

The Amateur Radio Club at Yale - W1YU Constitution

Preamble: The Amateur Radio Club at Yale - W1YU is an association of persons in the wider Yale University community interested in Amateur Radio. This Constitution is the governing law of the organization. It shall be our purpose to further the exchange of information and cooperation between members, to promote radio knowledge, fellowship, and individual operating efficiency, and to so conduct Club programs and activities as to advance the general interest and welfare of Amateur Radio in the community. Further, it is our purpose to provide educational and other services related to radio communications and technology to the University community. Effective June 17, 2011, this organization is recognized as a permanent entity of the Yale Office of the Secretary, more specifically in collaboration with the Office of Emergency Management, with authorization to use the name "Amateur Radio Club at Yale."

Article I: Membership

All members of the Yale community interested in Amateur Radio communications shall be eligible for membership. Three classes of membership are available: Full Membership, Associate Membership, and Affiliate. Membership shall be by application and election upon such terms as the Club shall provide in its By-Laws. All members shall be in good standing, compliant with university policy, FCC regulations, and the laws of the State of Connecticut.

Article II: Officers

Sec. 1. The officers of the Club shall be **President, Vice President, Secretary, Treasurer, and Station Trustee**. The Club must have at least two individuals serving as President and Station Trustee to operate. When deemed appropriate by the President, the position of Vice President may be expanded into three positions: First Vice President, Vice President for Club Activities, and Vice President for Digital Media. Any officer, except the President and First Vice President, may also hold the position of Secretary or Treasurer. Each officer must be a current Yale employee or Yale student.

Sec. 2. The officers of this Club shall be elected by the Full Members for a term of one year, according to the procedures specified in the By-Laws.

Sec. 3. Vacancies occurring between elections shall be filled according to the procedures specified in the By-Laws.

Sec. 4. Officers may be removed upon an appropriate vote of the Full Members, according to the procedures specified in the By-Laws.

Article III: Duties of Officers

Sec. 1. The President shall preside at all meetings, and conduct them according to the rules adopted. The President shall enforce due observance of this Constitution and By-Laws; decide all questions of

order; sign all official documents adopted by the Club, and perform all other duties pertaining to the office of President. The President shall also be the principal contact with Yale University and the academic departments, and, together with the Station Trustee, shall be responsible for observance of University regulations.

Sec. 2. The Vice President shall assume all the duties of the President in the President's absence. In addition, the Vice President shall organize Club activities and manage relations with the ARRL and other amateur radio organizations and clubs.

If the Vice President position is expanded into the positions of First Vice President, Vice President for Club Activities, and Vice President for Digital Media, then the First Vice President shall assume all duties of the President in the President's absence. The First Vice President shall manage relations with the ARRL and other amateur radio organizations and clubs. In addition, the First Vice President shall oversee education and training activities. The First Vice President will be responsible for all of the club's programmatic activities. The Vice President for Club Activities shall assist the First Vice President in organizing, coordinating and overseeing amateur radio activities deemed beneficial to the Club. The Vice President for Digital Media shall oversee the Club website and any other online representation of the Club, including social media. All online content must be approved by at least one Club officer.

Sec. 3. The Secretary shall keep a record of the proceedings of all meetings, keep a roll of members, submit membership applications, carry on all correspondence, read communications at each meeting, and mail or e-mail meeting notices to each member. It shall be the duty of the Secretary to keep the Constitution and By-Laws of the Club and have a copy on hand at every meeting. The Secretary shall note all amendments, changes and additions on the Constitution and shall permit it to be consulted by members upon request. When leaving office, the Secretary shall turn over all items belonging to the Club to his or her successor.

Sec. 4. The Treasurer shall receive and receipt for all monies paid to the Club; keep an accurate account of all monies received and expended; pay no bills without proper authorization (by the Club or its officers constituting a business committee). Twice each year, the Treasurer shall submit an itemized statement of disbursements and receipts. When leaving office, the Treasurer shall turn over all items belonging to the Club to his or her successor.

Sec. 5. The Station Trustee shall be a licensed radio amateur who holds the Club station license (W1YU) as Trustee under the authority of the Federal Communications Commission. The Station Trustee shall oversee the station to ensure that it is constructed and operated according to FCC regulations.

Article IV: Meetings

The By-Laws shall provide for regular and special meetings. At meetings, a minimum of twenty-five percent of the Resident Full Membership, or three Resident Full Members (whichever is greater) shall constitute a quorum for the transaction of business.

Article V: Dues

The Club, by majority vote of Full Members present at any regular meeting, may levy upon the membership such dues or assessments as shall be deemed necessary for the business of the organization, and as provided for in the By-Laws.

Article VI: Activities and Membership Assistance

The Club, through designated individuals or committees, will provide fellowship and assistance to members, such as technical advice to members concerning equipment design and operation. The Club may also engage in official amateur radio activities, as defined by the national association for amateur radio, The American Radio and Relay League (ARRL). These activities include, but are not limited to, Field Day activities and Emergency Communication assistance. Similarly, the Club will support education and licensing of prospective radio amateurs, and will communicate Club activities and interests to the general public.

Article VII: Amendments

This Constitution and By-Laws may be amended by a two-thirds vote of the Full Membership. Proposals for amendments shall be submitted in writing at a regular meeting and shall be voted on at the next following regular meeting, provided all members have been notified by mail or e-mail of the intent to amend the Constitution and/or By-Laws at the designated meeting. Robert's Rules shall govern proceedings.

By-Laws:

1. Membership.

Membership is available in three classes:

- a. **Full Membership** is available to licensed radio amateurs, who are members of the wider Yale Community. The Yale Community includes present Yale students, staff, and faculty, including post-doctoral fellows and visiting appointees. It also includes alumni of Yale University, retirees, and former staff members.
- b. **Associate Membership** is available to non-licensed persons in the Yale community, including the spouse of a member of the Yale community.
- c. **Affiliate Status** is available to licensed radio amateurs in the local region, who are not members of the Yale community as defined above.

Full Membership includes all Club privileges including use of Club facilities (subject to license grade), as well as rights to hold a Club office and to vote for Club officers. Associate Membership and Affiliate Status includes all Club privileges except for the right to vote or hold office. Associate Members and Affiliates may make use of Club facilities, under the immediate supervision of a Full Member and as permitted by FCC regulations. Applications for membership shall be submitted at regular meetings.

2. Meetings. The President shall set the schedule and location of regular meetings. Special meetings may be called by the President upon the written request of any five Full Members. Notices shall be sent by e-mail or other means to all members concerning special meetings and the business to be transacted. Informal meetings are encouraged at any convenient time over the air, via Echolink or other means.

3. Dues. The President shall determine if the Club will charge dues in any given year and will present such proposed dues to a vote of the membership.

4. Station Committee. A Station Committee shall be designated by vote of the Full Members with the responsibility for all on-Campus operating activities, including obtaining space, constructing a station and antennas, and coordinating with the Yale Administration and appropriate Yale departments. The President and Station Trustee shall be ex-officio members of the Station Committee. The Chairperson of the Station Committee shall be a current Yale employee, student, or faculty member.

5. Alumni / Retiree Committee. The President may appoint a full Club member to serve as Chairperson of an Alumni Committee. The Chairperson will encourage a strong relationship between Yale ham alumni and former employees and on-campus members of the Club.

6. Election of Officers. A slate of officers shall be nominated and communicated to the Full Members two months prior to election. If filling vacancies, the slate of officers shall be communicated to the Full Members ahead of an election, at the discretion of the President. Elections may take place during regular meetings or electronically. Full Members may vote in person, by mail, or electronically.

7. Officer Vacancies. If the office of President shall be vacated due to resignation or removal prior to the regular annual election of officers, the Vice President or First Vice President will become President. If any other officer resigns or is removed prior to the regular annual election of officers, the President may appoint a successor for the unexpired term.

8. Removal of Officers. An officer may be removed from his or her position for any reason by vote of the Club at a regular or special meeting, provided all members have been notified by mail or e-mail of the intent to remove the officer at the designated meeting.

9. Removal of Members. A member may be deemed ineligible for any reason by vote of the Club at a regular or special meeting, provided all members have been notified by mail or e-mail of the intent to remove the member at the designated meeting.

[amended April 20, 2016, approved unanimously]

[amended April 18, 2011, approved by 80% of membership]

[amended December 5, 2006]