

# The Articles of Keymen's Club of Japan

Revised: October 2012

## Article 1. Appellation

This club shall be called Keymen's Club of Japan, which should be abbreviated as KCJ (hereinafter called the Club).

## Article 2. Headquarter

The headquarter of the Club is at the home of the President.

## Article 3. Objectives

The objectives of the Club shall be to promote the development and improvement of the amateur radio community through the communication using the Morse codes, CW.

## Article 4. Activities

The Club shall, in order to attain the objectives, undertake the followings:

- (1) To carry out the activities decided at the General Meeting.  
When a new expenditure is needed, it shall be informed on the monthly Club report and then the Board of Directors shall carry it out by the majority.
- (2) To introduce the activities of members or other CW clubs.
- (3) To make progress in our CW operation skills and keep good manners.
- (4) To sponsor any other activities which are necessary to attain the objectives of the Club.

## Article 5. Membership

With the approval by the Board of Directors of the Club, individuals who are interested in CW and endowed with the following qualifications shall be members of the Club.

- (1) Those who have licenses on CW mode.
- (2) Associate members shall be radio amateurs who do not have Japanese nationality and agree with the prospectus of the Club.  
Associate members do not have the right to vote.

## Article 6. Disqualification of membership

The following conditions shall disqualify the membership:

- (1) Violate the laws governing telecommunication and be punished for that cause,
- (2) Disregard the prospectus of the Club or dishonor the Club,
- (3) Fail to pay the membership fee until the end of September without reason,
- (4) Withdraw from the Club for themselves by notifying the Board of Directors,
- (5) Silent key,
- (6) Other reasons, admitted by Board of Directors.

## Article 7 Membership fee

- (1) Japanese member has an obligation to pay membership fee, ¥1800, for one fiscal term. Details are described in Bylaw.
- (2) Associate member will be remitted a membership fee.

(3) Any donation will be welcome.

### **Article 8. Board of Directors**

The Club shall have a Board of Directors as follows:

- |                       |              |
|-----------------------|--------------|
| (1) President         | 1            |
| (2) Vice President    | 2 or less    |
| (3) Treasurer         | 1            |
| (4) Auditor           | 2            |
| (5) Regional Director | as necessary |
| (6) Secretary         | as necessary |

### **Article 9. Election of Directors**

(1) The President, Vice President(s), Treasurer and Auditors shall be elected at the General Meeting.

The Board shall have the right to elect a Director temporarily if it is vacant.

(2) Regional Director and Secretary shall be designated by the Board if necessary.

### **Article 10. Term of Directors**

The Directors shall be in charge for a term of two years. They may serve for the consecutive term.

### **Article 11. Duties of the Directors**

- (1) The President shall represent the Club and administer the general affairs of the Club.
- (2) The Vice President(s) shall assist the President and administer the general affairs of the Club.
- (3) The Treasurer shall do the needful on the Account of the Club.
- (4) The Auditors shall investigate the Account Report.

### **Article 12. Call for the Board**

The President may call the Board of Directors if it is regarded as necessary.

### **Article 13. General Meeting**

(1) An Ordinary General Meeting shall be convened within three months after the closure of the Account.

A Special General Meeting shall be convened if it is regarded as necessary.

(2) The President shall call for a General Meeting at least one month before the Meeting.

(3) A General Meeting shall not be called to order unless a half or more of the total membership is present at the meeting.

Those who have entrusted their voting rights to other attending members may be regarded as present.

### **Article 14. Issues to be discussed at the General Meeting**

- (1) Plan and budget of revenues and expenditures
- (2) Report and settlement of accounts
- (3) Revision of the Articles
- (4) Change of the annual membership fee

- (5) Inventory of assets
- (6) Other issues regarded.

### **Article 15. Assets**

The assets of the Club shall include the donation at the establishment of the Club, any other donation and miscellaneous revenues.

### **Article 16. Term of the account**

The account of the Club shall be opened on July 1 and closed on June 30 of the following year.

### **Supplementary Provisions**

1. The Board of Directors shall be able to establish the bylaws of the Club to attain the objectives of the Club.
2. These articles shall become effective upon the approval in the General Meeting.

## **The Bylaws**

### Bylaw 1

The headquarters prescribed in Article 2 is located at the place of the Club's president and Club opens the bank account under the name of the Club treasurer.

### Bylaw 2

When the Club budgets for the new expenditure prescribed in Article 4(1), the Club board of directors discusses and calls for opinions of members, informing it on the Club monthly bulletin. After it elapses two months, the Club board of directors decides the budget.

### Bylaw 3

In order to attain the activities prescribed in Article 4, monthly Club bulletin shall be issued and distributed to the Japanese members. Associated members will receive quarterly one written in English.

#### Bylaw 4

If a member delays to pay annual membership fee, the Club board of directors follows procedures described below.

(1) For the case that the fee is not paid by the end of June, monthly Club bulletin of July and later are not distributed.

(2) For the case that the fee is paid after June, Club monthly bulletin July and later are sent.

(3) For the case that the fee is not paid till September. The member loses a membership dated back to the end of June.

#### Bylaw 5

When a member offers withdrawal from the Club according to Article 6(4), The Club board of Directors shall ask the directors if there are any opinions about dissuasion. The offer shall be accepted if it is impossible to dissuade.

#### Bylaw 6

A member who shall lose his/her membership according to Article 6(5), silent key, shall be a memorial member of the Club.

#### Bylaw 7

The Club presents obituary money, ¥5000, to the Japanese member who passed away.

#### Bylaw 8

Article 6(6) is applied to the case that the reason is objectively equivalent to the case prescribed in Article 6(4).

## Bylaw 9

The application procedure for a re-applicant is the same as that for a new applicant.

## Bylaw 10

Member shall pay a membership fee defined in Article 7(1) in a lump in advance of beginning of a fiscal term.

(1) The fee shall be paid to the Club account.

(2) One fiscal term contains two years. The payment of fee must be made by the end of June in the first year of a fiscal term.

(3) New Japanese member shall pay ¥1000 as an entrance fee and does not need to pay a membership fee for the first fiscal term.

New associate member must pay US\$5 or 3 IRCs as an entrance fee. A check is not acceptable because of the high charge for cashing in Japan.

(4) Once it is paid, it will not be returned. (When a member who paid a membership fee becomes silent key before the beginning of the new fiscal term, the fee paid shall be returned.)

## Bylaw 11

In accordance with Article 8 (5), eight Regional Directors shall serve in the following regions:

(1) Hokkaido (JA8 call area)

(2) Tohoku (JA7 call area)

(3) Kanto (JA1 call area)

- (4) Tokai (JA2 call area)
- (5) Kinki (JA3 call area)
- (6) Chugoku/Shikoku (JA4 and JA5 call areas)
- (7) Kyushu (JA6 call area)
- (8) Shin'etsu/Hokuriku (JA0 and JA9 call areas)

#### Bylaw 12

The procedure of election of directors prescribed in Article 9(1) is as follows

- (1) The Club board of directors chooses the leader of election administration committee from among its members. Those who want to be directors prescribed in Article 8(1)-(4) offer themselves to the committee by July 15.
- (2) When there are candidates more than two for a director, the committee engages in selection of directors.
- (3) When there is no offer, the Club board of directors nominates candidate.

#### Bylaw 13

General meeting prescribed in Article 13 shall be held on the second Sunday of September every two years. The Club board of directors shall change the date if it is regarded as necessary.

#### Bylaw 14

Proxy prescribed in Article 13(3) shall be treated as follows.

- (1) Proxy sent not late deadline without modification shall be available.
- (2) The delegated person has the resolve right and the right of a blank proxy belongs to the chair person.

(3) Notion about disapproval subject on proxy shall be treated as a opposed vote.

#### Bylaw 15

Subsidies for a member who participates in the meetings;

(1) Participant in the general meeting is subsidized ¥5000,

(2) Participant in the regional meeting is subsidized ¥1000.

Subsidy (2) is made once in year when the general meeting will not held.

#### Bylaw 16

If a director needs to make new bylaws, he or she shall draft rules and obtain the approval by the Club board of directors.

#### Bylaw 17

Document shall be maintained for period described below;

(1) Four years for those which are needed to be made audit.

(2) No rejection for those of admission.

(3) No rejection for those approving withdrawal.

(4) No rejection for those of KCJA application.

(5) One year for contest logs.