

# Sanderson Field R.C. Flyers

## By-Laws

### ARTICLE I - APPLICANTS FOR MEMBERSHIP

Section 1. Applicants seeking membership in SFRCF will execute a Member's Information Sheet. (*refer to Attachment 1*). The forms will be presented to the Club Treasurer. Club dues must be paid upon acceptance of club membership. All AMA license requirements must also be fulfilled prior to any member being permitted to operate equipment at the Club's flying site.

Section 2. A cap of 150 members has been put into place.

Section 3. All new members will have a 6 month probation period.

Section 4. All new members must be sponsored by a Club member who has completed there 6 month probation period. A Club member may only sponsor one new Club member in any sixth month period. The purpose of the sponsor is to give new members guidance and support during the probation period.

Section 5. Club members must have completed probation prior to the appointment to any club office.

Section 6. Guests are permitted to fly at the club flying site on 3 occasions per year, they then will be expected to join the club before being permitted to fly at the site anymore.

### ARTICLE II - DUES

Section 1. Membership dues shall be from January 1st to December 31st. Annual dues shall be \$100 for those 18 years of age and above and free for those for those less than 18 years of age or a full time student in their Junior or Senior of High School.

Section 2. ALL Club dues shall be payable to the Club Treasurer by cash or check (payable to *Sanderson Field R.C. Flyers*) by the 1st of January of each membership year. Payment must be accompanied with proof of purchase of a current AMA license before payment will be accepted.

Section 3. Any member who has not paid his/her membership dues by January 1st is considered delinquent and no longer a member of the Sanderson Field R.C. Flyers. A delinquent member loses all membership privileges including any access to and use of any flying area(s) operated by the club. Also, the three session courtesy flying rule offered to visiting AMA members is not available to any prior member during the first year of non-membership.

Section 4. If, during the first year, a delinquent member wishes to rejoin the Sanderson Field R.C. Flyers his/her name will be placed at the end of any membership waiting list. This membership waiting list will be processed by the date when the application for membership was received.

### ARTICLE III - OFFICERS

The officers of the club shall be.

A: President	D: Treasurer
B: Vice President	E: Board of Directors
C: Secretary	F: Safety Officer

### ARTICLE IV - DUTIES

**A) PRESIDENT** - The President shall preside at all meetings of the Club. He/she or his/hers designated representative shall act as spokesman for the Club in any matters pertaining to it. He/she shall serve as member Ex-Officio of all standing committees.

**B) VICE PRESIDENT** - The Vice President shaft be the custodian of all Club property, the inventory to be taken Bi- Annually during January and July or as requested by the President. The Vice President shall act for the President when he/she is unable to serve.

**C) SECRETARY** - The Secretary shall keep the minutes of all regular, special and Director's meetings in an official minutes book provided him/her for that purpose (a tape recorder and twelve tapes will be supplied each year and kept on file for backup of the minutes and clear any misunderstandings of the minutes). He/she shall be the tie breaker at Board

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of Directors meetings, shall maintain current an accurate roster of the Club membership including: names, addresses, phone numbers. He/she shall be responsible for maintaining all official correspondence, and shall be responsible for notices to members regarding regular and/or special meetings as deemed necessary by the Board of Directors. Upon retiring from office, the Secretary shall turn over to his/her successor all club records, files, books, papers, etc.

**D) TREASURER** - The Treasurer shall collect all membership dues, and shall be responsible for all monies received and disbursed by the Club. He/she shall be responsible for depositing funds received in such depository as designated by the Board of Directors, and he/she shall maintain an accurate accounting of the Club funds in a general ledger belonging to the Club, and shall be prepared to render a report of such funds at each meeting or upon call by the President or Board of Directors. An audit of the ledger by the Board of Directors shall be done Bi-annually. The Treasurer shall pay bills incurred by the Club as authorized by the President and/or Board of Directors. Upon retiring from office he/she shall turn over to his/her successor all Club records, files, books, etc.

**E) BOARD OF DIRECTORS** - Shall be comprised of the President, the immediate past President and three members at large elected by ballot. In addition, there shall be two alternative Board of Directors elected for the purpose of filling the position of an active Board member when absent. The Board of Directors shall act on all matters of general policy and safety pertaining to the club.

**G) SAFETY OFFICER** - The Safety Officer is to maintain a safe environment at the flying site, and ensure Club safety and AMA rules are adhered to.

### **ARTICLE V - TERM OF OFFICE**

Section 1. All elected Officers and Board of Directors of the Club shall serve for one year from date of election.

Section 2. The majority of Officers and Board of Directors shall be Mason County Residents. In the event that there is not enough participation on the behalf of the Mason County residents this rule shall not apply.

Section 3. Vacancy in any office shall be filled through appointment by the Board of Directors and the appointee will serve the remaining term of his predecessor.

Section 4. Any Board member missing 3 consecutive meeting will be removed and an alternative will resume his/her position.

### **ARTICLE VI - ELECTION OF OFFICERS**

Section 1. Nominations for election of Officers shall be held during the club meeting in November of each year. All nominations shall be made from the floor.

Section 2. Election of Officers shall be held during the regular meeting in December of each year. Elections shall be by written ballot, and majority Vote shall determine the winners. In the event of a tie for any one office, a separate written tie-breaker ballot shall be cast to determine the winner.

Section 3. New officers shall take office at the January meeting each year.

### **ARTICLE VIII – REGULAR BUSINESS**

Section 1. Regular meetings shall be held on the second Thursday of each month.

Section 2. Special meetings may be called by the President or Board of Directors as deemed necessary from time to time and members shall be notified at least 7 days prior in writing as to time, place and reason for such special meetings.

Section 3. All meeting shall be held within Mason County.

Section 4. All regular business affairs and enterprises conducted by Club shall be directed by the Board of Directors.

Section 5. At any regular meeting of the Club, a quorum of active members must be in attendance.

Section 6. At any regular meeting of the Club, a minimum of 9 active members to include a minimum to 2 club officers.

A. Any change of policy shall require a 51% vote of the entire club membership, also by mail-in ballots.

Section 7. At any Board of Directors meeting, a quorum shall be 80% of the Board personnel.

### **ARTICLE IX - GRIEVANCE PROCEDURE (FLIGHT AND GROUND SAFETY RULES)**

Section 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

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serious or cannot be resolved informally, the matter should be referred to the Board of Directors for its consideration by means of a Grievance Form to be filled out and turned into the President. At least one witness is required to sign the Grievance Form.

Section 2. *Board of Directors*: The Board of Directors shall use its judgment in carrying out action on the following:

- (a.) A grievance form (see last page) will be filled out and turned into the President. At least one witness is required.
- (b.) FIRST VIOLATION
  - a. Viewpoints of both complainants and accused will be considered.
  - b. Complainants name will be disclosed.
  - c. A verbal reprimand will be given to the accused by the Board of Directors, and this will be recorded in the Board of Directors Safety files.
- (c.) SECOND VIOLATION
  - a. Complainants name will be disclosed.
  - b. The accused has the right to a written rebuttal, to be reviewed by the Board of Directors.
  - c. If the Board of Directors 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. Board of Directors 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, or the Board of Directors determines the violation severe enough to require immediate expulsion.
- (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.

## **ARTICLE X - RESIGNATION, TERMINATION, DISCIPLINARY ACTION, EXPULSION AND REINSTATEMENT OF MEMBERSHIP**

Section 1. Any member in good standing may resign his/her membership by giving written notice to the Club.

Section 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.

Section 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 IV, Duties, Section E) of these By-Laws. 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 By-laws, or the Rules of the AMA, or which is detrimental to the Club, The AMA, or to model aviation.

Section 4. Any member who is expelled from membership may be reinstated to membership only by two-thirds (2/3) majority vote of the Board of Directors.

Section 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 XI - SPECIAL FUNDS**

The Treasurer of the Club is authorized to receive contributions or specially obtained funds from any reputable person or organization, to be applied to operating expenses of the Club.

## **ARTICLE XII - COMMITTEES**

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Section 1. The Standing Committees of the Club and their basic duties shall be indicated by the names of the Committees as follows.

A) Program Committee

B) Contest and Rules Committee

Section 2. Chairmanship of the committees will be appointed by the President.

Section 3. Specifically, the duties of the committees will be as follows:

A) PROGRAM COMMITTEE - Responsible for overall scheduling of all Club events, meeting programs, and activities.

(B) CONTEST AND COMMITTEE - Responsible for all handling of individual contest: responsible for conduct of all scheduled contests.

### **ARTICLE XIII - FCC REQUIREMENTS**

Section 1. All participants must be familiar with and at all times abide by FCC rules.

NOTE: If any monetary forfeiture is imposed upon the SFRCF by the FCC resulting from violation committed by a member of the Club that member will be responsible to the Club for said monetary forfeiture.

### **ARTICLE XIV - SFRCF FLYING SITE**

The Club shall be responsible for the operation, maintenance and use of the flying fields in accordance with the Port of Shelton and the AMA agreements.

### **ARTICLE XV - CONDUCT OF MEMBERS**

Section 1. In the event that a member may be acting in a way of misconduct, it must be brought to the Board of Directors. It is up to the Board of Directors to resolve the issue. If the Board is unable to resolve the issue it will then be brought up for discussion and a vote by the General membership at a general meeting.

Section 2. Once asked to resign for reason of misconduct, no person shall be eligible for readmission into the Club for a period of six months, and then only upon approval of 75% of the members of the Club as determined by written ballot.

### **ARTICLE XVI - AMENDMENTS**

Section 1. Proposed amendments to these By-laws can be recommended at any regular or special meeting of the club.

Section 2. Amendments to these By-laws will be passed by two-thirds of the majority of ballots received from membership. Mail-in ballots will be furnished by the club.

### **ARTICLE XVII - RECIPROCAL PRIVILEGES**

All flying privileges which members of the SFRCF derive by virtue of their Club membership are hereby extended to members of other clubs that have established a reciprocal agreement.

### **ARTICLE XVIII - DISSOLUTION**

Section 1. The Corporation may be dissolved with the approval of a two-thirds (2/3)-majority vote of the total membership.

Section 2. Upon the dissolution of the Corporation, the Board shall, after paying or making provision for the payment of all of the liabilities of the Corporation, dispose of all the assets of the Corporation exclusively for the purposes of the Corporation in such manner, to the Academy of Model Aeronautics, Inc., or to such other organization or organizations organized and operated exclusively for charitable, educational, religious or scientific purposes as shall at the time qualify as an exempt organization or organization under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, or to such other organization with purposes similar to the purposes of this Corporation, as the Board shall determine. Any of such assets not so disposed of shall be disposed of by the Court of Common Pleas (or similar court) of the county in

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which the principal office of this Corporation is then located, exclusively for such purposes and to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

### **ARTICLE XIV - INCORPORATION**

Section 1. The incorporation of this membership shall be a minimum of three (3) of the four (4) elected officers.

### **Article 17 - Definitions**

Member in good standing: A member who is current with club dues, has current AMA certification, and is recognized as such by the Board of Directors.

Delinquent member: Former member who has not paid his/her dues and his/her privileges has expired for a period less than one year.

New member: A new member is an individual who has not been a member of the Sanderson Field R.C. Flyers prior to application date. Or a past member in good standing who's membership has expired for a period greater than one year.

These By-laws were written and accepted in December of 1996

Revised in March of 1999

Revised in December 2000

Revised in August 2002