

**Bylaws of the**  
**Battleship New Jersey Amateur Radio Station**  
**(BNJARS)**

19 March 2001

1<sup>st</sup> Revision: 23 September 2003

2<sup>nd</sup> Revision: May 2005

3<sup>rd</sup> Revision: 13 September 2008

## Bylaws of the Battleship New Jersey Amateur Radio Station (BNJARS)

---

1. **Records of Constitution and Bylaws.** It shall be the duty of the Secretary to keep the Constitution and Bylaws of the Battleship New Jersey Amateur Radio Station, and they shall be available at all meetings. The Secretary shall record all amendments, changes and additions to the Constitution and Bylaws and shall permit them to be reviewed by members upon request.
2. **Amendments.** Amendments to the Bylaws shall be submitted to the Secretary in writing, and a summary of the proposed changes posted to the BNJARS e-mail list, at least one week prior to a general meeting. Once read at the general meeting, sufficient time to interpret and discuss the proposed amendment shall be given. A vote on the proposed change may be tabled until the next meeting, or held after the discussion period and a seconding of the proposal. A two-thirds majority vote of the voting members present shall be required for passing amendments. After approval the Secretary, or his designee, shall make all updates to the document that are impacted by the changes adopted and the Secretary shall notify the membership of the change and make copies available. A copy of the amended Bylaws shall also be posted on the club's web site.
3. **House Rules.** The membership may implement house rules as deemed necessary provided they do not conflict with the Constitution or Bylaws of the organization. A simple majority vote of the voting members present shall be required to pass a rule or rule change. The Secretary shall record and make available all House Rules adopted by the membership.
4. **Meetings**
  - 4.1 **General Meetings.** Regular meetings shall be held four times per year (February, May, September, and December). All regular meetings shall be held at 10AM the second Saturday of the scheduled month. The President or Executive Board may schedule additional meetings or change regular meetings as required, provided that advanced written notice is given to all members at least two weeks in advance, if possible, advising of the date, time and place of the meeting. Elections shall be held at the last regularly scheduled meeting of even numbered years.
  - 4.2 **Social Events.** At the discretion of the Executive Board, social events may be held periodically. These events shall be informal in nature and special awards may be announced at these events.
  - 4.3 **Meeting Location.** All meetings shall be conducted in a place readily accessible to all members expected to attend with sufficient accommodations for all members attending.
  - 4.4 **Quorum.** The quorum for all regular meetings at which business will be transacted shall be nine voting members. Voting members shall be defined as those who have been members for at least one year, have attended at least one meeting in the past 12 months, excluding the current meeting, and must be at least 18 years of age.

5. **Membership**

- 5.1 **Member Participation Requirements.** An Active Member must attend at least two meetings, excluding the current meeting, over the past 12 months and either provide service to the station for at least four hours per quarter over the last four completed quarters or provide service to the station for at least 40 hours over the past 12 months by: a) manning the Station in some capacity; b) providing maintenance or repair service to the Station; c) actively serving as an officer or the station license trustee of the organization; or d) providing other service such as research, running special events, doing ship/station related work outside the ship or similar activities. These requirements may be waived by the majority of the Executive Board for extenuating circumstances.
- 5.2 **Life Membership Requirements.** In order to be considered for Life Membership, the member must meet at least one of the following requirements:
- (a) Have served as a charter member (signatory of the original Constitution) with at least five years of active service.
  - (b) Have served for at least seven years as an Active Member, with at least one year in a leadership capacity (officer, director, station license trustee or committee chair).
  - (c) Have served for at least ten years as an Active Member.
  - (d) This section deleted in the September 2003 revision.
  - (e) Special Life Memberships may be conferred upon a BNJARS member by decision of the Executive Board. This may be in addition to the annual allotment of Life Memberships provided for in the BNJARS Constitution.
- 5.3 **Cadet Membership.** A Cadet Member shall meet the following criteria:
- (a) Be between 16 to 18 years of age, have the signed permission of his parent/guardian who shall be an Active Member of the organization, and be accompanied at all times by a parent or guardian;
  - ~~(b)~~ This Section deleted Sept 2008
  - ~~(c)~~ This Section deleted Sept 2008
- 5.4 **Charter Membership.** The signatories of the Constitution of the BNJARS holding a valid Amateur Radio Operator license shall be afforded Active Member status for a period of two years upon the ratification of the Constitution for the purpose of initial elections to office.
- 5.5 **Station Operation.** Any members wishing to operate the radio station must have a valid, current US amateur radio operating license or US reciprocal license on file with the station records, and have completed the orientation and training requirements of the BNJARS, as defined by the Chief Engineer. All station operators must complete a log entry every time they take control of the station, and whenever they relinquish control of the station, including their name, call sign, operating hours, and station/equipment condition.

## Bylaws of the Battleship New Jersey Amateur Radio Station (BNJARS)

---

6. **Nominating Committee.** The Nominating Committee shall consist of not fewer than three voting Members. The Nominating Committee shall solicit candidates for office, evaluate potential candidates, and provide a recommended slate of candidates, one candidate per office.
7. **Notification in Writing.** Whenever notification of general membership is required in writing, the use of electronic mail (e-mail) and publication on the club web site shall meet the requirements for written mail.
8. **Dues.** Members who maintain an active status in accordance with section 5.1 of these Bylaws shall not be required to pay dues. Other members may be asked to pay annual dues in the amount of \$10 to cover the cost of publications, badges, etc.
9. **Capital and Major Expenses.** A Capital Expense is defined as any expenditure in excess of \$100 that results in a capital improvement or permanent change to the Station or major station equipment. A Major Expense is defined as any expense in excess of \$500.
10. **Corporate Sponsorship.** The BNJARS will seek corporate sponsorship to help defray its operating expenses.
11. **Logo.** The BNJARS shall adopt an official club logo, which shall be used on the organization's letterhead, literature and web site. With the approval of the Executive Board, members may use the club logo on QSL cards to show BNJARS affiliation.
12. **Publicity**
  - 12.1 **Web Site.** The Battleship New Jersey Amateur Radio Station shall maintain a web site to include articles of ongoing projects. Each committee chair shall provide updates for their projects and activities along with information on how to be contacted.
  - 12.2 **Monthly Newsletter.** This section deleted in the February 2004 revision.
  - 12.3 **E-mail List.** The Secretary or designate shall maintain an up-to-date e-mail list of all members. An additional e-mail list ("reflector") will be provided for members and shall be used to make announcements and give updates on club activities.
13. **ARRL Affiliation.** The BNJARS shall seek and maintain the status of an ARRL affiliated club.
14. **Safety Officer.** The chief Engineer shall appoint a Safety Officer, who will work with the Home Port Alliance and the Chief Engineer to ensure the safety of all members, and that all environmental health and safety requirements are met.

**APPROVAL OF BYLAWS:**

I, \_\_\_\_\_, Secretary of the Battleship New Jersey Amateur Radio Station, attest that these Bylaws were adopted by the voting membership of the organization as required by the Bylaws:

Date: \_\_\_\_\_

Location: \_\_\_\_\_

Attestation: \_\_\_\_\_

*(Secretary's Signature)*

I, \_\_\_\_\_, Secretary of the Battleship New Jersey Amateur Radio Station, attest that Ammendments to the Bylaws were adopted by the voting membership of the organization as required by the Bylaws:

Date: \_\_\_\_\_

Location: \_\_\_\_\_

Attestation: \_\_\_\_\_

*(Secretary's Signature)*