

1 **New Jersey Emergency Communications Team (NJECT)**

2 **~BY-LAWS~**

3 **Created and adopted this 19th day of December 2015**

4
5 **Chapter 1 - Goals**

6 It shall be the goal of NJECT to promote the use of Amateur Radio in assisting the
7 management and communications of all New Jersey non-profit events and fund raisers
8 conducted by organizations that have met the state and/or federal meaning of not-for-
9 profit. NJECT shall provide assistance in gathering information about these types of events
10 and forwarding this information to all members and member groups. When requested,
11 NJECT will aid them in their non-profit endeavors and help to manage their safe and
12 orderly operation to their conclusion using the appropriate means available as agreed upon
13 between NJECT and the requesting organization primarily with the use of Amateur Radio.
14

15 **Chapter 2 – Disclaimer; Membership; Voting**

16 Membership in this organization shall not entitle any person, group, or entity any rights or
17 privileges not delineated herein. Members who volunteer or take part in any event,
18 whether approved or not, sponsored, or promoted by the Board or the membership, will
19 take part in all events at their own peril. This organization will not offer or endorse any
20 insurance coverage whatsoever or provide any special protection for the member
21 regardless of the circumstances. Members who wish to provide themselves with such
22 services or protection shall do so at their own expense, privately, with the carrier or
23 company of their choosing.
24

25 Membership must be applied for by using the current membership application and
26 submitting same to any officer of this club. The application must contain true and accurate
27 information about the prospective member. The member must be accepted by a majority of
28 the current voting members at a meeting of this club.
29

30 Membership classes and voting rights shall consist of the following:

- 31
- 32 A) Probationary Member: A new member who has not passed his/her first anniversary
33 of membership; may not vote on any issues of the club, except for Charter Members.
34
- 35 B) Regular Member: A licensed Amateur Radio operator of the U.S. currently residing
36 in New Jersey or any of the Three (3) contiguous states around New Jersey. May
37 cast one vote for any issue at any meeting provided they meet the minimum voting
38 requirements*.
39
- 40 C) Associate Member/Affiliated Club Members: Any person or Group of people, who
41 have graciously donated his/her/their time, property, promoted, or plan to promote
42 or make a significant donation to further the goals and objectives of this club as
43 specified in the Constitution and/or these By-Laws, and is nominated by at least one
44 Board member and approved by a resolution at a meeting of this club. Associate

45 membership may be granted to other affiliated radio clubs, thus giving their active
46 membership individually, Associate Membership status. Associate members may
47 not cast a vote for any issue.

48
49 D) Charter Member: A Regular member who was an original founding member
50 creating this organization. This member shall not be subject to any present or future
51 dues and/or assessments as outlined in Chapter 4. May cast one vote for any issues
52 brought up at any meeting provided they meet the minimum voting requirements*.
53

54 E) Life member: A Person who has been a regular member for at least ten (10) years
55 and is nominated by at least one Board member and approved by a resolution at a
56 meeting of this club. This member shall not be subject to any present or future dues
57 and/or assessments as outlined in Chapter 4. May cast one vote for any issues
58 brought up at any meeting provided they meet the minimum voting requirements*.
59

60 *Voting rights are determined by the following:

61 To vote at any meeting (except for Board members) a member must have attended at least
62 one meeting of the organization and attended at least one of the club's sanctioned activities
63 in the last 12 calendar months as evidenced by attendance records maintained by the
64 Secretary or other approved method, except for the initial first year and Charter meeting.
65

66 **Chapter 3 – Meetings; Quorum**

67 This organization shall meet at least once per year, either in person or electronically, but
68 may meet more often or on a regular basis as necessary or willing by the Board President
69 and/or the members at a time and place to be determined by the Board or by a majority
70 vote of the membership. A meeting quorum is required for voting purposes and shall
71 consist of at least two (2) current officers and an aggregate of 20% of the membership
72 classes of Regular, Charter, or Life, who all meet the minimum voting requirements as
73 prescribed in Chapter 2 of these By-Laws.
74

75 **Chapter 4 – Officers, Terms of office; responsibilities**

76 A) **President**, Term: Two (2) years; Shall preside over all meetings and be
77 responsible for the day to day operations of the club including representing the
78 members of this organization for the purpose of furthering the goals and
79 objectives of this organization as outlined in the Constitution. Shall call for
80 Board or special meetings when required to conduct the business of this
81 organization. Shall create, dissolve and assign all committees as needed and
82 name the chairperson of each committee for a certain period of time. Shall create
83 all meeting agendas and conduct meetings based on those agendas consistent
84 with Roberts Rules of Parliamentary Procedure as published by Barbara
85 Campbell in the book entitled, *The Everything Robert's Rules Book*, ©2004
86 (ISBN 1-59337-124-1). Shall delegate any and all responsibilities of this office
87 either in whole or in part to any other Board Member on a temporary or
88 permanent basis. The President shall form an election committee two (2) months

89 before any officer's term expires that consists of members not running for any
90 office.

91
92 B) **Vice President**, Term: Two (2) years; shall assume the duties of the President
93 when absent, unable to perform his/her duties or when assigned by the President.
94 Shall be ex-officio of all committees and receive all reports and communications
95 from all committees to be delineated at the next meeting.

96
97 C) **Secretary**, Term: Two (2) years; shall assume the duties of the President or Vice
98 President when they or one is unable, absent, or assigned by that officer. Shall
99 record the minutes of all meetings and maintain safe and secure all records of the
100 organization and communicate all minutes to the entire membership via
101 electronic means or in printed format at any meeting of this club. Shall obtain
102 and verify a list of all members in attendance of all meetings and activities of the
103 organization for purposes of determining voting rights of all members and certify
104 that a Quorum has been met as prescribed in Chapter 2 of these By-Laws.

105
106 D) **Treasurer**; Term: (2) years; shall record and keep all the monetary transactions
107 of the organization and maintain safe and secure all such records; report at any
108 meeting the current monetary business of the club by reporting the income and
109 expenses of the organization. Shall maintain an inventory of any and all property,
110 real or otherwise, and record and maintain the location and condition of each
111 item. Shall receive and make a motion to accept any new applicants at the next
112 meeting of this club. Shall maintain a membership list so the Secretary and/or
113 President, can determine the current voting rights of each member. May assume
114 the duties of any other officer of the Board, only when assigned by that officer.

115
116 E) **Member-at-Large**, Term: One (1) year; to represent the membership's interest
117 in the administration of the organization.

118
119 F) **Charter Vice President and Charter Secretary Terms shall be for an initial**
120 **one year period then revert to two years to stagger Board members.**

121
122 In the event a Board member is unable to serve, is removed, or resigns from their office
123 prior to expiration of their term, the remaining ranking Board Member shall designate a
124 temporary replacement, with the approval of the membership by a majority vote to fill the
125 unexpired term at the next regular or special meeting.

126 127 **Chapter 5 -Elections**

128 The election committee shall contact the entire membership to announce that nominations
129 are being accepted for candidates of any officer's terms who are about to expire. Any
130 member in good standing may be nominated by themselves or another member for any
131 position that has reached the term expiration the month before said term is due to expire by
132 either contacting the election committee or by a floor nomination before the voting begins.

133 The election committee shall conduct the voting at a special or regular meeting, and it shall
134 be either verbal or by secret vote, to be determined by the membership.
135

136 **Chapter 6 – Dues and Assessments**

137 As of this writing, there are no dues or assessments to belong to this organization.
138

139 **Chapter 7 – Expenditures**

140 The President is authorized to expend a maximum of Two Hundred Fifty (\$250) dollars in
141 any one month period in the best interests of the organization without prior approval
142 provided that there is at least a balance of Five Thousand dollars (\$5000) in the clubs
143 monetary accounts on the day of the expenditure. Any expenditure over this amount must
144 be approved by a majority of the Board if it is an emergency, or, seek the approval of a
145 majority of the membership at the next meeting.
146

147 **Chapter 8 – Discipline**

148 Any member may make a motion to remove another member for good cause from any
149 class of membership, or to transfer that member to another class of membership, by
150 approval of the membership at any meeting with a quorum present, by at least two thirds
151 vote.
152

153 An officer on the Board may only be removed from office upon the two thirds vote of a
154 quorum at a meeting and by a Yeah vote of at least three other Board officers of this
155 organization.
156

157 **Chapter 9 - Uniforms/Emblem**

158 For the purpose of promoting the goals and objectives of this organization, a uniform is
159 suggested, when in public view, to consist of a navy blue military type shirt with the below
160 emblem sewn on each shoulder. A navy blue baseball type cap is preferred with no
161 lettering or graphics with navy blue or black trousers or military type “BDU’s” are
162 appropriate with black shoes or boots and socks.
163

164 Members are encouraged, and may be required to wear safety and/or protective gear
165 depending on the situation or event. Members not appropriately dressed or equipped for
166 the function they may have been assigned or have accepted, may be dismissed from that
167 event.
168

169 The official emblem of this organization shall be authorized as pictured below:
171

173 Individual Members in good standing are authorized to wear this
175 emblem with the “lightening bolts” on the insides of the emblem.
177 Associate members shall use a version of this emblem without the
179 “lightening bolts.”
181

