

Oregon Emergency Net Mission, Intent, & Bylaws

Revision 10 October 20, 2022

INTRODUCTION:

This document defines the mission, organizational structure, bylaws, and procedures for management of the Oregon Emergency Net (OEN).

MISSION OF THE NET:

Provide a public service by handling message traffic in Oregon when regular communication channels are compromised, and also to promote friendship among amateur radio operators by maintaining a nightly radio gathering.

COMPOSITION & OPERATION OF THE NET:

The Net is composed of licensed radio amateur operators who are members and visitors that participate in the nightly on-air gathering and other activities associated with the Net.

Members of the Net elect a Board of Directors to manage Net Operations, and the Board elects a Chairman. The Board makes other Board Member and Officer appointments from amongst willing member volunteers.

The Net meets daily at 6:00pm on or about 3,980 kHz. All amateur radio operators legally licensed to operate on the OEN frequency are invited to check in.

The OEN provides a consistent meeting time for use during an emergency, and at other times for passing messages, making contacts, and sharing member updates.

Structure of the nightly Net is maintained by a Net Control station who calls the roll and takes checkins, message traffic or contact listings.

Checkins will be accepted via both phone and CW provided that one or more stations can copy and relay the CW checkin.

Specific Net operating guidelines, key contact information, and other related information can be found on the OEN website at W7OEN.NET and via contact with Net Management.

BYLAWS:

ARTICLE 1. MEMBERSHIP & VOTING RIGHTS....

Sec. 1- Application to become a Member should be directed to Net Management together with a list of ten dates on which the applicant has checked into the Net and including the callsign of the Net Control on each night. The requirement for the list of ten checkin dates may be waived for applicants who have been active for several recent months.

Sec. 2- Members must hold a valid OEN certificate and member number in order to participate in a vote.

Sec. 3- The Member must also be in good standing with the net in order to vote, that is, no void or revoked Certificate.

Sec. 4- Upon receipt of complaints about Member conduct, the Board will consider and decide any actions to be taken, up to and including revocation of Member status.

ARTICLE 2. PERCENTAGE OF VOTES NECESSARY TO ELECT OR PASS....

Sec. 1- The percentage of votes necessary by the OEN voting membership to decide any issue or election of Board Members shall be a majority of those voting, except when voting on candidates wherein no one person receives a majority of votes. In this case the person receiving the greater number of votes shall be judged elected.

ARTICLE 3. STRUCTURE FOR THE BOARD OF DIRECTORS....

Sec. 1- There shall be up to nine Members who will serve as the OEN Board of Directors as elected by the membership at large or appointed by the Board.

Sec. 2- Four Members (Directors) of the Board shall be elected from the four designated areas of the State, NW, NE, SE, and SW (one from each area).

Sec. 3- A map showing the boundaries for the four areas of the State shall be posted on OEN website by the Net Webmaster. County lines will be used to resolve questions regarding quadrant boundaries.

Sec. 4- Three Members (Directors) of the Board shall be elected from the State at large or outside the State.

Sec. 5- One or two additional Members (Not Directors) of the Board may be Appointed by other Board Members from amongst any willing Net Members as Net Manager(s). Two positions may be necessary in order to lessen the workload and split the Net Manager duties between two people. If two are needed, one position would be a Net Operations Manager and the other a Net Data Base Manager. If only one person is filling the entire role, that position would be titled simply Net Manager. For the sake of simplicity, these various positions will be referred to as “Net Manager(s)” or “Net Management” for the duration of this document.

Sec. 6- The Board may also appoint additional Officer positions from amongst willing net members as they see fit, including, but not limited to, a Treasurer, Secretary, and Web Master. These positions would not be Board Members unless combined with one of the Net Manager positions. For example, combinations might be Net Manager/Secretary or Net Operations Manager/Secretary. Combination examples for non-Board member positions might include Secretary/Treasurer or Webmaster/Secretary.

Sec. 7- Any appointed Board Members and Officers serve strictly at the pleasure of the Board and may be removed from office at any time by a majority vote of the Board.

Sec. 7- As volunteers may not be readily available to fill any or all of the above positions, the Board shall have full discretion to modify, combine, delete, or separate any or all of them as they see fit given circumstances at the time.

Sec. 8- The duties of Board Members and Officers are loosely defined below, but these position duties may be adjusted by the Board as needed based upon the organizational needs and structure current at the time.

Sec. 9- As the Board makes the appointments and duty assignments above, the details of the current structure and meeting notes shall be documented, then published via email, and posted on the OEN website.

ARTICLE 4. ELECTION SCHEDULE FOR BOARD OF DIRECTORS CANDIDATE....

Sec. 1- Directors shall serve a term of two years unless they elect to resign or are otherwise unwilling or unable to complete their term.

Sec. 2- Directors may also be removed via a voting member “recall” election or if their net membership is rescinded.

Sec. 3 – The detailed schedule of ongoing election dates will be maintained and posted on the OEN website (W7OEN.NET) by the Net Webmaster.

Sec. 4 - Should a Director resign or become otherwise unable to continue the duties of office before the end of his/her term, the Board shall appoint a willing volunteer to fulfill the remainder of the term.

Sec. 5- Should a Director who has been elected from one of the four specific Oregon areas move from that area during his/her term, the Board of Directors shall declare the office vacant and will appoint a willing Net Member to serve the unexpired term.

ARTICLE 5. QUALIFICATIONS NECESSARY TO BECOME A BOARD OF DIRECTORS CANDIDATE....

Sec. 1- The Director candidate must be a certificate holding Member of the OEN at least one year prior to the nomination.

Sec. 2- Candidates for the four specific areas in Oregon must reside in the area that is up for election.

Sec. 3- Candidates for the at large Director positions may reside in any area in-state or out of state.

Sec. 4- The candidate must be in good standing with the net and be a regular participant in the nightly nets.

Sec. 5- Appointed Board members and Officers are not subject to the membership duration or residence requirements above.

ARTICLE 6. NOMINATIONS OF CANDIDATES FOR BOARD OF DIRECTORS...

Sec. 1- At least ten days prior to an election of one or more Directors, Net Management and/or the Net Controls will call for nominations for the open position(s) during at least five nightly nets before the election and via at least one email to net controls, board members, and relay stations. Members may self-nominate (volunteer) for an open position.

Sec. 2- While opening the nomination process, Net Management will also set a time and date at the end of the ten-day period for an on-air business meeting in which Member voting will take place.

Sec. 3- Nominations will close three days before the date of on-air business meeting. Prior to that time, nominations may be submitted to the Net Management on-the-air during the net, via message traffic, or email.

ARTICLE 7. ACCEPTANCE OF NOMINATION...

Sec. 1- Within two days after the close of nominations, each nominee shall advise Net Management by either voice transmission over the air, via message traffic, or by e-mail of his/her acceptance or rejection of the nomination.

Sec. 2 – No response from a nominee shall be deemed a “decline” of the nomination.

Sec. 3- At the close of the nominee acceptance process (three days before voting), Net Management will announce the final candidate list over several evenings during the net and via email to the net controls and alternates, directors, and relay stations.

ARTICLE 8. ACTION IN CASE OF ONLY ONE NOMINEE....

Sec. 1- If at the end of the nomination acceptance process there is only one qualified nomination for a specific position, that nominee shall be declared elected unless there is an objection from one or more Board members. In the event of such objection, the position will remain open, and the Board will meet promptly to decide on an appropriate action.

ARTICLE 9. ACTION IN CASE OF NO NOMINEE....

Sec.1- If no nominations are received for an area, the Board of Directors shall appoint a willing member to fill the office for the area in question. If there is no eligible person available in the area, The Board of Directors shall fill the vacancy by appointment from willing eligible members from the State(s) at large. The appointee will serve the normal term of office scheduled for the area.

ARTICLE 10. NUMBER OF NOMINEES PERMISSIBLE....

Sec. 1- There shall be no limit placed on the number of nominees offered for the consideration of the OEN voting membership.

ARTICLE 11. GENERAL ELECTION OF BOARD OF DIRECTORS MEMBERS....

Sec. 1- In the few days prior to the on-air business meeting as indicated in Article 6, Net Management will make reminders of the meeting date/time and advise members that they may also vote by sending an email or traffic message. The specific Board member or Officer responsible for the election duties will be based upon the Net organizational structure at the time and how duties have been divided within that structure by the Board as published and/or documented on the OEN website.

Sec. 2- Members will be asked to vote as they check into the net, providing their member number if possible. Net Management will record the votes and ask for another volunteer to crosscheck.

Sec. 3- Although candidates for the specific State area must reside in that area unless there are no willing candidates for the area, Members from all areas will be allowed to cast a vote in the specific area elections.

Sec. 4- Within one week after the on-air business meeting, Net Management together with the volunteer will tally the votes, verify valid Member number/status, and then announce/publish the results. No vote will be counted without the validated Member number/status.

Sec. 5- Any Member of the board may request and receive an audit of the election results using a third party from amongst the Board or Membership.

Sec. 6- Members winning the election or appointment shall take office immediately.

ARTICLE 12. AUTHORITY OF THE BOARD OF DIRECTORS....

Sec. 1- The Board of Directors shall be the final authority in determining the policies and operational procedures of the net unless a substantial number of Members object to a particular decision, and in that event, Net Management shall call for debate and a vote of the membership at large.

ARTICLE 13. PERCENTAGE OF VOTES NECESSARY FOR BOARD OF DIRECTORS ACTION....

Sec. 1- In order to conduct voting on one or more issues, a quorum of Board Members must be present. Quorum shall be defined as 50% of the number of filled Board positions plus one. With eight or nine filled Director positions, a quorum would be five, with six or seven filled positions, quorum would be four.

Sec. 2- With a quorum present and voting, a simple majority will be required in order to pass a particular motion. In the case of a split 50/50 vote, the board will continue debate/negotiation in order to obtain a majority result.

Sec. 3- Proxy votes may not be held or exercised by any Member of the Board of Directors.

Sec. 4- Absentee votes will be accepted by phone, conference call, message traffic, or email during or before the meeting, and if received up to two hours after the end of the meeting. Such emails should be addressed to all board members.

Sec. 5- For most issues being considered by the Board, Net Management or the Board Chairman may conduct a vote via email at their discretion. When voting under these conditions, such emails should be addressed to all board members. Quorum requirements and simple majority rules will still apply. Board members must respond by the requested due date. If email is not available to a Member, message traffic may also be used.

Sec. 6- General membership or Board meetings can occur on the air, via phone conference, video conference, at in-person events, or via other electronic means.

Sec. 7- In emergency or unusual situations when a quorum of Board Members is not available or several Board positions are vacant, the remaining Board members may take any and all actions necessary to maintain efficient and effective operation of the Net regardless of any contrary provisions in these bylaws. Upon the return to normal conditions, the Board may elect to rescind or maintain any such temporary measures or actions.

ARTICLE 14. CHAIRMAN OF THE BOARD OF DIRECTORS....

Sec. 1- When the Director position of the current Board Chairman is up for reelection an election for a new Board Chairman shall occur in addition to the one for the Director position itself.

Sec. 2- Within ten days after an election that includes the Director currently holding the Chairman position, the Net Management shall call a meeting of the Board of Directors to select a Chairman of the Board.

Sec. 3- Even if the incumbent Director/Chairman is reelected to a new term, a separate election to choose a Chairman will occur. The incumbent Chairman is not precluded from standing for reelection as Chairman.

Sec. 4- The same rules regarding only one valid nomination and the election process as described prior in these bylaws shall also apply to the election of a new Chairman.

Sec. 5- The Net Manager(s) shall not be eligible to fill this position.

Sec. 6- When a Director resigns or is unable/unwilling to continue and that person is also the Board Chairman, the appointment process to fill the remainder of the term shall commence as described in Article 4 above. Once the Director appointment is made, the Board shall vote on a new Chairman.

ARTICLE 15. DUTIES OF ALL BOARD MEMBERS AND OFFICERS....

Sec. 1- Be an active and regular participant in the nightly net, net projects, and other net activities and events.

Sec. 2- Be available to vote (If allowed) in all elections, in-person, or absentee.

Sec. 3- Support Board decisions with the membership.

Sec. 4- Promote the net and its mission within the amateur radio community and the general public.

ARTICLE 16. DUTIES OF THE BOARD CHAIRMAN.....

Sec. 1- Facilitate or Co-Facilitate Net meetings.

Sec. 2- As part of Net meetings, call for status reports from the Treasurer, Webmaster, Net Managers, Secretary, and other Directors or Officers.

Sec. 3- Other Duties of the Board Chairman shall include:

- a. Drive resolution and completion of Net projects as needed

ARTICLE 17. AUTHORITY/DUTIES OF NET MANAGER(S).....

Sec. 1- In this and subsequent Articles related to position duties and authority, it is assumed that there are no combined positions. Again, the Board may add, combine, separate, delete, or otherwise modify duties, authority, and position titles as it sees fit at the time.

Sec. 2- The Net Manager(s) shall have equal status and voting privileges with the elected members of the Board of Directors on all matters acted on by the board.

Sec. 3- The Net Manager(s) shall have authority to make decisions concerning the general operations of the net so long as those decisions are consistent with the mission, intent, and best interests of the net. However, major operating, procedural, or policy changes must be referred to the Board.

Sec. 4- Additional duties of the Net Operations Manager shall include:

- a. Gather, suggest, and publish agenda items for any general net Member or Board meetings
- b. Before Board meetings, circulate proposed changes, speak with individual Members, and attempt to build consensus before voting occurs.
- c. Set net meeting dates, venue, and times, arranging at least four meetings per year
- d. Facilitate all net meetings together with the Board Chairman and the Net Data Base Manager.
- e. Gather and publish net checkin data monthly
- f. Recruit new net controls, alternate net controls, and relay stations
- g. Arrange for fill-in net controls during absences
- h. Collect and publish monthly Net checkin data
- i. Receive and approve Net Membership requests, generate Member Certificates, and send Certificates to Members

- Sec. 5- Additional duties of the Net Data Base Manager shall include:
- a. Maintain, update, and circulate the various roster and data base files
 - b. Develop and improve the Net data bases as needed
 - c. Before Board meetings, contribute relevant agenda items, speak with individual Members, and attempt to build consensus before voting occurs.
 - d. Facilitate all net meetings together with the Board Chairman and Net Operations Manager.

ARTICLE 18. TREASURER AUTHORITY AND DUTIES.....

- Sec.1- The Treasurer shall be authorized to do the following:
- a. Maintain a bank account containing funds belonging to the OEN.
 - b. Receive invoices and expense reimbursement requests related to OEN expenditures, evaluate and approve/decline such payment requests, and make payments from OEN funds.
 - c. Solicit and receive donations to the OEN then deposit such funds (if currency or check) into the OEN bank account.

ARTICLE 19. SECRETARY AUTHORITY AND DUTIES.....

- Sec 1.- The Secretary shall have the following duties:
- a. Call roll at board Meetings
 - b. Record Board Meeting minutes
 - c. Publish (Email) Meeting minutes and send to Webmaster
 - d. Maintain and update as needed the Net Operating Procedures and Bylaws
 - e. Keep backup copies of all current OEN files and documents
 - f. Manage or assist in managing the OEN election process, including the Election Schedule and publishing election announcements, voting results
 - g. Manage or assist in managing the OEN key contact listings

ARTICLE 20. WEBMASTER AUTHORITY AND DUTIES.....

- Sec. 1- The Webmaster shall have the following duties:
- a. Publish files on the OEN website (W7OEN.Net) as requested
 - b. Advise the Board on issues related to website management
 - c. Work with the website registrar to promote site reliability and continuity

ARTICLE 21. AUTHORITY OF THE OEN BOOKLET.....

Sec.1 As the OEN Booklet was declared a historical Document by the OEN Board of Directors August 23, 2009. The OEN Booklet does not govern or set the policies for the net as such. As a historical document it will be consulted as a valuable tool to guide the OEN when making decisions that impact the net.
