

# Henry County RC Club

## CONSTITUTION

### ARTICLE 1. - NAME

The name of this club shall be the "Henry County RC Club," hereby referred to as "The Club." The Club shall be operated as a non-profit organization.

### ARTICLE 2. - PURPOSE

Section 1. The objective of The Club shall be to promote the building and flying of radio controlled model aircraft in this county and to aid the Academy of Model Aeronautics (AMA), with their continual advancement of model aviation within the United States.

Section 2. All special or local enterprises of The Club shall conform to the policies of the AMA and to the regulations of that organization, which govern the operation of model aircraft.

Section 3. The Club shall function within the guidelines set forth by Henry County, Georgia. These guidelines, if any, will be displayed in a public venue within the air-park

### ARTICLE 3. - MEMBERSHIP

Section 1. Membership is open to persons of any age and is classified as follows:

A. Adult - Age 19 and over

- (1) Non-flying - members who do not have authorization to fly
- (2) Provisional flying - members who can fly under certain conditions
- (3) Full flying - members who have attained level 2, "Pilot", in the Proficiency Program, have AMA membership and no disciplinary actions pending.

B. Junior - Age 18 and under

- (1) Non-flying - members who do not have authorization to fly
- (2) Provisional flying - members who can fly under certain conditions
- (3) Full flying - members who have attained lever 2, "Pilot", in the Proficiency Program, have AMA membership and no disciplinary actions pending.

Club membership ends each year on December 31<sup>th</sup> regardless of the date a membership application is received.

Section 2. The determination of the amount of club dues for the succeeding year shall be by the majority vote of the membership upon the recommendation of the Executive Board, at a time no later than the October meeting of the current year.

Section 3. The Secretary will maintain a list of club members and respective membership classifications, showing dues status.

Section 4. Application for membership shall be made on a form provided by The Club officers.

### ARTICLE 4. - THE EXECUTIVE BOARD

Section 1. The elected officers of The Club are the Executive Board. This board shall formulate the general policies of the Club and shall act on all necessary matters of business in the interim period between meetings of the Club. The Executive Board shall fill any club office vacancy by appointment until the next regular election. This Board shall meet quarterly. The President can call additional meetings. Three members of the Executive Board shall constitute a quorum for the transaction of business. This board will approve The Clubs annual budget during the first month of the calendar year.

Section 2. All officers of The Club shall serve one year from the date of installation, except officers appointed mid-term to fill a vacancy, who shall serve until the end of the term for which his/her predecessor was elected.

Section 3. The election of officers shall be held annually and this election shall take place during the month of November and the results announced at the regular December meeting. They shall be installed during the first meeting in January of the following year. The election of officers shall be by a majority of the members voting online through The Club website or using a ballot, mailed to the club.

Section 4. Nominations for officers are solicited from August to October. During October's meeting, all nominations for officers will be stated and published for review. A vote will be taken during the month of November.

Section 5. Compensation for the offices of President, Vice President, Secretary, Treasurer, Safety Officer, Field Chairperson, Events Coordinator, Newsletter Editor and Web Master shall consist of free club membership for the year in which service is rendered.

Section 6. The Executive Board will designate a registered agent and registered office for service of legal process. This designation, along with the CEO (President), CFO (Treasurer) and Secretary will be filed with the Georgia Secretary of State as required by the Corporate Filing Division of the Georgia Secretary of State. In the event the Executive Board fails to designate a registered agent or the registered agent resigns prior to the annual registration of The Club, then the President of The Club and the President's address will be filed with the Georgia Secretary of State as the registered agent.

Section 7. The Club may indemnify an Executive Board member who, in conjunction with his or her position as an officer of The Club, becomes a party of a proceeding in which he or she is found liable to pay a judgment, settlement, penalty, tax, fees, or fine. In that event the Executive Board member must be found to have:

- A. Conducted himself or herself in good faith and had a reasonable belief that he/she was acting in the best interest of The Club;
- B. Had no reasonable cause to believe that such conduct was unlawful if the matter involves a criminal proceeding.

#### ARTICLE 5. - CLUB OFFICERS

Section 1. President. The President shall preside at all meetings, shall appoint Special Committees as necessary for the proper conduct of business of The Club, and shall serve as ex-officio of each. The president is responsible for presiding over the Executive Board. The President has the authority to act on behalf of any officer on the Executive Board. The President will serve as the primary contact with municipal officials as needed to conduct the business of The Club.

Section 2. Vice President. The Vice President shall preside in the absence of the President and shall assume the duties and responsibilities of the office of President in the event the President is no longer available to fulfill those duties and responsibilities. The Vice President is responsible for meeting with the contest/event directors to ensure smooth execution of club events. The Vice President is responsible for the participation and approval of all public relation activities that may impact The Club. The Vice President will have knowledge of appropriate public officials to contact if the President is unable to serve as this contact.

Section 3. Secretary. The Secretary shall keep the minutes and attendance records of meetings. The Secretary shall notify all Chairmen of their appointments and shall conduct such correspondence as may be delegated to the office. The Secretary is responsible for coordinating the efforts of the newsletter editor and club's webmaster. The Secretary will periodically post a current listing of the membership.

Section 4. Treasurer. The Treasurer shall be custodian of all funds, and shall maintain such funds and make such payments as are authorized by The Club and its officers. The Treasurer shall keep accurate records of receipts, and expenditures, and shall submit an annual financial report for audit by the Executive Board at the end of each year. The Treasurer shall submit an annual budget report to be reviewed by the Executive Board at the beginning of each year. The Treasurer is authorized to receive contributions or specially obtained funds from each individual or institution to be applied to the operating expenses of The Club.

Section 5. Field Chairperson. The Field Chairperson will be responsible for flying field development and maintenance. The Field Chairperson will be responsible for all club work days and will communicate these scheduled days to the webmaster, newsletter editor, and secretary. The Field Chairperson is also responsible to:

- A. Supervise field layout--parking, flight line
- B. Greet new people at the field; explain the sport and how to become involved in the hobby
- C. Know the location of nearest hospital and police department
- D. Know location of field fire extinguisher
- E. Supervise the transmitter impound area
- F. Supervise field maintenance crew
- G. Know first aid techniques and location of first aid kit
- H. Approve the erection of all signs prior to publication or posting
- I. Delegate and/or carry out field clean up (litter, etc.)
- J. Make presentations to club at open meetings regarding field issues

Section 6. Safety Officer. The Safety Officer has the following duties:

- A. Pre-flight inspection of new and repaired aircraft
- B. Education of club members in the safety rules of The Club and AMA
- C. Analysis of causes for any crash, pilot error included
- D. Preparation of club field rules
- E. Enforcement of AMA Safety Code
- F. Authority to prevent individual fliers from flying if their conduct or aircraft not suitable
- G. Supervision of spectator areas
- H. Supervision of flight line and frequency control
- I. Know address and shortest route to hospital, police, and fire department
- J. Location of field fire extinguisher
- K. Names of persons qualified in first aid, including CPR
- L. Conduct safety classes as part of regular club meetings

#### ARTICLE 6. FUNCTIONAL COMMITTEES

Section 1. The standing committees of The Club shall be appointed by the President to serve throughout his/her tenure of office and their duties shall be indicated by the name of the committee. These are the following recommended, but not necessarily required, committees:

- A. Safety Committee (Required by the AMA)
- B. Flying Site Committee
- C. Contest Committee
- D. Event Committee
- E. Prize and Awards Committee
- F. Publicity and Publication Committee
- G. Education Committee
- H. Program Committee

#### ARTICLE 7. - THE BODY OF THE CLUB

Section 1. The Club shall hold regular meetings on the last Saturday of each month and at other times as called by the Executive Board. The Club, at regular business meetings, shall direct all regular business affairs and enterprises of The Club. All meetings shall be conducted according to Robert's Rules of Order, unless otherwise provided in the Constitution and Bylaws.

Section 2. Special meetings of The Club shall be at a convenient time, called by the President or the Vice President, and convened with any ten (10) members of The Club present.

Section 3. Any member of the Executive Board may cancel a regular meeting by phone, email or by mail. The Club membership shall be notified by mail, email, website or by regular newsletter of the annual election of officers during the month of November.

Section 4. Every member has the responsibility and authority to ensure that all members and non-members follow The Club rules, Henry County rules, AMA rules and The Club Bylaws.

#### ARTICLE 8. - BYLAWS

Section 1. The Bylaws are the rules adopted by The Club for the government of its members and the regulation of its officers.

#### ARTICLE 9. - CONSTITUTIONAL AMENDMENTS

Section 1. Amendments may be made to this Constitution and Bylaws. Any motion made that would alter or amend the Constitution and Bylaws must be submitted in writing at a general meeting of The Club. The motion will be printed verbatim in the newsletter following the meeting and voted on at the next meeting. Motion passage requires a two-thirds (2/3) affirmative vote of the membership present. If unable to attend the scheduled meeting, members may vote by mail or email. These votes must be received prior to the meeting at which the vote will be taken.

Section 2. The President of The Club will announce the results of the ballot after certification by five (5) active members of The Club. If the amendment passes with the required vote as outlined in Section 1 of this Article, it shall become effective on the first day of the following month. If the amendment fails, it shall not be re-introduced in the exact or similar form for sixty (60) days from the date of the meeting in which it was originally considered.

Section 3. All amendments shall become a part of this original document and a copy of the same made available to The Club membership.