

CONSTITUTION & BYLAWS OF ALERT

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PREAMBLE

We, the undersigned, wishing to secure for ourselves the pleasures and benefits of an association of persons commonly interested in Amateur Radio and Emergency Communications, constitute ourselves the Alabama Emergency Response Team, or ALERT, and enact this Constitution & Bylaws as our governing law. It shall be our purpose to promote and enhance Emergency Communications through training and the use of established operating standards.

ALERT MISSION STATEMENT

To promote and enhance amateur radio emergency communications through training and use of operation standards during severe weather and other emergencies...

ALERT exists to provide communications support for the National Weather Service during severe weather events & at other times when such support is deemed necessary or desirable by the National Weather Service Forecast Office in Calera Alabama.

ALERT's coverage area is over the County Warning Area of the National Weather Service Forecast Office in Calera, stretching from the borders of Mississippi to Georgia & roughly from Marion, Blount & Cherokee Counties down to Pike & Barbour Counties.

ALERT also stands ready to assist, as is possible, her sister group in the Atlanta Peachtree City Forecast Office & other National Weather Service Offices should the need arise.

ALERT is independent of any other club, group, or organization, for as past experience has proven, this is the most effective way of gaining & maintaining the trust & cooperation necessary among the various clubs, groups, & entities with which we normally interact.

The independence of ALERT is a fundamental & vital principle.

ALERT seeks to & is eager to maintain strong working relationships with all clubs, groups, & entities, while maintaining its unique independent status & focusing on her primary mandated mission for the National Weather Service.

ALERT also stands ready to assist Emergency Management Agencies & other Governmental Agencies to provide emergency communications should normal lines of communications become unavailable or otherwise disrupted.

Any and all individuals are welcome to join & participate in ALERT & its activities.

ARTICLE I

The name of this organization shall be called ALERT, (The ALABAMA EMERGENCY RESPONSE TEAM.)

CONSTITUTION & BYLAWS OF ALERT

ARTICLE II

Section 1.

There shall be three types of members: Operations, Support, and Friend.

Section 2.

Operations Members must hold a valid Amateur Radio license issued by the Federal Communications Commission.

Section 3.

Operations Members must be trained by ALERT in order to be designated as a Control Operator at the National Weather Service.

Section 4.

Operations Members must pay appropriate dues and they have a right to vote.

Section 5.

Supporting Membership is open to any person interested in Amateur Radio, Skywarn, or Emergency Communications.

Section 6.

Supporting Members pay the appropriate dues and they have a right to vote.

Section 7.

Upon obtaining a valid Amateur Radio License & receiving training by ALERT, Supporting Members will become eligible for Operations Member status.

Section 8.

Friend Membership is open to anyone who helps with ALERT.

Section 9.

Friend Members pay no dues & do not have the right to vote.

ARTICLE III

Those wishing to join ALERT may do so by submitting a completed membership application, with appropriate dues to the ALERT Membership Officer.

ARTICLE IV

Section 1.

Dues for ALERT shall be paid once a year to the Treasurer and shall be due in the July meeting.

Section 2.

Dues shall be established by the Board of Directors with the approval of the majority of voting members.

Section 3.

Dues for ALERT shall be set at \$20.00 for Operations & Supporting Members, \$10.00 for students and senior citizens over age 65. Dues will be prorated by 50% if paid after January 1 of the current membership year.

CONSTITUTION & BYLAWS OF ALERT

ARTICLE V

Section 1.

Election of Officers shall be held at the regular meeting in May. The President shall appoint a Nominating Committee of 2 voting members at the March meeting. The Nominating Committee shall post its report at the April meeting for all the voting members to review. Nominations from the floor will be accepted at the meeting of the elections.

Section 2.

If there are nominations from the floor, the election will be held by secret ballot, with the President appointing two members to count the ballots. Otherwise, if there are no floor nominations, the election will be open & the election will be by simple majority of votes.

Section 3.

Officers shall be elected for a term of one year.

Section 4.

Officers and Directors shall assume their positions at the July meeting.

Section 5.

Following the withdrawal, removal, or resignation of an elected Officer, the President, at the first regular meeting, must fill by either special election or by appointment any vacancies occurring between elections.

Section 6.

Should Officers be found not fulfilling their duties or be charged with misconduct, malfeasance, or conduct unbecoming that of an amateur radio operator as defined by the FCC, they shall be held accountable to a formal review by the Board of Directors, in executive session.

Section 7.

If after review by the Board of Directors it is recommended that an Officer be removed, the Officer may be removed by a special vote of the current membership. The Officer will only be removed if three-fourths vote of the current membership present have voted in favor of such removal.

ARTICLE VI

Section 1.

The Officers of ALERT shall be:

President
Vice-President / Membership
Treasurer
Secretary
NWS Liaison
Operations
Training
Public Information

Section 2.

The Board of Directors shall be composed of the President, immediate past President, Trustee of the station and 2 operational "At Large" members appointed by the President.

CONSTITUTION & BYLAWS OF ALERT

The "At Large" members shall serve terms of one and two years, the two-year member being chosen every even year. And, are eligible for reappointment if so desired by the President.

The President shall appoint members to fill any vacancies occurring within the year.

Section 3.

All Officers must be Operations Members of ALERT & have been in good standing for one year.

Section 4.

The Board of Directors will conduct all business of ALERT not otherwise delegated by the By-Laws.

Section 5.

The Board of Directors shall meet quarterly in June, September, December, & March unless a special meeting is deemed necessary.

Section 6.

Attendance at the meetings of the Board of Directors shall be open to ALERT members, however the Board may go into executive session if it is deemed necessary.

This new Section clarifies as that Board meetings are open to members, but gives the Board the option to retire into executive session to discuss privacy sensitive issues.

ARTICLE VII

Section 1.

The President shall preside at all meetings.

Section 2.

The President is not entitled to vote in a regular meeting except in the case of a tie. In this case, he shall cast the deciding vote.

Section 3.

The President shall be responsible for securing the meeting room with appropriate accommodations for all the members for all meetings.

Section 4.

The President shall appoint committees for specific tasks. He shall be a member of all committees.

Section 5.

The Vice-president shall assist the President in his duties. In the event that the President shall be unable to perform the duties of the office, the Vice-president becomes the President and holds the office for the remainder of the term.

Section 6.

The Vice-president in his role as Membership Officer shall solicit & encourage new members & shall receive all applications & dues from Members and shall maintain an updated roster of all ALERT members. He shall make arrangements for a copy of this roster to be at all ALERT meetings.

Section 7.

The Secretary shall maintain the official minutes of all meetings of ALERT.

CONSTITUTION & BYLAWS OF ALERT

Section 8.

The Secretary shall maintain copies of the Bylaws and keep a record of all changes to the Bylaws of ALERT.

Section 9.

The Secretary shall write all official correspondence, except that of the President, answer all official letters and keep all correspondence of ALERT.

Section 10.

In the event that the President & Vice-President shall be unable to perform the duties of the office of President, the Secretary becomes the President and holds the office for the remainder of the term, or until a special election can be held to fill the vacancy.

Section 11.

The Treasurer shall receive all monies, including those collected by the Membership Officer and shall maintain an accurate record of all the receipts and expenditures & shall report his activities & treasury status at each monthly meeting, including any regular expenditures or any emergency expenditures including those to preserve ALERT property, its charter or its tax exempt status, or for public service requirements as a result of a disaster or extreme emergency.

Section 12.

The Treasurer shall be authorized to open a checking account for payment of all expenditures. All checks from said account shall require two signatures: President, Vice-president or Trustee. All financial records shall be open for review at any regular ALERT meeting.

Section 13.

The Public Information Officer shall be a liaison between ALERT and the news organizations. He/She will coordinate and assist with the news media's coverage and content of ALERT's activities.

Section 14.

The Training Officer shall maintain and update a procedure manual for operations at the National Weather Service, hereafter referred to as the NWS.

Section 15.

The Training Officer will provide for workshops at the NWS to all Operations Members of ALERT. The workshop will provide hands on training in the operations of all Amateur Radio communications and computer equipment.

Section 16.

As new equipment & technologies are adopted, the Training Officer shall provide up-to-date briefings or training to members and keep them abreast of the changes.

Section 17.

The NWS Liaison Officer shall be the official contact person between ALERT and The NWS for issues or changes involving radio operations that need to be addressed by ALERT & the NWS.

Section 18.

The NWS Liaison Officer will keep and update the official on call list and schedule.

Section 19

The NWS Liaison Officer will, at NWS' request, issue callouts to the NWS & coordinate the response & shifts of the responders and if possible schedule shifts of two operators in three-hour shifts. This may be modified depending on callout response.

CONSTITUTION & BYLAWS OF ALERT

Section 20.

The NWS Liaison Officer shall, if needed, contact the responders and remind them of their schedules.

Section 21

The NWS Liaison Officer shall provide the NWS with "Callout Tree" of personnel who may initiate callouts, in the event that the Liaison Officer is unavailable.

Section 22.

The Operations Officer shall resolve any communications problems outside of the NWS. The problems include equipment, repeater, and link trouble. He shall try to inform the appropriate individuals about resolving these problems.

Section 23.

The Operations Officer shall have charge over the ALERT computer & communications equipment, and has leeway to repair, modify, augment, or enhance ALERT's equipment to maintain or improve ALERT's communications capabilities as he sees fit.

Section 24.

The Operations and NWS Liaison Officers shall work with and keep the Training Officer abreast of any new procedures and or equipment in order to keep the members trained and up to date as needed.

ARTICLE VIII

Section 1.

The Board of Directors shall appoint an Operations Member in good standing as the Trustee of the Club's call sign: K4NWS.

Section 2.

The Club Trustee shall be responsible for maintaining the K4NWS license status and shall answer any inquiry from the Federal Communications Commission.

ARTICLE IX

Section 1.

The rules contained in "Robert's Rules of Order Revised" shall govern all cases to which they are applicable in ALERT.

ARTICLE X

Section 1.

Meetings shall be held on the second Tuesday of each month.

ARTICLE XI

Section 1.

ALERT is a non-profit Corporation and will not issue shares of stocks. No dividends will be paid, and no part of the income of the Corporation will be distributed or loaned to its Members, Officers or Directors, other than incidental loan of equipment or temporary transfer of monies to be used to obtain equipment or supplies.

CONSTITUTION & BYLAWS OF ALERT

Section 2.

No Member, Officer, or Director shall, with the exception of equipment they have loaned to ALERT, have any vested interest, claim, or privilege to the assets, functions or affairs of ALERT or have any right, interest, or privilege which may be transferable or inherited or claimed if his membership ceases.

ARTICLE XII

Section 1.

ALERT has the option of either preparing & adopting a formal written budget or using the monetary assets on an "as needed basis", subject to Presidential and Board of Directors' oversight.

Section 2.

The Treasurer shall make a full accounting of all expenditures in accordance to ARTICLE VI, Section 11 of these Bylaws.

Section 3.

If a formal written budget is desired, at the first meeting of the new Officers in July, both the old and new Officers shall meet to review the financial transactions of the previous year and propose a budget to be adopted by ALERT.

Section 4.

At the August meeting the President shall present the budget for the next fiscal year.

Section 5

After ALERT members have reviewed, amended, & voted to approve the budget, it will become the basis for all expenditures.

Section 6.

Any member of ALERT may move to modify the budget. Any motion must be recorded and discussed by the membership. The proposal may be then voted on and if passed will immediately be adopted and implemented. Or, if so desired, the proposal may be "tabled" for further review.

ARTICLE XIII

Section 1.

ALERT, as a completely voluntary organization, shall not be held responsible for any damages, injury, liability, or death resulting to members responding to ALERT callouts or for any damage, injury, liability, or death resulting from the consequence of the activities of ALERT or any information obtained from ALERT.

ARTICLE XIV

In the extreme event that corporate dissolution is desired, the Board of Directors must meet & propose corporate dissolution. The Secretary shall record the minutes of this meeting.

The proposed Dissolution must then be approved by two thirds of the voting members and, if passed, appropriate notification will be given to the Internal Revenue Service & Alabama Secretary Of State.

CONSTITUTION & BYLAWS OF ALERT

Upon dissolution of ALERT, the Board of Directors shall have the power to dispose of the assets of ALERT after paying, or making provisions for payments, of all liabilities of ALERT. The Board of Directors shall distribute or dispose of the assets of ALERT by transferring or conveying such assets, or the proceeds of the sale, to another corporation or organization which is organized and operated exclusively for charitable, educational, or scientific purposes and which shall qualify as an exempt corporation or organization under Section 501(c)(3) of the Internal Revenue Code of 1954 or a corresponding provision of any future revenue code. In the event the Board of Directors fails or is unable to distribute such assets in accordance with the provisions of this Section, any member may petition a court of appropriate jurisdiction to assume jurisdiction over the assets and accomplish a distribution in accordance with the intent and purpose of this section.

ARTICLE XV

Section 1.

The Bylaws of the ALERT may be amended by a vote of two-thirds of the members present at any regular meeting providing the following has been observed:

1. The proposed amendment must be submitted in writing to the Board of Directors and read by the Secretary at a regular meeting.
2. Written notice of at least one month has been given to the voting membership.
3. The proposal then shall be discussed and voted on at the next regular meeting.

ARTICLE XVI

Section 1.

This Constitution and Bylaws of ALERT shall override, replace, and supersede any previous versions of Bylaws that were proposed, presented or previously passed.

RATIFICATION

Having been ratified by unanimous vote at the October 9, 2007 meeting of the Alabama Emergency Response Team, this Constitution and Bylaws of ALERT shall be in effect as of November 1, 2007.

Mark W Wells
President – Alabama Emergency Response Team