



Lake Monroe Amateur Radio Society  
7747 Danu Dr.  
Orlando, FL 32822

## BY-LAWS

**MEMBERSHIP:** Full membership is open to licensed amateur operators. Associate membership is open to all other interested persons. Full membership includes all Society privileges, as well as the right to hold office and to vote on all issues. Associate membership includes all privileges except the right to hold office and to vote. Applications for membership shall be submitted to the membership chairman who shall present applicants to the membership at the next **General** meeting for their acceptance by a majority vote of the members present. Associate members who become licensed and pay the dues differential will automatically become full members upon application to the Secretary.

**MEETINGS:** **General** meetings shall be held each month on the designated night at such time and place as the President shall order. Special meetings as may be called by the President upon the request of any ten full members. Members shall be notified of all special meetings.

**DUES:** Dues and or Special Assessments are levied upon members as necessary upon a majority vote of those members present at any **General** meeting, providing there is a quorum. Special membership rates may apply to those families with more than one licensed Amateur Operator residing in the same household. The initial assessment for new members will be prorated on a monthly basis from January 1, thereafter, all renewal dues are payable on January 1.

**OFFICERS:** Officers shall be nominated in October of each year, and election of officers held at the November meeting to be effective the following January 1<sup>st</sup>. Each officer, described as follows, and each director shall carry out his or her duties in accordance with these By-Laws and applicable position descriptions.

**President:** The President presides at all meetings of this Society and conducts these meetings in accordance with Robert's Rules of Order, Newly Revised. The President shall enforce observance of the Constitution and these By-Laws. The President decides all questions of order and performs all other customary duties pertinent to the office of president. The President shall sign all official documents adopted by the Society unless such documents fall under the authority of the Secretary. The President shall appoint all committee members and shall be ex-officio a member of all committees except the nominating committee.

**Vice-President:** The Vice-President assumes the duties of the President in his absence and if the President cannot serve, then the Vice-President shall become President and serve for the

unexpired term of office. In this event, the Vice-President vacancy shall be handled in accordance with Article II, Section 4 of the Constitution.

**Secretary:** The Secretary keeps a record of the proceedings of all meetings, carries on all correspondence and reads communications at each meeting. He or she shall keep the Constitution and By-Laws of the Society and have the documents available at each meeting. The Secretary must turn over all items belonging to the Society to the elected successor upon the expiration of term of office.

**Treasurer:** The Treasurer receives and receipts for all monies paid to the Society. An accurate account of all monies received and expended is kept by the Treasurer. At the end of each month, the Treasurer submits an itemized statement of disbursements and receipts to the Board. A checking account shall be maintained and will require a quarterly audit by the audit committee. At the expiration of the elected term, the Treasurer must turn over all items belonging to the Society to his or her successor and an audit must be conducted at that time.

**Committees:** Each committee shall consist of at least a chairman appointed by the President to represent the interest of the Society.

Signed: \_\_\_\_\_ President  
Joseph H Marsh KQ4AID

Signed: \_\_\_\_\_ Board Member  
Richard S Fischer WA3SXX

Date Amended: September 5, 2024