

Tippecanoe Amateur Radio Association, Inc.

Constitution and Bylaws — Revised 12/2025

PREAMBLE

The Tippecanoe Amateur Radio Association, Inc. (TARA) exists to promote and support the advancement of amateur radio in the Greater Lafayette area and beyond. The Association encourages education, public service, and fellowship among radio amateurs while fostering technical development, community engagement, and preparedness for communications in times of need.

ARTICLE I — Membership

1. **Eligibility:**

Membership is open to all persons interested in amateur radio as defined by federal law and the Federal Communications Commission (FCC). No person shall be denied membership on the basis of race, color, creed, religion, gender, sexual orientation, political affiliation, or any other protected class.

2. **Classes of Membership:**

- **Regular Member:** Holds a valid FCC amateur radio license.
- **Associate Member:** Does not hold a current license but has an interest in amateur radio.

3. **Active Membership:**

An *Active Member* is defined as a dues-paid member who has participated in at least four (4) club meetings or sanctioned activities—either in person or electronically—within the preceding twelve (12) months.

Only active members may vote in elections, hold office, or be counted toward quorum.

4. **Application and Removal:**

Membership applications shall be submitted in writing or electronically and approved by a majority vote of the members present at a regular meeting.

Membership may be revoked for cause by a two-thirds vote of active members present, following reasonable notice and opportunity to respond.

ARTICLE II — Officers and Board of Directors

1. **Officers:**

The officers of the Association shall be:

- President
- Vice President
- Secretary
- Treasurer

2. **Board of Directors:**

The Board shall consist of the officers and the immediate Past President. If the Past President is unavailable, the Board may appoint an additional at-large member.

3. **Terms and Elections:**

Officers shall serve one-year terms and may be re-elected without restriction. Elections shall be held at the January regular meeting, with terms beginning immediately upon election.

4. **Vacancies:**

In the event of a vacancy, the Board may appoint an interim officer to serve until the next regular election.

5. **Eligibility:**

All officers must be active members and hold a valid FCC amateur license.

6. **Removal:**

An officer may be removed for cause by a three-fourths vote of active members present at a regular or special meeting after at least ten (10) days' written notice.

7. **Club License Trustee:**

The Association shall maintain a club station license as authorized by the Federal Communications Commission (FCC).

A Club License Trustee shall be appointed by the Board of Directors and approved by the membership.

The Trustee must hold a valid FCC Amateur Extra Class license and be a member in good standing.

The Trustee is responsible for maintaining compliance with FCC regulations, ensuring the club's call sign remains current, and notifying the membership when the license is

renewed or modified.

The Trustee shall serve until resignation or replacement by Board action and member approval.

ARTICLE III — Duties of Officers

1. President:

Presides over all meetings of the Association and Board, represents the Association publicly, and ensures that activities are conducted in accordance with these bylaws.

2. Vice President:

Assists the President and assumes their duties in their absence. Oversees technical and operational activities, including equipment, event planning, and emergency readiness.

3. Secretary:

Maintains meeting records, membership rolls, correspondence, and official notices. Keeps the official copy of these bylaws and ensures amendments are recorded and distributed.

Submits annual affiliation reports and updates to the American Radio Relay League (ARRL) and other organizations as required to maintain the Association's good standing.

4. Treasurer:

Manages all Association funds, maintains accurate financial records, and provides a report at each regular meeting. An annual audit shall be conducted by two members appointed by the President prior to the January meeting.

5. Board of Directors:

Conducts Association business between meetings and reports actions to the membership for ratification at the next regular meeting.

6. Club License Trustee Reports:

The Trustee shall report annually to the membership at the July meeting on the status of the club station license, including any updates, renewals, or correspondence with the FCC. The Trustee shall also notify the membership promptly when the club license is renewed or modified.

ARTICLE IV — Meetings

1. **Regular Meetings:**
Regular meetings shall be held monthly at a time and place (physical or virtual) designated by the President.
2. **Special Meetings:**
May be called by the President or by written request of five (5) active members. Members shall be notified electronically at least ten (10) days in advance.
3. **Virtual Participation:**
Attendance and voting by electronic means (e.g., video conference or online ballot) shall carry the same standing as in-person participation.
4. **Quorum:**
A quorum shall consist of eight (8) active members, including at least two (2) officers.
5. **Voting:**
Unless otherwise specified, actions shall be decided by a simple majority of active members present and voting. Proxy or electronic votes must be submitted through an approved method before the vote closes.

ARTICLE V — Dues and Finances

1. **Dues:**
Annual dues shall be established by majority vote at a regular meeting and may not be changed more than once per calendar year. Family memberships may be offered at a rate not to exceed 1.5 times the individual rate.
 2. **Payment:**
Dues are payable at the start of the calendar year. A grace period of sixty (60) days shall be granted, after which unpaid memberships will lapse.
 3. **Use of Funds:**
All funds shall be used exclusively for Association purposes and in accordance with nonprofit regulations. No part of the net earnings shall benefit any member or individual.
 4. **Fiscal Oversight:**
The Treasurer's records shall be reviewed annually by an auditing committee prior to the January meeting.
-

ARTICLE VI — Amendments

These Bylaws may be amended by a two-thirds (2/3) vote of active members present at any regular meeting, provided that written notice of the proposed amendment has been distributed electronically at least ten (10) days in advance.

ARTICLE VII — Rules of Order

The Association shall conduct its meetings in an orderly and respectful manner. *Robert's Rules of Order* may be used as a reference but are not binding. The President may establish reasonable procedures to maintain decorum and fairness.

ARTICLE VIII — Dissolution

In the event of dissolution, the assets of the Association shall be distributed in accordance with Section 501(c)(3) of the Internal Revenue Code or successor provisions, with preference to organizations supporting amateur radio, public service, or education.

**Adopted by the membership of the Tippecanoe Amateur Radio Association, Inc. —
January 2026**

President: _____

Secretary: _____

Date of Adoption: _____