

# DESERT HAWKS RADIO CONTROL CLUB CONSTITUTION & BY-LAWS

(As amended October 10, 2007)

## GENERAL

### ARTICLE I

#### Section 1

This organization shall be known as the Desert Hawks Radio Control (RC) Club Inc. herein after referred to as the Club or DHRCC.

#### Section 2

The Club is organized to achieve the following objectives:

1. To promote the wholesome hobby/sport of radio control modeling in the Lake Havasu City, Arizona area.
2. To encourage safe operation and safe use of radio control models and associated equipment by following the rules and guidelines of the Academy of Model Aeronautics, herein after referred to as AMA.
3. To increase public knowledge and acceptance of the hobby/sport of radio control modeling by
  - a) Participation and sponsorship of appropriate community activities;
  - b) Information programs to introduce newcomers, spectators, and the general public to the benefits of radio control modeling;
4. Acquisition and maintenance of a suitable site for flying of radio control models.
5. To provide, through our AMA charter, liability insurance *for individual members* and the Club as a whole, relating to the operation of radio-controlled models.

#### Section 3

The Club shall be nonprofit, nonpartisan, and nonsectarian. In keeping with the worldwide appeal of the hobby/sport of radio control modeling, no distinctions shall be made on the basis of race, sex, religion, or national origin.

## MEMBERSHIP

### ARTICLE II

#### Section 1

Any person having a constructive interest in the objectives of the Club shall be eligible to apply for membership. The Membership Chairman or his designate will provide a membership form for this purpose.

Section 1.1

No one (member, new member, visitor, etc.) shall operate a model aircraft at DHRCC (Sterling) Field without current, verifiable membership in the AMA (defined as the AMA and affiliated organizations) and must adhere to the Club Field Rules and By-laws.

Section 1.2

Members will be categorized into one of four groups:

- A. **Regular Member:** Any AMA member over the age of 19 years at the beginning of the year who pays dues at the prescribed rate, and enjoys all of the other privileges of the club. A regular member's spouse is automatically a non-voting, non-flying member and may attend meetings. A spouse who wishes to receive the benefits of membership must apply for a Family Membership.
- B. **Family Membership:** All members of a family, over the age of 19, living in the same household, may apply for a Family Membership with all privileges of membership of the club. Dues will be at the prescribed Family Membership rate of \$15 paid annually. All members applying for Family Membership must maintain AMA membership. A name tag will be provided for an extra charge.
- C. **Junior Member:** An AMA member under 19 years of age at the beginning of the year will be assessed dues of five dollars (\$5.00) per year and will receive a newsletter. Junior members will not receive a newsletter if they are part of a household receiving a newsletter (one newsletter per household). A name tag will be provided for an extra charge.
- D. **Honorary Member:** The Club may honor an individual who has rendered a distinguished service to the Club or hobby. Such Honorary Membership shall be recommended by the Board of Directors and voted upon by the Club at the next regular business meeting. Approval of a two-thirds majority of those present will be required for election. The member so honored will have the right to attend meetings and to speak but cannot make motions or vote. Those so honored will receive the monthly newsletter. The Board of Directors will revise the roster of Honorary Members yearly.

Section 1.3

**Friends of the Club:** Some individuals and organizations, which are not members of the Club, may be defined as Friends of the Club and are eligible to receive the monthly Newsletter. The Board of Directors will select these Friends of the Club. The Board of Directors will review the roster yearly.

Section 2

Application for a **new membership** (Regular, Family or Junior) shall be made to the Membership Chairman or his designate. The initiation fee or annual dues and proof of membership in AMA shall accompany said application. This may be the current AMA card or receipt from the AMA showing the receipt by them of current dues. For those who mail in their new application, proof of membership in AMA will be in the form of a photocopy from the AMA showing receipt of current dues by them.

Note: In the case of new members only their first annual dues are to be prorated as follows depending on which month they join the Club.

January through March = 100%

April through June = 75%

July through September = 50%

October 1<sup>st</sup> through December 31<sup>st</sup>, = 100% will be applied to the remainder of that year and all of the following year.

#### Section 2.1

All **memberships expire** on December 31. Regular, Family and Junior member's dues are due before January 15 to avoid being dropped from the Club roles and require proof of current AMA membership. This may be the current AMA card or photocopy of the receipt from the AMA showing the receipt by them of current dues.

If a regular member is dropped due to late payment of Club dues, reinstatement in the Club will require the payment of dues plus payment of the current initiation fee along with proof of current AMA membership. For those who mail in their dues, proof of membership in AMA will be in the form of a photocopy of the current AMA card or a photocopy from the AMA showing receipt of current dues by them.

Dues will not be considered received and membership cards will not be issued until AMA membership is verified as described above.

#### Section 3

Upon receipt of a completed membership application, confirmation of the applicant's AMA status, the initiation fee and annual dues by the Membership Chairman, the applicant will receive at the next Club meeting a package consisting of:

- A. A copy of the Constitution & By-laws.
- B. A copy of the Flying Site Rules.
- C. A current Club roster.
- D. A membership card.
- E. A name badge.
- F. The lock combination to the flying site gate.

#### Section 4

Membership in the Club and or Field visitation may be terminated and or discipline administered for cause. The violation of the provisions of these By- Laws or any rule or agreement adopted by the Club, or any conduct prejudicial to the interest of the Club shall be sufficient cause.

#### Section 4.1

**Violations:** Club members and or visitors shall utilize the DHRCC Safety/Field Operations Complaint form and/or verbally present complaints to any Club Board member of any witnessed: unsafe act; AMA rules violation; and or DHRCC Field Rules violation; for action by DHRCC Board.

Filing of legitimate complaints against anyone to the DHRCC Board or against the Board in this format and subsequent Board action shall not draw retaliation by anyone, or follow up action with proper authority and or AMA will be undertaken immediately.

Safety/Field Complaint forms are provided at Sterling Field DHRCC bulletin board.

#### Section 4.2

For violation less than termination: Rules violation(s) by members and or visitors subject to action by DHRCC Board may be deemed less than Club termination or Field expulsion. These lesser penalties shall be appropriately decided by the DHRCC Board, but shall be no more severe than one-year expulsion from membership and or use of DHRCC Sterling Field.

#### Section 4.3

**Termination:** A statement of charges, along with a notice of the time and place of the meeting with the Board of Directors to consider such charges, shall be mailed by certified mail to the member at his last recorded address at least 15 calendar days prior to said meeting. The member shall have this meeting to present any defense he has regarding the charges. A 2/3 vote by the Board of Directors, plus a 2/3 vote of members attending the next regular meeting is necessary to suspend or expel a member from the Club.

#### Section 4.4

**Grievance & Arbitration:** A club member and or visitor who feels they have been improperly acted upon and or a complaint was ignored by the DHRCC Board, may fill a grievance for arbitration with the general membership at a regular meeting (notice/By-laws beforehand). At the next regular meeting, the person grieved may state his or her case for arbitration to members present for discussion. All members present (excluding the grieved) will then decide by 2/3 vote, if any or what follow-up action is appropriate.

#### Section 4.5

Action of discipline and or re-instatement against any Club member and or visitor completed by DHRCC Board or Club meeting shall be noted in the next issue of DHRCC Newsletter.

#### Sections 4.6

A new DHRCC member may not hold any elected Officer or Board of Director office until they have completed one year of membership in Desert Hawks Radio Control Club.

#### Section 5

Membership **dues** shall be at such rate or rates, schedule, or formula as may be from time to time prescribed by the Board of Directors. Any increase or decrease in dues must be voted on and passed by majority of members present at a regular scheduled monthly meeting. Dues are to be paid annually on the first of January each year. Any member who is delinquent for more than 15 days **will automatically forfeit his membership**. To re-instate membership, a full year dues plus the initiation fee must be paid.

#### Section 6

If the Board of Directors determines that an **assessment** of the membership is necessary, such an assessment may be levied by a two-thirds majority vote of the members present at a meeting following the posting of the proposed assessment in the Club's newsletter or by proposal at the last previous general meeting.

Section 7

Whenever, in the judgment of the President, a mail or telephone vote of the Board of Directors shall be necessary, he may direct that such a vote be taken. Upon authorization of a majority of the members of the Board of Directors voting, the President may direct a mail vote of the membership of the Club, in which case a majority of the votes returned shall determine the question submitted; provided that there is a return from at least fifty percent (50%) of the total membership upon such a vote.

Section 8

Each member that is current in his dues shall be entitled to one vote.

**MEETINGS**

**ARTICLE III**

Section 1

General meetings of the Club shall be held at monthly intervals at a time and place to be decided by the Board of Directors. During the months of June, July and August, there may not be any general meetings.

Section 2

At a general meeting of the Club, twenty (20) members, plus a majority (3) of the Board of Directors shall constitute a **quorum**. At a Board of Directors meeting, three (3) Board members shall constitute a quorum. Current members may attend Board meetings.

Section 3

An **annual meeting** of the Board of Directors shall be held during the month of January. Notice of the time and place of such meeting shall be published in the Club's newsletter.

This Board will meet once monthly, in addition to the regular monthly Club meeting, to conduct the Club's business.

**OFFICERS**

**ARTICLE IV**

Section 1

At the November meeting of the Club, **nominations** for Club officers for the upcoming Club year (January 1 through December 31) will be accepted from the Nominating Committee and from any member.

In order to be accepted from the floor:

- a) The person being named from the floor must have agreed in advance to have their name placed in nomination.

**And**

- b) The nomination must be seconded by another member other than the one doing the nominating. The names of the candidates shall be published in the December Club newsletter.

## Section 2

Nominations will be accepted for each of the following offices:

A. President, whose duties are:

- 1) Will serve as the Executive Head of the Club, and shall preside at all regular and Board of Director meetings.
- 2) Will be an ex officio member of all committees.
- 3) Will, with the advice of the Board of Directors, appoint all other committees except the Nominating Committee.

B. Vice-President, who duties are:

- 1) Will preside at meetings in the absence of the President.
- 2) May perform the duties of any officer in their absence.
- 3) Is responsible for the Club's relations with the AMA for all matters concerning the Club's charter, insurance, or other programs (excluding event contest sanctions).
- 4) Will be the membership committee chairman.

C. Secretary, whose duties are:

- 1) Will keep minutes of the Club and Board of Directors meetings.
- 2) Will keep on file all the Club's records and a complete and current roster of members.
- 3) Will be responsible for all Club correspondence; the notification of the Board of Directors of all correspondence received; and the preparation of correspondence as designated by the Board of Directors.

D. Treasurer, whose duties are:

- 1) Will be responsible for collecting dues and assessments.
- 2) Will be responsible for maintaining written records of funds received and distributed.
- 3) Will maintain Club finds in an appropriate Club saving and checking accounts.
- 4) Will give a report to membership at regular meetings.

## Section 3

At the December meeting, nominees for office shall be introduced and given an opportunity to make a brief statement. A secret vote shall be taken on ballots provided by the Secretary. Votes shall be counted by the Vice President and the Treasurer, unless they themselves are candidates, in which case the President shall appoint two non-candidate members to this duty. The ballots shall be counted and the results announced at the December meeting and published in the January newsletter.

## Section 4

In addition to these elected officers, the **Editor** shall be appointed by the Board of Directors, and shall be responsible for the publication of the monthly Club newsletter and any other publication deemed necessary by the Board of Directors or the membership.

Section 4.2

A Club **Safety Officer** shall be appointed by the Board of Directors and shall have the following duties:

- 1) Oversees the Club's Safety Program that encompasses all aspects of the Club's flight activities for all Club members.
- 2) Advises the Board of Directors on safety issues requiring its attention, and recommends solutions and/or programs to correct, maintain or assure the safe enjoyment of our hobby by all members and guests at Club facilities.
- 3) Assures Club compliance with AMA safety guidelines as adopted by the Club.
- 4) Any other safety duties assigned by the Board of Directors.

Section 4.3

The **Field Marshal** shall be appointed by the Board of Directors and shall have the following duties:

- 1) To oversee the maintenance, repair and improvement of the field, to make recommendations to the Board and to prepare the annual maintenance, repair and improvement budget.
- 2) To supervise and direct work parties and monthly work days.
- 3) Any other maintenance duties assigned by the Board of Directors.

Section 5

The current President, Vice-President, Secretary and Treasurer, each of whom has a single vote, shall compose the **Board of Directors**.

The duties of the Board of Directors are as follows:

- A. The Board of Directors shall have control and management of the affairs of the Club.
  - 1) The Board of Directors, immediately after taking office, shall prepare the Club's "Operating Budget for the forthcoming term. The budget shall be completed and ready to present to the Club membership for approval at the January General meeting.
  - 2) Total yearly unbudgeted expenditure in excess of one thousand dollars (\$1,000.00) must be submitted and approved by a two-thirds (2/3) majority of the members present at any regular meeting before proceeding with additional expenditures.
- B. The Board of Directors may create committees and have the power in everything necessary and desirable in the conduct of the business of the Club in accordance with these By-laws.
- C. The membership shall nominate and vote on all vacancies that occur on the Board. This will be done during the General Meeting following the vacancy.

Section 6

**Removals:** Officers elected by the members of this Club may be removed from office by a two thirds (2/3) vote of the members present at any meeting called for that purpose, and posted in the Club newsletter immediately prior to that meeting.

## COMMITTEES

### ARTICLE V

#### Section 1

The President, with the approval of the Board of Directors shall appoint all Committees and Committee Chairpersons, and Special Activities Managers. The President shall appoint such committees as are deemed necessary to carry out the programs of the Club. The President, also with the Board of Directors approval, can terminate or change any *ad—hoc* committee at any time.

#### Section 2

No action by a committee, member, or officer shall be binding on the Club until it is approved by the Board of Directors.

#### Section 3

The Standing Committees and Special Managers shall be as follows:

- Flying Field Activity Committee
- Float Fly Chairman
- Flight instructor Committee
- Nominating Committee
- Data Base /committee
- Library Committee
- Field Safety Committee
- Flying Field Maintenance Committee

The Chairperson of these committees may be called upon to attend the Board of Directors meeting as non-voting members.

## FINANCES

### ARTICLE

#### Section 1

The Treasurer shall promptly deposit all monies paid to or raised by the Club in the Club's account(s) in the name of the Desert Hawks R/C Club, Inc. Any Club account shall be set up to require the checks to be signed by any of three [3] Club officers, Treasurer, President or another designated officer.

#### Section 2

Disbursement of funds shall be by check by the Treasurer as is necessary for the continued satisfactory operation of the Club as authorized by the Board of Directors and these By-laws.

Section 3

Preparation and approval of the **Operating Budget**:

The current committee chairmen requiring funds to carry out their duties shall meet with the Board of Directors to plan and budget for the following 12 months expenditures. The Treasurer shall have prepared a schedule of estimated cash flows, indicating funds available for various projects, work and activities. The Board of Directors shall, taking into consideration the requests of the chairmen, and recognizing it's own funding requirements, arrive at a proposed operating budget (by month and by work item) for the period February 1 through January 31. The President shall present the proposed budget to the members present during the February general meeting of the Club members. After discussion, amendments, changes and approval of the Operating Budget by a majority of those in attendance at the meeting, the various chairmen may commence with the designated budgeted work items as scheduled in the approved Operating Budget. Any increase in expenditures over 10% of the budgeted amount shall be approved by a majority vote at any regular meeting of the Club. At any regular meeting, members can make motions from the floor to amend budget amounts, or to spend unbudgeted funds. These motions must be approved by a majority vote of the members attending, and vote must include a majority (3) of the Board of Directors.

Section 4

At the December DHRCC Club meeting, the President, or in his absence the First Vice President, shall appoint a DHRCC member in good standing, to perform an **audit** of the Treasurer's books. The audit to be completed by January and/or to coincide with turnover of the books to the incoming Treasurer.

**DISSOLUTION**

**ARTICLE VII**

Section 1

The Club shall use its funds only for the purposes and objectives specified in these By-laws, and no part of said funds may be distributed to the members of the Club generally. On dissolution of the Club, any funds remaining after settlement of debts shall be donated to the charity to be named at the time by the Board of Directors.

**REVISIONS**

**ARTICLE VIII**

Section 1

These By-laws will be initially adopted, and may be amended by a (2/3) majority of the members present at any regular meeting, provided notice of the proposed amendment is included in the Club's newsletter preceding the meeting. Any proposed amendment must be submitted to a Club officer, in writing, at least 7 days prior to the publishing date of the next newsletter. As detailed in the By-laws, Article II Section 7, the By-laws may be amended by special vote submitted to the membership by mail.

## FLYING SITE

### ARTICLE IX

#### Section 1

Usage: The Club's flying site (Sterling Field) shall be limited to:

- a) Flying of model aircraft
- b) Other activities as determined by the Board of Directors
- c) Club members in good standing
- d) Fliers possessing current and valid AMA cards.

#### Section 2

##### **Flying Site Rules:**

A set of rules shall be established and posted at the flying site. It shall be the duty of all members to enforce these rules.

#### Section 3

##### **Frequency Control:**

- a) All transmitters must have the proper identification for the **frequency** and **channel** in accordance with AMA guidelines.
- b) A positive method of channel control (honor system channel board) will be established and maintained.

#### Section 4

Local Lake Havasu City resident non-members and or visiting pilots who fly at DHRCC Sterling Field (with exception of DHRCC Instructed students, demonstration airplane and AMA sanctioned events, i.e. fee pylon racing, etc.) will be allowed three (3) free-gratis flying visits, if they do not join Desert Hawks R/C Club, they will be charged a **daily "DHRCC Sterling Field Maintenance Fee"**. The fee is \$3.00/day for weekdays (Monday through Friday), and \$5.00/day for weekend days. (Saturday & Sunday) This is subject to change, if warranted by a 2/3 vote of members at a general meeting.

Flyers are expected to honor these rules, and place fee monies along with their identification and date on the envelope provided (DHRCC bulletin board) in the locked collection container next to the frequency board.

These fees will be collected regularly by Board members and added to the Field Maintenance budget fund. If monitoring of this rule by the Board and or Club members shows non-compliance by a local or visiting flyer, the individuals will be expelled by appropriate means from DHRCC Sterling Field.