

BARTOW COUNTY MODEL AVIATION, INC

Academy of Model Aeronautics Charter Club #2475
A Non-profit Corporation of the State of Georgia

By-Laws

Amended Date:

ARTICLE I: Name and Purpose

The club, to be known as Bartow County Model Aviation (BCMA), has been organized to achieve the following goals:

1. To provide a common forum for the pursuit, enjoyment, and betterment of the design, construction, and flight of model aircraft.
2. To promote the safe operation of model aircraft.
3. To foster participation and continued interest in the hobby/sport of model aviation.

ARTICLE II: Office and Terms

1. The address of BCMA shall be the current address as arranged by the President.
2. The term of existence shall be indefinite.

ARTICLE III: Club Personality

1. BCMA recognizes that although rules are necessary, over regulation usually diminishes enjoyment; therefore, we conduct operations on the understood grounds that COMMON SENSE and GOOD JUDGMENT are the main rules. Each member is expected to exercise prudence in all club activities, even if alone at the flying field.

ARTICLE IV: Membership

1. A Member in good standing:
 - a. A "member in good standing" shall be defined as a member who maintains a valid AMA membership, has a current FAA registration number, can provide their FAA TRUST Test and exam date, and is not in arrears in his/her annual dues.
 - b. A member may resign from the club at any time by notifying the Secretary in writing of his/her intention to resign.
2. Membership in BCMA shall be determined by the approval of the Elected Officers of BCMA and then by subsequent vote by the current members of the club. In both instances, majority vote first by the officers of the club and if approved, secondly by the general club membership, will determine the outcome.
3. Bartow County Model Aviation membership shall have two classes of membership:

General Members and Junior Members

- a. General Members must be 18 years old or greater and have the right to vote at elections and meetings.
- b. Junior Members must not have reached their 18th Birthday on December 31st of the current year and may not vote at elections or meetings.
- c. Junior Members must be sponsored by an adult member of the club.

4. Requirements for New Members

- a. A valid AMA membership or have applied for AMA membership
- b. A valid license of the Federal Communications Commission, where applicable, for the operation of radios transmitting on regulated “ham” frequencies.
- c. Valid FAA registration number for Unmanned Aerial Systems (UAS) –
- d. Proof of passing The Recreational UAS Safety Test or TRUST
- e. Any other governmental requirements as necessary.
- f. Must be sponsored by a member in good standing.
- g. After board approval, applicant must receive a simple majority vote of the votes cast by club membership to be accepted into the club. The prospective member may fly as a guest until the vote is complete. If the vote is to reject their membership, any monies paid to the club will be refunded.
- h. Members that have been expelled from the club are not eligible to rejoin.
- i. Pay the yearly dues and initiation fee.

5. New members are to be sponsored by an existing BCMA member to ensure adequate new member orientation / support for flight training / assistance as needed.

ARTICLE V: Dues

1. The proposed Annual Dues amount shall be presented to the club membership by the President and voted on at the “Fall Quarter” club meeting. Dues will be voted on and established by: The majority vote of the members present and will be effective for the upcoming year (Jan 1 – Dec 31).
2. A Capitalization Fee of \$50.00 will be assessed on all new Open Members at the time of joining. The Capitalization Fee shall be waived for Youth Members who upgrade to full Open Membership and who have been members for one full year or more.
3. Dues for Open Membership are set annually by the board and are to be collected By November 30th of each year.
 - a. Dues are prorated to 50% of the annual dues amount when the application is submitted after July 1st of each year. Open Members who have not submitted dues by the beginning of their upcoming membership term are not allowed to fly at the field until the year's dues are paid in full.
 - b. A grace period of one month is granted for dues payment, but after the grace period has expired the returning member must pay the Capitalization fee and the year's dues to rejoin and exercise flying privileges.
 - c. Youth Membership is at no charge to the youth (under age 18) when sponsored by an adult member.

ARTICLE VI: Meetings

1. Meeting Types
 - a. There are two distinct classes of meetings which are held:
 - b. General Membership Meetings.
 - c. Executive Board Meetings.
2. General Membership Meetings of the organization shall be held at the discretion of the Board. The time and location of the meeting shall be determined by the Board. The Secretary will notify the membership of the meeting via email. Alcoholic beverages and / or controlled substances shall not be allowed at any meeting of the organization.
 - a. Quorum
 - b. The presence at any membership meeting of not less than 10% of the current club membership in good standing, including the Executive Board, shall constitute a quorum; and shall be necessary to conduct the business of the organization.
 - c. Should a quorum not be met, any pending vote of club business will be handled via email and reported via email.
 - d. Only members in good standing and invited guests of the Executive Board shall be permitted to sit and attend any general membership meeting.
 - e. The order of business at all meetings of members shall follow Roberts Rules of Order and shall include, at a minimum the topics listed below:
 - f. Approval of the minutes of the last membership meeting
 - g. Treasurer's report
 - h. Reports of officers
 - i. Reports of committees
 - j. Old and unfinished business
 - k. New business
 - l. Good and welfare
 - m. Adjournment
 - n. Proxies are not allowed. Should the required Quorum not be present, then vote shall be conducted by email.
 - o. Motions:
 - p. When the membership approves a motion, the Executive Board shall accept that motion as voted on.
 - q. The Board is not empowered to discard, shelve, or change any passed motion without the consent of the membership in attendance, unless that motion creates a safety issue, violates the Bylaws or local laws and ordinances.
 - r. A motion on a decision shall require a first and second by two separate members, before the membership vote.
3. Executive Board Meetings
 - a. Any elected officer may convene a meeting of the Executive Board.
 - b. A majority of voting members of the Executive Board (3) shall constitute a quorum. A majority vote of the quorum is required to pass a motion.
 - c. No meeting of the Executive Board may be convened unless all officers shall have received not less than 24 hours advance notice of such meeting.
 - d. If an emergency arises that requires an immediate decision of the Executive Board a notice from the secretary, or the President if the secretary is not available, A good faith effort must be made to contact all Executive Board members and a quorum of at least (3) must be in attendance to constitute an

official Executive Meeting.

4. Meetings Held Electronically
 - a. Executive Board Meetings:
 - b. Executive Board meetings may be conducted electronically through use of Internet meeting services as designated by the President that support voting and support visible displays identifying those participating, identifying those seeking recognition to speak, showing (or permitting the retrieval of) the text of pending motions, and showing the results of votes.
 - c. These electronic meetings of the Board shall be subject to all rules adopted by the Board, or by the Club, to govern them, which may include any reasonable limitations on, and requirements for, Board members' participation.
 - d. A vote conducted through the designated Internet meeting service shall be deemed a ballot vote, fulfilling any requirement in the bylaws or rules that a vote be conducted by ballot.
 - e. Voting in Lieu of General Membership Meetings
 - f. There may be times at which holding an in-person General Membership Meeting may be difficult or impossible. Important Club business must be allowed to be acted upon regardless of the ability to have in-person meetings.
 - g. The Club secretary will provide an email to all Club members in good standing, stating at a minimum:
 - h. A description of the Club business under consideration
 - i. Any pertinent background information
 - j. How to vote for or against the Club Business
 - k. The business under consideration will be held open for a (48)-hour discussion period. At the end of the discussion period the Secretary will call for a Club vote. The Club vote will be held open for an additional (24)-hours.
 - l. All electronic votes will be open votes unless specifically prohibited by these Bylaws.

ARTICLE VII: Elections

1. General
 - a. Each officer shall be elected during the month of December of the previous year for a term of 1 year. Such term shall commence on January 1st at which time all pertaining material relevant to the club shall be transferred to the newly elected officers.
 - b. It shall be the responsibility of the outgoing board to see that the newly elected board are informed of all pending business of the organization and immediately turn over all relevant documents, banking records, membership information, and any other data that will assist the new board in executing their new roles.
 - c. If extenuating circumstances arise so that the normal election process is unable to follow these Bylaws, it is the responsibility of the President to reschedule said proceeding as timely as possible, so that elections may continue.
 - d. Elections are to be carried out by secret ballot during the month of December.
2. Nominations
 - a. Beginning at the Fall Club Meeting and for a period of 2 weeks thereafter of the previous year, a nomination can be made by any club member for any member

- in good standing for club office.
- b. Nomination shall be made either in person at the Fall Club Meeting, by email and sent to the club secretary.
- c. The member being nominated must affirm they will accept the position as nominated or the nomination will be made invalid.

ARTICLE VIII: Powers and Officials of the Club

1. President: Shall be chief executive of the club and shall have supervision of its affairs. He/she will carry out established policies. He/she will act as the official club spokesperson, appoint committees, and may sit in on all committees.
2. Vice President: Shall perform the duties of the President in the event of the President's absence. He/she will also assist in any capacity needed.
3. Secretary: Shall keep the minutes of all meetings sufficient to document actions and event by the BCMA, and he/she shall be responsible for all club correspondence. He/she shall maintain a current list of club members, and AMA status and numbers.
4. Treasurer: Shall be the principal financial officer of the club and shall give an accurate report of the club financial status at a minimum of quarterly at the quarterly meeting to include account balance, credits, and debits during the past period. He /she shall collect all dues and report the status to the secretary. Disbursements must be reported to the membership.
5. Safety Officer / Field Marshal: Shall, in a manner which is constructive, enforce proper flying procedures as noted in the AMA Safety Code and the BCMA Field Rules. Additionally responsible for establishing mowing crews and schedules, maintaining mowing equipment and facilities. It is the responsibility of the Field Marshall to see the field and facilities are properly maintained.
6. Newsletter Editor: The Executive Board shall designate the editor-in-chief. He or she shall be a non-voting officer of the Executive Board unless the person holding this position is already a member of the board. The Newsletter Editor shall be a member in good standing whose responsibilities include the creation and publication of a periodic Newsletter.
7. Webmaster: A webmaster shall be appointed by the Executive Board. He or she shall be a non-voting officer of the Executive Board unless the person holding this position is already a member of the board. The webmaster shall be a member in good standing whose responsibilities include the review, maintenance, and update of the official club web site
8. The officers will have no less than one meeting each quarter. The time and date to be determined by the officers. The President will report the results of all such meetings at the next Officer's meeting or sooner. The Officers may call a non-scheduled Officers meeting at any time necessary to conduct business.
9. Should the President be unavailable to perform his duties, either temporarily or

permanently; ascension to his office, until he/she is able, or a special election is held, will be in order of Vice-President, Treasurer, Secretary, and Safety Officer / Field Marshall. All other Elected Officer positions vacated, for whatever reason, will be filled by membership vote at the next membership meeting. The President may appoint a member to fulfill the responsibilities of a vacated office until such an election is held.

10. Club financial transactions are primarily conducted by the Treasurer. Access to the club checking accounts, debit / credit cards, and cash are restricted to the following: Current President, Vice President, and Treasurer. No other officer or member shall have access to or utilize any club financial accounts, checkbooks, debit / credit cards, online accounts, cash or any other type of club financial data or account.
11. Cash – there will be times where cash may be received or disbursed to / from members and / or officers during the day to day running of the club. A petty cash fund of not more than \$200.00 will be established and administered by the Treasurer for this purpose. No other member or officer is allowed to access or maintain the club petty cash account.

ARTICLE IX: Logo and Motto

1. The membership shall agree upon a motto and logo to be easily associated with BCMA and present a positive community image. No member shall use, transmit, or represent the official club logo / motto without express permission of the current officers.

ARTICLE X: Rules and Regulations

1. The membership shall have the power to make by vote such rules and regulations consistent with the U.S., Georgia, and local laws, as they deem necessary for the safe, orderly conduct of club business, such as:
 - a. Flying field
 - b. Pilot / Instructor qualifications
 - c. Aircraft airworthiness
 - d. Competition, demos, shows, contests

ARTICLE XI: Member Communication

1. Membership communications may be via the club website, email, club Facebook page or other methods as necessary.

ARTICLE XII: Club Promotion

1. Every effort will be made to present a wholesome image in our community by exposure, such as: parades, holiday activities, static displays, mall shows, grand

openings, sales, TV shows, etc.

ARTICLE XIII: Annual Budget

1. The Elected Officers will establish an operating budget for the upcoming calendar year by the end of December. This budget will be presented, for approval, at the Winter Quarter club meeting. Majority vote of members present at the Winter club meeting will determine the outcome. No expenditure may exceed the approved budget amount or be used for a purpose not intended in the approved budget. The approved budget may be modified only through approval of a two-thirds vote at the membership meetings.
2. The President's discretionary fund will be not more than \$1,000.00 in any calendar year. The fund is to be used for items, which the President deems necessary. Should this fund expire before the calendar year-end; the President may seek additional discretionary funds from the membership by approval of a two-thirds majority vote at a membership meeting.

ARTICLE XIV: Expulsion, Impeachment & Sanctions

1. General

- a. Any member or officer may be sanctioned, impeached, or expelled for **DUE CAUSE**. Due cause is defined as: **Willful** disregard of BCMA By-Laws, flying field rules, the AMA Safety code or actions deemed inappropriate and / or unbecoming of a BCMA member.
- b. Any member in good standing may bring charges against a member before the Executive Board with recommendation to suspend the member's club membership or expel him/her from the club. The Executive Board shall proceed as deemed appropriate.

2. Sanctions

- a. Suspension of flying privileges or expulsion from the flying site
- b. Any officer may expel a member from the field or suspend a member's flying privileges.
- c. That suspension will remain in effect until reviewed by the Executive Board.
- d. The Executive Board will act upon this serious matter as expeditiously as possible.
- e. A member may be removed from a meeting if during the course meeting, a member engages in any activity, either physical or verbal that by its nature:
- f. Creates a disturbance or disruption in the decorum of the meeting.
- g. Fails to heed the directions of the majority of club officers present.
- h. Can be interpreted as threatening and/or abusive to any other member or guest present.

3. Expulsion Process

- a. All club members, regardless of Officer status, are subject to Expulsion under this process.
- b. To initiate the expulsion process, the Executive Board shall review the facts and

- issues presented to them at the next Executive Board meeting or at a meeting specifically called for this purpose. It shall require a majority vote of the Executive Board to continue the expulsion process.
- c. Once the Executive Board has moved to continue the process, the individual being charged with the offense shall be notified in writing by the secretary of the particulars of his/her situation. If the member under consideration is at the Executive Board meeting, the written offense can be delivered at this meeting. For these purposes an email to the subject member's email address on file with the Club is also considered written notice.
 - d. After all the parties have had a minimum of 1-week to state their point of view, the Executive Board will then vote to proceed to a membership vote. Membership vote will be held via email. Secretary shall collect results of the vote, unless the secretary is under vote, at that time the President shall collect the vote via email. Expulsion will require 2/3 of the cast membership vote.
 - e. No monies paid by the expelled member in the form of dues or initiation fees will be refunded to the expelled member.
 - f. In the event that the presiding officer, generally the President, is under consideration for expulsion, they may not preside at the board meeting where the expulsion is being considered. In that case, the next officer in the order of succession will preside.

4. Impeachment

- a. Any officer of the organization can be removed from office upon impeachment for gross breach of duty.
- b. A petition demanding impeachment and stating all charges and bearing not less than (3) members. Petition must be made by email to the secretary, unless officer for impeachment is the secretary, then petition shall be made to the president. The petition shall be voted on by membership vote within 30 days.
- c. If the membership shall vote to impeach, a committee of (3) three members shall be elected by the membership to investigate all charges and report findings of fact at the next general meeting or by email within 7 days of impeachment.
- d. The impeached officer shall have the opportunity to answer such findings within 7 days by written response to the club in email. Impeachment of the officer will require 2/3rds of cast club membership vote in favor by way of email. Again, secretary shall conduct vote unless under impeachment, then the president shall collect the vote by email.
- e. Upon conviction, the offending officer shall be removed immediately.
- f. The Executive Board shall elect a replacement. This replacement must be willing to serve until the next election.

ARTICLE XV: Club Dissolvment

- 1. If the club should reach the point of disbanding or dissolving, the Elected Officers will establish a disbursement plan / method of disposing of club assets (fixed assets / account cash balances) in accordance with current regulations / guidance from the

state of Georgia regarding Non-Profit corporation dissolution. This plan will be presented to the club members with voting privileges for approval within 30 days of dissolution. The vote must be approved by a two thirds majority present.

2. If the vote is approved by the membership, all cash assets will be distributed per the plan approved by the membership. Other assets may be sold off (distributed in same manner as cash assets) or given to another RC club.

ARTICLE XVI: Definitions:

Calendar Quarters:

Winter quarter is December - February

Spring quarter is March - May

Summer quarter is June - August

Fall quarter is September - November

When used in this document the terms Executive Board / Club Officers are synonymous.