The Royal Signals Amateur Radio Society

SOCIETY RULES

Revised September 2023

1. NAME AND TITLE

The Society shall be known as The Royal Signals Amateur Radio Society.
(Abbreviated title: RSARS)

2. PURPOSE AND OBJECTIVES

The purpose and objects of the Society shall be:-

a. To promote and foster all aspects of Amateur radio within the Corps and amongst Society members in order to encourage recruiting of radio trades to the Regular and Reserve Army.

b. To assist and advise upon the formation and running of Unit Amateur Radio Clubs and to give Society members all possible information, advice and assistance towards passing the necessary examinations to qualify for the Amateur Radio Transmitting Licence.

c. To encourage members to take part in Amateur Radio activities and all forms of experimental radio and electronic work, particularly where they affect the work of the Corps.

d. To inform members of Society matters by publication of a journal, MERCURY, and such other correspondence as may be considered necessary.

e. To provide a central Secretariat to maintain up-to-date membership records.

f. To establish and maintain a Headquarters Amateur Radio Station.

g. To deal with publicity and exhibitions and to be represented at any Amateur Radio Meetings that may be considered necessary by the Council.

h. To raise, maintain and account for such funds as may be necessary to ensure the proper working of the Society.

3. MEMBERSHIP

The following classes of Membership Society apply:-

a. **MEMBERSHIP** shall be granted to any serving or retired member of Royal Signals, including Royal Signals TA. Any regular serving member, who elects to receive Mercury as a pdf file shall be exempt the membership fee.

b. **MEMBERSHIP** may also be granted to the following:-

(1) Any serving or retired member of the British Army or TA.

(2) Any serving or retired member of the Army Cadet Force, Combined Cadet Force or University Officers Training Corps.

(3) Any Serving or retired member of a Commonwealth Signal Corps.

(4) Any civilian who is or has been employed by a Royal Signals Unit and, if necessary by Council agreement, other MOD (Army) civilians.

(5) Any serving or retired member of a NATO Army Signal Corps who has been attached to, or worked in close liaison with, Royal Signals, subject to the approval of Council.

(6) Any civilian or member of the Royal Navy, Royal Marines, or Royal Air Force who has given or who is giving service in support of the aims of the Society, subject to approval of Council.

(7) Any serving or retired member of Overseas Signal Corps who has given service or is giving service in support of the aims of the Society, subject to approval of Council.

(8) Any applicant, not fitting into categories 1-7, must have the sponsorship of a member of Council and demonstrate how they would contribute to the Society.

Note: Any proposal under Rule (8) is to be agreed by a majority of Council members.

c. **AFFILIATED MEMBERSHIP** may be granted to the following:-

(1) Any Royal Signals Amateur Radio Club of the Regular Army or TA.

(2) Any Amateur Radio Club in the British Army or TA.

(3) Any Amateur Radio Club or Signals Unit of the ACF,CCF or UOTC.

(4) Any Amateur Radio Club in a Commonwealth Army Signals Corps.

(5) Any recognised UK Radio Club which has a minimum of 3 or more RSARS members on its books. If accepted, one of the proposing RSARS members would be responsible for subscriptions and as with normal membership, if subscriptions are not paid, then the membership becomes archived.

d. **HONORARY MEMBERSHIP**

Life-Honorary Vice-President. The Council is empowered to appoint by invitation to this office any member who has rendered exceptional service to the Society or to whom the Society wished to give some special recognition.

Honorary Life Membership may be granted to any person who, in the opinion of the Council, has rendered outstanding service to the Society. Such membership shall carry the privileges of Full or Associated Membership (as appropriate) but will be free of all membership subscriptions.

e. It is a condition of membership of the Society that personal data of all members' names and addresses, subscription status and mailing information, be held on a computer system and used for Society purposes only. The Council shall take all reasonable precautions to ensure that this data is not disclosed except to authorised individuals and will not release this information to any non-members. The General Secretary shall keep a list of all authorised recipients.

4. SUBSCRIPTIONS

a. Membership subscriptions shall be determined by Council and will set at a level to ensure the satisfactory operation of the Society.
b. The annual subscription rates are published in MERCURY.
c. Annual subscriptions shall be paid when joining the Society and thereafter on the 1st January.
d. Overseas members paying by cheque are expected to pay bank charges incurred. Any excess allowance received will be refunded or credited only if so requested by members, otherwise the excess will be accounted for as a donation.
e. The General Secretary, in consultation with one other member of Council, may waive all or part of the subscription of severely disabled persons, or those suffering from genuine financial hardship. Five years unbroken membership must be completed before any such concession is granted.
f. Members shall be deemed to have resigned from the Society if they have not paid their Annual Subscription by the last day of March. All membership privileges shall cease on that day. A member renewing his/her annual subscription after the last day of March shall be required to pay a supplement of £5 in addition to the annual fee but will retain their membership number.
g. Any Member may resign from the Society at any time by notifying the General Secretary in writing.
h. The Council reserves the right to refuse, or terminate, membership at any time.

5. OFFICERS OF COUNCIL

The Council shall be responsible for policy and the supervision of the running of the Society.

a. **The President** who will be the Corps Colonel.

b. **The Vice-President** who will be nominated by Council.

c. **The Chairperson** who will be nominated by Council.

d. e. **The General Secretary** who will normally be serving in Royal Signals, but may, if Council so decides, be a non serving member.

e. **The Membership Secretary**

f. **The Treasurer** who will normally be serving in Royal Signals, but may, if Council so decides, be a non serving member.

g. **The Editor** of MERCURY.

h. **The Station Manager** who will ideally be serving in Royal Signals, (unless circumstances deem other arrangements need to be made with approval of Council), and in the same location as the HQ station.

j. **The Awards and Contests Manager**.

k. **The Serving Members' Representative**.

l. **The Non-Serving Members Representatives** two of whom will be appointed by Council.

6. The Council shall meet at least quarterly, in person or by a chat based workspace, once preceding the AGM, and at any other time considered necessary. Any member of Council may request a meeting by writing to the Chairperson giving full details of the necessity. A quorum will exist if five or more Council members are present at a Council meeting. Should any Council member hold more than one office, he will be entitled to one vote only.

7**.** Council shall have the power to co-opt up to a maximum of 4 members of the Society, with their agreement, whom they feel (with or without representation from the membership) would benefit the running and administration of the Society. Such members to be known as co-opted members.

RESPONSIBILTIES AND DUTIES – OFFICERS OF COUNCIL

8. VICE PRESIDENT

The Vice President is responsible for:-

a. Deputising when required for the President.
b. Representing the Society, at a suitable level, in communication with other bodies. e.g. RSGB; RAFARS; RNARS
c. Where no Chairperson is in attendance, chair Council meetings and the AGM.
d. Produce a VP Vibes roundup for each copy of Mercury.

9. GENERAL SECRETARY

The General Secretary is responsible to the Vice President for the efficient day to day running of the Society and will:-

a. Deal with all incoming correspondence and where appropriate distribute to any other members of Council concerned.

b. Ensure prompt publication and distribution of MERCURY.

c. Be responsible for the allocation of all Society Call Signs.

d. Through the Membership Secretary, inform the appropriate members of Council of changes in membership as they occur.

e. Deal with publicity for the Society.

f. Should liaise on Royal Signals matters through the Serving Members Representative who will advise best route forward on any matter concerning Royal Signals.

h. Organise and administer the Annual General Meeting.

j. Assist any Council member as required.

k. Be allowed to spend up to £100.00 with the agreement of any one member of Council, such expenditure to be properly accounted for.

10. MEMBERSHIP SECRETARY

The Membership Secretary is responsible to the General Secretary for:-

a. Dealing with all membership applications, queries and subscriptions in accordance with the rules of membership.

b. Maintaining the Society master record of members in conjunction with the Society Records Officer, including permanent affiliated numbers.

c. Maintaining a MERCURY air mail postage list, and a list of members who receive MERCURY as a pdf file.

d. Producing numbers and labels for MERCURY as required.

e. Producing and distributing a monthly update of membership information as at the 1st of each month, for those members as advised by the General Secretary.

f. **DATA PROTECTION ACT 2018**

The Membership Secretary also undertakes the role of Data Controller and decides what data is collected, what it is used for and who it is shared with. Data is shared between the Membership Secretary, General Secretary, Treasurer and Awards Manager for the sole purpose of administering RSARS. Communication and storage of data is in encrypted form. Data is also encrypted to form an archive as a Historical Record of the Membership.

11. SOCIETY RECORDS OFFICER

The Society records Officer is responsible to the General Secretary for:-

Maintaining a Historical Record of the Royal Signals Amateur Radio Society.

12. THE TREASURER

The Treasurer is responsible for:-

a. Maintaining the Society accounts.

b. The acceptance of all membership fees and donations.

c. The payment of all monies received into the Society Bank Account. The Treasurer shall not hold more than £50.00 in cash at any one time.

d. The payment of all bills on behalf of the Society.

e. The presentation of accounts for inspection.

f. The production of a Cash Resume and Statement of Account, together with a Report for presentation at the AGM.

13. THE EDITOR"MERCURY"

The Editor of MERCURY is responsible for:-

a. Liaison with the General Secretary to ensure publication of MERCURY and with the Membership Secretary on Mercury distribution.

b. Dealing with any correspondence addressed to the Editor of MERCURY either directly or by forwarding it to the Council member concerned for necessary action.

c. Include in each edition any membership changes since the previous edition.

d. Once a year publish in Mercury a list of Honour Members.

14. THE AWARDS AND CONTESTS MANAGER

The Awards and Contests Manager is responsible for:

a. Organising and running all Society Award Schemes and Contests details of which shall be published in MERCURY from time to time and is responsible for the allocation of temporary affiliated numbers, maintaining the rules and whose decision is final.

15. THE HQ STATION MANAGER

The HQ Station Manager is responsible for:-

a. The day to day running of the HQ Station, and any other HQ mounted special event station, including its operation within the terms of the License, QSL activity, cleanliness, serviceability and maintenance of RSARS equipment.

b. Any HQ station property when used for special events, displays and exhibitions.

c. The disposition and accounting for any property, stores and equipment purchased or made available to the Society.

d. Preparing the property book(s) for inspection and in conjunction with the General Secretary agreeing the depreciation rates for and the current value of all items of property. (These values are to be agreed by Council before presentation for inspection).

e. Informing the Council of any item of property that requires major repair or replacement as and when necessary.

f. Liaison with the Royal Signals Museum representative, as required, regarding the use of the Royal Signals Events Display Trailer, or the Museum using G4RS facilities.

g. Liaise with the Cole Block custodian on all matters concerning Cole Block infrastructure.

h. Liaise with HQ Royal Signals regarding a presence at the Royal Signals weekend in June.

16. SERVING MEMBERS REPRESENTATIVE

The Serving Members' Representative will co-ordinate and direct aid towards the formation of unit club/stations, bring to the attention of Council those problems particular to serving members in following the recreation of Amateur Radio, and distribute publicity to units.

17. NON-SERVING MEMBERS REPRESENTATIVES

The Non-Serving Members' Representatives will be the Council contact for all non-serving members of the Society. In consultation with the General Secretary and other Council members they shall where appropriate have responsibility for all matters concerning Society nets and frequencies and be required to assist the General Secretary with organisation and support for any Exhibition or Rally in which the Society is involved excluding HQ station activity and service appointed display and recruiting teams.

18. INFORMATION TECHNOLOGY MANAGER

The I.T. Manager is responsible for:

a. The efficient administration and technical operation of all Society data related services (except the content of the RSARS Web Site).

b. Oversight and maintenance of the RSARS Google Group Email system.

c. Oversight of any RSARS social media groups and who runs and moderates such groups.

d. Oversight of who runs any chat based workspace system on behalf of RSARS.

19. WEB MASTER

The Web Master is responsible for:

a. The efficient running of the RSARS Web Site.

b. Liaison with Council regarding the Web Site content.

c. The administration and ongoing maintenance of the Society's Internet Domain Name (rsars.org.uk), hosting and DNS facilities.

20. ANNUAL GENERAL AND OTHER MEETINGS

a. The Annual General Meeting shall be held on a date and at a place, delivered face to face or via a chat based workspace, to be decided by the Council.

b. The General Secretary shall issue notice of the AGM to members as early as possible but not less than 28 days prior to the AGM.

c. Copies of the Agenda and the latest inspected accounts shall be available to all members.

d. The Agenda shall include reports by the General Secretary and Treasurer and such other Council members as considered necessary. Changes in Council members will be confirmed at the AGM.

e. Extraordinary and other meetings shall be held as and when considered necessary.

21. AGM – NOMINATIONS, PROPOSITIONS AND VOTING

a. Propositions and proposals may be submitted in writing at any time to the General Secretary, but must reach him not later than 1 month prior to the date of the AGM. Propositions so submitted must be signed by the proposer and a seconder, who must be fully paid up members of the Society.

b. Nominations for officers of Council, other than President, Vice President and Chairperson, must be accompanied by a declaration by the nominee of willingness to serve if elected, together with a proposer and seconder.

b. Members shall be entitled to ONE vote only. This includes affiliated clubs who are responsible for ascertaining from their own members how this vote shall be cast.

c. At the AGM the Council may decide not to ratify any decision resulting from a vote taken by the members present, but refer the matter under consideration to all members. In the latter case ALL aspects of the matter both FOR and AGAINST, shall be outlined in MERCURY and members asked to complete a Postal Ballot Slip.

d. The Council is not bound to ratify any or all decisions resulting from a Vote or Postal Ballot, however, it is unlikely that Council will veto members' decisions unless they are not in the best interests of the Society, the Corps or the Army.

e. Any vote may be taken by:

(i) Show of hands
(ii) Proxy (in writing)
(iii) Ballot
(iv) Postal Ballot
(v) Postal vote

Always provided that members have been given the proper opportunity of casting their vote, by one of the above methods outlined above, the Chairperson, (who shall have one casting vote), shall declare the results of elections and resolutions before him, upon the strength of the votes for and against the matters, in his hands, at the time of the meeting. Votes received after a declared closing date shall be considered null and void.

22. AFFILIATION

The Society shall apply for Affiliation to the Radio Society of Great Britain, the official Amateur Radio organisation in Great Britain.

23. SOCIETY RULES

The Chairperson and the Council are the only authority empowered to alter the Rules of the Society. Any member is entitled to make a proposition to change a rule which will be voted on at the AGM.

24. CONDUCT

The Society and its members shall, at all times, behave in such a manner that discredit is not brought upon members, the Society, the Corps or Amateur Radio.