

Spring Hollow R/C Flyers Club Bylaws

ARTICLE 1: DUTIES

1. **Board of Directors:** the management of the affairs of the Club shall be vested in the Board of Directors who shall have the authority to establish and administer its policies. Official decisions may be made by a two-thirds (2/3) majority mail vote or by a quorum at a Board of Director meeting. A quorum shall consist of at least 50% of the current Board members. Official decisions shall be consistent with the stated purposes and objectives of the AMA as set forth in its Bylaws and, where those Bylaws are not specified, vested in the sound discretion of the Board of Directors.
2. **President:** The President shall:
 - preside at all meetings of the Club and shall act as a spokesperson in all matters pertaining to it,
 - ensure that the field is properly maintained and recommend improvement/changes.
3. **Vice-President/Safety Officer:** The Vice-President/Safety Officer shall:
 - act for the President when he/she is unable to serve, and is to maintain an accurate record (including place of storage) of all Club assets,
 - be responsible for chairing the safety committee and ensuring existing policies are enforced. This includes processing the grievance forms and following the existing grievance procedure documented in these bylaws.
4. **Secretary/Treasurer:** The Secretary/Treasurer shall:
 - record minutes of each Club meeting and handle all correspondence pertaining to Club activities. He/she will also be the Club's contact person with AMA in case of questions, problems or situations.
 - collect all moneys due and shall keep a record of moneys disbursed by the Club.

ARTICLE 2: AUDITS

1. The Officers of the Club will make a periodic audit of the Treasurer's books. This Audit should occur at least annually and during the transition of the Board of Directors. Both the incoming and outgoing Officers should participate.

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ARTICLE 3: TERMS OF OFFICE

- 1. Nomination of Club officers shall be made at the general membership meeting during the month of September. Nominations for office may be made by any active Club member holding voting rights, either in person or by submitting a proxy nomination to an existing officer. All known nominations for office will be published prior to the election.**
- 2. All elected officers of the club shall serve for two (2) years from the date of their election. Officers are to be elected by a vote of simple majority of those members present at the regular meeting in the month of October. Ballots will be made available for those members who have voting rights but cannot attend the meeting. Those ballots, returned by hard copy or electronic means before the next meeting, will be counted as if those persons were present at the meeting. New officers will take office immediately after the October meeting.**
- 3. A secret ballot is required for elections, for removal of a club officer, a member of the Board of Directors and for expulsion of a member from the club unless waived by a simple majority vote of the members present at the meeting.**

ARTICLE 4: VACANCIES

- 1. Vacancies in any office shall be filled by appointment by the remaining officers; such appointee to serve until the end of the term for which is predecessor was elected.**

ARTICLE 5: COMMITTEE

- 1. A committee of the Club shall be appointed by the President and may be approved by a simple majority vote of the members present at a meeting (if a vote is requested) to serve throughout the term, or less, of his tenure of office.**

ARTICLE 6: MEETINGS

- 1. Regular meetings shall be held at a time and place designated by the Club officers and published in Club communications.**
- 2. Club officers may call special meetings with no less than five days prior written notice of a special meeting. The purpose of the special meeting shall be stated in the written notice.**
- 3. At any Club meeting a simple majority shall be over 50% of the members voting at the meeting.**
- 4. Any member or probationary member of the Club may initiate a formal request for action by the Board of Directors by submitting a written proposal to the President. The proposal shall include a written description of the nature, type, and extent of the Board action recommended. The President of the Board shall forward copies of the proposal to other members of the Board of Directors for their consideration. Either the President, or any other Board member, may have the matter placed upon the working agenda of the next Club meeting.**

ARTICLE 7: DUES AND MEMBERSHIP

- 1. The annual dues to be paid to the Club shall be determined by the Club officers and approved by a simple majority vote. Dues are non-refundable, except under**

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extraordinary circumstances, which will be determined by the Board of Directors on a case-by-case basis. Membership is from January 1st until December 31st.

2. No special assessment shall be levied upon the Club membership, unless it is approved by a vote of two-thirds (2/3) majority of the members present at a regular meeting, and the members have been given five (5) days prior notice along with an explanation of the assessment.
3. Dues are defined on the Membership Application.
4. A member shall be in arrears and shall not be considered active if his/her dues have not been paid as provided in Article 7, Section 1. Any member who allows their membership to lapse beyond March 1 of any year shall be considered a new member when renewing their membership and will not be given preference over any other applicant should a membership waiting list be in existence.
5. Types of membership and limits on the total number of members shall be determined by the Club officers and approved by a vote of two-thirds (2/3) majority of the members present at the meeting.

ARTICLE 8: MEMBER STANDING

1. All persons shall be eligible for membership and shall agree to abide by the Club's bylaws, and those of the AMA.
2. The membership shall be divided into the following categories:
 - a. Full Member: Is nineteen (19) years old or older on July 1st, has full privileges and voting rights. Dues: Full Member rate plus AMA Membership
 - b. Family Membership: Includes all flying members of the immediate family (spouse and children). They have full privileges and voting rights. Dues: One (1) Full Membership and an AMA Membership for each flying member. Children are included until their 19th birthday.
3. Flying members will be required to hold and maintain a license issued by the AMA. All first-time flying members applicants, as well as present flying members seeking membership renewal, must show proof of membership in the AMA. Non-flying and Associate Members do not require AMA membership.
4. Before joining the Club, new members shall be introduced in person by their sponsor. The membership, by a majority vote of the members present at a meeting shall approve any application for membership. The applicant will be on probation for one (1) calendar year subsequent to the approval of his/her application for membership. After this probationary period has ended, his/her membership application may again become subject to the approval of the Club. Probationary members are ineligible to hold any elected office in the Club.
5. Any member receiving a safety grievance as stated in Article 16, who is involved in non-flying violations, or who has key information of a non-flying violation and withholds it from the Board of Directors, may at the Board of Directors discretion be placed on probation for one (1) year regardless of his or her tenure in the Club.

ARTICLE 9: RESIGNATION, TERMINATION, DISCIPLINARY ACTION, EXPULSION AND REINSTATEMENT OF MEMBERSHIP

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- 1. Any member in good standing may resign his/her membership by giving written notice to the Club.**
- 2. If any member ceases to have the qualification necessary for membership in the AMA, his/her membership in the Club shall thereby terminate, subject to reinstatement upon restoration of eligibility.**
- 3. This section provides for enforcement of the Safety Rules that are related to flying activities. Any other unacceptable behavior by an individual member or members, as defined by the Board of Directors, become the responsibility of the Board of Directors as stated in Article 1, Duties, Section 1 of these Bylaws. Any individual may be expelled from membership from the Club by a two-thirds (2/3) majority vote of the Board of Directors if, in the Board of Directors determination, such individual willfully commits any act or omission which is a violation of any of the terms of these Articles of Incorporation and Bylaws, or the Rules of the AMA, or which is detrimental the Club, the AMA, or to model aviation.**
- 4. Any member who is expelled from membership in the Club must surrender his/her membership card to the Board of Directors.**
- 5. Any member who is expelled from membership in the Club may be reinstated to membership by two-thirds (2/3) majority vote of the Board of Directors.**
- 6. The Board of Directors shall have the discretionary authority to provide for and to impose disciplinary action for such acts or omissions, which do not justify expulsion from membership.**

ARTICLE 10: AMENDMENTS

- 1. Amendments may be made to these bylaws at any general meeting of the Club membership, provided the members shall have been notified in writing at least five (5) days in advance that the amendments are to be considered. Copies of the proposed amendments shall be provided to all members as part of the notification. Amendments shall be approved by no less than a two-third (2/3) majority vote of the members present, at the regular monthly meeting. Mail-in ballots will be made available for those Full members who cannot attend the meeting. Those ballots, returned by mail before the next meeting, will be counted as if those persons were present at the meeting.**

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ARTICLE 11: SPECIAL FUNDS

- 1. The Secretary/Treasurer of the Club is authorized to receive contributions or specially obtained funds from any individual or institution, to be applied to the operating expenses of the Club.**

ARTICLE 12: DURATION

- 1. The duration of this club shall be perpetual.**

ARTICLE 13: DISSOLUTION

- 1. The Club may be dissolved with the approval of a two-thirds (2/3) majority vote of the voting members present at the dissolution meeting.**
- 2. Upon the dissolution of the Club, the Board shall:**
 - a. Pay or make provisions for the payment of all of the liabilities of the Club.**
 - b. Dispose of all the assets of the Club, depositing the proceeds into the Club's bank account.**
 - c. Refund contributions to contributors in full when the amount necessary is available, or in proportion to their contribution when sufficient funds are not available.**
 - d. Distribute the remaining funds to the current members as follows:**
 - The Secretary shall maintain a record of each member's continuous years of membership, beginning with the year 2005. A year of membership is defined as being a fully paid member prior to March first of any given year.
 - Should a member resign or not rejoin the Club, prior to the March first deadline, in any given year then that member's number shall become zero (0).
 - The Club Treasury will be divided by the sum of all of the Club Member's continuous years of membership to determine a unit share.
 - Each active member will receive an amount equal to the unit share multiplied by that member's continuous years of membership.

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ARTICLE 15: LOGO

1. The official Club logo shall be:



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ARTICLE 16: GRIEVANCE PROCEDURE (FLIGHT AND GROUND SAFETY RULES)

1. ***Purpose:*** The grievance procedure is a mechanism to enforce existing safety rules by providing a progressive disciplinary system when needed. Although most complaints can be resolved informally, if a complaint is serious or cannot be resolved informally, the matter should be referred to the Safety Committee for its consideration by means of a Grievance Form to be filled out and turned in to the Safety Committee Chairman. At least one witness is required to sign the Grievance Form.
2. ***Safety Committee:*** The Safety Committee shall use its judgment in carrying out action on the following:
 - a. A grievance form (see page 8) will be filled out and turned into the Safety Committee Chairman. At least one witness is required.
 - b. **FIRST VIOLATION**
 - a. Viewpoints of both complainants and accused will be considered.
 - b. Complainant's name will be disclosed.
 - c. A verbal reprimand will be given to the accused by the Safety Committee, and this will be recorded in the Committee files.
 - c. **SECOND VIOLATION**
 - a. Complainant's name will be disclosed.
 - b. The accused has the right to a written rebuttal, to be reviewed by the Committee.
 - c. If the Committee so decides, the flying privileges of the accused will be suspended for thirty (30) days. Written notice of this shall be issued and a copy published in the Club newsletter.
 - d. **THIRD VIOLATION**
 - a. Committee will notify the accused in writing and the club members via the club newsletter that the Club will vote on the expulsion of the accused at the next meeting.
 - b. Said expulsion will last for a one-year minimum. (Longer if deemed necessary by the Board of Directors).
 - c. A member may be expelled from the Club only upon a two-thirds (2/3) majority vote of the membership present at the meeting.
 - d. Voting will be by secret ballot at a regular monthly meeting.
 - e. The expelled member may reapply for membership after the expiration of the expulsion time period.
 - e. **The three actions will not be enforced unless they are accumulated within a two-year period of time.**
 - f. **Any member receiving a Grievance, who directs any retaliation action against the person filing said Grievance, will be subject to immediate expulsion from the club. This is to include threats, intimidation, physical harm, intentional equipment damage, or any other action deemed to be retaliatory by the Board of Directors.**

