

# Florence Aero Modelers

## **AMA Charter #4720**

*Club Bylaws – Amended November 1, 2022*

***November 1, 2022, General Club Meeting Minutes - Exhibit A***

***Flight and Ground Safety Disciplinary Form – Exhibit B***

### **ARTICLE 1 - Name and Charter**

#### *Section 1 Club Name*

The name of this organization shall be the "Florence Aero Modelers", hereafter referred to as "the Club".

#### *Section 2 Club Charter*

The Club was established under a charter granted to it by the Academy of Model Aeronautics (AMA) for the purpose of promoting and enhancing the sport of model aircraft.

### **ARTICLE 2 - Officers and Duties**

#### *Section 1 Officers and Duties*

*Board of Directors:* The management of the affairs of the Club shall be vested in the Board of Directors (the "Board") who shall have the authority to establish and administer its policies. There shall be two (2) current FAM club elected officers selected from the Local Adult Members, President, and Vice President, and one (1) Representative selected by the "Outside the Area" members. Then as needed, at the President's discretion, club board members shall be appointed from Local Adult Members, in this order, (a) remaining elected club officers, (b) club committee chairs, (c) club members.

Board Members shall have one vote.  
Board selected/appointed positions may be declined.

The total number of board members must always be an odd number to preclude a tie in voting. Official decisions and policies may be made by a quorum at a Board of Directors meeting. A quorum shall consist of at least 50% of the current Board members. Official decisions shall be consistent with the stated purposes and objectives of FAM and AMA. Where those are not specified, they are vested in the sound discretion of the Board.

*President:* The President shall preside at all meetings of the Club and shall act as the Club's spokesperson in all matters.

*Vice President:* The Vice President shall preside at all meetings of the Club when the President is unable to preside. The Vice President shall act for the President at any time the President is unable to act. The Vice President shall immediately succeed to the office of President should that office become vacant during a term, for the remainder of that unexpired term. The Vice President shall maintain an accurate record (including place of storage) of all Club assets.

*Secretary:* The Secretary shall record minutes of each Club meeting and handle all correspondence pertaining to Club activities. The Secretary will also maintain the Club's charter and other secretarial duties as needed.

*Treasurer:* The Treasurer shall collect all moneys due, disburse all payments, and keep a record of all financial transactions of the Club in accordance with Article 5.

## Section 2 *Terms of Office*

All elected officers shall serve for a term of 12 consecutive months commencing on the date of election. Officers are to be elected by a simple majority vote of those present at the **December Regular Meeting**. Committee personnel and other special appointments will be made by the elected officers and confirmed by a simple majority vote of those members present during a regular meeting.

Nomination of Club officers shall be made at the regular membership meeting during the month of November. Nominations for office may be made by any active Club member holding voting rights, either in person or by submitting a proxy nomination to an existing officer.

For the removal of a Club officer, a secret ballot is required unless waived by a simple majority vote of the members present at the meeting. Club officers are subject to recall by a two-thirds (2/3) majority vote of the members present at any regular meeting.

## Section 3 Record Keeping

All records shall be immediately passed on when new officers are elected.

## Section 4 *Vacancies*

Vacancies in any office (other than the President) shall be filled by appointment by the remaining officers, such appointee to serve for the remainder of the unexpired term.

## Section 5 *Committees and Appointments*

*Safety Officer:* A safety officer shall be appointed by the Board and shall serve for a one-year term running concurrently with the elected officer's terms. The Safety Officer shall be responsible for ensuring existing safety rules are enforced.

*Chief Flight Instructor:* A chief flight instructor (CFI) shall be appointed by the Board and shall serve for a one-year term running concurrently with the elected officer's terms. The CFI shall establish and maintain the Club's flight training program and a list of approved flight instructors.

*Media Chairman:* The Media Chairman shall maintain and manage all media content for the club. This includes but is not limited to the Club's newsletter, website, and social media accounts. The Media Chairman shall work closely with the Event Chairman.

*Event Chairman:* The Event Chairman shall work closely with all members of the Club and the Board. The event Chairman shall submit a proposed list of events to the Board. After Board review and approval, The Chairman or Board delegates responsibilities to carry out those events.

*Membership Coordinator:* The Membership Coordinator shall manage the Club Roster, monitor membership renewal, voting status and AMA Membership.

*Special committees:* The President may appoint special committees. Such committees will be appointed to carry out the functions of the Special Committee and will be disbanded when such work is accomplished.

Committee members shall be Club members in good standing. Vacancies in unexpired special committees shall be filled by the President.

## **ARTICLE 3 - Membership, Dues, and Member Standing**

### Section 1 Membership Eligibility

All persons, unless previously expelled by the Club or another AMA sanctioned club, shall be eligible for membership, and shall agree to abide by the Club's bylaws, and those of the AMA.

## Section 2 *Membership Categories*

The membership shall be divided into the following categories:

*Youth Member:* An individual who is nineteen (19) years old through July 1, or younger and has full privileges but no voting rights.

*Local Adult Member:* An individual, who after July 1, is nineteen (19) years old or older, and has current AMA and Club Membership, and lives within a 20-mile radius of the Bohn Field has full privileges and voting rights.

*Outside the Area Adult Member:* An individual, who after July 1, is nineteen (19) years old or older, and has AMA and Club Membership, who lives outside the 20-mile radius from Bohn Field, has no voting rights, except for the Outside the Area Board Representative, but has all other club privileges.

*Visiting Guest Membership:* Adult only – Requires AMA, and Club Membership for a limit of 30 consecutive days. After that date full Club Membership is required.

Privileges of Club membership include access to the Club field, any Radio Control activity per FAM Field Guidelines, participation in Club activities and events. Local Adult Members may serve as a Club officer.

## Section 3 *Membership Dues*

The annual dues to be paid to the Club shall be determined by the Club Board by a quorum vote which shall consist of at least 50% of the current Board officers.

Dues are nonrefundable, except under extraordinary circumstances, which will be determined by the Board on a case-by-case basis.

Membership dues shall be considered delinquent on January 1 of each calendar year. Any individual whose Club dues have not been paid by that time shall cease to be a member after that date. Such members shall be noted as suspended on the Club membership roster and will no longer have Club privileges or individual access to any Radio Control activities until dues are paid in full.

## Section 4 *Membership Standing*

Any member in good standing may resign his/her membership by giving notice to the Club.

Adult members are required to acquire and maintain membership in the AMA.

Prospective and current Club members shall provide proof of AMA membership during first-time Club registration and at each membership renewal. Membership in the Club will be automatically suspended if the AMA member list reports their membership has lapsed.

Their Club membership shall be reinstated upon restoration of their AMA membership or proof membership has been paid.

Any member who purposely or repeatedly violates the AMA or Club safety rules may be expelled from the Club by a two-thirds (2/3) majority vote of the Board of Directors if, in the Board's determination, such violations are detrimental to the safety of the individual, other individuals, the Club, the AMA, or to model aviation.

Any other unacceptable behavior, which violates, is contrary to, or is inconsistent with the Club's rules or bylaws of the Club or AMA, by an individual member or members, is grounds for disciplinary action as determined by the Board. Any individual may be expelled from membership from the Club by a two-thirds (2/3) majority vote of the Board of Directors if, in the Board's determination, the unacceptable behavior is a violation of any of the terms of these bylaws, or the Rules of the AMA, or which is detrimental to the Club, the AMA, or to model aviation in general.

Any member who is expelled from Club membership may be reinstated to membership only by two-thirds (2/3) majority vote of the Board.

## **ARTICLE 4 - Meetings**

### *Section 1 General*

Regular meetings shall be held at a time and place designated by the Board.

Notification of the general membership as to the time, date, and location of said meetings is the responsibility of the Club Secretary.

The Board is expected to meet as often as deemed necessary, to properly address the day-to-day activities of the Club. The President of the Club schedules these meetings and notifies the other members of the Board as to the time, date, and location of each meeting.

## Section 2 *Special Meetings*

Club officers may call special meetings. The purpose of the special meeting shall be stated in the proposed meeting notice and will be the only Club business at the meeting.

Any member of the Club may initiate a formal request for action by the Board by submitting a written proposal to the President. The proposal shall include a written description of the nature, type, and extent of the Board action recommended. The President shall forward copies of the proposal to other members of the Board for their consideration. Either the President, or any other Board member, may have the matter placed upon the agenda of the Club's next general meeting.

## Section 3 *Majority and Quorum*

*Majority - **Club regular meeting***, a simple majority shall be over fifty (50) percent of the members voting at the meeting.

*Quorum - **Club regular, special, or general meeting***, a quorum shall consist of twenty (20) percent of the Club's members in good standing and a simple majority vote. (*Note: See Bylaw Amendments for vote requirement*)

# ARTICLE 5 - Financial Policy

## Section 1 *General*

The treasurer shall receive and have custody of all monies of the Club, depositing same, in a suitable depository. The treasurer shall make disbursements for all expenses, except that, any expenditure over **\$500.00**, must be approved by the membership prior to commitment.

Any officer or member of the Board of Directors may be compensated for the cost of goods or services expended on behalf of the Club, provided that such expenditures were requested prior to their expenditure.

The balance of Club monies shall be reported to the membership at each general or regular meeting. The Board shall make audit of the Treasurer's books.

The Treasurer shall complete the appropriate IRS tax forms each year in keeping with federal laws governing profit/non-profit organizations.

## ARTICLE 6 - Bylaw Amendments

### Section 1 *General*

The bylaws of this Club shall, at-all-times, conform to the purposes and programs of the Club and the AMA. In case of dispute, the rules and regulations of the AMA shall prevail.

A request for amendment to the bylaws can be submitted in writing at a regular club meeting by any Local Adult Club Member in good standing.

(a) The proposed amendment must be approved by member majority vote at that meeting. (b) The proposed amendment is then presented to the Board for review.

The Board will present their recommendation at the next regular Club meeting. If recommended by the Board, the proposed amendment will then be

(a) emailed by the Board to all Local Adult Club Members. (b) Comments to be returned by email or in writing by a specified date. (c) Voted on at the next regular meeting.

Adoption of the proposed amendment shall require a two-thirds (2/3) majority vote of the Local Adult Members attending the meeting, combined with Local Adult Member votes in writing and Local Adult Member votes by email, both received by a specified date.

The proposed amendment vote also requires a quorum, which is 20% of the Local Adult Members.

## ARTICLE 7 - Club Dissolution

### Section 1 *General*

Club dissolution is initiated by a **two-thirds (2/3) majority vote** by the Board of Directors. Should the Board vote for Club dissolution, the proposal, shall be presented to the general membership for a vote during a special or regularly scheduled general meeting. No less than two (2) months written notice will be provided to Club members notifying them of the forthcoming dissolution vote. At the Club meeting during which action of dissolution is to be decided, the Club membership shall be entitled to be heard. The Club may be dissolved with a **two-thirds (2/3) majority vote of a quorum** of members at the specified meeting. The decision of the membership vote shall be final and conclusive.

## Section 1 *Dispersion of Assets*

Upon the dissolution of the Club, the Board shall, after paying or making provision for the payment of all the liabilities of the Club, dispose of all the assets of the Club in a manner determined by the Board.

In the case of merger of this Club with another chartered club of the AMA, all funds remaining in the treasury, after settlement of outstanding obligations, shall be made a part of the merger.

## **ARTICLE 8 – Disciplinary Procedure (Flight and Ground Safety Rules) Disciplinary Form - Exhibit B**

### Section 1 *General*

The Disciplinary Procedure provides a mechanism to enforce existing safety rules by providing a 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 Officer for his/her consideration by means of a Disciplinary Form to be filled out and turned into the Board. At least one witness is required to sign the Disciplinary Form.

Any member receiving a disciplinary violation, who directs any retaliation action against the person filing said Violation, will be subject to immediate expulsion from the Club. This is to include threats, intimidation, physical harm, intentional equipment damage, or any other action deemed to be retaliatory by the Board.

### Section 2 Response to a Filed *Violation*

- a. Viewpoints of both complainant and accused will be considered by the Board.
- b. Complainant name(s) will be disclosed.
- c. At the Boards direction, a verbal reprimand will be given to the accused by the Safety Officer and one Board Member. The Disciplinary form stating the violation will be recorded in the Club membership files.
- d. At the Boards direction, immediate suspension of 30 days by the Safety Officer and one Board Member, for any other action deemed to be a serious violation of the Club Field Safety Guidelines. The Disciplinary Form stating the violation will be recorded in the Club membership files.



e. Reference Article 3, Section 4 Membership Standing.

Any member who purposely, repeatedly and for other unacceptable behavior violates the AMA or Club safety rules may be expelled from the Club by a two-thirds (2/3) majority vote of the Board of Directors if, in the Board's determination, such violations are detrimental to the safety of the individual, other individuals. the Club, the AMA, or to model aviation.

