

GREATER LOUISVILLE HAMFEST ASSOCIATION, INC. BYLAWS

As amended and accepted on 16 April 2019

ARTICLE 1: OBJECTIVE AND PURPOSE

A: The objective and purpose of the Greater Louisville Hamfest Association shall be to promote the Greater Louisville Hamfest as a means to perpetuate the Amateur Radio Service as defined by the Federal Communication Commission.

ARTICLE 2: MEMBERSHIP

A: Anyone with an interest in the Association may apply for membership by indicating a desire to join GLHA at any monthly meeting. No dues are required for membership in the Association. At the current meeting, members present shall accept the inductee to the Association upon a majority vote.

1: Full membership is given to applicants possessing a valid amateur radio license issued by the Federal Communications Commission.

2: Associate membership is given to applicants not yet possessing a valid amateur radio license issued by the Federal Communication Commission.

B: Members (Full and Associate) shall actively participate in the planning and/or operation of the hamfest.

C: A current year roster shall be maintained to have a written record of Association members. Each member at his/her first-attended meeting of the year shall sign the roster. At minimum, the roster shall include the name, callsign, contact phone number and contact email address of each member. The roster shall be kept by the Treasurer and be made available at each meeting for any member who has not signed in for the current year.

ARTICLE 3: VOTING

A: Only members possessing full membership shall be authorized to vote on any business before the Association.

B: Associate members may be granted voting privileges if approved by a two-thirds (2/3) majority vote by the membership.

ARTICLE 4: DONATIONS

A: Donations given to GLHA are not refundable.

ARTICLE 5: MEETINGS

A: General membership meetings shall be held on the **third** Tuesday of each month, unless changed by consent of the general membership. No business may be voted on at a general membership meeting until a quorum is present. A quorum shall consist of 20% of the active membership. Active members are those who have attended three or more general membership meetings in the previous twelve months.

B: No executive meeting can be called to order until a simple majority of the executive Committee is present.

C: All meetings shall be conducted in accordance with accepted parliamentary procedure as prescribed in Robert's Rules of Order.

D: In the event of inclement weather, or other valid reason, the provisions of paragraph A of the article may be waived by the presiding officer and a new time and/or place for the meeting may be set. A reasonable attempt must be made to notify all members of any such changes.

E: A special meeting of the Executive Committee may be called by any three members by telephone or email notice of at least 48 hours, but no business shall be transacted unless at least 75% of the Executive Committee actually attends such meeting. Special meetings of the membership may be called by telephone or email notice to all members at least 14 days in advance.

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ARTICLE 6: OFFICERS

A: The officers shall consist of Chairman, Vice-Chairman, Secretary and Treasurer and shall assume duties on January 1st.

1. Term of office shall be one year.

B: The duties of the Chairman shall be to preside at all the meetings and to exercise general supervision of the affairs and activities of the Association. The Chairman shall suggest a proposed budget to the membership for the next hamfest at the first yearly meeting (February or March).

C: The Vice-Chairman shall assist the Chairman and shall assume the duties of the Chairman in his absence. In the event the Chairmanship is vacated, the Vice-Chairman shall assume these duties for the remainder of the term.

D: The Secretary shall keep the minutes of all the meetings. In lieu of a Secretary, the Chairman shall keep a general record of meeting discussions.

1: The Executive Committee, as necessary, will handle Correspondence of the Association. Copies or a general description of all correspondence will be shared with the membership.

2. The Chairman shall ascertain from the Treasurer the status of the Association's ARRL affiliation, and shall keep the ARRL advised.

E: The Treasurer shall keep all Association funds in a reputable depository, which meets with the Association's approval, shall receive all Association funds and keep accurate records thereof. The Treasurer shall pay out of Association funds all expenditures approved by the Executive Committee and/or the general membership and provide a report of expenditures and balances at each general meeting. The Treasurer shall be covered by suitable bond.

ARTICLE 7: EXECUTIVE COMMITTEE

A: The affairs of the corporation shall be managed by its Executive Committee. The Executive Committee shall consist of the Officers as listed in Article 6, Section A.

B: The Executive Committee shall have all authority of the Association. The Executive Committee must comply with and modify any action taken by the Association, with the exception that, if the Committee desires, any action of the Association can be brought to a vote at the next regularly scheduled general membership meeting. If the action is reaffirmed by the majority vote at that meeting, the committee must comply.

C: Absence from two consecutive Executive Committee meetings or two general membership meetings, without a valid reason, by an Executive Committee member may be construed as vacating the office. A two-thirds (2/3) majority vote by the Committee membership present must approve the declaration that the office has been vacated. All vacancies of appointed offices shall be filled by appointment by the Chairman. Vacancies of the elective offices shall be filled by majority vote of the general membership.

D: All committee members shall serve without pay or compensation. THIS SHALL NOT BE CONSTRUED TO EXCLUDE PAYMENT OF EXPENSES INCURRED.

ARTICLE 8: TASKS

A: Tasks will be formed as deemed necessary throughout the year. Tasks shall be voluntary, but may be appointed by the Chairman if no volunteer exists. Those with Tasks will keep the membership informed of updates with a status report at each meeting.

B: An Audit Task Committee, if deemed necessary, may be formed and shall consist of three members. These members shall be qualified to conduct an audit.

1. The Treasurer shall turn over all financial records to the Audit Task Committee by the first general membership meeting of the year (February or March). The Audit Task Committee shall complete their audit, and return the records to the Treasurer by the following general meeting.

C: Tasks for the hamfest will be determined throughout the year. Tasks may include, but shall not be limited to: Flea Market, Exhibitors and Vendors, Meetings and Forums, Volunteer Positions, Advance Registration, Advance Ticket Sales, Prizes, Advertising, Webmaster.

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ARTICLE 9: ELECTIONS

A: The election for Executive Committee Officers will be held at the first meeting following the hamfest. This will be either October or November.

B: Only members holding full membership may be nominated for elective office.

C: Additional nominations may be made from the floor at this meeting, but the nominee shall be present at this meeting or shall have sent a signed letter to this meeting stating he or she will accept the nomination, and will serve if elected.

D: The sequence of election of officers will be: Chairman, Vice-Chairman, Treasurer, and Secretary.

E: All elective offices may be voted by written, secret ballot. The Chairman may then appoint two members present at the election meeting, who are not nominees, to tally the votes and certify the election.

ARTICLE 10: SPECIAL PROVISIONS

A: The Greater Louisville Hamfest Association, Inc. must remain dormant for the time period that would normally take in two (2) Greater Louisville Hamfests before dissolution can be considered.

1. Dissolution is accomplished when two-thirds (2/3) of the general membership vote for dissolution.

2. The general membership of the GLHA must be given thirty (30) days written notice, by letter or email, prior to a general membership meeting where dissolution is to be considered, discussed, and/or voted into affect.

3. The general membership may vote to postpone, for a period of thirty (30) days, the actual vote to dissolve the Greater Louisville Hamfest Association, Inc. The general membership must be give fourteen (14) days written notice, by letter or email, of the new meeting date.

4. If the Greater Louisville Hamfest Association, Inc. is dissolved, suitable public notice must be made advising creditors to present claims for legitimate bills.

5. After all creditors are paid in full, all Association funds shall be donated to charity and/or charities as voted on at the dissolution meeting.

ARTICLE 11: IMPEACHMENT OF OFFICERS

A: The procedure for impeachment of elective officers starts when a petition is signed by three (3) voting members, and presented to the Executive Committee at a general membership meeting. Such petition must be published and distributed to all GLHA members. The impeachment vote must take place at the next general membership meeting and must carry by a two-thirds (2/3) majority of those voting to succeed. The vote will be by written secret ballot. The impeachment procedure must be the first order of business.

ARTICLE 12: PRINCIPAL OFFICE

A: The Principal office of the corporation shall be PO Box 34444 Louisville, KY 40232-4444 or the address of the current Chairman. The post office box shall be maintained for receipt of mail.

ARTICLE 13: AMENDMENTS

A: The Bylaws can only be amended in the following manner:

1. Notice must be published in a distribution to all members at a general meeting or by email.

2. Proposed amendment(s) must pass by a two-thirds (2/3) majority of the voting members at the following meeting.

3. Only members fulfilling the provisions of Article 2, Section A, and Article 3 of these Bylaws shall vote on revisions of the Bylaws.

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ARTICLE 14: INTERNET PRESENCE

A: An Internet Presence shall be maintained via a website (LouisvilleHamfest.com), an Email List and a Facebook page (facebook.com/groups/GLHamfest).

1. Costs necessary for the website and Email List shall be paid in accordance with the terms of the domain and server providers to maintain an Internet presence.
2. The website shall be maintained by a volunteer Webmaster with the skills to design, update and maintain the site.
3. The Webmaster will receive and maintain the login and passwords to the website. The Webmaster shall provide the Treasurer with a Proprietary Information Sheet for access to the website, including passwords and login instructions. The Webmaster shall keep this information updated as necessary.
4. The Webmaster shall maintain a copy of the current bylaws and provide it on the website.
5. The Email List and Facebook page shall be monitored and kept current by the Webmaster. As these tools are interactive, ALL MEMBERS ARE ENCOURAGED to send List emails and post Facebook messages to promote the Greater Louisville Hamfest and Amateur Radio. Members are also encouraged to monitor the Facebook page and delete off-topic, non ham-oriented spam.

ARTICLE 15: GREATER LOUISVILLE HAMFEST STORE AND PAYPAL ACCOUNT

A: The Greater Louisville Hamfest Store (store.louisvillehamfest.com) will be linked to the Louisville Hamfest website and shall be maintained by the Louisville Hamfest website Webmaster. The Webmaster shall include access information for the Store in the Proprietary Information Sheet.

1. Purchases made to the Store shall be recorded by the Treasurer and the Webmaster. The Webmaster shall add the Store purchases to the Confirmation Page of the Louisville Hamfest website, including the order number of the purchase.

B: The Greater Louisville Hamfest Store PayPal account will be maintained and managed by the Treasurer. All incoming and outgoing payments shall be authorized, monitored and recorded by the Treasurer.

1. Use of the PayPal account shall be limited to purchases for the procurement of hamfest materials. Any other transfers of funds must be approved by the membership.
- 2 Any purchases made with this account unintentionally, which are not for the purpose of the hamfest, shall be repaid, including all fees, to the Treasurer at the next general meeting.