

JEFKO AEROMOD'LERS RC CLUB #0176 BYLAWS AT-A-GLANCE

Approved November 7, 2018

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Bylaws of the Jefco Aeromod'lers RC Club #176

ARTICLE ONE - OBJECTIVES

SECTION 1- LOCAL OBJECTIVES

To provide a flying field appropriate for flying activities of the majority of the general public. To promote the building, sport flying and competition flying of radio-controlled model aircraft in the greater Denver area.

SECTION 2 - CONFORMANCE TO NATIONAL ORGANIZATION

To conform to the general policies of the Academy of Model Aeronautics (AMA) and their regulations governing model aircraft flying and contests according to current AMA Rule Book.

SECTION 3 - NATIONAL OBJECTIVES

To aid, insofar as practicable, and support the national program of the AMA with a view towards advancement of model aviation in all its phases.

SECTION 4 – ARTICLES OF INCORPORATION

The Jefco Aeromod'lers RC Club #0176 is registered as a non-profit corporation within the State of Colorado. A yearly fee is required to maintain this status. Our Identification Number can be supplied by asking a club officer. The club Secretary is responsible for maintaining this status.

ARTICLE TWO - ACADEMY OF MODEL AERONAUTICS CHARTER

The Jefco Aeromod'lers RC Club #0176 is an AMA Chartered Club. As an AMA Chartered Club, all active members of the Jefco Aeromod'lers must hold current membership in the Academy of Model Aeronautics.

ARTICLE THREE - BOARD OF DIRECTORS

SECTION 1 - ELECTION

The officers of Jefco Aeromod'lers Club #0176 shall consist of a President, Vice President, Secretary, Treasurer and Safety Officer. The Nominating Committee will provide a list of nominees for officers and eligible board of director positions at the October business meeting and nominations from the floor will be accepted. The election will be held at the November business meeting. The nominees who receive a majority of the votes cast, shall be deemed to be elected.

SECTION 2 - TENURE

All officers shall serve a one year term following the election, beginning January 1 and ending December 31 of that year, serving no more than five consecutive one year terms. Officers may be granted an additional one year term by the Board of Directors based on the availability of willing and qualified candidates, or when it is otherwise determined that authorizing an additional term for any officer is deemed to be in the best interest of the club. Officers granted additional terms will be subject to the nomination and election process and rules per Article Three, Section 1 - Election.

SECTION 3 - OFFICERS AND THEIR DUTIES

The officers are to be active members and are elected annually by the membership. The duties of the officers are as follows:

A. **PRESIDENT:** The President shall:

1. Preside at all club meetings.
2. Act as spokesperson for the club in all matters pertaining to club business.
3. Establish or disband regular standing or special committees as necessary to meet the objectives of the Club.

4. Appoint a committee chair person per Article Seven.
 5. Authorize expenditure of club funds within limits set by the Board of Directors.
 6. Arrange for a meeting place for the monthly Board of Directors meeting.
 7. Be a non-voting member except to break a tie vote.
- B. VICE PRESIDENT: The Vice President shall:
1. Act in all matters for the President when he/she is unable to serve.
 2. Act as parliamentarian at all club meetings providing official interpretation of the bylaws as required.
- C. SECRETARY: The Secretary shall:
1. Record the minutes and total attendance at all club business meetings and Board of Directors meetings.
 2. Provide written minutes of said meetings as the official record of the business of this club, paying particular attention to details of motions and seconds, which are duly passed.
 3. Append a written copy of all amendments to the official copy of the bylaws.
 4. Be responsible for the maintenance of all Academy of Model Aeronautics related documents.
 5. Maintain the Articles of Incorporation in Article One, Section 4 with the State of Colorado.
 6. Maintain an accurate and up-to-date listing of all club property and the current custodian of all items of club property.
- D. TREASURER: The Treasurer shall:
1. Collect all monies due the club.
 2. Keep a record of all monies received and disbursed in a software program.
A back up copy will be maintained by another club officer and updated at least once a quarter.
 3. Submit a budget at the November Board of Directors meeting and present the board approved budget at the regular business meeting in December.
 4. Make financial books available for inspection by any Active club member upon reasonable notice.
 5. Arrange for a review of the financial books by the President, Treasurer, and one Member-At-Large within 30 days of the November election of officers.
 6. The Treasurer or President (in the Treasurers' absence) will be authorized to execute club financial transactions not to exceed \$500.00. Amounts exceeding \$500.00 require approval by the membership at a monthly club business meeting.
 7. Checks for major expenditures of \$500.00 or more require the signature of an authorized Officer, and the Treasurer.
 8. The Treasurer will maintain a savings or CD account as needed, separate from the operating account for runway maintenance and/or runway replacement.
- E. SAFETY OFFICER: The Safety Officer shall:
1. Appoint a Safety Committee.
 2. Supervise club flying activity and monitor conditions involving the safety of members, guests and spectators at the club-flying site.
 3. Be empowered to suspend flying by anyone as required to insure maintenance of safe conditions.
 4. Safety Officer shall educate members about safety concerns at the flying field on a regular and on-going basis, including providing a monthly safety article in the club newsletter and on the club website.

SECTION 4 - BOARD OF DIRECTORS

The Board of Directors shall consist of all five elected officers and four at-large members. The four elected Members-At-Large shall serve a term of three years with the terms staggered so that one new member is elected each year for two years and two members on the third year. The Board of Directors is empowered to establish the policies of this club and to take all necessary steps to implement these policies subject to subsequent approval by the membership. The President is a non-voting member except to break a tie vote.

SECTION 5 - EXPENDITURE AUTHORIZATION

The Board of Directors may authorize expenditures up to \$500.00. Any larger amounts must be approved by the membership at a monthly club business meeting. Notice of a vote on expenditures greater than \$500 will be published in the newsletter immediately following the club business meeting when proposed or in a special email to the Club members, ten (10) business days prior to the next club business meeting. Approval status of the expenditure will be based on the member votes at the meeting along with proxy votes submitted before the meeting. (See ARTICLE FIVE, Section 2 - VOTING).

SECTION 6 - VACANCY

Any vacancy occurring during the year will be filled by appointment of a qualified Active member by the Board of Directors. The appointee will serve out the term of the vacancy.

SECTION 7 - RESIGNATIONS

Any Board of Director wishing to resign shall submit a dated mailed or emailed letter of resignation to the President or the Secretary.

SECTION 8 – REMOVAL

When the actions, behavior or ability to function as a productive team member does not contribute in a positive and professional manner in the best interest of the club and the Board of Directors, a Board Member may be removed with or without cause. The Board of Directors will:

1. Send a certified letter to the board member notifying them of the pending dismissal at least ten (10) business days in advance of the Board of Directors meeting at which the vote for removal is to be taken.
2. Take a vote, with majority vote required for removal. The Board of Directors may vote via email.

The Board of Director in question is ineligible to vote and President may cast a vote to break a tie.

ARTICLE FOUR – MEMBERSHIP

SECTION 1 - MEMBER

A member shall be defined as anyone who has an interest in radio-controlled model flying and who has met the qualifications prescribed in this article.

SECTION 2 - ACTIVE MEMBER

An active member is further defined as one who:

- A. Has been accepted for membership by the Membership Committee.
- B. Is current in payment of club dues.
- C. Is current in payment of all club assessments.
- D. Holds current AMA membership. Membership is considered Inactive/Pending until proof of AMA membership is provided.

SECTION 3 - CLASSES OF MEMBERSHIP

- A. Active, Adult (Note 1): Active member 19 years of age or older.
- B. Active, Junior (Note 1): Active member through 18 years of age.
- C. Active, Family: A family membership shall consist of the Member, Spouse and any children under 19 years of age and living at home (Junior Members) and shall entitle the family members to all privileges except voting; there shall be one vote for each family membership. Any other family member may acquire voting privileges by paying one-half the current dues and holding a current AMA membership. There will be only one Initiation Fee charged per family membership.
- D. Inactive: A member who requests and is granted this status by the Board of Directors. Inactive members shall not have voting privileges, but they shall be carried on the club roster and receive the club newsletter via email for no charge. To receive a paper copy of the club newsletter, inactive members shall pay a nominal fee as prescribed by the Board of Directors.

- E. Honorary (Note 2): A person so nominated by the Board of Directors, and approved by a majority of the active membership.
- F. Associate: Any Colorado resident outside the Denver Metro area shall be eligible for Associate Membership at an annual rate established by the Board of Directors. Associate Members shall not have voting privileges.
- G. Life: A member, having paid an amount set by the Board of Directors, is granted status of Life Membership for the life of the member. A Life Member may be removed from such status given a two-thirds majority vote by the Board of Directors. The Board of Directors may vote via email. Any refund of the dues payment is subject to the discretion of the Board of Directors.

Note 1 - Age is determined as of the first day of January of each year for the ensuing year.

Note 2 - Honorary members shall not pay dues or initiation fees and shall not have voting privileges.

SECTION 4 - NEW MEMBERS

Any person qualifying under ARTICLE FOUR – Section 2 may apply for membership by completing the following:

- A. Submit a club membership application.
- B. Agree that if accepted, he/she would pay all fees for the current year.
- C. If joining after July 1st, would pay the full initiation fee and one half of the annual dues.
- D. Have current AMA membership or provide proof of temporary AMA membership.

SECTION 5 - RESIGNATIONS

Any club member wishing to resign from the club shall submit a dated mailed or emailed letter of resignation to the President or Secretary.

SECTION 6 - REMOVAL

A club member may be removed from the club or placed on Inactive status when, in the opinion of the Board of Directors, he/she does not continue to meet the prescribed qualifications for membership, or does not adhere to club regulations or acts in a manner not in the best interest of club purpose/goals. Board of Directors may remove a club member by:

- A. Sending a certified letter sent to the club member notifying them of the pending dismissal at least ten (10) days business in advance of the Board of Directors meeting at which the vote for removal is to be taken.
- B. Taking a vote in which a majority vote is cast for removal. The Board of Directors may vote via email.

ARTICLE FIVE - MEETINGS

SECTION 1 - QUORUM

For the purpose of conducting club business at a regular, special, or election meeting, the active members present is defined as a Quorum. For a Board of Directors meeting, six (6) members must be present and one (1) of the members must be the President or Vice President.

SECTION 2 - VOTING

Voting will be by a show of hands or closed ballot at the discretion of the club officer presiding at the meeting. Special assessments and amendments require a two-thirds vote and a closed written ballot. All other proposals require a simple majority vote. Annual elections require a closed written ballot.

If a club member cannot attend a meeting to vote on an issue, he/she may vote by proxy. Proxy voting will be done by an email or a signed letter sent to the Membership Committee Chair who will verify that the proxy is from an active member (submitted at least five (5) days prior to the regular club business meeting at which the vote is to be conducted). Proxies will be used only on voting issues announced by newsletter, letter, or email. For quorum determination, the proxy ballot vote will be considered as an active member only for the vote described in the proxy.

When practical, online voting will be used for any vote or election as determined by the Board of Directors.

SECTION 3 - REGULAR MEETINGS

A regular meeting shall be held with a frequency and at a place to be decided from time to time by the active membership with the understanding that a monthly meeting will be held whenever possible. The time, date, frequency or place shall not be changed unless approved by a majority of the active members at a regular business club meeting. Meetings away from the regular place as arranged by the Board of Directors may be held if announced to the general membership by club newsletter, letter or email. Notice of regular meetings shall be mailed or emailed whenever possible in the interest of encouraging attendance. Attendance is restricted to active club members. The club reserves the right to restrict attendance as directed by the Board of Directors.

SECTION 4 - SPECIAL MEETINGS

Special meetings of the club shall be held at any convenient time upon request by the President, or any member of the Board of Directors or upon request as signed by any ten (10) active members of the club. Said request shall be submitted to the club President and name the time and place of such meeting and the name, address, phone number and email address of the person(s) issuing the request. The request must be issued at least ten (10) business days in advance of the date set.

ARTICLE SIX – MEMBERSHIP DUES

SECTION 1 - MEMBERSHIP DUES

Membership dues of the club are proposed by the Board of Directors and approved by the Active members. Dues are payable on January 1st. The amount of the dues will be indicated on the membership application. Classes of memberships are as stated in ARTICLE FOUR.

- A. New Members or those members renewing their membership who join between January 1 and June 30 shall pay the full current annual rate.
- B. New Members who join between July 1 and December 31 shall pay one half of the then current annual rate.
- C. New Members will pay the full Initiation Fee regardless of the time of year.

SECTION 2 - ARREARS IN DUES

Active members from a previous year are carried on the active roster for a grace period until March 31. Active members in arrears after March 31, will be dropped from the active roster.

ARTICLE SEVEN - COMMITTEES

SECTION 1 - REGULAR COMMITTEES

The regular standing committee chair person shall be appointed by and serve at the discretion of the President. The chair person shall select appropriate and qualified members to serve on that committee and may add or dismiss committee members at his/her discretion. Each committee shall have as many members as the Chair deems necessary to carry out their respective duties.

- A. Auction - Responsible for overseeing the club's annual auction, including but not limited to recruiting volunteers, oversee sub-committee areas such as pre-registration, check-in, logistics, advertising/marketing, cashiering, auction software and event day-of management.
- B. Field Maintenance - Responsible for improving and maintaining the club's facilities, and for establishing annual priorities and submitting expenditure estimates to the membership.
- C. Flying Activities - Responsible for planning activities and contests for the general membership, in coordination with area clubs.
- D. First Person View - Responsible for the implementation and oversight of First Person View (FPV) activities at the flying field including policy, safety rules, general rules, guidelines and activities.
- E. Long Range Planning – Responsible for liaison with park management and other duties as assigned by the Board of Directors.

- F. Membership – Responsible for tracking and coordinating membership recruitment and renewals. Responsible for approval of new members. Maintain a current membership list or obtain one from the Membership Chair and issue membership badges.
- G. Nominating – Responsible for creating a slate of nominees and overseeing the election of club officers for the coming year. The members of the Board of Directors shall serve as the Nominating Committee and appoint a chair who is someone other than the serving President or Vice President. Nominees shall have been an Active voting member for a minimum of two years to be eligible. Committee will present a list of nominees at the October club business meeting and ask for additional nominations from members in attendance.
- H. Programming and Education - Responsible for club meeting programs, speakers, and social aspects appropriate to member needs.
- I. Student Flight Training - Will provide and maintain a program that will channel students into AMA membership for liability protection of the club, and assist novices in safe, successful flight training, and learning club/field safety rules, protocols and field etiquette.
- J. Safety – see ARTICLE THREE, Section 3.
- K. Special Projects - Responsible for specific projects as determined by the President.

SECTION 2 - OTHER COMMITTEES

Other committee chair persons shall be appointed by and serve at the discretion of the President. The chair person shall select appropriate and qualified members to serve on that committee and may add or dismiss committee members at his/her discretion.

ARTICLE EIGHT - AMENDMENTS

SECTION 1 - AUTHORIZATION

These Bylaws shall not be changed or amended except as provided in this Article.

SECTION 2 - PROCEDURES

To amend these Bylaws, the following procedures must be followed:

- A. The proposed amendment(s) shall be reviewed at a club business meeting at least one month prior to the club business meeting at which a vote is to be taken; or shall be individually mailed or emailed to all Active members at least ten (10) business days prior to the club business meeting at which the vote is to be taken.
- B. Said copy of the proposed amendment(s) is to be accompanied by notice of the meeting time and place.
- C. For acceptance of the amendment(s), an affirmative vote by two-thirds of the Active members present and by proxy must be received.

ARTICLE NINE – CONTEST DIRECTOR

The AMA Contest Director, for any contest at the Jefco Aeromod'lers RC Club flying field, will be a club member, approved by the Board of Directors and must have been an Assistant Contest Director for a minimum of two previous Jefco Aeromod'lers RC Club contest events.

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The amended Bylaws above were approved by the Board of Directors & club members who were in attendance at the November 7, 2018 club business meeting. Witnessed by:

Peter Thompson, President
 Glenn Lee, Vice President
 Larry Fagan, Secretary
 Lora Knowlton, Treasurer
 Steve Rosselot, Safety Officer

Hank Diepenbroek, At-Large Member
 Bud Glass, At-Large Member
 Ron Radcliff, At-Large Member
 Art Wilson, At-Large Member

THIS DOCUMENT SUPERCEDES ALL PREVIOUS BY-LAWS OF THE JEFKO AEROMOD'LERS RC CLUB