

March 17, 2010

VENTURE OUT ELECTRONICS CLUB

PART TWO; POLICIES

SECTION 1: GENERAL OPERATIONS.

A. Membership Fees:

1. Seasonal memberships are \$25.00 per person
2. Each Guest membership is \$5.00 per week
3. Amateur Radio Operators shall have annual dues. (Regulatory obligations)
4. A Secura –Card must be obtained (for \$10. Refundable deposit) if the guest is not residing with a current member.
5. Volunteer collections should be available to pay for paper

B. Fax Machine Fees:

1. The Executive Committee shall set the fees for the fax machine.
2. The FAX SERVICE is available to all residents of Venture Out. Monitors will be available to provide this service
3. Only Club Monitors, members of the Executive Committee or other trained Club members are to operate the FAX machine.
4. \$1.00 per page, up to five (5) pages, shall be charged
5. The charge will be \$0.50 per page after the first five pages
6. The charge is the same to send and to receive.
7. There is no charge for the Header page.

C. Security:

1. Electronics Club will, as much as possible, work closely with the Venture Out Security and Maintenance departments in the pursuit of safety, security, cleanliness and care.
2. For security reasons, the building will be locked and dead-bolted at 11:00PM every night and opened at 7:00AM. Member cards will not work after 10:00PM. If a member is within the Electronics Building after 10:00PM said member must exit the building by 11:00PM and must not open the door to anyone after 9:00PM.
3. All property and funds of the Club, including computers, software, radios, antennas, office equipment, supplies, and other usual office items shall be accounted for and adequately monitored.
4. The Executive Committee shall assure that all software installed on the Electronics Club hardware be legally obtained and used.

5. The use of Club software, computers, and radio equipment, and any other Club equipment, consistent with civil laws regarding their legal use and operation, shall be enforced.
6. All software to be installed shall be legally acquired, eligible for installation and installed by the official Club technicians.

D. BUILDING USE:

1. Organized and sanctioned instruction in the various sections of the Electronics Club will have priority over other Venture Out organized user-groups.
2. Other Venture Out groups who wish to use the conference room must make the proper reservations.
3. All groups using the Conference room must reserve in writing by registering for use in the Conference Room Reservation Book, located just outside the entrance to the conference room by the sink.
4. When there are no classes scheduled in a teaching area, the teaching area may be available to Electronics Club qualified members on a priority basis as determined by the entries in the reservation book.
5. Monitors are assigned to supervise the sale and proper use of the equipment in the Electronics Building including the classroom, practice rooms, and conference room
6. The Restrooms in the Electronics Building are to be available to all park residents, with access through the north entrance door. Venture Out Park maintenance is responsible for the safety and maintenance of the restrooms.

E. EQUIPMENT:

1. The DIRECTOR OF TECHNICAL OPERATIONS has the responsibility for maintenance and operation of all computer equipment in the building.
2. Computer projector use at all times, including the computer projector in the conference room, shall be under the supervision of a qualified member of the Electronics Club, certified by the Technical Operations Director.
3. Computer projector #2 is to remain in the conference room during the season for use by groups using the conference room
4. When a group is using the Electronics Club facilities for a non-Electronics Club function and that group needs the computer, a Club member must operate that computer
5. For individuals, other than members of the Executive Committee, removing a computer projector from the building shall acknowledge in writing that he or she has assumed the responsibility for the safe return of that hardware.

6. Amateur Radio equipment shall not be removed from the building for individual or group use, except when used for display, demonstration, instruction or safety but only with the approval of the Director of Amateur Radio Operations.
7. Some computer equipment may be moved to other locations within Venture Out when used for display, or presentations, but only with the approval of the director responsible for the equipment.

SECTION 2. CHANGES AND ADDITIONS:

- A. Unless otherwise stated, changes and additions to the Policies of the Electronics Club can be made by executive Committee action.
- B. Unless otherwise stated policy changes and or additions are to become effective immediately.

These By-laws, dated March 17, 2010 have been approved by unanimous vote of the Electronics Club, on March 17, 2010, at a duly called and authorized meeting where a quorum was present. Our signatures on each page of these By-laws, declares that page to be a legitimate page of the revised By-laws.

Ken Kamps, Secretary
Signature on file

Date 3-30-2010

Jim Wallace, President
Signature on file

Date 3-30- 2010