00)
- 3) Student Member – five dollars (\$5.00)
- 4) Honorary Member – none

The Officers of the Club may, with the consent by majority vote of the membership, require any other fee or remittance as they deem necessary for the benefit of the Club.

Article V – Officers and Other Required Positions

The Officers of the Club shall be: President, Vice-President, Secretary, and Treasurer. All Officers shall hold a valid Amateur Radio Operator license issued by the FCC and be a paid Full Member of the Club. The terms of office shall be for one (1) year, and any officer may succeed themselves in their office.

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The President shall: preside at all Club meetings, form committees for any Club project, appoint representatives of the Club to the Muskogee War Memorial, or other group, as needed, all for the benefit of the Club. The President shall also oversee all other business of the Club, as needed.

The Vice-President: Shall perform, in good faith, the duties of the President in his or her absence. He or she may also fulfill the duties of the Secretary and/or Treasurer as required.

The Secretary shall: maintain a record of all Club meetings and business, retaining all pertinent Club documents (e.g. - Club insurance policy, documents pertaining to any affiliation with any other clubs), shall recover and process any routine correspondence with the Club (e.g. - requests for QSL cards, requests for information, or any other items), maintain a record of correspondence with the FCC, as submitted by the Trustee of the Club license(s). The Secretary shall maintain a record of all members of the Club. The Secretary may adopt any rules regarding the documents in his or her charge as he or she sees fit, as approved by the President. The Secretary shall monitor all items, such as Club insurance policies, affiliation with the American Radio Relay League, etc., and bring them to the attention of the Club Officers for any action that may be needed. The Secretary shall also maintain any other document(s) needed to conduct Club business. The Secretary shall present a review of the previous meeting to the membership, unless waived by the membership.

The Secretary shall compile and maintain an inventory of any item(s) (e.g. - radios, antennas, towers, transmission line, tuners, etc.) that have been donated to, or purchased by, the Club. Such an inventory may be used for purposes regarding any insurance the Club may obtain, or for decisions on what items, is any, need to be disposed of, or for any other legitimate purpose. The inventory shall include names of people selling or donating any item, and a signed agreement as to the ownership and use of such item in the cases of donation.

The Treasurer shall: perform all of the fiduciary functions on behalf of the Club. The Treasurer shall maintain an account, or accounts, in any bank, credit union, or other financial institution, as deemed appropriate by the Officers, make any deposits into said accounts of dues, donations, bequeaths, or other gifts as applicable. The Treasurer shall also maintain any other financial instrument that may be used to conduct any Club business. All instruments for the payment of any Club obligation, over one-hundred dollars (\$100.00) shall be approved by the membership. Any payment of obligation under one-hundred dollars (\$100.00) shall be handled by the Treasurer.

The Treasurer shall also keep a record of all financial transactions the Club incurs, and present such at each meeting, unless reading is waived by the members present, and shall compile a master roster of Club members, indicating their level of membership and whether or not they are current on their annual dues.

No Officer, or Club member, shall cause the Club to become indebted without approval of two-thirds (2/3) affirmative vote of the Club Officers, or a majority affirmative vote of the members present at the meeting of said vote, provided there is a quorum.

As per FCC regulations, the club must have a License Trustee. The Trustee shall be appointed by a majority vote of the Officers, and shall serve at their pleasure. The person selected as Trustee shall serve continuously until replaced by the Officers, or until he or she should resign the post. The

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Trustee shall be responsible for maintaining any Amateur Radio station license(s) as the Club should be granted. The Trustee serves as the point of contact for all official business conducted with the FCC. The Trustee is responsible for reporting all such correspondence to the Officers, and to present to the Secretary all documents, or copies of said documents, received, regarding said license(s). Further, the Trustee will be responsible for any on-air use of any and all Club license(s). This shall include ensuring that all legal Rules and Regulations are adhered to and the equipment and call sign(s) are utilized in accordance with the laws and acceptable standards of operation. The Trustee is responsible for notifying the Officers of any violation or variance of operating standards and for notifying the Officers of impending renewal deadlines or other legal concerns regarding the license(s).

Officers of the Club and the Trustee shall not receive any form of compensation for their service to the Club. The Officers, with the consent of the Members, by way of a simple affirmative majority vote, shall, from time to time, determine the amount of dues, initiation fees or other financial levy on the membership, as needed.

The Officers are responsible for maintaining all appropriate records of the Club business, and to present to any Member, or the membership at large, upon request for examination, any document requested.

All Club business of a time sensitive nature, that requires Club vote, shall be brought to the Members in a fashion as to meet any deadline for action.

The Officers shall have the authority to accept, on behalf of the Club, any kind of contribution, gift, or bequeath of a financial nature, or of any equipment or other items.

Article VI – Club Meetings

A monthly meeting of the membership shall be held at a date, time, and place as directed by the Officers. The meetings shall take place to conduct the business of the Club, decide the direction in which the Club should proceed, decide what special projects should be undertaken, and any issues that may arise. Any meeting where a vote on any Club business is to be decided shall have a quorum present. A quorum exists when there are at least 5 Members of the Club present. One of these members must be either the President or Vice-President, and at least one other Member must be one of the other officers.

An annual meeting of the membership shall be held on the first meeting of the year, at a time and place as shall be directed by the Officers. The election of Club Officers shall be held at this meeting, along with other Club business.

Special meetings of the membership may be called by the President, or the Officers, or by not less than one-tenth (1/10) of the Members at large, at such a time and place designated by the Club Officers. Notice of such special meetings shall be given to the membership by U.S. Postal Service, e-mail, telephone, or any other means as directed by the Officers, no less than seven (7) days before the date of such meeting. The purpose of such meeting shall be stated in the notification.

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Article VII – Amending the Bylaws

The Bylaws may be amended or repealed, and new Bylaws may be enacted, by an affirmative vote of two-thirds (2/3) of the Members present at a regular meeting with a quorum present, where such business is being presented. A Bylaws vote shall not be held until the Members have had at least fourteen (14) days' notice of the vote.

Article VIII – Miscellaneous

The fiscal year for the Club shall be the calendar year beginning on the first day of January of each year. The Club Officers shall have the power to change the period of the fiscal year upon consent of a simple majority affirmative vote of the members present.

For purposes of receiving routine correspondence, the Club address shall be the same as the mailing address for the Muskogee War Memorial Park, 3500 Batfish Rd, Muskogee OK 74403, for as long as the Executive Director of the War Memorial shall allow. The Secretary shall be responsible for retrieving and holding all correspondence, and to notify the membership of any item of significance.

For purposes of all correspondence with the FCC, the Trustee shall use his or her address, or any other address, as approved by the Officers, due to the time sensitive nature of such correspondence.

The Officers may accept any donation, in any form, that may benefit the Club, and that all donations shall be recorded as previously described, by the Secretary. The Officers shall determine where donated items will be stored and utilized. The membership may have access to any item in the possession of the Club, upon approval of the Officers, after presenting a request stating the intended purpose.

The undersigned hereby affirm that this document has been enacted by vote of the Members.

Date: _____

, President

, Secretary

Revision History: these Bylaws replace the Bylaws that included changes made about 07-Nov-2015. 02-Feb-2019 Bylaws were updated to remove the associate member classification and correct typos.