

# Loudoun County Aeromodelers Association

## CLUB BYLAWS

### SECTION 1 Membership

- A. Membership in the Club is available to all individuals satisfying the following requirements:
1. Be a Member in good standing of the Academy of Model Aeronautics.
  2. Signify a willingness to adhere to all rules of the Club as they may from time to time be established pursuant to the Bylaws.
  3. Have paid dues for the current period.
- B. A maximum club membership size may be established by the Board of Directors to enhance flying site safety, operational efficiency, and general harmony with the surrounding environment.
- C. Termination in the Club may be accomplished in the following ways:
1. Voluntarily, by resignation, either verbal or written, to the Board of Directors. Members resigning in good standing are entitled to a pro-rata refund of the prepaid portion of their dues.
  2. Involuntarily, due to non-payment of dues (See Section 9), or at the direction of the Board for flagrant continued violations of Club Rules, or of club principles to the detriment of the Club and/or the hobby.
- D. Reinstatement of terminated Members may be accomplished in the following ways:
1. Members who resign in good standing may be reinstated if they can produce a valid AMA license and pay the requisite dues for the current dues period.
  2. Persons dropped from the Membership at the direction of the Board of Directors will not be considered for reinstatement without the approval of the Board.
- E. Exceptional cases of application for or termination of Membership will be clarified by the Board of Directors.

### SECTION 2 Board of Directors

The Club shall be governed by a Board of Directors consisting of eleven Club Members in good standing elected from and by the general Membership for a term of three years. Officers of the Club shall be elected by members of the Board of Directors from the Board. Officers are elected for a one-year term.

All Officers shall have voting privileges except the President, who may vote only in the case of a tie vote, in order to break the tie vote.

## SECTION 3 Duties of Officers

- A. The President shall:
1. Preside at all Board and General Membership meetings.
  2. Act as spokesperson for the Club.
  3. Appoint Chairmen of all Committees subject to Board approval.
  4. As Chairman of the Board, assure a quorum of six voting members of the Board for any requisite vote and be responsible for proxies.
  5. Authorize emergency or special expenditures not exceeding fifty dollars in any one instance.
  6. Replace Board Members who are unable to fulfill their required duties due to excessive absences, reasons of health and so on. Replacements will finish out the unexpired term of the replaced Board Member. Replacement must be approved by the Board.
  7. Call appropriate executive groups as needed to carry out necessary business. Such group member need not be Members of the Board.
  8. Cast the deciding vote in the event of a tie.
  9. Arrange for a financial audit annually to be done in a timely manner.
- B. The Vice President shall act for the President when he is unable or unavailable to serve.
- C. The Secretary shall:
1. Record the minutes of all Board of Directors of the Club and General Meetings when election of officers takes place.
  2. Conduct the official correspondence of the Club.
  3. File and maintain:
    - A. Club correspondence, insurance records, and other records.
    - B. All requisite reports pertinent to retaining the Charter Membership in the AMA.
    - C. Official Club documents: Articles of Incorporation, Constitution, By-Laws, and Membership Manual
- D. The Treasurer shall:
1. Collect all monies due, disburse same and keep accurate records of all transactions.
  2. Present a report of all transactions to Board Meetings and be prepared, as required to report at General Meetings of Members. Present an Annual Financial Statement and Budget to the Membership within sixty days next following the end of each calendar year.
  3. Keep all Club funds in a Club checking/savings account as approved by the Board.
  4. File annual tax report and present documents for internal audit.
- E. The Safety Coordinator shall:
1. Act as a safety advisor and resource manager for the club and its members.
  2. Develop, promote, and encourage a climate of safety awareness within the club.

## **SECTION 4 Election of Directors**

The Board of Directors shall consist of eleven members. Each Director is elected for a three year term. Election for the new Board Members will be held at the December General Meeting.

## **SECTION 5 Election of Officers**

The five Officers of the Club (Section 3) are elected by and from the Board of Directors (see Section 2, above).

## **SECTION 6 Meetings**

- A. The General Members shall meet monthly. The President shall give a brief report of Board activities and provide Treasury and Membership reports as appropriate.
- B. The Board of Directors shall meet once each month, or as deemed necessary by the President. It shall be the responsibility of the Board Members to keep abreast of the opinions and ideas of the General Membership in order that Club activities and direction are in the best interest of the Club.
- C. The conduct of the meetings shall be in accordance with regular Parliamentary Procedure per "Roberts Rules of Order."

## **SECTION 7 Flying Rules**

All flying activities under the sponsorship of the Club shall be in accordance with the AMA Safety Code and Club Field Rules. The Board may appoint a special committee to develop special rules as may be appropriate to the Club.

## **SECTION 8 Dissolution Process**

In the event the General Membership of the Club feels the Board is not working toward the best interest of the Club, the Board can be dissolved by a vote in which two-thirds of the General Members in good standing affirm the action. The dissolution vote of the Board shall exclude the current Officers to ensure continued guidance during the period of change. A parliamentary form of government shall be instituted until such time as a new Board is elected or the Club Members choose to change this Constitution and Bylaws and institute a new form a government.

## **SECTION 9 Dues and Fees**

- A. The membership Dues and Fees Schedule shall be presented annually by the Board at a Club meeting no later than October 15. The Schedule shall be publicized in two issues of the Club newsletter and then approved by a majority vote of the Members in good standing attending the meeting in which the vote is taken.

- B. The membership Dues and Fees Schedule shall become effective on the first day of January next following the day the vote is taken, and expire the following December 31<sup>st</sup>, the same period as the AMA membership. If the Schedule is not revised or presented, the current Schedule shall be considered approved for the following calendar year.
- C. The membership Dues and Fees Schedule shall include, but not be limited to, new member initiation fees, renewal dues, and dues late-payment fees. Special membership fees and partial year dues may also be included.
- D. No special assessments shall be levied except upon the recommendation of the Board and approval of two-thirds of the Members in good standing.

### **SECTION 10 Special Funds**

The Treasurer is authorized to receive contributions or specially obtained funds from any individual, group, organization or institution to be applied to the general treasury of the Club.

### **SECTION 11 Amendments**

The General Membership shall be notified, in writing (via the Club newsletter or special notice), that amendments will be considered at a General Meeting. Proposed amendments to the Constitution and Bylaws of the Club may be made by any Member in good standing. Amendments to the Constitution will require an affirmative vote of two-thirds of the Members in good standing at the meeting at which the vote is taken. Amendments to the Bylaws will require a majority vote of Members in good standing at the meeting at which the vote is taken.

### **SECTION 12 Jurisdiction of Incorporation**

The Club shall be incorporated in the Commonwealth of Virginia as a not for profit corporation.

Revised: 7/26/2017