

The Villages Amateur Radio Club
Constitution of The Villages Amateur Radio Club
Approved by general membership vote on February 21, 2019

Preamble: The name of this club shall be The Villages Amateur Radio Club referred to herein as the TVARC. The purpose of this not for profit club is to provide a means for the members to advance the common interest in the science of Amateur Radio and to support The Villages community through public service.

Article I. Membership

1. All persons interested in Amateur Radio communications shall be eligible to apply for membership.
2. Guests of the TVARC members may participate in any TVARC activity. TVARC Members shall be given first consideration over guests to participate in TVARC events.

Article II: Officers

1. Officers must be active FCC licensed Amateur Radio Operators, a current TVARC member, a current ARRL member and a resident of The Villages.
2. The officers shall consist of a President, Vice-President, Secretary, and Treasurer and Board Member at Large.
3. The officers shall serve without pay.
4. Officers shall be elected during the TVARC's February General Membership Meeting by a majority of vote of the membership present. The term of office begins at the close of the meeting holding the election.
5. Officers shall serve approximately a one year term ending at the close of the meeting holding the next election.

Article III. Duties of the Officers

1. President
 1. The President shall preside at all Meetings and perform other duties as associated with the office.
 2. The President may appoint standing and ad hoc chairperson(s) as needed for terms within the duration of the President's term in office.
 3. The President shall request nominations for Officers during the November and January General Membership Meetings. Candidates nominated for Officers shall be presented during the TVARC's January General Membership Meeting. Candidates may address the membership during the TVARC's January General Membership Meeting.
 4. The President shall assume the duties of the Treasurer if the Treasurer is not able to perform their duties for any reason.

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2. Vice-President

1. The Vice-President shall assume the duties of the President if the President is not able to perform their duties for any reason and any other duties assigned by the President.

3. Secretary

1. The Secretary shall record the minutes of Board Meetings.
2. The Secretary shall record the minutes of General Membership Meeting proceedings involving membership votes.
3. The Secretary shall maintain records of approved minutes.
4. The Secretary shall make the minutes available to members for one year. The Secretary shall keep minutes for a minimum of five years.
5. The Secretary shall present a synopsis to the membership of any motions passed since the last General Membership meeting.
6. The Secretary shall assume the duties of the Vice-President if the Vice-President is not able to perform their duties for any reason.

4. Treasurer

1. The Treasurer shall maintain records of the TVARC's income, expenditures, property, prepare monthly financial reports and make the reports available to members for one year.
2. The Treasurer shall keep all financial records for a minimum of five years.
3. The Treasurer shall present a synopsis to the membership of financial transactions since the last General Membership meeting.
4. The Treasurer shall assume the duties of the Secretary if the Secretary is not able to perform their duties for any reason.

5. The Board Member At Large

1. The Board Member At Large shall perform those responsibilities assigned by the President.

Article IV: Censure / Expulsion

1. Members can be censured or expelled for any violation of The Villages CDD Recreation Department code of conduct, fiduciary misconduct, any action that constitutes a criminal act, or failure to carry out any of the duties set forth in this document.
2. Censure is public reprimand of an individual for their actions.
3. Expulsion is the removal of an individual from any office held and club membership for a period of three (3) years.
4. Censure or expulsion may be proposed by any member at a General Membership Meeting, by stating the specifics of the misconduct in a motion. The motion must include who was a party to

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the misconduct, the specific nature of the misconduct, when it occurred, and any other relevant information. The member must be able to supply evidence to support the accusation, not hearsay.

5. If the motion is seconded and approved by a majority vote of the members present, it shall constitute notice of issues requiring a membership vote and notice to the accused.
6. At the next General Membership Meeting, the accused will be allowed to appear and present a defense before the Members in attendance, prior to the vote to censure or expel.
7. The accused is censured or expelled by a majority vote of the members present at the meeting.

Article V. Amendments

1. Amendments may be presented, in writing, to the TVARC Secretary at any General Membership Meeting.
2. The amendment(s) will be read to the members present at that meeting.
3. The text of the amendment(s) shall be included in the minutes of the meeting, for members who were not present.
4. At the following General Membership Meeting, the amendment(s) shall be read a second time, and then opened for discussion
5. After members have had an opportunity to voice their positions on the amendment(s), a vote will be taken.
6. Each amendment is to be voted on separately.
7. Passage of an amendment requires an affirmative vote of three-fourths (75%) of the members present.

Article VI. Dissolution

1. Upon the dissolution of the TVARC, the remaining Officer(s) shall, after paying or making provisions for the payment of all of the liabilities of the TVARC, dispose of all the assets of the TVARC as a donation to Operation Home Bound in care of North Lake Presbyterian Church, 675 Rolling Acres Rd, Lady Lake, Florida 32159-5025.