



## **Cochise Amateur Radio Association (CARA) Standing Rules**

**Adopted 2 June 2008**

**Amended 2 June 2015, 6 Mar 2017, 5 June 2023, and 4 March 2024**

1. Dues Structure: The following dues structure was adopted at the 2 June 2008 General Membership meeting. Life Membership, may be paid in four (4) equal payments, to be tracked by the Treasurer, rather than in one payment.

Full Membership      \$30 annually (\$25 full time students under 25 and active duty military)

Life Membership	Up to 30 years of age	\$480.00
	31 to 40	\$450.00
	41 to 50	\$410.00
	51 to 60	\$360.00
	61 to 70	\$290.00
	71 to 80	\$210.00
	81+	\$120.00

Family Membership: \$40.00 annually

Family Life Membership: 100% of age-appropriate life membership fee for first individual, plus 40% of first individual's fee for each additional family member.

Associate Membership: \$20.00 annually (\$15.00 for full time students under age 25 and active duty military) or \$1 daily with waiver of initiation fee. A one-year associate membership will be granted to any ham who takes a CARA license class and passes a license exam at CARA VE testing session.

Initiation Fee: \$15.00 a one-time initiation fee of fifteen (15) dollars will be charged to any new member, regardless of membership category. This initiation fee will be used to cover the expense of providing the new member with an official CARA identification badge and new member information package.

2. Repeater Fund: A separate fund is established to maintain the multiple CARA repeaters (including former South Eastern Arizona Radio Society (SEARS) repeaters). Additions to the fund will include anything that persons or organizations wish to donate to the fund. The treasurer will track all donations and income to this fund separately from the general fund. The tech director will make recommendations to the board regarding required upgrades that will require disbursement of repeater funds. No action will be taken to expend repeater funds without prior board approval.

3. Emergency Communications (EMCOM) Fund: A separate fund is established to provide upgrades to the Mobile Communications Unit (MCU) and additional EMCOM needs. Additions to this fund will include all proceeds from sales of surplus government equipment donated for EMCOM use. The treasurer will track all donations and income to this fund separately from the general fund. The Cochise County Radio Amateur Communications Emergency Service (RACES) officer will make recommendations to the board regarding disbursement of EMCOM funds for required upgrades. No action will be taken to expend EMCOM funds without prior board approval.

4. High Frequency (HF) Antenna Improvement Fund: A separate fund is established to improve and upgrade the HF antennas at Green Acres. Additions to the fund will include the existing funds, a \$500 annual disbursement from the general fund, all of the 50/50 drawing income and any additional contributions that persons or organizations wish to donate to the fund. The treasurer will track all donations to this fund separately from the general fund. No action will be taken to procure new equipment until this fund contains sufficient money to satisfy the membership that purchase of the new equipment may be made without risk of depleting the general fund.

#### 5. Meetings:

General Membership Meetings: General membership meetings will normally be held on the first Monday of each month at 7:00 P.M. at the CARA facility, Green Acres, 2756 Moson Road, Sierra Vista, AZ. The exception will be in September when the meeting will be held on the second Monday to accommodate the Paradise Expedition over the Labor Day weekend; and the December meeting, which will be held in conjunction with the CARA Christmas Party.

Board of Directors' Meeting: The Board of Directors' meeting will normally be held at 5:30 P.M. the Monday of the general membership meetings.

6. Overnight Camping at Green Acres: Per the terms of the BLM lease, overnight camping is only permitted in conjunction with an actual emergency or an approved training exercises. (Note: Overnight campers must be CARA members).

7. Use of CARA facilities by others: The Cochise County Director of Emergency Services has determined that the CARA facilities at Green Acres may be used for meetings by others, only if they are related to radio communications or emergency services. This does not preclude the use of the meeting facility by the 4H Club or Scouting activities, provided their activities are related to amateur radio.

8. Open Repeaters: It is the CARA policy to keep all repeaters open for use by any licensed amateur radio operator. There may be a Private Line (PL) tone employed to keep the repeaters from unnecessary keying; it is not intended to limit the use by amateurs.

9. Autopatch: The autopatch on the CARA 146.76 repeater is open to all licensed amateurs. The speed dial numbers will be assigned to current members only.

10. Repeater Control Operators: The following members have been designated control operators for the CARA repeaters and have been provided code to control the repeaters:

Vince Fero- AA7JB– Tech Director

Pete Lacount – W8UXD Bob Hollister – N7INK

Mike Bucciarelli – N7CK

Mike McNeill – AD7HZ

11. The treasurer shall prepare an annual report to the Internal Revenue Service (IRS) and other reports as required.

12. The Association financial records and supporting documents shall be maintained by the treasurer for a minimum period of seven (7) years.

13. Life Member Fund: All life membership dues received shall be placed in a special fund that will be tracked and invested separately from the general fund. The purpose of this fund is to foster long-term capital growth in the event that the club needs to make strategic financial decisions in the best interest of the long-term health of the club.

14. A special committee is formed to study the long-range needs of the Association and develop goals and objectives to be used to construct the annual budgets of the Association. The committee shall be named the PLANNING COMMITTEE and shall consist of up to five (5) members of the Association to be selected and appointed by the chair.

15. It is the policy of CARA that all donations that are of any value to either CARA or any of its members will be accepted. Items that cannot be used, sold, or converted to spare parts should not be accepted.

16. Donations normally fall into two categories, end items and spare parts. All end items can be classified as either usable or junk. Spare parts are items that can be used in the maintenance shop for equipment repair or sold at the junk sale.

A. End items classified as usable will be delivered to Larson Hall for review and determination of storage area. An inventory will be prepared with one copy for the Club President and one copy for the Material Director.

B. End items classified as junk will be delivered to the pole barn. No inventory is necessary unless the donor requests a letter of donation for tax purposes.

C. Items classified as spare parts will be delivered to Larson Hall for review by the Material Director and determination of whether to keep or sell the parts.

D. Items that are of no value to the club and would result in the club having to haul them to the dump will be avoided. Questions concerning acceptability of donations should be referred to the Board of Directors or the Material Director.

17. Board of Directors. At the 1 March 2004 General Membership Meeting, a motion was made and carried to allow the Board of Directors to authorize expenditures of not more than five hundred (\$500) dollars in support of routine business without prior approval in a CARA General Membership Meeting.

18. Sunset of allocated funds. To ensure that approved funds are used in a timely manner, and to allow the reconsideration of the approval of funds in the event of situational change, the following is declared a standing rule regarding the approved spending of funds:

a. Any funds approved by the membership of the club for the purchase of equipment or in support of a project will expire after 180 days if they are not used.

b. If the funds are not used before the expiration date, the membership may vote to approve an extension of those funds for another 180-day period.

c. If the funds are not used before the expiration of the extension, the entire motion that allowed for the funds to be allocated in the first place must be redone, and a new vote must be taken to allocate funds for that same purpose.

d. This standing rule shall take effect immediately upon adoption and shall remain in effect until amended or rescinded by the membership.