

CAPITOL AREA FLYERS
BY-LAWS

Revised 10-22-02

ARTICLE I NAME

The name of the organization shall be the Capitol Area Flyers affiliated with the Academy of Model Aeronautics (AMA) Charter #3168.

ARTICLE II PURPOSES

1. To promote fellowship in a non-competitive environment in the operation of R/C model aircraft.
2. To educate members in the skills of R/C modeling and flying.

ARTICLE III MEMBERSHIP

1. Open to interested persons upon proof of current AMA membership.
2. Social members are those without flying privileges and need not belong to AMA.
3. Junior members, are those persons having not reached their 16th birthday, may be accepted if accompanied by a dues-paying club members who shall be responsible for the conduct of the Junior and be present at the flying site with the Junior.

ARTICLE IV DUES, FEES AND VOTING RIGHTS

1. Annual dues are \$45. Returning members may receive a discount of \$5 if paid during the month of October or November.
2. Members in arrears after January 1 shall be dropped from the rolls.
3. First-time members joining in the month of July or August will pay half the annual dues for current year.
4. Paid up members have voting rights unless they have been terminated and the balance of their dues returned on a pro-rated basis.
5. Junior members pay no dues and have no voting rights.
6. Dues shall be established by the membership and are payable to the Treasurer.
7. The fiscal year shall be the calendar year.
8. A member who quits does not get a dues refund.

ARTICLE V OFFICERS, ELECTION AND DUTIES

1. Board of Directors (BoD)
The Board members shall be the President, Vice President, Treasurer, and Secretary. 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 majority of the current Board members.
2. President
 - a. Shall preside over all meetings and have general supervision of all Club operations.
 - b. Appoint Safety Officer – Shall supervise safety programs and flight operations as set forth in the By-Laws and Standing Rules.
 - c. Shall appoint an Auditing Committee in October for the year.
3. Vice President

- a. Shall assume the duties of the President in his absence and have other duties as assigned by the President
4. Secretary
 - a. Shall keep minutes of all Club meetings.
 - b. Shall assume the duties of the President and Vice President in their absence.
 - c. Send notices of meetings.
 - d. Conduct the Club correspondence.
5. Treasurer
 - a. Shall receive all dues, fees, assessments and other Club monies to be deposited in a bank approved by the Club officers.
 - b. Keep a record of all financial transactions.
 - c. Disburse Club monies after approval by a majority of the Club officers.
 - d. Present a report of income and expense at all meetings of the Club.
 - e. Treasurer will send copy of Standing Rules and membership card to new members.
6. Nominations for Officers
 - a. Shall be published before the fall meeting or made from the floor at the fall meeting.
7. Election
 - a. Shall be conducted at the October membership meeting by a majority vote of those present. A paper ballot shall be used if there is more than one nominee for the office.
8. Elected Officers
 - a. Shall serve for one year and assume their duties January 1st following their election.
9. Any elected officer may be removed by a two-thirds vote of the members at a club meeting. Voting to be by secret ballot.

ARTICLE VI MEETINGS

1. The time and place of Club meetings shall be determined by the officers.
2. Special meetings may be called by the President.
3. All matters shall be resolved by a majority vote of the members at a club meeting or as may be so stated elsewhere in the By-Laws.

ARTICLE VII PARLIAMENTARY AUTHORITY

1. *Robert's Rules of Order*, Revised, shall govern all meetings insofar as they do not conflict with these By-Laws.

ARTICLE VIII AMENDMENTS

These By-Laws may be amended by publishing them via e-mail to the membership.

ARTICLE IX STANDING RULES

1. Standing Rules are the normal operating rules at the flying site.
2. The Standing Rules may be changed by presenting all changes in writing and passed by majority vote of members present.
3. The Standing Rules shall not conflict with these By-Laws.

ARTICLE X DISSOLUTION

1. The Club may be dissolved with the approval of a two-thirds majority vote of the members present.
2. Upon the dissolution of the Club, the Board shall, after paying or making provision for the payment of all the liabilities of the Club, dispose of the remaining assets in such manner that most represents the best interests of the members.

ARTICLE XI RESIGNATION, TERMINATION, DISCIPLINARY ACTION, EXCLUSION AND REINSTATEMENT OF MEMBERSHIP

1. Any member in good standing may resign his/her membership by giving written notice to the Club but does not get a dues refund.
2. If any member ceases to have membership in the AMA, his/her flying privileges 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 5, Duties, Section 1 of these By-Laws. Any individual may be expelled from membership from the Club by a 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 By-Laws, or the Rules of the AMA, or which is detrimental to the Club, the AMA, or to model aviation. Their dues will be prorated and refunded.
4. Any member who is expelled from membership may be reinstated to membership only by majority vote of the Board of Directors.
5. 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 XII GRIEVANCE PROCEDURE (FLIGHT AND GROUND SAFETY RULES)

1. Purpose
The grievance procedure provides 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 BoD for its consideration by in writing and turned into the BoD. At least one witness is required to sign the written grievance.
2. BoD
The BoD shall use its judgment in carrying out action on the following:
 - a. A written grievance will be turned into the President. 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 BoD and this will be recorded in the Club 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 Board.
 - (c) If the Board 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 e-mailed to the membership. Copy to be placed in Club files.
- d. Third Violation
- (a) Board will notify the accused in writing and the Club members via e-mail 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 BoD.)
 - (c) A member may be expelled from the Club only upon a two-thirds majority vote of the membership present at a membership meeting. Voting to be conducted by secret ballot.
 - (d) 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.

These By-Law revisions of the CAPITOL AREA FLYERS are hereby adopted by a vote of the majority of the members present at a regular meeting held on _____.

Witnessed _____

_____ Secretary