

# Lealman Community Emergency Response Team

Phone: (727) 526-5650

Fax: (727) 525-9657



## Document of Amateur Radio Club Organization

This Document of Organization supersedes in whole all previous versions. (10-September-2007)

### *Name*

The name of this organization shall be: Lealman CERT Radio Club, here to referred to as the Club.

### *Purpose*

The purpose of the Club shall be to provide an identity for the purpose of promoting the use of Amateur Radio as a means of communications between members and the Lealman Fire District's Emergency Operations Center (EOC).

### *Membership*

Membership shall be open to any person who is a member of the Lealman Fire District Community Emergency Response Team (CERT) and members of the EOC staff.

### *Officers*

The Club shall have two officers, a CERT Coordinator and a Trustee. The position of CERT Coordinator shall be selected by the Lealman Fire District Board of Fire Commissioners. The Trustee shall establish and maintain an Amateur Radio Club Station for the exclusive use of the licensed members of the Club, and shall carry out the duties designated by the Federal Communication Commission for the trustee of this station. The Trustee shall be the Lealman Fire District's Emergency Management Coordinator.

### *Dues*

The Club shall not collect dues.

### *Meetings*

All meetings of the Club shall be informal and may be called at the discretion of at least two members of the Club. Such meetings may take place, in person, over amateur radio or through other electronic communication means.

### *Use of Club Station*

Any member wishing to use the Club's amateur radio station for transmitting purposes must satisfy the trustee as to their authority to do so by presenting a copy of their amateur radio license. The CERT Coordinator must approve requests to utilize the station's call sign for special operating events. A copy of the station log with operators signatures must be submitted to the CERT Coordinator for filing after an approved special operating event is concluded.

### *Minutes*

Meeting minutes of the Club are maintained by the CERT Coordinator at his/her discretion.