

**BYLAWS OF THE  
MERCURY AMATEUR RADIO ASSOCIATION (ALBERTA)**  
(Alberta Corporate Access Number: 5014438864)

1. The full name of this organization is: **Mercury Amateur Radio Association (Alberta)**. An approved abbreviation is: **Mercury Alberta**.
2. In carrying out its Objects; Mercury Alberta will not inject itself into emergency communications in support to any other organization or agency unless a specific documented request is received from an authorized agent of the requesting agency. Mercury Alberta may use its networks and infrastructure to move message traffic on behalf of individuals with needs who are not acting as part of any organization that would normally provide such support. Members may communicate for Mercury Alberta in a real emergency for up to 24 hours pending a documented request.

**Membership**

3. A Participating Member is anyone who is current on any Mercury Alberta net roster or has registered with Mercury Alberta. A Voting Member is a Participating Member who is a licensed amateur radio operator, is current with their dues and has received a favorable vote passed by a majority of the members at a regular or Chapter meeting and the Board. Members are obligated to act in accordance with the bylaws.
4. Any member may withdraw from membership by notice in writing to the Executive Board through its Secretary. Any member may be expelled for non-payment of dues or any cause, which Mercury Alberta may deem reasonable, and as sustained the Executive Board and by a two thirds majority vote at a general meeting.

**Chapters (see Appendix 1)**

5. Chapters may be organized as local entities. A chapter must have five voting members to qualify for Chapter status. Each Chapter shall elect a Representative to the Mercury Alberta Executive Board who will serve as a non-voting member of the Board. Chapters are expected to operate or participate in a local radio network and report such activity.

**Affiliated Club (see Appendix 1)**

6. Organized clubs may apply to the Executive Board for "Affiliate" status. Affiliates may have additional membership requirements of their own. Affiliate clubs, to remain in good standing, must submit dues equal to five members to Mercury Alberta.
7. Affiliated clubs must designate one representative to serve as a non-voting member of the Mercury Alberta Executive Board. Affiliated clubs may also designate five voting members in Mercury Alberta. In addition, members of affiliates may join Mercury Alberta as individuals. No individual may exercise more than one vote as the result of dual designation or membership rolls.

**Governance**

8. Mercury Alberta shall be governed by an Executive Board (the Board) of the elected Officers consisting of the President, Vice-President, Secretary, Treasurer and two Members at Large. There are no Directors. The Immediate Past President is voting member and Chapter Representatives are non-voting members of the Board. A

quorum at Board meetings shall be 50% or more of the currently sitting members with the right-to-vote but must include either or both of the President and Vice-President. An Officer may be removed from office by the procedure described for any member in Clause 4. hereinabove.

9. The Board has the power to sponsor Accredited Examiner(s) and Trustee(s) for Station and Repeater Call-Sign(s) who have qualifications in accordance with Industry Canada regulations. The Board has the power to appoint Ad Hoc Board members. Ad Hoc positions may include without limitation such positions as Membership Registrar, Education Specialist, Technical Specialist, Nets Manager, Webmaster, Newsletter Editor as needs arise. The elected members can invite Ad Hoc Members to participate in Board discussions and may give Ad Hoc members informal voting rights. Ad Hoc members can only vote on matters related to their area of responsibility. Elected Board members shall have the option of holding Ad Hoc positions should they choose.
10. By October 15 of each year, the Secretary shall canvass the voting members via the newsletter, website, net systems and/or other appropriate methods for nominations of Mercury Alberta officers. In November of each year, the Secretary shall mail a ballot to each voting member of record, listing candidates for election. Any other organization-wide issues requiring a vote of the membership shall be voted upon in the same manner or at the same time. The ballot shall be mailed at least three calendar weeks prior to the date upon which ballots are due. A quorum in the election shall consist of the number of ballots returned by the due date.

Ballots shall be counted by the Secretary and two voting members appointed by the Board. The results shall be posted on the website and announced on the net system immediately following the count. Ballots shall be kept for a period of three months for review upon request of any voting member. Following the annual election of officers, the Board shall convene a meeting as soon as possible but no later than January 31 of each year, to carry on the business of the Board.

11. The Term of Office for all elected positions shall run from the date of the meeting described above until the date of the same meeting in the following year, or January 31, whichever occurs first.
12. The Board may meet using electronic communications of any means that it is available to all members of the Board, or in person. Minutes of every formal Board meeting at which decisions are made will be posted on the Internet Website or distributed to each voting member by e-mail or Canada Post.

Board votes may be conducted by e-mail, provided the ballot e-mail contains the full text of the motion or proposal being voted upon. Board members are to respond with an unqualified "YES" or "NO". The Secretary shall record any e-mail vote as a Board meeting in the form of minutes.

Notice of Board meetings shall be given by a means known to be available to all Board members and at least 10 days prior to a Board meeting, unless waived by all Board members in writing or e-mail. Attendance at a Board meeting shall be considered the same as waiving notice.

The Board may carry on discussions without calling a formal meeting of the Board. Resolutions resulting from these discussions are valid provided they are voted on as outlined above.

Resolutions of the Board shall be placed on the website for review of the membership.

### **President**

13. The President shall be ex-officio a member of all Committees. He/she shall, when present, preside at all meetings of the society and of the Board. In his/her absence, the Vice-President shall preside at any such meetings. In the absence of both, a chairperson may be elected at the meeting to preside.

### **Secretary**

14. It shall be the duty of the Secretary to attend all meetings of Mercury Alberta and of the Board, and to keep accurate minutes of the same. In case of the absence of the Secretary, such person as may be appointed by the Board shall discharge his/her duties. The Secretary shall have charge of all the correspondence and be under the direction of the President and the Board. He/she shall also keep a record of all the members of Mercury Alberta and their addresses and send all notices of the various meetings as required. If a Membership Registrar is not appointed then the Secretary shall fulfill those duties.

### **Membership Registrar**

15. The membership registrar shall also keep a record of all the members of Mercury Alberta and their addresses and collect and receive the annual dues or assessments levied by Mercury Alberta. He/she shall also process applications for membership. Monies collected shall be promptly turned over to the Treasurer for deposit in a bank, trust company or credit union as required.

### **Treasurer**

16. The Treasurer shall receive all monies paid to Mercury Alberta and be responsible for the deposit of monies in whatever Bank, Trust Company or Credit Union that the Board may order. He/she shall properly account for the funds of Mercury Alberta and keep such books as may be directed. He/she shall present a full detailed account of receipts and disbursements to the Board whenever requested and shall prepare for submission to the annual meeting a statement, duly audited, of the financial position of Mercury Alberta and submit a copy of the same to the Secretary for the records of Mercury Alberta. One person may fill the office of the Secretary and Treasurer if the Board shall so decide and receive approval at a General meeting.

### **Auditing**

17. The books, accounts and records of the Secretary and Treasurer shall be audited at least once each year by two members of Mercury Alberta elected for that purpose at the annual meeting. A complete and proper statement of the standing of the books for the previous year shall be submitted by such auditor at the Annual Meeting of Mercury Alberta. The fiscal year of the Mercury Alberta in each year shall be the calendar year. Each elected member of the Board shall have access at all reasonable times to such books and records.

### **Meetings**

18. Mercury Alberta shall hold an annual meeting of members on or before March 31 in each year, of which notice shall be delivered 10 days prior to the date of the meeting by Canada Post or electronic communications as may be approved by the Board. At this meeting there shall be presented financial statements and reviewers report for the preceding year for the vote of the membership.
19. General meetings of Mercury Alberta may be called at any time by the Secretary upon instructions of the President or Board by notice by electronic communication or Canada Post and posting on the Mercury Alberta website. Seven (7) members in good standing shall constitute a quorum at any Annual or General meeting. There are no "Special" meetings.

### **Voting**

20. Any member who has not withdrawn from membership nor has been suspended nor expelled shall have the right to vote at any meeting of the Mercury Alberta. Such votes must be made in person and not by proxy or otherwise.

### **Remuneration**

21. Unless authorized at any meeting and after notice for the same shall have been given, no officer, member-at-large, ad hoc appointee or member of Mercury Alberta shall receive any remuneration for his/her services.

### **Funding**

22. For the purposes of carrying out its Objects, Mercury Alberta may set dues, fees, borrow, raise or secure the payment of money in such manner as it thinks fit as supported by the Mercury Alberta membership by resolution.
23. In the event of the dissolution of the Association, any funds held by the Association shall be donated to the LDS Church through a Stake of the Church local to the Secretary/Treasurer. A complete accounting of the funds and all expenditures since the last annual accounting will be mailed to all the members of record as of the last date of activity.

### **Bylaws**

24. The bylaws may be rescinded, altered or added to by a Special Resolution of Mercury Alberta.