

WESTERN PUBLIC SERVICE SYSTEM BYLAWS  
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## **BYLAWS OF THE WESTERN PUBLIC SERVICE SYSTEM, INC.**

### **ARTICLE I : NAME**

The name of this organization shall be the WESTERN PUBLIC SERVICE SYSTEM, INC.

### **ARTICLE II : PURPOSE**

The Western Public Service System, Inc. is a nonprofit organization of dedicated Amateur Radio Operators who monitor daily during the evening hours on or about 3952 KHz in an effort to serve the public and fellow amateurs by assisting in emergencies, traffic handling, and the facilitation of contacts.

### **ARTICLE III: MEMBERSHIP**

#### **Section 1: REGULAR MEMBERSHIP**

All persons, properly licensed to operate on the designated frequency, interested in the purposes set forth in Article II, and with the willingness to contribute their efforts to the fulfillment of these aims, shall be eligible for membership. Application shall be made through the organization's current President or his/her designated representative via official application forms.

#### **Section 2: ASSOCIATE MEMBERSHIPS**

Associate memberships may be awarded to regular member's family residing at the same address or being in the military service having the same mailing address, providing they hold a valid Amateur Radio License. General notifications will be to the regular member only. An associate member must be properly licensed to operate on the designated frequency in order to vote, ~~or~~ run for and/or hold an office.

#### **Section 3: LIFE MEMBERSHIP**

To be eligible for Life Membership, the nominee must have been a member of WPSS for ten years without interruption and must be nominated for Life Membership by another member of the net. The person nominated must have contributed to the net or amateur radio above and beyond service to WPSS as an officer, Director, or net control. The President will appoint one current Life member to work with the Secretary to oversee the selection process. Nominations and the reason for them must be received by the appointee and/or the Secretary no later than September 15. They will be responsible for determining eligibility and providing pertinent information on each candidate to the Executive Committee. The award will be made by an Executive Committee vote. Voting will be accomplished privately by postal mail, e-mail, or text and submitted for tally to the appointee and the Secretary who will inform the President of the final counts.

It is not necessary to award Life Memberships every year; however, not more than two members may be elected to Life Membership in any given year. Announcement of Life Membership award(s) will be made by the President in December of the same year.

#### **Section 4: HONORARY MEMBERSHIPS**

Honorary Membership may be conferred if nominated by one Executive Committee member, seconded by another, and passed with a two thirds (2/3) vote of the Executive Committee. An Honorary member shall have none of the obligations of membership, but shall be entitled to all the privileges (including general mailings), except those of making motions, voting, and holding an office.

## ARTICLE IV: DUES

### Section 1:

The Executive Committee shall evaluate the financial needs of the organization annually and make proposals in view of their findings, for the purpose of providing funds for net expenditures. Annual membership dues, including any increases, are set forth by the Executive Committee and voted upon by the membership. Dues must be approved by two-thirds (2/3) of the voting membership.

### Section 2:

**Current Members:** Dues shall be set at \$15.00 per year for all members with the exception of associate members' dues, which are outlined in Section 5. The Treasurer will supply notification of membership renewal requirement to the Webmaster beginning in November. Dues are due and payable by January 1. Annual membership will be discontinued for members whose dues are not received by January 10<sup>th</sup>. New members may be eligible for prorated dues depending on the date that the membership is initiated (see New Members below).

### Section 3:

**Discontinued Members:** Discontinued memberships may be reinstated throughout the current calendar year with the payment of an initiation fee and the full annual dues.

### Section 4:

**New Members:** Dues for new members shall be payable as listed below. An initiation fee of two dollars (\$2.00) shall be charged each new member upon joining the organization.

Date Membership Initiated	Dues for First Year of Membership
January through June:	Full annual dues are payable upon joining (\$15.00 + \$2.00)
July through September:	½ of the full annual dues upon joining (\$7.50 + \$2.00)
October through November:	¼ of the full annual dues upon joining (\$3.75 + \$2.00)
December:	No dues for current calendar year if the application is accompanied with dues for the subsequent year.

### Section 5:

**Associate Members** Dues for current Associate Members shall be one half (1/2) the full annual dues (\$5.00). New Associate Members dues shall be one half (1/2) the dues in accordance with the table in Article IV section 4. New member initiation fee shall not be required of an Associate Member. If the regular member does not renew their membership and the Associate Member(s) desires to continue membership, then at least one Associate Member will be obligated to pay full annual dues without an initiation fee, and convert from an Associate Member to a Regular Member (Article III, section 1; Regular Member).

### Section 6:

Life members and Honorary members are not required to pay dues.

### Section 7:

There will be no refunding of dues.

## ARTICLE V: OFFICERS AND DIRECTORS - TERMS OF SERVICE

### Section 1: OFFICERS

Elected officers of this organization shall be: President, Vice President/ Net Manager, Secretary, Treasurer. These officers shall be elected by a plurality of the voting membership. All officers will serve for a term of two (2) years with the election of the President and Secretary occurring in alternate years from the election of the Vice

President/Net Manager and Treasurer if possible. Special circumstances may require a temporary alteration to the rotation of elections.

These officers shall not serve in the same office for more than two (2) consecutive terms. However, the following exception shall apply: In the event that no one is willing to run for one of these offices (1) the current office holder may continue to serve until the next election, or (2) the election for the office may be held in abeyance, until a person or persons willing to run are nominated. Note: If the outgoing President is not willing to serve pursuant to item (1) above, the office of the President shall be assumed by the Vice President until such time a special election can be called pursuant to item (2) above.

If an officer resigns or becomes incapacitated during their term of service, the Executive Committee shall assign the duties of that office temporarily to one of the remaining officers pending the election of a replacement.

Should a special election become necessary, an official announcement shall be published on the Website and announced by the President or designee during the formal net operations for 7 days. See ARTICLE VI Section 2 for voting procedures.

## **Section 2: DIRECTORS**

Four Directors shall be elected by a plurality of the voting membership each year to serve a term of two (2) years. . Special circumstances may require temporary alteration to the number elected in a year. No Director shall serve in the same office for more than two (2) consecutive terms.

Should a Director be unable to complete their term, the office shall be filled by by the candidate with the next higher number of votes in the previous election until such is depleted. If no previous candidates remain, the Director vacancy shall be filled by Presidential appointment with approval by vote of the Executive Committee. The appointment shall remain until the next election cycle. There are no alternates for any position.

No officer or director shall receive monetary compensation for services rendered the Western Public Service System, Inc.

## **ARTICLE VI: NOMINATING COMMITTEE AND ELECTION PROCESS**

### **Section 1: The Nominating Committee**

The nominating committee consists of a chairman and four (4) members appointed by the President with approval of the Executive Committee. The nominating committee shall meet by September 1st of each year to consider eligible members of WPSS, INC. as candidates in those offices as outlined in ARTICLE V. The basic eligibility for candidates shall be determined from the Treasurer's membership records. Minimum age of eighteen (18), at the time of taking office shall be mandator. Members that desire to seek an elected office may do so by notification (postal mail, e-mail or text.) to the nominating committee chairman no later than October 1st each year. . Nominated candidates must provide consent for their name to be placed on the ballot and a short biography outlining their qualifications for the office.

By October 15th the chairman of the nominating committee shall submit to the President the ballot of candidates to be considered for election by the voting membership.

### **Section 2: The Election Process**

The President shall submit the list of Officer and Director candidates together with the associated qualification information to the Webmaster, to be published on the website. An announcement shall then be made by the President or designee for 7 days during the formal net operations of the availability of the candidate list and voting deadline. A ballot shall be available to all members via email and alternate voting methods listed on the website. Votes must be submitted by email or postal mail to the Secretary within thirty (30) days of publishing. The Secretary will report the results for each candidate to the Executive Committee for approval. Results will be announced on the website and during formal net operations. Elected Officers and Directors will assume office on January 1<sup>st</sup>.

## **ARTICLE VII: DUTIES OF THE OFFICERS AND DIRECTORS**

### **Section 1: President:**

Shall be the chief executive of the organization and shall conduct his/her office in accordance with Robert's Rules of Order except where they might conflict with these by-laws, decide all questions of order and procedure in all circumstances, sign all official documents of the organization, perform all customary duties pertaining to the office of President, and have power to appoint and dismiss committees and Chairpersons. The President shall serve as ex officio member of all committees of the organization with the exception of the Nominating Committee. He/She shall, at the expiration of his/her term of office, turn over to his/her successor everything in his/her possession belonging to the organization.

### **Section 2: Vice President/Net Manager:**

Shall assist the President and act for the President in his/her absence. The Vice President shall be the Net Manager and may appoint assistants as deemed necessary to assure proper functioning of the net. He/She shall, at the expiration of his/her term of office, turn over to his/her successor everything in his/her possession belonging to the organization.

### **Section 3: Secretary:**

Shall keep the records of the organization and carry on all correspondence as directed by the President. It shall be the duty of the Secretary to keep the by-laws of the organization and cause all amendments, changes, additions, and deletions to be duly noted thereon. He/She shall keep the minutes of the Executive Committee meetings and send to the President and the Webmaster to post a copy of the minutes. He/She will supply a current table of members to be included in the formal Roll Call to the Webmaster and any members requesting such a list. He/She shall, at the expiration of his/her term of office, turn over to his/her successor everything in his/her possession belonging to the organization.

### **Section 4: Treasurer:**

Shall maintain documentation for all moneys received and expended, shall provide receipts for all moneys received, shall pay only those bills authorized by the President and shall provide upon an itemized statement of disbursements and receipts. One such statement shall be prepared upon availability of all bank end-of-year statements. He/She shall maintain a roll of current members, show due diligence in placing new members on the membership roll as soon as practical, and inform the President, Vice President/ Net Manager and Secretary of all new members joining the net and any members who should be added to or removed from the formal Roll Call. He/She shall keep a file of members up to date with addresses and other pertinent information. He/She shall remain in office until the transition from outgoing to incoming treasurer can occur at a reasonable time during the 1<sup>st</sup> quarter of the term of his successor at which he/she shall prepare and submit an outgoing statement of itemized disbursements and receipts. He/She shall, at the expiration of his/her term of office, turn over to his/her successor everything in his/her possession belonging to the organization.

### **Section 5: The Directors:**

Shall serve as members of the Executive Committee. They shall advise officers and members regarding procedures and policies of the WESTERN PUBLIC SERVICE SYSTEM, INC.

Each Director shall, at the expiration of his/her term of office, turn over to his/her successor everything in his/her possession belonging to the organization.

## **ARTICLE VIII: EXECUTIVE COMMITTEE**

The Executive Committee shall consist of the following: President, Vice President/ Net Manager, Secretary, Treasurer, the immediate past President, and all eight (8) Directors. Each member of the Executive Committee shall have one (1) vote on each action. Seven (7) members of the committee shall constitute a quorum empowered to act on any matters before it. A majority, (51% or more) of the committee present, shall decide all matters before it. The Executive Committee shall be the governing body and there shall be no equal or conflicting committee. The President shall be chairman of the Executive Committee.

### **ARTICLE IX: REMOVAL OF OFFICERS**

An officer may be removed from office on a motion in writing to the Secretary signed by 10% of the current membership and carried by a two-thirds (2/3) vote of the members voting for removal.

### **ARTICLE X: FORMAL ROLL CALL**

The organization shall hold a formal roll call on 3952 KHz nightly at 0230 GMT/UTC. This time can be temporarily changed by two thirds (2/3) vote of the Executive Committee, when conditions warrant such a change. Permanent changes shall be made only in accordance with ARTICLE XIII. Check in requirements shall be established by the Vice President/Net Manager, with the approval of the Executive Committee. These requirements shall be made known to each membership applicant. All changes shall be published on the website for at least thirty (30) days prior taking effect.

### **ARTICLE XI: WESTERN PUBLIC SERVICE SYSTEM, INC. WEBSITE**

The organization shall ~~publish~~ maintain an official Website ([www.3952khz.net](http://www.3952khz.net)). Information and notifications shall be presented to the Webmaster for posting on the website.

The Webmaster shall be appointed by the Executive Committee. More than one (1) person may be necessary to fulfill this position, depending upon special talents available and the individuals' time. Costs of maintaining said site shall be submitted to the Treasurer for payment upon approval of the Executive Committee.

### **ARTICLE XII: MEETINGS**

There shall be no fixed general membership meetings of the WESTERN PUBLIC SERVICE SYSTEM, INC. due to the spread of the membership over a large area. However, informal gatherings shall be attempted at all of the major hamfests, luncheons or picnics where the membership is likely to be well represented. The purpose for such gatherings is to be general discussion, with any significant recommendations and contributions presented to the membership on the website.

### **ARTICLE XIII: AMENDMENTS**

These Bylaws may be amended by a Bylaws Committee, (appointed by the President-refer to ARTICLE VI, duties of the President) if a need for amendment is identified by the Executive Committee. The amended document together with the rationale for the changes will be distributed to the members of the Executive Committee. Comments will be sent to the Chairman of the Bylaws committee by post or electronic means (text or email) within 20 days. Additional changes may be made and the document may be re-distributed as a result of the comments. As soon as the final amendment(s) have been approved by at least 2/3 of the Executive Committee, the amended document and the rationale will be posted on the WPSS website for comments/approval from the membership for a period of 30 days. Notification of the posting and request for comments will be made during the formal roll call by the President or designee for at least 7 days. Comments from the members will be sent to the Chairman of the Bylaws committee as above. If additional significant amendments are required as a result of member comments, the document will return to the Executive Committee and the process will repeat. Once the final revision has been approved by 2/3 of the members voting, the amended Bylaws will be implemented.

### **ARTICLE XIV: FORMAL GRIEVANCES**

This article is included in the bylaws to provide special recourse for any member whose problem (or grievance) cannot be resolved without official assistance. The procedure shall be as follows:

1. The member shall by written notification (postal mail, e-mail or text) contact the President, and provide a copy of the notification to the Secretary. The notification shall be headed "Formal Grievance" and shall include the member's name, address, phone number, date, a concise statement of the problem (or grievance) followed by signature and call sign.

2. Acknowledgment of receipt of the notification will be returned by the Secretary when the President has informed him/her of three (3) members selected for an on-the-air hearing committee. This notification will include the time and date and the names of the hearing committee. The member may include such others as may be deemed necessary to support the facts. The President or Vice President shall preside over the meeting.

3. If the member is not satisfied with the results of the conference, he/she may appeal for an on-the-air hearing before the Executive Committee, whose decision on the matter shall be final.

4. All official action shall be at the earliest convenience of the Executive Committee.

These by-laws were last amended

ARTICLE IV, Sections 2, 4, and 4 Dec 2024

ARTICLE IV, Sections 2, 4, and 5 Nov 1<sup>st</sup>, 2023

ARTICLES III, IV, V, VI, VII, X, XI XII, XIII 8/1/2023

ARTICLE III sections 2,4; Article IV sections 1,2,3 on 18 December 2007

ARTICLE III sections 1,3; Article IV sections 1,2; Article V, VI, VIII, XIV on 11 December 2006

ARTICLE IV Section 2 and ARTICLE XI on December 10, 1997

ARTICLE III Sections 2,3 and ARTICLE IV Sections 2,4,5 and ARTICLE X and ARTICLE XIV no. 2 on November 30, 1996

ARTICLE III Section 4 on December 1995

ARTICLE III Section 3 on April 15, 1994

ARTICLE VII on December 10, 1992

ARTICLE IV Section 2 on December 1987

ARTICLE IV, VI, XI and XII on November 1983

ARTICLE III and V on July 1982

ARTICLE V and VII on July 1979

*ADOPTED BY VOTE OF THE WPSS, INC. MEMBERSHIP ON 18 September 1972*

Claude L. Owens, WB6MDN