

# **BYLAWS**

## **GOLDEN BEAR AMATEUR RADIO NET**

### **ARTICLE I**

#### **FISCAL YEAR AND ANNUAL MEETINGS**

- 1) **FISCAL YEAR:** The business and fiscal year of the Net shall be from July 1 to June 30.
- 2) **ANNUAL MEETING:** The annual business meeting shall be held during the month of June, during which each elected officer, or their proxy, shall be present. The election ballots or any ballots sent to the general membership shall be counted. A quorum for a legal meeting shall consist of four or more elective officers or their designated proxies.
- 3) **ABSENCE FROM MEETING:** A member of the Board of Directors who is unable to attend a called meeting of the Board shall appoint a proxy to act in their behalf, shall notify in advance the Secretary/Treasurer of such appointment and shall furnish the proxy with written or electronic authorization for presentation to the Board. If the proxy is to represent one of the Area Directors, he/she should be a member of the same area as the Director he/she is representing if possible.

### **ARTICLE II**

#### **NET RESPONSIBILITY, ADMINISTRATION AND CONVENTION**

- 4) **RESPONSIBILITY:** The Net, its officers and members assume no responsibility for any business or communication conducted on the Net frequency prior to Net or after the Net is officially closed by the Net Control.
- 5) **ADMINISTRATION AND CONTROL:** For the purpose of administration and control the Net shall be divided into three areas which shall be known and designated as the Northern, Central and Southern Areas. The assignment of new members, to one area or another, shall be the responsibility of the Chief Net Control.
- 6) **CONVENTION NIGHTLY:** The Net shall convene every night at 1900 hours Pacific Time except the nights of Christmas Eve and New Year's Eve. On those two nights the Net shall be opened by Net Control for emergency traffic and visitor check-ins. All members shall be given a blanket check-in, as no roll call will be made.
- 7) **OPERATING FREQUENCY AND MODE:** The operating frequency and mode shall be LSB on approximately 3975 kHz.

## **ARTICLE III**

### **OFFICERS, GENERAL**

- 8) The term of office for all Officers shall commence on July 1 each year.
- 9) FAVORITISM: It is incumbent on all officers to avoid favoritism or prejudice in the administration of their respective offices and to uphold the Constitution and Bylaws in all decisions that they may be required to make.
- 10) ACTIVE MEMBERSHIP: Each elected and appointed official must be and remain an active member of the Net. If active membership is not maintained, the President may, taking into account the totality of the circumstances, declare the office vacant and may appoint an active member to fill the unexpired term, subject to approval by a majority vote of the Board of Directors.
- 11) LICENSES: All officers shall have and maintain a valid Amateur Radio License of General Class or higher issued by the Federal Communications Commission.

## **ARTICLE IV**

### **DUTIES OF OFFICERS**

- 12) PRESIDENT:
  - a) PRESIDE at all Board of Directors meetings
  - b) CALL SUCH SPECIAL MEETINGS of the Board of Directors as they deem necessary.
  - c) ENFORCE the Constitution and Bylaws.
  - d) ACKNOWLEDGE RECEIPT OF SUGGESTIONS and/or complaints referred to him/her by the Area Directors and where applicable investigate and present information, without favor or prejudice to the Board for their decision. This action shall occur within sixty (60) days, either by mail, electronic means, or at a meeting of the Board.
  - e) APPOINT A SUCCESSOR to fill a vacancy in any office, subject to confirmation by majority vote of the Board within fifteen (15) days and said appointment to be valid until the succeeding annual election.
  - f) APPOINT COMMITTEE MEMBERS as spelled out in ARTICLE VII of the CONSTITUTION.

g) PERFORM ALL OTHER DUTIES required of the presiding officer of the NET.

13) VICE PRESIDENT:

- a) ASSIST THE PRESIDENT in the performance of his/her duties when requested.
- b) ACT AS, and fulfill the duties of, the President in his/her absence, incapacity or forfeiture of office.
- c) HEAD ALL SOCIAL ACTIVITIES and social committees and schedule the annual meeting.
- d) PERFORM ALL OTHER DUTIES required by the office or designated in the BYLAWS.

14) SECRETARY/TREASURER:

- a) KEEP A WRITTEN RECORD of the proceedings of the Board of Directors and make a copy of the minutes available to all members within forty-five (45) days.
- b) RECEIVE AND KEEP A FILE of all official correspondence.
- c) RECEIVE, DISBURSE AND ADMINISTER all monies pertaining to and received in the name of the Net and furnish the Board of Directors with an annual report.
- d) DISBURSE NET FUNDS for operational purposes as required. For expenses other than operational, a majority vote of the Board shall be obtained prior to incurring same.
- e) KEEP ON FILE RECEIPTS for all money disbursed.
- f) FORWARD PROMPTLY TO THE BOARD for their consideration and/or action, any communications of any important or business nature which may require their action thereon.
- g) ANNUAL ELECTION: when there is more than one candidate for an office, prepare, issue and receive all ballots for the contested office(s) only. Any ballots are to be available for counting at the annual meeting.
- h) MAINTAIN THE OFFICIAL MEMBERSHIP LIST of the Net and include as either active, inactive and/or life member.

- i) PREPARE AND FORWARD to the President, for his/her signature and issuance, after certification by Chief Net Control of the member's eligibility, a Life Membership Certificate for each member who qualifies.
- j) PREPARE AND ISSUE A ROSTER showing the call sign, name and address of all active members.
- k) MAKE AVAILABLE TO ALL MEMBERS a copy of the Constitution, Bylaws, and Policies, and the latest membership roster and Roll Call list.
- l) MAKE AVAILABLE TO ALL MEMBERS APPROVED CHANGES to the Constitution, Bylaws and Policies.
- m) WORK WITH THE AREA DIRECTORS to publicize the activities of the Net.
- n) PERFORM ALL OTHER DUTIES requested by the President or required for the proper performance of the office.

15) CHIEF NET CONTROL:

- a) DIRECT AND CONTROL all Net Traffic and establish such reasonable rules as are necessary for the orderly functioning of the Net.
- b) ENFORCE ALL POLICIES as well as any Bylaws, having to do with the proper conduct of the Net or administration of the office.
- c) APPOINT THE DAILY NET CONTROLS, area controls and such alternates as may be necessary.
- d) FURNISH CURRENT ROLL CALL LISTS to all Net Controls, Area Controls, and Board members. Make lists available to any interested party. Roll Call lists are updated, when necessary, on Monday night's net.
- e) KEEP CONTINUOUS AND COMPLETE TRAFFIC and check-in records. Send an End of Month report to the Secretary/Treasurer at the beginning of the following month.
- f) SUSPEND AND/OR COMPLETELY REMOVE from the roll call and roster any member who violates the operating rules of the Net, the severity of the infraction to determine the course of action.
- g) PERFORM ANY OTHER DUTIES requested by the President or required for the proper performance of the office.

16) AREA DIRECTORS:

- a) ACT AS LIAISON between members and prospective members and the Board of Directors for those in his/her area.
- b) ACKNOWLEDGE RECEIPT OF SUGGESTIONS and/or complaints within fifteen (15) days and forward the same to the President for any action required by him/her or the Board of Directors.
- c) APPROVE OR DISAPPROVE SIGNED APPLICATIONS for membership and forward same promptly to the Chief Net Control.
- d) ATTEND AND VOTE at Board of Directors meetings as a representative of his/her area.
- e) NOTIFY EACH PROSPECTIVE MEMBER, if so requested, of the requirements for membership. Provide the prospective member the documents with instructions for Net membership.

## **ARTICLE V**

### **APPOINTMENT AND DUTIES OF COMMITTEES**

17) AUDITING COMMITTEE:

- a) The Auditing Committee shall be composed of three members chosen by the President. The appointment shall be for duty at the current meeting only but shall not preclude being appointed at a future meeting.
- b) It shall be the duty of the Auditing Committee to audit the books and finances of the Net at the annual Board meeting.

## **ARTICLE VI**

### **BALLOTING FOR ELECTIVE OFFICERS**

- 18) PRESIDENT, VICE PRESIDENT, SECRETARY/TREASURER AND CHIEF NET CONTROL: These officers shall be elected by the general membership.
- 19) NORTHERN, CENTRAL AND SOUTHERN AREA DIRECTORS: These officers shall be elected by members of their respective areas.

## ARTICLE VII

### NOMINATIONS AND ELECTIONS

- 20) **NOMINATIONS:** Nominations for elected officers shall be made over the air during net sessions, or by letter or electronic means, addressed to the Secretary/Treasurer.
- 21) **WHO MAY NOMINATE OR BE NOMINATED:** Only active members who have been continuously on the active roll call for sixty (60) days (during the calendar months of February and March) prior to the opening of nominations shall be entitled to nominate or be nominated for an elective office.
- 22) **FOR ONE OFFICE ONLY:** A member may accept nomination for one office only and must file a letter or notice of acceptance with the Secretary/Treasurer no later than midnight of May 1<sup>st</sup> specifying which office is chosen, if nominated for more than one office, and all nominees must file a letter or notice of acceptance signifying their willingness to run for office under the conditions specified herein.
- 23) **FAILURE TO CONFIRM:** Failure of a nominee to confirm their nomination as stated above shall invalidate the nomination and their name will not appear on the election ballot.
- 24) **WHEN OPENED AND CLOSED:** Nomination of officers shall be opened on April 10<sup>th</sup> and closed at the official close of the Net session on May 1<sup>st</sup> of each year.
- 25) **METHOD OF ACCEPTANCE:**
  - a) A letter delivered personally to him/her.
  - b) A letter sent through regular U.S. mail, with a date stamp no later than May 1<sup>st</sup>  
An email or other electronic message with a date/time stamp no later than 12 p.m. on May 1<sup>st</sup>.
  - c) An Amateur radiogram listed and sent on the Net frequency during a regular session of the Net, on or before May 1<sup>st</sup>.
- 26) **ELECTION TO OFFICE:** Election to office shall be by a plurality of votes cast.
- 27) **WHO MAY VOTE:** Only active members who have been continuously on the active roll call for sixty (60) days (during the calendar months of March and April) shall be entitled to vote in the election of officers or on any amendment to the Bylaws.

## **ARTICLE VIII**

### **MEMBERSHIPS**

- 28) **NEW MEMBER REQUIREMENTS:** Any licensed Amateur of General Class or higher license is eligible to apply for membership provided that they have checked in to the Net at least three times a week for four consecutive weeks prior to being invited to join the net.
- 29) **REJECTION OF APPLICANT:** If the application is not approved, the Secretary/Treasurer shall notify the applicant by mail or other means stating therein the reason for rejection and informing them of their right to appeal in writing within ten (10) days to the Board of Directors.

## **ARTICLE IX**

### **ACTIVE MEMBERSHIP**

- 30) **REQUIREMENTS:** To maintain active membership status each member should check in at least twelve (12) days per month and comply with all of the regulations of the Bylaws. The Chief Net Control will determine on a case-by-case basis any member's active status despite having less than the minimum twelve (12) check-ins in any given month.
- 31) **INACTIVE STATUS:** If the Chief Net Control determines a member has not met the requirements for active status, that member will be put on inactive status. They will not be called on regular roll call but shall be listed on the roll call as inactive.
- 32) **CANCELLATION OF MEMBERSHIP:** Any member who does not check in during a period of one calendar month and who has not previously made a request for inactive status with the Chief Net Control, may be canceled from membership and dropped from the roster. Failure to comply with all of the regulations of the Bylaws may also bring cancellation of membership.
- 33) **EXCEPTION TO CANCELLATION:** A member who through sickness, accident, extended vacation, work schedule or other reasonable circumstances, such as rig trouble, rig off the air due to moving or loss of antenna, thereby making the rig inoperable, is unable to make the required number of check-ins may be continued on the active roll call at the discretion of the Chief Net Control.
- 34) **REINSTATEMENT:** Reinstatement of a canceled membership may be made up only by compliance with New Member Requirements except where provided for in other sections of the Bylaws.

## **ARTICLE X**

### **LIFE MEMBERSHIP**

- 35) WHO QUALIFIES: Any member who meets the requirements of Active Membership for a full five-year period shall be entitled to a Life Membership Certificate.
- 36) CONTINUOUS MEMBERSHIP: The five-year period must be continuous without interruption or break. Previous membership time will not be counted.
- 37) INACTIVE TIME: Time spent on inactive status during an unbroken membership may be made up by a subsequent period of active membership applied toward the award.
- 38) ACTIVE MEMBERSHIP: To maintain active membership a life member shall meet all the requirements governing any other member.
- 39) RETURN TO ROSTER: A life member who has been removed from the roster due to inactivity may be returned to the active roster by making a request to the Chief Net Control without qualifying check-ins.

## **ARTICLE XI**

### **RULES OF ORDER**

- 40) AT MEETINGS: Robert's Rules of Order shall govern the conduct of meetings of the Board of Directors when same does not conflict with the Constitution and Bylaws, which shall take precedence.

## **ARTICLE XII**

### **FINANCES**

- 41) WHERE DERIVED: The money to finance the activities of the Net shall be derived from auctions, etc., of donated equipment and other objects, held during get-together picnics and annual Board of Director's meeting.
- 42) GENERAL OPERATING FUND: Monies derived from any source shall be deposited in a Bank by the Secretary/Treasurer and listed in his/her accounts as the General Operating Fund.
- 43) HEALTH AND WELFARE: The Secretary/Treasurer shall be authorized, on approval of a majority of the Board, to disburse funds for the recognition of a Net Member or their immediate family, at times of illness or death.



Revision 12/22/2020 - Paragraph 35 was changed from:

WHO QUALIFIES: Any member who has been on the active roll call for a full five-year period shall be entitled to a Life Membership Certificate. Approved by GBN Board vote 12/22/2020