M.A.R.C. Constitution & By-Laws
February 29, 1948
as amended 1982; March 25, 1993; June 12, 1997; October 8, 1998; and September 10, 2009

Preamble

We, the undersigned, being desirous to secure for ourselves the pleasures and benefits of the association of persons commonly interested in Amateur Radio, by furthering better cooperation among its members, develop individual proficiency, furthering the interest of radio in the general community, do hereby constitute ourselves THE MERIDEN AMATEUR RADIO CLUB, and do enact this Constitution as our governing law.

Date this twenty-ninth (29) day of February, in the year of our Lord, one thousand nine hundred and forty-eight (1948).

February 29, 1948


Signed_________________   Signed_________________
President                                           Vice-President

Signed_________________           Signed_________________
Secretary                                         Treasurer
Constitution

Article I - NAME

The name of the corporation shall be: MERIDEN AMATEUR RADIO CLUB, INC., hereinafter referred as "MARC, Inc.".

Article II - PURPOSES

MARC, Inc. is a non-profit, non-stock corporation organized solely for the purposes set forth hereinafter. MARC, Inc. seeks to comply and support the purposes of the Amateur Radio Service as defined in the Federal Communications Commission Rules Part 97.1. It seeks to expand public understanding and appreciation of the Amateur Radio Service, encourage men and women to participate in this service, provide emergency and public assistance communications services, assist and improve the technical skills of its members, contribute to the advancement of the radio art, and to otherwise support charitable and public goodwill efforts. MARC, Inc. will accomplish these purposes through volunteer activities of its membership, financial support of charitable and educational opportunities, and public benevolent efforts.

Article III - MEMBERSHIP

Section 1 The membership of MARC, Inc. shall consist of those individuals who are members in good standing as defined in the By-Laws.
Section 2 All persons interested in Amateur Radio shall be eligible for membership in MARC, Inc.
Section 3 All members shall be entitled to vote, in person, at any regular or special meeting of MARC, Inc.
Article IV - DIRECTORS or TRUSTEES

Section 1 Directors or Trustees of the corporation shall be: the officers of MARC, Inc. (President, Vice-President, Secretary, Treasurer, and Station Activities Manager), the Memorial Club Station Licensee, and a designated member of the Scholarship committee. Their terms as Directors shall be concurrent with their terms in MARC, Inc.

Section 2 A regular annual meeting of the Directors shall be held within forty-five (45) days of the annual meeting of MARC, Inc. The outgoing and newly elected Directors shall be in attendance. A quorum will be a majority of the eligible Directors, each having a single vote.

Section 3 A special meeting of the Directors may be called by the President, or upon the written request of any three (3) Directors. Notice, through personal contact or first-class mail, shall be sent to all the Directors informing them of the special meeting and business to be transacted. Such notice should arrive at least twenty-four (24) hours before the time therein set for the meeting. Only such business as is designated in the said notice shall be transacted at such special meeting.

Section 4 The Directors of MARC, Inc. shall be responsible for the formulation of appropriate financial and activity documentation required by Federal and State statutory regulations. The Directors of MARC, Inc. shall insure the activities of this organization are in conformance with the Purposes set forth herein.

Article V - OFFICERS

Section 1 The officers of MARC, Inc. shall be: a President, Vice-President, Secretary, Treasurer, and an Station Activities Manager.

Section 2 The officers of MARC, Inc. shall be elected for a term of one year by ballot of the members present, provided there be a quorum. Elections shall be held at the Annual Meeting.

Section 3 Vacancies occurring between elections must be filled by special ballot at the first regular business meeting after the withdrawal or resignation is announced.

Section 4 Officers may be removed on a motion by three-fourths (3/4) vote of membership present and voting at the meeting, provided that: a) a special meeting has been requested to address the removal issue; b) the special meeting has recommended a motion to remove; c) the officer has not resigned;
d) the motion is voted on at the next regular business meeting; e) a quorum is present at both the special and the regular meeting. All financial authority of the officer being considered for removal shall be considered until the matter is resolved.

Section 5 Candidates for office in MARC, Inc. shall have a valid Amateur Radio license.

Section 6 Duties of officers: Section 6a The President shall preside at all meetings of this organization, and conduct the same according to the rules adopted; he shall enforce due observance of this Constitution and By-Laws; decide all questions of order; sign all official documents that are adopted by the organization; and perform all customary duties pertaining to the office of the President. He shall, at the expiration of his term, turn over everything in his possession belonging to the organization to his successor.

Section 6b The Vice-President shall assume all the duties of the President in the absence of the latter. He shall, at the expiration of his term, turn over everything in his possession belonging to the organization to his successor.

Section 6c The Secretary shall keep a record of the proceedings of all meetings, keep a roll of members, submit applications for membership, carry on all correspondence, read communications at each meeting, and mail written notices to each member of every special meeting of the organization, except when excused by action under the By-Laws. He shall, at the expiration of his term, turn over everything in his possession belonging to the organization to his successor.

Section 6d The Treasurer shall receive and receipt for all monies paid to the organization; he shall keep an accurate account of all monies received and expended. He shall pay no bills without proper authorization of a business committee as provided in the By-Laws. At the end of each month, he shall submit an itemized statement of disbursements and receipts. He shall, at the expiration of his term, turn over everything in his possession belonging to the organization to his successor.

Section 6e The Station Activities Manager shall be responsible for activities involving the Memorial Club Station and/or stations operated in the name of the organization and shall insure that the membership has access to any and all equipment needed to participate in station activities; shall be responsible for all club nets and shall receive net reports to be forwarded to the Secretary; and shall be responsible for Emergency Coordination within the organization and with outside agencies. An emergency plan shall be kept on file with the Secretary. He shall, at the expiration of his term, turn over everything in his possession belonging to the organization to his successor.
Article VI - MEETINGS

Section 1 The By-Laws shall provide for regular and special meetings of this organization. Regular meetings shall be provided in the By-Laws. The meeting shall be declared by the President in advance to be a business or an activity meeting.

Section 2 A quorum of the total membership plus two officers (one of which is the President or Vice-President) shall be necessary for the transaction of business.

Section 3 The last regular business meeting of the calendar year shall be the Annual Meeting.

Section 4 When a proposal is brought forth at a meeting without the necessary quorum present, written notice shall be mailed to all members by the Secretary stating the proposal and giving all a chance to appear at the next meeting to vote for or against it. If, however, the necessary quorum is still not in attendance, then voting may still be conducted as long as one or more officers are present, preferably the President or the Vice-President.

Article VII - FINANCES

Section 1 MARC, Inc. may levy upon the general membership such dues or assessments as shall be deemed necessary for the business of the organization within its objectives as set forth in the Purposes of the organization. Non-payment of such dues or assessments shall be cause for expulsion from the organization within the discretion of the membership.

Section 2 MARC, Inc., from time to time, may participate alone or with other organizations in fund raising activities to supplement member dues and assessments.

Section 3 MARC, Inc., may accept donations from the membership or the general public to be used in the accomplishment of the Purposes of the organization. These donations may be designated for a specific purpose or general usage.
Article VIII - OPERATIONS

Section 1 MARC, Inc., through designated members and committees, shall provide technical advice to members concerning equipment design and operation to assist in compliance with FCC Rules Part 97, complete frequency observance, clean signals, uniform practice, and absence of spurious radio radiations from member stations.

Section 2 Where equipment and facilities permit, establish and maintain a Memorial Club Station. The Memorial Club Station shall be for the use in membership activities and provide emergency communications.

Section 3 A member in good standing shall be designated as the Memorial Club Station Trustee to hold the station license as provided for under FCC Rules Part 97. The Station Trustee shall have the duty of Historian. He shall collect and safeguard any material felt to be of historical interest.

Section 4 MARC, Inc., through designated members and committees, shall provide emergency and public assistance communications services.

Section 5 MARC, Inc., through designated members and committees, shall provide support for men and women to participate in the Amateur Radio Service, improve the technical skills of its members, and support allied charitable and public goodwill efforts.

Article IX - AMENDMENTS

Section 1 This Constitution or the By-Laws may be amended by a three-fourths (3/4) vote of members present and voting. Proposals for amendments shall be submitted in writing at a regular business meeting and not voted on until the next regular business meeting. A quorum must be present at the meeting.

Article X - RULES

Section 1 Robert's Rules of Order (or Cushing's Manual) shall govern all proceedings of this organization.
Article XI - DISBANDMENT

Section 1 If for reasons unforeseen MARC, Inc. shall be disbanded, a vote of three-fourths (3/4) of the membership present at such meeting be taken and abided by the results of such quorum. All organization finances, property, and all equipment owned by MARC, Inc. shall be voted upon to be donated to a non-political, non-personal charitable organization. All MARC, Inc. equipment and property shall be auctioned by the voting membership and all monies realized from such be donated as provided above. The charitable organization to receive the donation or donations shall be voted upon at the Meeting of Disbandment.
By-Laws

Section 1 STATION ACTIVITIES MANAGER:
It shall be determined during the election process if the duties of the Station Activities Manager and Vice-President are to be combined.

Section 2 SECRETARY: It shall be the duty of the Secretary to keep the Constitution and By-Laws MARC, Inc. and have the same with him at every regular and special meeting. He shall cause all amendments, changes and additions to be noted thereon and shall permit the same to be consulted by members upon request.

Section 3 MEETINGS: Regular meetings shall be held twice each month on alternate Thursday evenings at such place as the President shall order, or as agreed upon by the membership. The meeting shall be declared by the President in advance to be a business or an activity meeting.
A quorum necessary for the transaction of business is defined as one-tenth (1/10) of the total membership plus two officers.
Special meetings may be called by the President upon the written request of any five (5) members of MARC, Inc.. Notice shall be sent to all the members informing them of the special meeting and business to be transacted. Such notice shall be so sent that in the ordinary postal delivery they shall arrive at least twenty-four (24) hours before the time therein set for the meeting. Only such business as is designated in the said notice shall be transacted at such special meeting.
Section 4 MEMBERSHIP: Application for membership shall be in writing at a regular meeting and each application must express a willingness of the applicant to abide by the Constitution and By-Laws, and such rules as shall from time to time be promulgated by the organization. Two-thirds (2/3) of those present shall approve the applicant before he shall be considered elected to membership.

Section 5 TREASURER: The Treasurer shall pay no bills without proper authorization of the Business Committee which shall consist of the President, Vice-President and Secretary. He shall make his books available for annual audit prior to the installation of newly elected officers.

Section 6 DUES: A regular annual assessment shall be levied upon members in accordance with the following table: Regular members ............................................Full Amount of Dues Senior Members (over 65) and Students ........2/3 Amount of Dues Full Time Active Service Members .................No Dues Additional Family Members .............................. 1/3 Amount of Dues New Members after January 31 .......................Prorated at 1/12 of Full Amount for each month remaining in the calendar year, including the current month. Payment shall be made in advance to the treasurer by the last day of the calendar year. Non-payment of such assessment shall be cause for dismissal.

Section 7 STANDING COMMITTEES: At the first regular business meeting of his term, the President shall insure that a minimum of four (4) standing committees are in place. These shall be the Technical, Publicity, Program and Entertainment, and Scholarship Committees. The President as an ex-officio member of all committees. The duties of said committees shall be as follows: a) The Technical Committee shall perform its duties in accordance with Article VIII - Operations Section 1 of the Constitution. b) The Publicity Committee shall publicize meetings and be the organization’s contact with the public at large. c) The Program and Entertainment Committee shall provide speakers, movies, slides, demonstrations, etc., of an informative or educational nature in some way related to amateur radio, electronics, communications, etc., or as suggested by the members. Such programs shall be presented at the monthly activity meeting.
The Program and Entertainment committee may also provide assistance for Club Station activities in conjunction with the Station Activity Manager. In addition, the committee may assist other special committees in planning Field Day, picnics, etc.
d) The Scholarship committee shall administer and be responsible for the scholarship resources in behalf of the membership of MARC, Inc. The committee shall consist no less than of four (4) members plus the President as an ex-officio member. Within a period not exceed ninety days after the acceptance of these By-Laws, the Scholarship committee shall submit a Scholarship Plan of Operations to the MARC, Inc. trustees for approval and be appended to these By-Laws as an integral section.

Section 8 REPEATER OPERATION
The Wallingford Repeater Association shall merge with the Meriden Amateur Radio Club, Inc. The purpose of this merger is to insure continued technical capability of MARC, Inc. in the performance of the purposes set forth in Article II of this Constitution and By-Laws.
A detailed Repeater Plan of Operation shall be appended to these by-laws as an integral section.
This merger shall be effective upon approval of this By-Law in accordance with Article IX.

Section 9 PRESIDENT The President may authorize total expenditures for MARC, Inc. business of up to one-hundred dollars ($100.00) between consecutive regular business meetings. Such authorization shall be considered "proper" as defined in By-Law Section 5 and shall not need prior Business Committee agreement.

Section 10 PURPOSES MARC, Inc is organized exclusively for charitable, educational and scientific purposes, including for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.
Section 11 PURPOSES No part of the net earnings of MARC, Inc shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that MARC, Inc shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of MARC, Inc shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and MARC, Inc shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, MARC, Inc shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future tax code, or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Section 12 DISBANDMENT Upon dissolution of MARC, Inc, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or shall be distributed to the federal government, or to the state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principle office of MARC, Inc is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.
MARC Scholarship Committee Guidelines

THE FRANK DARMOFALSKI (W1FD) SCHOLARSHIP FUND
of the Meriden Amateur Radio Club, Inc.

Purpose: To provide secondary school graduates scholarship award(s) for the purpose of continuing education in communications electronics or other related STEM fields.

Members of the committee shall elect one member as chairperson and to report to the board of directors. chairperson shall serve one year term and may be re-appointed by the committee.

A quorum shall consist of three members.

All monies received/raised by the scholarship committee shall be deposited into the treasury. The scholarship committee shall recommend to the board of directors the investments in which to place the monies received for the scholarship fund.

Scholarship awards shall be of two types: perpetual or expendable.

Perpetual scholarships shall award the interest/dividends gained from the investments each year, the scholarship(s) is(are) funded by bequests of individuals or through funds raised by MARC Inc.

Expendable scholarships shall award the total sum received from the sponsor where the intent is to fund a short term scholarship or where the monies received would not generate enough income to warrant multiple years of awards.

Perpetual scholarships endowed by individuals with at least $2000.00 (two thousand dollars) or more shall be given in the individuals name annually providing the donor wishes to be recognized.

Expendable scholarships of $100.00 (one hundred dollars) up to $1999.00 (one thousand nine hundred ninety nine dollars) shall be given in the persons named which the donations represent.

Monies raised or donated to MARC shall first fund The Frank Darmofalski Scholarship unless otherwise designated by the donor.

Award(s) of interest from the scholarship fund shall be made to the selected candidate(s) each year upon the recommendation of the scholarship committee.

The number and the amounts shall be decided by a vote of the membership at the November business meeting based upon funds available/or interest earned by the fund. The award shall be at least $250.00 or the amount of dividends receive by the fund. The treasurer shall notify the committee by November 1st as to the amount of monies to be awarded. The board of directors shall disburse the award(s) at the start of the academic year to the candidate(s).
Applications shall be considered confidential material and only members of the scholarship committee may review them.

Applicants Requirements:

Must be in an accredited institution beyond high school and be enrolled in a stem tract of a curriculum in high school.

Transcripts should be attached

Preference is given to students in electronics or enrolled in one of the STEM fields of study.

Open to all regardless of race, religion, sex or national origin. Must be a U.S. citizen.

Awards shall be based upon academic grades, financial need, leadership qualities, area of study, public service activities and electronic projects.

Each year the scholarship program shall rotate between the towns of Meriden and Wallingford, Ct. One or more students in that town shall be awarded a scholarship based upon the number available. Commencing in the year 2016 awards shall be offered in Wallingford and continue in even numbered years. Meriden schools shall have the opportunity to compete in the odd number years commencing in 2017.

It shall be the scholarship committee responsibility to notify and send applications to all secondary schools in the town eligible that year by March 1st with returns by April 15th. Exceptions to the Meriden or Wallingford town rule will be made for MARC members’ children or grandchildren.

Each member of the scholarship committee shall review the applications and select three candidates for the award(s) ranking them in numerical order #1-3. The candidate(s) receiving the highest total shall be awarded the scholarship(s). If no (one) candidate receives more points, those chosen with the highest totals will be reviewed by the committee and ranked again. If no (one) candidate is selected then the president as ex-officio member shall cast the deciding ballot after reviewing the applications of those selected by the committee and receiving the highest totals.

Upon review of the applicants if two candidates are ranked equal and one of which is a member of MARC or their family then preference shall go to that person.

No member of the committee shall be allowed to vote on an application of their immediate family, relatives, employee or employer.
In the event MARC Inc. shall be dissolved all monies in the scholarship fund shall be
given to the ARRL scholarship program for perpetuation of the scholarship program

(Made an addendum to the MARC, INC. Articles of Incorporation November 9, 2000. Now Jan. 6, 2016)