

Bellefontaine High School Amateur Radio Club Constitution

Article I. NAME & ORGANIZATION

- a. This organization shall be known as the Bellefontaine High School Amateur Radio Club, hereafter “BHS-ARC.”
- b. The BHS-ARC operates as an entity within the community at Bellefontaine High School, hereafter “BHS.”
- c. The BHS-ARC shall operate under the authority of the Federal Communications Commission, hereafter “FCC.”

Article II. PURPOSE

- a. To promote within the BHS community an understanding and appreciation of amateur radio communications.
- b. To enhance interest and proficiency in amateur radio communications, particularly as it involves operating and technical skills, within the BHS community.
- c. To help students develop their conversational skills and help them become involved in communication both domestic and international, connecting them to a global community.
- d. To help BHS students develop the interest and knowledge to obtain an amateur radio license from the FCC.
- e. To encourage interest in the radio arts and all fields related to amateur radio, particularly in science, technology, engineering, and mathematics.
- f. To train BHS students for public service and emergency communications.
- g. To promote the licensure of young operators who will continue the legacy of amateur radio.

Article III. MEMBERSHIP

- a. All members are subject to all applicable regulations, including BHS rules. All members are legally required to comply with FCC rules, especially Part 97, which concerns the amateur radio service.
- b. Any member of BCS faculty or students is permitted to be a member in BHS-ARC, even if they are not licensed. All current members in good standing are given the right to vote on matters concerning the organization.
- c. Any current member is eligible for an officer position.
- d. Membership does not convey operating privileges, which shall only be granted by an FCC license.
- e. Any member who commits deliberate acts of violation against the rules and regulations of the FCC, this constitution, BHS regulations, or any other rule or regulation, faces dismissal from the membership of BHS-ARC. Further, actions that cause the member’s amateur radio license to be revoked or suspended or that reflect poorly on the amateur radio community shall be grounds for

dismissal. Dismissal shall be decided by a vote of at least two-thirds of all voting members.

- f. Members who graduate, resign, transfer schools, or otherwise are no longer a member of the BHS-ARC shall become former members and shall not vote or be an officer.
- g. Membership Privileges
 - i. Unlicensed Member: An individual who is not licensed. They shall be permitted to vote, hold office, and submit nominations. They may operate under club authority only when under the direct supervision of a licensed member.
 - ii. Licensed Member: An individual who is licensed. The club will maintain copies of member licenses. They have all the privileges given to unlicensed members but may also operate under their own authority or under club authority with the approval of the trustee.

Article IV. OFFICERS

- a. All members, including faculty, are eligible to be officers, hereafter the “Board.”
- b. The Trustee is legally required to be an amateur radio operator. They may also be an officer, though this is not required.
- c. Elections
 - i. Elections shall be held each fall to elect officers for the current year. Positions available are president, vice president, secretary, and treasurer. Each term shall be one school year, starting immediately.
 - ii. Nominations may be submitted by any current member.
 - iii. Officers shall be elected by a simple majority. If there is a tie, the club shall vote again on both candidates.
 - iv. If any officer resigns or is unable to complete their duties, they shall be immediately replaced with a special election.
 - v. The Trustee is the club liaison with both the FCC and the ARRL-VEC. They may be a teacher or a student, but they must be licensed. The Trustee is responsible for transmissions made using the club station. When available, an Amateur Extra candidate will be selected. The Trustee may remain in office until they graduate, leave the school district, resign, or are unable to fulfill their duties. A special election must be held to immediately replace the Trustee upon their departure.
 - vi. Immediately after the selection of a new trustee, the Board shall apply in writing to the ARRL-VEC to change the trustee.
- d. Roles and Responsibilities for the Board
 - i. President: The President shall schedule and coordinate club activities and meetings and delegate responsibilities as necessary. They are responsible for day-to-day activities.
 - ii. Vice President: The Vice President shall work with the president to coordinate club activities. They shall assume the duties of the President in the President’s absence.

- iii. Secretary: The Secretary shall assist the President and Vice President in managing club records. They shall record minutes of each meeting and make the minutes available to members.
- iv. Treasurer: The Treasurer shall maintain a record of any funds collected by the club, as well as club expenditures. They must maintain good financial standing with BHS. The advisor shall handle payments and receipts with the school, but the Treasurer is empowered to keep records.
- v. Trustee: The Trustee manages club licensure and station control operation. They or their appointed, licensed delegate must be present for any person to operate a club station. The Trustee must be licensed. The club station is limited to operating privileges permitted by the Trustee's license.
- e. Role of the Advisor
 - i. The Advisor does not need to be licensed, but they must be a BHS staff member. If not licensed, they must be accompanied by a licensed operator if any unlicensed member wishes to operate.
 - ii. The Advisor shall work with the officers to ensure the well-being of the organization. They shall be considered a member of the Board.

Article V. MEETINGS

- a. Meetings shall be regularly held as the officers and club members see fit. The Board is encouraged to publicize meeting dates and times.
- b. Business affairs are to be kept to a minimum. The goal of the club is to teach its members various topics in amateur radio and to afford operating opportunities.
- c. Minutes shall be compiled for every meeting and made available for members.

Article VI. FINANCES & RECORDS

- a. Accurate records are to be kept of both the expenditures and payments made to the club, including donations and fundraising.
- b. The secretary shall keep records of all club activities, which shall be submitted to BHS administration as necessary.
- c. There shall be no dues for members.
- d. The club shall keep records of on-the-air transmissions and operating conditions.
- e. The club shall keep records of active club members.
- f. Necessary records shall be submitted to an FCC representative upon request.

Article VII. AMENDMENTS

- a. This constitution shall be amended to be consistent with the club's current goals and needs.
- b. Amendments may be proposed by any current member.
- c. Notice shall be given to all members.
- d. Any member is permitted to engage in civil debate.
- e. All active members shall vote.

- f. Any amendment receiving at least two-thirds of the vote of all active members present shall be enacted. It is the Board's responsibility to enact these changes. Changes shall be reported to BHS administration.
- g. The Board shall be permitted to generate additional club documents, pursuant to this constitution and its purposes, as needed to ensure smooth operation.

Article VIII. RATIFICATION

- a. Upon submission of this document to BHS administration, together with 20 signatures and selection of an advisor, this organization shall become officially affiliated with BHS.
- b. All interested members shall vote to formally approve the officers, Trustee, and Advisor.
- c. This constitution shall come into effect upon the unanimous assent of the Board.

The Constitution of the Bellefontaine High School Amateur Radio Club is hereby enacted this 11th day of March in the year 2021.

Signatories

President: Evan Kauffman
 Evan Kauffman, KC8EK

Vice President: Gavin Samuel Wilson
 Gavin Wilson, KE8FHX

Secretary: Neil Kauffman
 Neil Kauffman, N8NDK

Treasurer: Simon Kauffman
 Simon Kauffman, KS4SK

Trustee: Simon Kauffman
 Simon Kauffman, KS4SK

Advisor: Nathan Arbogast
 Nathan Arbogast