

## AMA Club # 1569

# Club Bylaws

Updated and Passed by Majority Vote in April 2009

These Bylaws have been approved by the membership of the WMRAF and these bylaws are the regulators of the conduct of the board of directors and the membership as a whole.

Please read them and abide by them to help insure the smooth running of the club and to insure satisfactory enjoyment of the hobby for all involved.

Thanks - Your WMRAF Board Members.

### PURPOSE

It is the Goal of the Western Michigan Radio Aircraft Flyers to promote enjoyable safe flying of all radio controlled aircraft, to encourage the youth of our area to become better citizens through the skills learned while enjoying this hobby, as well as to promote an atmosphere of enjoyment and worth for those who are retired in the community. This also lends itself as well, as a place for those still working every day to maintain their way of life to bring together their families and friends, all to the benefit, enrichment, and magic in making a wonderful retreat from the daily rigors of life and for all involved to enjoy the wonders of flight.

### ARTICLE I: MEMBERSHIP

#### SECTION A: *PROCEDURES /REQUIREMENTS DETAILS*

#### PART:

1. Persons wishing to join must submit an application and the application must have the appropriate dues included. Applications will not be accepted without club dues. Proof of current A.M.A. membership is required to fly and this shall be in accordance with all A.M.A. guidelines. Renewing members must pay dues, provide proof of AMA and provide updates of any changed personal club related information. Please include E-Mail information.

2. Upon receipt by any board member of the membership application, club dues, and either payment of A.M.A. dues or proof of current A.M.A. membership, the board member will give a receipt to the applicant and the applicant will immediately become a probationary club member with full club privileges, subject to all club and A.M.A. Rules.
3. Probationary members are to be voted in or out at the next regularly scheduled club meeting or can be voted in or out by the Board of Directors at any Board Meeting, if club meetings are not being held on a monthly basis. If a Probationary Member is rejected, all club fees paid will be refunded, except A.M.A. fees.
4. Applicants shall leave the room when the club or Board reviews the application and votes on the applicant.
5. When the following items are available: All members shall receive a copy of the club by-laws, policy manual, any other pertinent materials, and membership roster.
6. The club treasurer, upon receiving individual club dues payment and verification of AMA, shall provide each Current/New member with membership cards or stickers. This card or sticker shall note current club Year and Name. New Members may receive a temporary card/sticker if joining after renewal deadline.
7. Any member may be dropped from the club roster by a majority vote of the club upon recommendation from the board of directors.
8. Any Club Member in good standing may appeal, first to the board of directors and then to the club as a whole, for any disciplinary action, including dismissal that has been taken against that club member.
9. All members are expected to conduct themselves and their flying in a safe, respectful manner at all times.
10. The BYLAWS and POLICY HANDBOOK shall apply to All members.
11. The BYLAWS and POLICY HANDBOOK are not all inclusive. Special situations may arise that require additional action by the board of directors or the club as a whole.

## ARTICLE II: DUES

### SECTION A: MEMBERSHIP DESCRIPTION AND DUES AMOUNT

#### PART:

1. **Full Membership- New and Renewal:** is defined as a person who has all club privileges and voting rights and may run for and hold any club office elected with eligibility defined further in these bylaws. The club dues to be collected as follows: All fees required by A.M.A.- if the applicant wishes the Club to apply for the applicants A.M.A. or proof of A.M.A. and Club dues as spelled out in these bylaws.
2. **New Membership** is defined as anyone who has not been a member for 2 consecutive years.
3. **Full Membership Club Dues** will be \$50.00 in the year following any event in which over \$2000.00 profit is raised by the club or the treasury contains funds over \$4,000.00, unless voted down by the club members at a regular scheduled club meeting. This provision can only be voted on once per year to cover one year by provisions described above.
4. **Full Membership Club dues** will be \$100.00 when the club does not meet the criteria of: Part 2 above.
5. These dues do not cover any A.M.A. Fees.
6. **Family Members:** The family member is defined as: the spouse and/or child of a full member. The amount of club dues for all family members shall be \$10.00. They will not receive a newsletter. Article I of the bylaws will apply except the following: A.M.A. is required only when they are ready to begin flying and must have A.M.A. or approved proof of A.M.A. before they start flying.
7. **Junior Member - Non Family:** must be under 18, the amount of club dues shall be \$15.00, Receives the newsletter, all privileges same as full member. Article I applies.
8. **Junior Members-All:** Described as any member under age 18. Must provide, with application, dues and written consent of parent or guardian.
9. **Associate member:** A member in good standing with their home club and AMA dues paid who pays fees to another club for the privilege of unlimited flying rights and no voting rights. They must maintain their home club membership. They must follow the rules of the club, and will receive their membership for 75% of the clubs dues.
10. **Consortium member:** If a club should lose its flying field, that club's members would be allowed to fly at one of the other fields at no cost for the remainder of the year. They would have to maintain their AMA membership and follow all club rules. They would have no voting rights and would join the club the following year.

## ARTICLE II: DUES

### SECTION B: *PAYMENT OF DUES*

#### **PART:**

1. New Membership dues: Full dues from Dec 31<sup>st</sup> to September 31<sup>st</sup>. New membership joining after September 31<sup>st</sup>, Dues will cover the remainder of the year in which the dues are paid and the following year to Dec 31<sup>st</sup>.
2. There are no Prorated Fee Schedules for dues. The months of October, November, and December are considered free and dues paid in those months will apply to the following year.
3. All New members must pay dues in full at time of joining club. Must adhere to AMA rules about having AMA insurance concerning flying
4. Renewal membership dues cover the club's fiscal year Dec 31<sup>st</sup> to Dec 30<sup>th</sup>
5. Renewal dues are due in full by Dec 31<sup>st</sup>. Arrangements can be made with the treasurer. All renewal arrangements must be fulfilled by March 15<sup>th</sup>. Dues not paid in full by March 15<sup>th</sup> will result in complete loss of ALL club privileges until dues and late fees are paid in full.
6. Payments made after March 15<sup>th</sup> will require a late fee of one half the dues plus all owed dues. All back dues and late fees must be paid in full at any time a member renews membership within the year of partial payment. A member may skip (a) year(s) without penalty. Agreement payments are not refundable should a member decide not to renew for that year.
7. When applicant provides proper AMA funds and information to the club treasurer, the treasurer will apply for A.M.A. for the applicant, as soon as possible, usually within 2 weeks, with any AMA dues rebate coming directly from A.M.A. The new member can apply this rebate to the following years AMA.

## **ARTICLE III: BOARD OF DIRECTORS**

### **SECTION A: *MAKE-UP AND MEETINGS***

#### **PART:**

1. The Board of Directors shall consist of the following officers: President, Vice President, Secretary, Treasurer, Field Safety Officer and Field Maintenance Officer. All board members must have current A.M.A.
2. The Board shall meet once a month, for 12 months, or a minimum of once in every quarter. Meetings must be scheduled for the same time and place each month, unless alternate schedule is posted in the clubs communication format. The time and location of the board meeting to be noted each month in club communication format. i.e., Official Club Web Site or Post Card.
3. A Special Board meeting requires that all board members be notified 2 days prior to special meeting. A Special board meeting shall not take the place of the regular board meeting.
4. All club members are welcome to attend these meetings

### **SECTION B: *DUTIES AND LIMITS OF THE BOARD***

#### **PART:**

1. The Club Board shall maintain monthly communication with all club members, by newsletter, Official Club Website, post card or letter or combination of all.
2. Any decision made by the board of directors may be vetoed by a majority vote of the members.
3. The Board of Directors must obtain club member approval for single purchase spending amounts over 500.00 in one year.
4. The board has club approval for spending to take care of daily ordinary club expenses including but not limited to: filed rent mowing as well as minor -

maintenance and repairs, sanitary needs, field needs, internal goodwill. The board has approval for public relations expenditure of up to 300.00 per year.

5. The Board must present to the membership either in the clubs news media or at a regular scheduled club meeting, details of any expenditure that exceeds these guidelines.
6. An exception is implied for emergency situations.
7. Club Member approval for expanded spending must follow the guidelines in these bylaws for membership meetings and majority voting.

**Officers Duties:**

1. **President**- shall preside over all club meetings and board meetings. The President shall be the spokesperson for the club in all club business unless otherwise spelled out in these bylaws or assigned by the president or by the board as a whole to another person for specific situations.
2. **Vice President** - publicity chairman and fulfill the position of any missing officer. The Vice President shall be responsible to carryout special public relations tasks, such as assuring the delivery of flower baskets to neighbors, gift certificates, bereavement arrangements, and other good will tasks passed by the board or club.
3. **Treasurer** - shall collect all dues and initiation fees and keep track of all club funds and expenditures. The Treasurer is also responsible for keeping the club roster and related information up to date. The treasurer is also responsible for delivery of club membership identification items (cards, stickers) to club members.
4. **Secretary** - shall take notes of all club and board meetings. The Secretary is also responsible for the publishing of notes of club and board meetings in the clubs

communication venue.

5. **Field Safety Officer**- responsible for field safety and assuring that the club field rules are in compliance with AMA guidelines where possible. Responsible for working with problems of safety as it relates to any club member(s), with the help of the board and/or the club when/where needed.
  
6. **Field Maintenance Officer** - responsible for field maintenance. The Field maintenance office is responsible for the maintenance of the club field equipment and reporting to the board as to conditions that need attention, or help in maintaining of the equipment.

**The following are voluntary positions that require approval of the board of directors.**

Although not part of the board, they are to be appointed and/or approved by the board and are to work with the board of directors:

7. **Newsletter Editor** Duties are to maintain an Official Club Newsletter or Official Club Web Site as directed by and approved by the board and/or club members as a whole.
  
8. **Events Coordinator** to work with other clubs for the purpose of coordinating events to minimize conflicts where possible and make this information available through the newsletter.
  
9. **Swap meet Chairman** is in charge of all club swap meet affairs.
  
10. **Merchandising Officer** is to be the clubs main purchasing agent for all approved club items such as hats, T-shirts, sweat shirts, jackets, patches, decals, and any other items determined by the board or club. Merchandising officer is to keep records of purchases and payments. Must have board approval for any expenditure.
  
11. **Public Relations Director** to work with club Vice President on all matters of public relations.

## ARTICLE III: BOARD OF DIRECTORS

### SECTION A: TERM

1. All Board Members shall serve a 2-year term.
2. All newly elected officers assume office at the January board meeting.

### SECTION B: *BOARD CHANGES*

#### PART:

1. Vacancies are to be filled in the following manner. Appointment by the board for terms with less than 3 months remaining, Special election for terms with more than three months remaining. Special election to adhere to Article V. Elections. Board can appoint a fill-in until election is held.
2. Any member may be removed from any position in the club, by majority vote of the general membership.

## ARTICLE IV: ELECTIONS

### SECTION A: TERMS

#### PART:

1. The board members shall serve a two-year consecutive term.
2. Positions are to be voted on in the following order:
  - a. In **Odd** numbered years voting is for President, Treasurer, and Field Maintenance Officer.
  - b. In **Even** numbered years voting is for Vice President, Secretary, and Field Safety Officer
3. Any unfilled positions shall be open to nominations and voting in the year they are not filled, after the designated positions for that year are filled in the order listed.



## **SECTION B :*NOMINATIONS***

### **PART :**

1. Nominations shall be for President, Treasurer, and Field Maintenance Officer first and will be held at the December meeting. The nominees for each office will be narrowed down to two before the next is Open for nominations.
2. Nominations shall be taken in the order of President, Treasurer, and Field Maintenance Officer.
3. The nominees for President and Treasurer must have one-year accumulative membership each in the **W.M.R.A.F.** All other nominees must have 6 months accumulative membership in the **W.M.R.A.F.**
4. Nominations and voting for Vice President, Secretary, and Field Safety Officer will be in the same month and at the same meeting the elections are held, after voting for the President, Treasurer, and Field Maintenance Officer.

## **SECTION C: *VOTING***

### **PART:**

1. Voting for all officers will take place at the December meeting.
2. Voting for club officers will be by a closed ballot, unless there is only one candidate.
3. The editor is receiving names for nominations before the September newsletter.)
4. You may nominate yourself for any club position. The editor of the newsletter will run the standard form absentee ballot and a list of the candidates in the newsletter, Web Site, or post card mailed to club members, minimum of 10 days preceding the elections. Absentee ballots will be accepted for club voting by vote time. You must mail, or drop off your sealed ballots to:

W.M.R.A.F. Vote c/o HOBBY WORLD 2150 Clyde Park Wyoming, MI. 49508

- 4 All ballots must be signed on the tear-off flap and sealed or they will not be

- counted.
5. Any absentee ballots not received at Hobby World by the start of election vote count will be invalid.
  6. All ballots will have name flap removed before the vote count opening

#### **SECTION D : SERVICE**

##### **PART :**

1. All newly elected officers assume office at the January Board meeting. This board meeting will be held prior to the January Club meeting.

#### **SECTION E: *REMOVAL***

##### **PART:**

1. **Any member** may be removed from any position in the club, by majority vote of the general membership.

#### **ARTICLE V: MEETINGS**

##### **SECTION A: *AGENDA***

##### **PART:**

1. Called to order by the President.
2. Roll call by the Secretary.
3. Secretary's report read.
4. Treasurer's report read
5. Old business - discussion of

6.Motions made from the floor.

7.New business

8.Motions made from the floor.

9.Adjourn

### **SECTION B: *MOTIONS***

#### **PART:**

1. All motions to be voted on by the club must be recorded by the secretary, read and seconded. All proposals to change the bylaws must be in writing.
2. Majority consists of 50% + 1 member of the total members present at a scheduled meeting.

### **SECTION C: *MEETING DATES***

#### **PART:**

1. Club Meetings to be held a minimum of 4 times a year. Meetings are to be held on the second Saturday of the month. Meetings can be rescheduled by a majority vote of the club members at a scheduled club meeting. A meeting may also be rescheduled by majority vote of the board of directors
2. Notice of the rescheduled meeting must appear in the club newsletter. If there is no club newsletter the membership must be notified by postcard or other means and the notice must be in the hands of the club members a minimum of 5 days before the rescheduled meeting.

## **ARTICLE VI: AMENDMENTS TO BY-LAWS**

### **SECTION A: *PROCEDURE***

#### **PART:**

1. A motion to amend these by-laws may be made and seconded only at a scheduled membership meeting. The motion cannot be brought to a vote until the next scheduled membership meeting.
2. All motions to amend the by-laws shall be published in the club newsletter prior to the meeting it will be voted upon.
3. Passage of the motion must meet the requirements of Article IV; section B, Part 2 of these bylaws.
4. All motions to change and/or amend the bylaws must be in writing and presented to the meeting chairman at the meeting said changes are to be voted on.

## **ARTICLE VII: INSTRUCTORS**

### **SECTION A: *INSTRUCTOR PANEL***

#### **PART:**

1. A group of club members, comprised of a minimum of two advanced instructors, one board member who is not an advanced instructor if this is possible, and one person from the general membership who is neither an advanced instructor nor a board member, shall comprise the instructor panel.
2. The instructor panel shall be responsible for the regulation and certification of all instructors.

3. The instructor panel shall formulate the policy, programs, and other items as necessary to further safety minded, knowledgeable, competent and courteous instructors and pilots.
  - a. The actual policies shall be set forth in the policy handbook.
  - b. The policies formulated need only be passed by a simple majority of the instructor panel to become enforceable policy.
  - c. The panel may be overridden by a majority vote of general membership as set forth in voting section of these bylaws.

## **SECTION B: *REQUIREMENTS***

### **PART:**

#### ***I. Requirements of panel members:***

- a. All panel members must be club members in good standing.
- b. Must have A.M.A. membership.
- c. Advanced instructor shall mean the highest level of instructor in the club.
- d. Board member selected by the club's board of directors.
- e. General member may be a volunteer or selected by informal voting of the general membership or as may be further spelled out in the policy handbook.

2. All panel members shall remain on the panel for a period of time as they wish to participate, quit the panel, or are removed by vote of the general membership as spelled out in the voting section of these bylaws.
  
3. In addition, a person from the club board of directors shall replace the representative board of director member when said representative is no longer serving on the board of directors.

## **ARTICLE VIII: FLYING FIELD**

### **SECTION A: *FIELD RULES***

#### **PART:**

1. Club Members shall use their Current Club Membership Card instead of their A.M.A. card on the frequency board or AMA card if the club is using a sticker on the AMA card to denote membership year.
  
2. All engines must meet field sound requirements
  
3. All engine extended run ups, breaking-in, extended adjustments must be done in designated areas, away from the pits, flight line, pilots and spectators. \_
  
4. **There will be no alcoholic beverages allowed** on the field either by flyers or spectators.
  
5. There will be no profanity in the presence of other flyers or spectators.
  
6. There will be no flying over the pit area.
  
7. The Frequency board shall be used for frequency control at all times. Place current A.M.A. card in proper holder and remove correct frequency pin and place on transmitter. Return pin and transmitter to impound after flying.
  
8. All transmitters are to carry the correct frequency marker as specified in the policy handbook.

9. All flying will be conducted in a safe manner.
10. There shall be no more than 4 aircraft in the air at one time.
11. If there is more than one aircraft on a given frequency, an alternating sharing schedule will be used.
12. In the event of a frequency jamming in which a crash occurs, it is between the flyers to work out a solution. Only the person with the correct Frequency has the OK to turn on their Radio.
13. In the event of a mid-air collision no one flyer is to be held responsible.
14. Take off or landing is to be made at least 20 feet from the flight line or per AMA guidelines.
15. Failure to comply with these rules will be grounds for the club to take action against the violator.
16. All A.M.A. Safety rules apply.
17. No Sunday flying before 1 p.m.
18. Full size aircraft shall always have the right of way and clear airspace, to the point of ditching the model if necessary.

## **ARTICLE VIII: FLYING FIELD**

### **SECTION A: *FLYING NIGHTS***

#### **PART:**

1. Certain Days of the week and certain days of the month or year may be designated for special use by the club or the board of directors.
2. These days are, but are not limited to Student Days, Fund Raising Events, Contests and community Days.
3. Tuesdays shall be designated Student Day for Fixed Wing Aircraft.
4. On student day for Fixed Wing Aircraft, when students are practicing taxiing, landings, takeoffs, and low flyby maneuvers, Helicopters shall not take to the air. Helicopters may use the helicopter pad areas for hovering adjustments etc.

5. Wednesdays shall be designated Student Day for Helicopters
6. On Student Day for Helicopters, when students are practicing low maneuvers over the runway such as hovering, autorotation landings, in place or over the aerobatics runway, Fixed Wing Aircraft may not take to the air. Engine adjustments can be made in designated areas.
7. On any student day when activity is non-existent, very low (1 or 2 students) or students are not flying, aircraft other than those designated for that day may take to the air. Pilots are to yield to the designated students when students begin flying and are to use field rule courtesy and common sense when flying in these situations.
8. On non-designated days when activity is high and there is a mix of types of aircraft Helicopters shall not hover over the runway except to land and take off and shall use an aircraft style approach as being used that day by fixed wing aircraft. Helicopters shall not hover in close proximity to other pilots (30 Ft minimum), or do low aerobatics over the runway in a manner that will interfere with Fixed Wing Aircraft or other pilots. Fixed Wing Aircraft shall yield to Helicopters in any engine out situation and shall avoid low flybys over the runway when helicopters are taking off.
9. It is the responsibility of all pilots to evaluate the conditions relative to other pilots, special use day's students and aircraft and investigate the safest, most courteous use of the clubs facilities on any particular day. If you are not sure just ask.
10. On other Designated Days such as a race, contest, Big-Bird Fly-in only the aircraft specified and participating in the particular event may use the field while the event is taking place.

## **ARTICLE IX: FLYING FIELD**

### **SECTION A: *SOUND RULES* (Leighton Township)**

#### **PART:**

1. Mufflers are to be used on all motor and any style muffler may be used you may design and make your own muffler and/or after mufflers if you wish. It is the goal of sound reduction that is important. Increasing propeller pitch or diameter may be used as means to reduce sound to meet required levels.



2. The sound limit is specified as 95 DBA (Decibels - A scale) measured at 3 meters (10 feet) from the exhaust side of the engine on a grass runway. A different sound level, as yet not determined, may be specified for test certification when done on pavement.
3. The decibel meter will be held at a height of approximately 1 meter (3 ft.) above the ground with one operator. One observer may be present during a qualifying reading and must stand behind the operator and observe over the shoulder of the operator.
4. Where the exhaust exits below or above the engine, the reading will be taken from the right side of the aircraft.
5. The Aircraft must be running at full throttle, facing the wind, with the flying prop installed
6. One person or adequate retaining device is to hold the aircraft by the tail during engine run up for certification. All others must be at least 9 meters (30 ft.) from the aircraft.
7. After an aircraft has been certified the following applies - Any aircraft that is changed as to muffler, after-muffler or any part of the exhaust system and/or any change as to prop pitch, prop diameter, or prop manufacturer, must be re-certified. This is the responsibility of the individual club member to seek re-certification. If you make any significant changes, needle settings in particular, you may be required to retest for certification. (Note: Don't set it up to pass the test and then change it to fly.)
8. Sound test data must be logged according to data sheets required by the board of directors. Data sheets must contain a minimum of the following data: The person doing the sound test, the aircraft owner, type of aircraft, engine, engine mount, size, manufacturer, exhaust system being used, Propeller: manufacturer, diameter and pitch. This may be used for future reference and formulation of sound rules.
9. The sound limit may be waived for special events as provided for in the minutes of the Leighton Township Planning Commission Special Subcommittee Meeting Minutes of October 19, 1994. Provision requires Leighton Township Board approval of waiver and special event.

## **ARTICLE X: DISOLUTION of WMRAF**

### **Section A:**

#### **PART:**

1. The Western Michigan Radio Aircraft (WMRAF), here in after known as the Corporation, may be dissolved with the approval of a two-thirds (2/3)-majority vote of the total membership.
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 organizations 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.
3. 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 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.