

# **ORCHARD FARM RC FLYERS BY-LAWS**

## **ARTICLE ONE OFFICERS**

The Officers of the Orchard Farm RC Flyers Club, Inc. shall be:

- A. President
- B. Vice President
- C. Secretary
- D. Treasurer
- E. Board of Directors (3)

## **ARTICLE TWO DUTES**

The duties of the Officers fisted in Article One shall be:

- A. The President shall preside at all meetings of the club and act as the spokesman for the club in all matters pertaining to the club.
- B. The Vice President shall assist the President as requested by the President and shall take over the duties of the President in the event that the President is for any reason unable to perform his duties.
- C. The Secretary shall keep the minutes of meetings and handle all club correspondence as directed by the President or the acting President. The Secretary shall maintain the clubs membership status roster.
- D. The Treasurer shall collect all monies due and shall keep the club advised of monies received and/or disbursed by the club.
- E. The Board of Directors shall advise the Corporation on the business affairs, property, legal and general policy and procedures of the operation of the Club's activities.

## **ARTICLE THREE: TERMS OF OFFICE**

- **SECTION I:** The President, Vice President, Secretary, and Treasurer of the Club shall serve for one (1) calendar year (January 1 to December 31).
- **SECTION II:** The Board of Directors of the Club shall serve for a term of three (3) years. Their term of office shall be staggered so that one director will be elected each year.
- **SECTION III:** The election of Officers and one member of the Board of Directors shall be held annually at the regularly scheduled November general membership meeting. Nominations for the offices to be filled will be presented to the general membership at the October meeting of the general membership.

## **ARTICLE FOUR: VACANCIES**

Vacancies in any office will be filled by appointment from the Officers and Board of Directors. Such appointees are to serve until the end of the term for which his/her predecessor was elected/appointed or until the office is filled by election of the general membership at the regularly scheduled annual election of Officers and Board members.

## **ARTICLE FIVE: MEETINGS**

- **SECTION I:** Regular meetings shall be held on a date specified by the general membership.
- **SECTION II:** Special meetings of the Club can be held at any convenient time upon a call by the President or any other two (2) Officers/Board of Director, provided that notification of the place and time of such meeting is issued to the general membership at least five (5) days and not more than thirty (30) days in advance of the date set.
- **SECTION III:** At any Club meeting a quorum shall be three (3) Officers/Board of Directors and eight (8) general members of the Club. No club business can be carried out with out a quorum.

## **ARTICLE SIX: DUES AND ASSESSMENTS**

*Revised October 2006*

- **SECTION I:** The annual dues shall be due by all Members on or before December 31 of each year and shall be paid to the Treasurer. Any member whose dues are unpaid on January 1 of any year shall not be entitled to the use of any properties or facilities owned by or under lease or contract by the Corporation, in addition that member shall not be considered a member of the club until the dues and assessments are paid in full.
- **SECTION II:** The annual dues to be paid to the Club shall be determined by 3/4 majority vote of the voting members. Dues are not refundable, except under extraordinary circumstances, which will be determined by the Board of Directors. Dues are to be paid no later than the January Club meeting.
- **SECTION III:** A member shall be in arrears and shall not be considered active if his or her dues and assessments have not been paid as provided in Article 6, Section 1.  
Any member who allows their membership to lapse beyond March 1<sup>st</sup> 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. All initiation fees will also apply.  
New members joining the Club on or after July 1 and before October 1 shall pay \$75.00 plus initiation fee for the remainder of the dues year. After October 1 the full dues rate plus initiation fee must be paid and membership will carry over for the entire next year.

- **SECTION IV:** 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 the regular monthly meeting, and the members have been given five (5) days prior notice along with an explanation of the assessment.

## **ARTICLE SEVEN: COMMITTEES**

The President shall name appointees and committees as required to fulfill a specific task.

## **ARTICLE EIGHT: AMMENDMENTS**

Amendments may be made to these By-Laws at any regular meeting of the Club provided that each member is notified by mail or e-mail at least five (5) days in advance of the date that the amendment is to be considered. A positive vote from two thirds (2/3) of the quorum of the Club members in attendance at that regular meeting shall approve such amendments.

## **ARTICLE NINE: VOTING OF MEMBERS**

Each member having voting rights shall be entitled to one (1) vote at any meeting of the membership. A member may, at any meeting, vote either in person or by proxy executed in writing by the member or his/her duly authorized attorney in fact such proxy shall be filed with the Secretary of the Club before or at the time of the meeting. No proxy shall be valid after eleven (11) months from the date of execution of the proxy unless otherwise provided in the proxy.

## **ARTICLE TEN: MEMBERSHIP**

*Revised October 2006*

- **SECTION I:** All persons shall be eligible for membership in the Orchard Farm RC Flying Club, and shall agree to abide by its by-laws, and those of the AMA.
- **SECTION II:** 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.
- **SECTION III:** The membership shall be divided into the following categories:
  - Full Member:** Is eighteen (18) years old or older and has full privileges and voting rights. Dues: Full Member rate plus AMA Membership.
  - Junior Member:** Is younger than eighteen (18) years old, has full privileges. No voting rights.  
Junior Members shall have an adult member, who is at least 18 years of age, present at all times while flying at the club field.  
Dues: Junior Member rate plus AMA Membership.
  - Student Membership:** Student membership can be gained for young people under the age of 18, or 21 if still enrolled in school at Junior Member rate plus the student must be licensed through AMA and observe all field rules. They would have the privileges and responsibilities of full membership. All student members shall have an adult member, who is at least 18 years of age, present at all times while flying at the club field. Adult members can also be available for training and teaching new flyers how to control their R/C aircraft by means of a Buddy Box and cord.

**Family Membership:** Includes all flying members of the immediate family (Spouse and Children). They have full privileges. No voting rights. Dues: One (1) Full Membership plus AMA membership for each flying member. Children are included until their 19th birthday.

**Probationary Member:** A new member within the first calendar year of membership. This member is not eligible for elected office; however they may serve the Club in an appointed position. Member has full privileges and voting rights at Club meetings. Membership dues are per the rate structure documented on the Membership Application for the Orchard Farm R/C Flying Club, Inc.

- **SECTION IV:** 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 members do not require AMA membership.
- **SECTION V:** A new member shall be on probation for one (1) calendar year subsequent to the approval of his or her application for membership. After this probationary period has ended, his or 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.
- **SECTION VI:** Any member receiving a safety Grievance as stated in Article 17, 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.
- **SECTION VI:** All members of the club with the exception of family members, junior members, and lifetime members, shall be included on the active yearly roster and shall be limited to 70 members.

## **ARTICLE ELEVEN: CONDUCT OF MEETINGS**

Authority of Parliamentary rule of Procedure shall conduct all meetings.

## **ARTICLE TWELVE: FLYING FELD RULES**

Flying of model aircraft will be governed by the existing flying rules of the Club.

## **ARTICLE THIRTEEN: BOARD OF DIRECTORS**

The Board of Directors shall consist of three (3) members. Directors shall serve for a period of three (3) years. Directors shall be members in good standing. Directors shall not hold any other office of the Club. Vacancies shall be filled as prescribed in this By-Laws.

## **ARTICLE FOURTEEN: REMOVAL FROM CLUB** Revised October 2006

An Officer/Board of Director may be removed from office for acts of gross negligence or misdemeanors. A vote of three-fourths (3/4) of the membership in favor shall be required for the removal of any Officer/Board of Director.

A member may be expelled from the club by 5 out of 7 vote of the Officers and Board of Directors. Appeals by the expelled member are made to the Officers/Board of Directors within thirty (30) days of expulsion for reconsideration.

## **ARTICLE FIFTEEN: YEARLY AUDIT OF TREASURES BOOKS**

An audit will be performed on the Treasurers books on a yearly basis. This audit will take place in November of each year and will be performed by three (3) general members of the Club. A report of the audit (written and oral) will be presented to the Club members at the January meeting.

## **ARTICLE SIXTEEN: GUEST FLYING**

Revised October 2006

A total of three (3) visits is the limit for a guest pilot. The guest pilot can not be a previous year member. A member may have a max of one guest at one time. A Club member must accompany all guests. Any Guest pilot must have an AMA card, and must be in good standing with the Orchard Farm RC Flyers Club, Inc.

Special accommodations can be made for out of town Guests visiting a Club member.

## **ARTICLE SEVENTEEN: RACING**

Q-500 type racing activities are prohibited.

ARTICLE EIGHTEEN Added October 2006

## **ARTICLE EIGHTEEN: GRIEVANCE PROCEDURE (Flight and Ground Safety Rules)**

### **I. 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 Safety Committee for its consideration by means of a Grievance Form to be filled out and turned into the Safety Committee Chairman. At least one witness is required to sign the Grievance Form.

### **II. Safety Committee**

The Safety Committee shall use its judgment in carrying out action on the following:

**A. A grievance form** (below) will be filled out and turned into the Safety Committee Chairman.

At least one witness is required.

#### **B. FIRST VIOLATION**

1. Viewpoints of both complainant and accused will be considered.
2. *Complainant's name will be disclosed.*
3. The accused will be given a verbal reprimand by the safety committee, and this will be recorded in the committee files.



ARTICLE NINETEEN ADDED OCTOBER 2006

**ARTICLE NINETEEN: CLUB ROSTER**

The use of the Club Roster for any purpose other than Club business is strictly prohibited.  
Commercial use of the Club Roster is strictly prohibited.  
Violation could result in expulsion from the Club.