

# Calgary Communications Club By-Laws

## 1 Name

1.1 The name of the club shall be "CALGARY COMMUNICATIONS CLUB".

## 2 Membership

2.1 Membership fee, if any, in the society shall be determined from time to time, by the members at a general meeting. Membership fees are non-refundable nor transferable. Membership fees become due at the beginning of each fiscal year.

2.2 Any person with an interest in Amateur Radio may become a member at the discretion of the Board and upon payment of the fee. The decision made by the Board must be presented to the membership at the next General Meeting for discussion, approved or disapproved by a vote of the members at the meeting. Members under the age of 18 are subject to the same fees and society rules as adult members.

2.3 Full members are those persons with a current Amateur Radio Licence. They have the right to vote in society elections, move, second, and vote on motions, and hold elected or appointed offices within the society.

2.4 Family members are those licensed persons of a family residing at the same address. They have the same rights and privileges as a Full member.

2.5 Associate members are those persons who are not licensed Amateurs but have an interest in Amateur Radio. They shall enjoy all the rights and privileges of a Full member but they may not move, second, or vote on any motion or resolution, nor hold elected office.

2.6 Any member wishing to withdraw from membership may do so upon a notice in writing to the Board through its Secretary.

2.7 Members in arrears have no voting rights. A member shall be deemed to have resigned from the Club if their membership fee has not been received by December 31<sup>st</sup> of the current year.

2.8 The membership year shall be the same as the fiscal year.

2.9 Any member upon a majority vote of all members of the society in good standing may be expelled from membership for any cause which the society may deem reasonable.

## 3 President

3.1 The President shall be ex-officio a member of all committees. He shall, when present, preside at all meetings of the society and of the Board. In his absence a chairman may be elected by the meeting to preside thereat. (change not needed if VP position is retained)

## 4 Board of Directors

4.1 Board of Directors, Executive Committee, or Board, shall mean the Board of Directors of the society.

4.2 The Board shall, subject to the by-laws and directions given it by majority vote at any meeting properly called and constituted, have full control and management of the affairs of the society, and meetings of the Board shall be held as often as may be required, but at least once every 6

months and shall be called by the president. A Special Meeting may be called at the request of any two members thereof provided they request the President in writing to call such a meeting, and state the business to be brought before the meeting. A Special Meeting shall only deal with the business stated in the written request. Meetings of the Board shall be called by 10 days' notice in writing mailed to each member or by 3 days' notice by telephone or e-mail. The quorum will depend on the size of the board at the time of the meeting: if the board has 5 members, the quorum will be 3; if the board has 7 members, the quorum will be 4; if the board has 9 members, the quorum will be 5. The executive shall have the authority to co-opt, as required, members to help and support them at the organization and running of Club events and activities.

4.3 Any Director or Officer upon a majority vote of all members in good standing may be removed from office for any cause the society may deem reasonable.

## 5 Secretary

5.1 It shall be the duty of the Secretary to attend all meetings of the Society and of the Board, and to keep accurate minutes of the same. The Secretary shall have charge of the Seal of the society which seal whenever used shall be authenticated by the signature of the Secretary and the President, or in the case of the death or inability of either to act, by the Treasurer. In the case of the absence of the Secretary, the duties shall be discharged by such Officer as may be appointed by the Board. (change not needed if VP position is retained)

5.2 The Secretary shall keep a record of all members of the society and their addresses, phone numbers, and email addresses and send all notices of the various meetings as required.

## 6 Treasurer

6.1 The Treasurer shall receive all monies paid to the society and shall be responsible for the deposit of the same in whatever bank account the Board may order, keep an accurate list of all paid up members in conjunction with the Secretary, keep a detailed account of receipts and disbursements and make it available to the Board when requested, and prepare a duly audited statement for the Annual General Meeting.

## 7 Auditing

7.1 The books, accounts, and records of the Treasurer shall be audited at least once every year by a duly qualified accountant or by two members of the society elected for that purpose. A complete and proper statement of the standing of the books for the previous year shall be submitted by such auditor at the Annual General Meeting of the society. The fiscal year of the society shall be September 1 to August 31 in each year.

7.2 The books and records of the society may be inspected by any member of the society at the Annual General Meeting provided for herein or at any time upon giving reasonable notice and arranging a time satisfactory to the officer or officers having charge of the same. Each member of the Board shall at all times have access to such books and records.

## 8 Meetings

- 8.1 The society shall hold an Annual General Meeting on or before October 31 in each year, of which notice will be delivered at least 21 days prior to the date of the meeting. At this meeting there shall be elected a President, a Vice-president, a Secretary, a Treasurer, and one, three, or five members at large, as determined by a vote of the membership.
- 8.2 General meetings will be held at least 3 times per membership year (including the AGM).
- 8.3 Special Meetings may be called at any time by the Secretary upon instructions of the President or Board upon receipt of a petition signed by 20% or twenty (20) voting members, whichever is lesser, setting forth the reasons for calling such a meeting. Notice of such meetings shall be delivered to all members in good standing not less than 7 days prior to the meeting.
- 8.4 Acceptable notice is by Canada Post, E-mail, or telephone.
- 8.5 A quorum shall consist of 25% or six (6) members whichever is the lesser, of voting members in good standing at any meeting.
- 8.6 From time to time it may be necessary for the membership to discuss sensitive issues and it therefore may be necessary to have all non-members vacate the meeting hall.

## 9 Voting

- 9.1 Any voting member who has not withdrawn from membership nor has been suspended, nor expelled as herein provided shall have the right to vote at any meeting of the society. Such votes must be made in person and not by proxy or otherwise.

## 10 Term of Office

- 10.1 The term of office for all positions is one (1) year. If nominated, incumbents may run for additional terms in any position.

## 11 Nominations

- 11.1 A nominating committee shall be appointed by the President prior to the Annual General Meeting. The committee shall consist of full voting members in good standing who are not members of the Board, nor running for office.
- 11.2 Nominations will be accepted from the floor at the election meeting.

## 12 Remuneration

- 12.1 No member or Board member shall receive any remuneration for his or her services. Members incurring out of pocket expenses for authorized club business shall be reimbursed upon production of original receipts.

## 13 Borrowing Powers

- 13.1 For the purposes of carrying out its objects, the society may borrow or raise or secure the payment of money in such manner as it thinks fit, and in particular by the issue of debentures, but this power shall be exercised only by the authority of the society, and in no case shall debentures be issued without the sanction of a Special Resolution of the society.

## 14 By-Laws

14.1 The by-laws may be rescinded, altered, or added to by a “Special Resolution” at any meeting provided that notice of such intended amendments is given to all members at least 21 days before the meeting where such amendments are to be proposed and that such amendments are passed by 75% of the voting members present.

## 15 Dissolution

15.1 The dissolution of the Club can only be by means of a Special Resolution and shall be in accordance with the Societies Act of Alberta.

15.2 The funds of the Club shall, after the sale of all assets and the payment of all outstanding debts, be distributed as directed by members attending such an Extraordinary General Meeting.

## 16 Internal Disputes

16.1 A dispute arising out of the affairs of the club (CCC) between any members of the society or between (a) a member or a person who is aggrieved and who has for not more than 6 months ceased to be a member, or (b) a person claiming through the member or aggrieved person or claiming under the bylaws of the society, and the society or a director or officer of the society, shall be referred to the Board. The dispute must not be passed on to the full membership, unless it is absolutely necessary. The Board shall review the dispute and render a decision. The decision made by the Board is binding on all parties.

16.2 Should either or both parties refuse to accept the decision of the Board, then the dispute will go to arbitration, which shall be under the Arbitration Act. A decision made pursuant to an arbitration is binding on all parties and may be enforced on application to the Court of Queen’s Bench, and unless the bylaws otherwise provide there is no appeal from it.

## 17 Club Equipment

17.1 From time to time the Club may acquire equipment, either by purchase using club funds or through donations.

17.2 All acquisitions of equipment using club funds shall be brought before the Membership at a general meeting for approval.

Approved and filed by the Provincial Registrar on October 10, 2013.

## **The Objects of the Calgary Communications Club**

1. To encourage and promote Amateur Radio Activities.
2. To provide for the recreation of the members and to promote and afford opportunity for friendly and social activities.
3. To provide a meeting place for the consideration and discussion of questions affecting the interests of the Society.
4. To arrange for educational seminars to assist persons interested in obtaining an Amateur Radio License or upgrading their existing skills.
5. To encourage and foster among its members a recognition of the importance of communications in times of emergency or community need.
6. To sell, manage, lease, mortgage, dispose of, or otherwise deal with the property of the society.
7. To always remember that this is only a hobby and not to take ourselves too seriously.