

COLORADO COUNCIL OF AMATEUR RADIO CLUBS  
CONSTITUTION

ARTICLE I

NAME

- Section 1. The name of this organization shall be the "Colorado Council of Amateur Radio Clubs", hereafter referred to as the "Council" or "CCARC".
- Section 2. The Council's principal office shall be located in the city or county of the Chairman's residence.

ARTICLE II

PURPOSE

- Section 1. The purpose of the Colorado Council of Amateur Radio Clubs is to coordinate Amateur Radio Club activities in the State of Colorado.
- Section 2. Activities in which the Council may engage include, but are not limited to, the following amateur radio related activities:
- A. Education
  - B. Legislation
  - C. Research and Experimentation
  - D. Public Relations
  - E. Sponsor or assist Member Clubs in sponsoring conventions, swapfests or related events.
  - F. Projects beyond the scope or capabilities of member Clubs
  - G. Act as the single point of contact in matters involving Frequency Coordination for individuals, Clubs and organizations that own and/or operate communications repeaters, repeater links, and control channels.

## ARTICLE III

### MEMBERS

- Section 1. The Council shall be comprised of Amateur Radio Clubs or organizations based in the State of Colorado and shall be qualified for membership when the following requirements are met:
- A. The Club or Organization must conduct regular meetings.
  - B. The Club or Organization must have duly elected officers.
  - C. The Club or Organization must be accepted by a majority vote of this Council.
    - 1. The Executive Committee of CCARC shall have the authority to tentatively accept membership(s) until approved or disapproved by a vote taken at the next regularly scheduled meeting of the CCARC.
  - D. The Club or Organization must have a membership equal to or greater than its elected Officers.
- Section 2. The current Rocky Mountain Division Director, Section Manager, and Section Emergency Coordinator of the American Radio Relay League are considered non-voting Members of the Council.
- Section 3. Membership in the CCARC shall be open to individual repeater owners/trustees when the following requirements are met:
- A. The individual repeater owner/trustee certifies that he/she has a valid repeater coordination certificate on file with the Colorado Frequency Coordinator.
  - B. The coordinated repeater is the property of the said individual and is not managed or associated in any way with any other repeater, coordinated or not.
  - C. The individual repeater owner/trustee shall pay an annual dues amount not exceeding that charged to the smallest member club as specified in the By-Laws.
  - D. The individual repeater owner/trustee shall be allowed to vote only on matters pertaining to frequency coordination procedures or guidelines.

**Section 3. added 10/05/2002**

ARTICLE IV

EXECUTIVE COMMITTEE

Section 1. Administration of affairs: Council affairs and funds shall be managed by an Executive Committee comprised of the elective offices of Chairman, Vice Chairman, Secretary, and Treasurer. The Executive Committee may elect to spend funds up to the amount specified in the Bylaws without approval of the Council.

Section 2. Vacancies: The duties of vacated offices and the filling of such vacancies shall be governed by the following:

- A. Chairman - The Vice-Chairman shall automatically fill the office of Chairman for the remainder of the vacated term. A new Vice Chairman shall be elected at the next regular meeting.
- B. Vice-Chairman - The office shall remain vacant until the next regular meeting at which time a new Vice-Chairman shall be elected.
- C. Secretary - The Vice Chairman shall assume the duties of this office until the vacancy is filled at the next regular meeting.
- D. Treasurer - This office shall be filled by an appointment of the Chairman until the vacancy can be filled at the next regular meeting.
- E. Frequency Coordinator – This office shall be filled by an appointment of the Executive Board until the vacancy can be filled by election at the next regular meeting.

Section 3. Membership: The Executive Committee members shall be elected from the pool member club's members.

Section 4. Duties of the Council Officers.

- A. The Chairman shall:
  - 1. Preside at all Council meetings.
  - 2. Appoint all Committees and Chairmen, except the Frequency Coordination Committee Chairman.
  - 3. Preside at all Executive Committee meetings.
- B. The Vice-Chairman shall:
  - 1. Assume duties of the Chairman in his/her absence.
  - 2. Assist the Chairman in carrying out special projects authorized by the Council.
- C. The Secretary shall:
  - 1. Record and maintain accurate minutes of all Council and Executive Committee meetings.
  - 2. Provide a written copy of minutes of regular Council meetings to the member-club President, or his designee, no later than 30 days following the previously scheduled meeting of the Council.

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D. The Treasurer shall:

1. Maintain accurate financial records.
2. Pay all outstanding debts as authorized by the Council.
3. Solicit and collect annual membership assessments.
4. Maintain a roster of Member Clubs or Organizations and their officers and their chosen CCARC Delegates current as of January each year.
5. Provide a written financial report at each regularly scheduled CCARC meeting.

E. The Frequency Coordinator shall:

1. Accept and process applications for frequency coordination.
2. Maintain an accurate frequency coordination database.
3. Provide a written report at each regularly scheduled CCARC meeting.
4. Provide appropriate data to the ARRL.

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ARTICLE V

## COMMITTEES

- Section 1. The Council Chairman may establish either 'Standing' or 'Special' committees with the approval of a simple majority of voting delegates.

## ARTICLE VI

### DELEGATES

- Section 1. Each CCARC Member entity shall elect or appoint a voting delegate and an alternate if they so choose. Said selections shall be made known, in writing, to the CCARC Secretary and kept current as of each January.
- Section 2. Delegates are entitled to one vote.

## ARTICLE VII

### CONSTITUTION and/or BYLAWS AMENDMENTS

- Section 1. The Members of this Council, through their voting Delegates, shall have the power to make, amend or delete any of the Articles of the Constitution and By-Laws as they shall deem proper for the management of the affairs of the CCARC. Said motions shall not be voted on until the next regular meeting of the CCARC.

## ARTICLE VIII

### DISSOLUTION OF THE CCARC

- Section 1. Upon a 60 day notice by the Secretary of the Council, via normal communications methods, the Members of this Council, through their voting Delegates shall have the power to dissolve the Council upon a two thirds affirmative vote at a regular meeting.
- Section 2. Upon dissolution, the assets of the Council shall be divided equally among the Member Clubs or Organizations currently in good standing.

## END OF CONSTITUTION