



Constitution and Bylaws
Amended October 25, 2012
SKYMASTERS RADIO CONTROL CLUB
AFFILIATED WITH THE ACADEMY OF MODEL AERONAUTICS

CONSTITUTION

ARTICLE I - NAME

The name of this organization is The Skymasters Radio Control Club.

ARTICLE II - PURPOSE

1. The purpose of the Club is to further the advancement of radio controlled miniature aircraft in all of its aspects as a sport.
2. The Club will annually seek affiliation and a charter with the Academy of Model Aeronautics.

ARTICLE III - MEMBERSHIP

1. All persons are eligible for membership providing:
 - a) The applicant is a member of the Academy of Model Aeronautics (AMA).
 - b) The applicant is 18 years of age or older, or one of the following is true:
 - (1) The applicant's parent or legal guardian is a member of the Club.
 - (2) The applicant has the consent of parent or legal guardian.
2. Types of membership
 - a) Regular Members in good standing are those members duly elected into membership, with the Club financial obligations not in arrears.
 - b) Junior members are those under 18 years of age.
 - c) Associate Members are those participating in ongoing Skymasters sponsored fee based flying events as designated by the Executive Operating Committee. An Associate member may also be a Regular or Junior member based on age.
 - d) Honorary members are those so appointed by the President, with no obligations or privileges.
3. To become a Regular or Junior member:
 - a) An applicant for initial membership must be approved by two-thirds of the member-ship present at a regularly scheduled Club meeting.
 - b) The applicant must remit the initiation/reinstatement fee and other current financial obligations to the Club Treasurer.
 - c) The applicant must agree to abide by AMA safety rules and all rules governing the Club.
4. To become an Associate member:

- a) The applicant must remit their current financial obligations to the Club Treasurer.
- b) The applicant must agree to abide by AMA safety rules and all rules governing the flying events.

ARTICLE IV - TERMINATION OF MEMBERSHIP

1. Membership may be terminated by:
 - a) Resignation. Any member in good standing may resign his/her membership by giving written notice to the Club.
 - b) Allowing Club financial obligations to become in arrears.
 - c) By request of the Club, as a result of a two-thirds vote of the members in good standing, present at a regularly scheduled meeting, provided subject member has had an opportunity to plead his/her case at any one of two regularly scheduled Club meetings within sixty (60) days of notification.
 - d) Failure to maintain AMA membership. If any member ceases to maintain membership in the AMA, his/her membership in the Club shall thereby terminate, subject to reinstatement upon restoration of eligibility.
 - e) Violation of safety rules or other infractions. This section provides for enforcement of the Safety Rules that are related to flying activities or any other unacceptable behavior by a member. Any individual may be expelled from membership from the Club by a two-thirds (2/3) majority vote of the membership present at a regularly scheduled meeting if in the Officers determination, such individual willfully commits any act of omission which is a violation of any of the terms of the Club Bylaws or the rules of the AMA, or which is detrimental to the Club, the AMA, or to model aviation.

ARTICLE V - REINSTATEMENT OF MEMBERSHIP

1. A Regular or Junior member whose membership terminated by virtue of non-payment of dues may be reinstated (in the same calendar year) by paying his/her dues, a reinstatement charge, and any assessments for the year.
2. An Associate member whose membership terminated by virtue of non-payment of fees may be reinstated by paying fees for future sessions.
3. A member whose membership terminated in a prior calendar year or at the request of the Club must apply for membership in the same manner as a new member. (See Article III)

ARTICLE VI – OFFICERS AND DIRECTORS

1. The officers of the Club are: President, Vice-President, Secretary, and Treasurer. The officers will also serve as Directors.
2. The term of office is one year.
3. The duties of the Officers are:
 - a) President: The President is the Senior Officer of the Club and presides at all Club meetings and functions. He/she has the power to make legal contracts in the name of the Club, subject to the approval of a two-thirds vote of the members of the Executive Operating Committee.
 - b) Vice-President: The Vice-President acts in the capacity of an Assistant President, and assumes the duties of any Club Officer during their absence at Club

functions. Should the Office of the President become vacant, the Vice-President automatically becomes the new President for the balance of the year.

- c) Secretary: The Secretary keeps an accurate record of the attendance and minutes of each meeting. He/she is responsible for Club correspondence, and for Club contest records. The Secretary serves as the Club Ballot Officer.
 - d) Treasurer: The Treasurer, along with the President, has the authority to write checks and make deposits for the Club. The Treasurer is authorized to receive contributions, grants, donations, or bequests from any individuals, institutions, or estates, and hold same in the name of the Club, to be used for either endowment purposes or operating expenses. He/she is responsible for meeting all financial obligations of the Club. The Treasurer makes periodic financial reports to the membership.
4. Any vacancy in office, except as noted above, will be filled by election at the next available opportunity following the occurrence of such vacancy.
 5. All officers must be members in good standing in the Club.

ARTICLE VII - ELECTION OF OFFICERS

1. The nomination and election of Officers takes place at the first regularly scheduled meeting in November.
2. The officers to be elected are: President, Vice-President, Secretary, and Treasurer.
3. The Club Officers assume office on January 1 following their election in the prior November.
4. The election is by the majority of those members, in good standing, present at the meeting.
5. Election of Officers is by secret ballot.
6. Procedure by which an Officer may be removed from office.
 - a) The person(s) who believes that an Officer should be removed, must obtain a petition requesting a recall vote, signed by two thirds (2/3) of the members in good standing in the club.
 - b) Upon presentation of a signed petition to the Executive Operating Committee they will make a reasonable attempt to notify all members in advance of the meeting that such a petition is to be considered. Those present at that meeting shall then constitute a quorum. The approval of two thirds (2/3) of the members in good standing, who are present, is necessary for passage of the petition.

ARTICLE VIII - COMMITTEES

The Club will have the following committees:

1. The Executive Operating Committee is responsible for managing the business of the Club, setting policies, and overseeing all matters pertaining to the Club.
 - a) Executive Operating Committee (EOC) membership consists of current officers of the Club and three (3) at-large members.
 - b) Immediately following election of officers and at the same meeting as the election of officers, an additional three (3) Executive Operating Committee members will be elected by secret ballot as at-large members. The nominees with the three highest votes are elected and will have full voting rights at EOC meetings. The at-large nominees must be Club members in good standing.

- c) Together the Club officers and at-large members form the Executive Operating Committee.
2. The Membership Committee is composed of the Officers of the Club. It rules upon applications for membership that request a waiver of eligibility requirements, and makes recommendations to the membership.
3. The Audit Committee reviews and audits the Treasurer's books and records each year and reports to the membership. This audit is to take place as soon as possible after elections. The Committee consists of the incoming and outgoing Treasurer and at least two members other than Officers. The audit must be announced to the general membership.
4. The Field Committee consists of the Club Vice-President (who acts as its Chairman) and as many members as he/she feels necessary to accomplish the duties of maintaining the current field(s).
5. The Executive Operating Committee, upon recommendation of the Field Committee, determines if a field assessment levied against each member will be necessary to meet expenses. This fee, if required, is in addition to the member's annual dues.
6. All other committees are appointed by the President.
7. The Chief Flight Instructor is appointed by the President.
8. Flight Instructors are appointed individually by the Chief Flight Instructor.
9. Field Marshals.
 - a) All Flight Instructors are Field Marshals. Other Field Marshals may be appointed by the Executive Operating Committee.
 - b) They are responsible for maintaining safe, effective and organized operation of all field activities.
 - c) They are responsible for recommending new field flying rules and/or recommending modifications of the existing rules to the Executive Operating Committee.
 - d) The Field Marshal may ground a pilot or aircraft for flagrant violation of flying field rules and/or general conduct. He/she may recommend disciplinary action against the individual to the Executive Operating Committee.

ARTICLE IX - VOTING

1. Only Regular Members in good standing are allowed to vote.
2. Approval of Club business, brought before the members by the Executive Operating Committee, requires a simple majority of those Regular Members in good standing present at a regular meeting.
3. The Officers present have the power to postpone voting when, in their opinion, insufficient members are present to represent the true feeling of the general membership.

ARTICLE X - AMENDMENTS

1. Amendments to the Constitution may be made at any regular meeting, provided a reasonable attempt has been made to notify all members at least two(2) weeks in advance of the meeting that such an amendment is to be considered. Those present at the meeting then constitute a quorum. The approval of two-thirds of the members in good standing, who are present, is necessary for ratification of the amendment.

ARTICLE XI - BUSINESS

1. The members of the Executive Operating Committee act as a representative body of the full club membership. They conduct all business of the Club and report such business to the membership on a regular basis.
2. Any item of business deemed by a majority of the Executive Operating Committee to have major impact on the finances or operations of the Club must be brought to the club membership for vote.
3. Any item of business must be brought to the club membership for vote if deemed necessary by the Club President or a majority vote of the Executive Operating Committee.
4. A club member may request an item of business to be considered by the Executive Operating Committee, or may request to be heard on an item of business when that item is considered at any Executive Operating Committee meeting.
5. Policies of the Club may be implemented by the Executive Operating Committee, subject to paragraphs 2, 3, and 4 of this Article. These policies carry the full force of Club rules.
6. In the event that an item of business brought before the membership by the Executive Operating Committee, is tabled for two meetings in a row due to insufficient members present, the membership will be notified as in Article X that the item is to be considered. The item then may be voted on at the next meeting regardless of the number of members present.
7. All events must be scheduled and approved by the Executive Operating Committee.
8. All contractual obligations must be approved by the Executive Operating Committee.
9. All expenditures for events must be approved by the Event Director and Executive Operating Committee.

ARTICLE XII - DISSOLUTION OF THE CLUB

1. The duration of the club shall be perpetual. Should any member feel that the club should be dissolved, he/she must bring this issue to the Executive Operating Committee. If the committee determines that the request has sufficient merit on its own or seems to have widespread support, it will call for a vote on the issue.
2. A reasonable attempt will be made to notify all members at least two (2) weeks in advance of the meeting that such a dissolution motion is to be considered. A quorum will consist of 50% of the members in good standing at the time of the meeting. The approval of two thirds (2/3) of the members in good standing, who are present, is necessary for approval of the motion for dissolution.
3. Carrying out the dissolution.
 - a) Two members will be elected to serve with the Treasurer as trustees.
 - b) All assets will be liquidated and all funds will be held in trust to satisfy outstanding club obligations for a period of 6 months from the date of the passing of the motion to dissolve the Club.
 - c) At the end of the six month period any remaining funds will be distributed equally to all Club members in good standing at the time of the vote to dissolve the Club and have actually paid dues in the year of dissolution of the Club.

ARTICLE XIII - FINANCIAL

1. All financial instruments and accounts, vehicles and items with titles including, but not limited to checking accounts, savings accounts, certificates of deposits, investments, vehicles, trailers, tractors, Pay Pal, debit cards, etc. must be in the name of the club and controlled/managed by the EOC. All accounts are the property of the club and must be in the possession of the Treasurer. Only the President and Treasurer must have access to all financial instruments and accounts with the ability to move money.

ARTICLE XIV – PUBLICATIONS, ELECTRONIC MEDIA, INTELLECTUAL PROPERTY

1. All publications, electronic media and intellectual property including but not limited to written documents, electronic media, web site, email accounts, social media, etc. must be registered/owned by the club where allowed. Where registration must be in the individual's name, the organization name must be listed where permitted. Such publications, electronic media and intellectual property are controlled/managed by the EOC. Submissions to each and all of the above include the granting to Skymasters a perpetual license to use and alter the submission as needed. The EOC controls the content of such publications, electronic media and intellectual property and may direct/select/appoint a newsletter editor, web master, social media manager, etc.

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BYLAWS

ARTICLE I - POLICIES

1. The By-Laws listed herein are considered to be items of major policy, and must be approved or amended in the same fashion as a constitutional amendment.

ARTICLE II - MEETINGS

1. Regular meetings of the Club are typically scheduled on a monthly basis at the place and time determined by the EOC. However a meeting is mandatory in November to conduct elections and any other necessary business.

ARTICLE III - FINANCIAL OBLIGATIONS

1. The financial obligations of Regular and Junior Members are:
 - a) Initiation fee or reinstatement fee.
 - b) Dues. Recommendations for any change in dues or initiation/reinstatement fees shall be made by the Treasurer (following review by the Executive Operating Committee) at the first meeting in November of each year. The Treasurer will make a reasonable attempt to notify all of the members in advance of the November meeting if an increase is to be recommended. Those present at the meeting then constitute a quorum. The approval of two thirds (2/3) of the Regular Members in good standing, who are present, is necessary for approval of the increase.
 - c) Such other financial obligations as may be duly voted by the membership.
2. Dues are assessed on January 1 of each year and are payable through January 31. A Regular or Junior member is considered terminated if his/her dues are not paid by January 31.
3. Special assessments are due and payable upon notification. A member is considered terminated if the assessment is not paid within thirty days of notification.
4. All Regular and Junior Member obligations are assessed on a per family household basis. If more than one member of a family household belongs to the Club, the obligations fall only on the master member of the household.
5. Members must show their current membership in the Academy of Model Aeronautics before their membership can be accepted.
6. Prior to July 31st new Regular and Junior members pay the full year's obligation. August 1 through December 31, a new Regular or Junior member pays one-half of the annual dues, plus the full initiation fee, plus any assessments which have been levied during that calendar year.
7. Officers of the Club are required to be AMA members and are exempt from regular dues during their term of office. They are still liable for all special assessments.
8. The financial obligations of Associate Members are:
 - a) Fees for Annual, Multisession, or Single Session passes for designated fee based events.
 - b) Exempt from any additional financial obligations unless also a Regular or Junior

member.

ARTICLE IV - PILOT GRADING

1. All Regular and Junior Members are classified into one of the following three categories:
 - a) Instructor: An instructor is a qualified pilot, who by choice and demonstrated ability, has agreed to assist student pilots and has been approved by the Chief Flight Instructor.
 - b) Pilot: A member, who in the opinion of two instructors, can perform the basic flight requirement as determined by the Chief Flight Instructor and the Executive Operating Committee.
 - c) Student pilot: A member who does not fit into one of the above categories.
2. Any person in Category "c)" shall not under any circumstances attempt to fly without the help of a designated instructor.
3. A pilot's flying status may be reduced to student for hazardous flying or safety related issues when three instructors agree and have the approval of the Executive Operating Committee. The Executive Operating Committee will notify the member of the change of status.
4. All members are restricted to flying only the types of models permitted under their AMA membership (examples: Park Flyer only or turbine waiver).
5. Individuals will be allowed to fly at the Club field only if they are guests of a Club Regular or Junior member and are accompanied by the Club member. All guest flyers must show evidence of AMA membership and must comply with the Club rules.
6. Guest flyers who are Greater Detroit area residents shall be welcome for two flying sessions at the Club field. After that, they shall be required to seek Club membership. Guest flyers who are not residents of the Greater Detroit area may fly for ten flying sessions before they are required to seek membership.
7. Associate Members, that are not also Regular or Junior Members only have flight privileges at the fee based sessions they have met the financial obligations for.

ARTICLE V

1. Alcoholic beverages or non-prescription controlled substances are prohibited at all Skymasters flying sites.

ARTICLE VI - GRIEVANCE PROCEDURE - FLIGHT AND GROUND SAFETY RULES

1. The grievance procedure provides a mechanism to enforce existing safety rules by pro-viding a progressive 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 Executive Operating Committee for its consideration by means of a Grievance Form to be filled out and turned into the Executive Operating Committee. At least one witness and one author must sign the Grievance Form (available from the website).
2. The Executive Operating Committee, after reviewing the incident in the next appropriate Executive Operating Committee meeting, shall use its judgment in carrying out action on the following:

- a) **FIRST VIOLATION or INCIDENT** Viewpoints of both complainant and accused will be considered and if the Executive Operating Committee agrees the filed grievance has merit, then: A verbal reprimand will be given to the accused by a member of the Executive Operating Committee and the issue will be recorded in the Club records.
 - b) **SECOND VIOLATION or INCIDENT** The accused has a right to submit a written rebuttal, to be reviewed by the Executive Operating Committee. If the Committee so decides, the flight privileges of the accused will be suspended for a period of time determined by the Executive Operating Committee.
 - c) **THIRD VIOLATION or INCIDENT** The Executive Operating Committee will decide and notify the accused in writing and the Club members via the electronic media or regular mail that the Club will vote on the disciplinary action up to and including expulsion from the Skymasters at the next meeting in accordance with Article IV. A member may be expelled from the club only upon a two-thirds (2/3) majority of the membership present at the meeting. Voting will be by secret ballot at a regular monthly meeting. The expelled member may reapply for membership after the expiration of the expulsion time period.
3. These three actions will not be enforced unless they are accumulated within a two-year period of time.
 4. Any member receiving a Grievance, who directs any retaliation action against the person filing or witnessing the said Grievance, will be subject to immediate suspension of membership privileges by decision of the Executive Operating Committee and be subject to expulsion at the next regularly scheduled meeting in accordance with the Constitution Article IV. This is to include threats, intimidation, physical harm, intentional equipment damage, or any other action deemed to be retaliatory by the Executive Operating Committee.

ARTICLE VII – CHARITABLE GIFTS TO THE CLUB

1. The Club may receive charitable monetary or material gifts or charitable gifts of time talent or labor from members and non-members provided that no special privilege, office or promise is given by the club or club members in exchange.
2. Any substantial gift shall be recorded by the treasurer and upon doing so it will be added to the list of the Club assets.
3. The Club will assume all liability for the gifted item when the gift is made.
4. The Club has the right to refuse any gift.

Article VIII – CLUB INCOME AND EXPENSES

Club Income

1. **General Income:** All monies received on behalf of the club should be submitted to the Treasurer within 30 days with the appropriate form except as noted below.
2. **Event Income:** All monies received on behalf of the club related to a club event must be submitted within 30 days of the event. All income must be submitted to the designated Event Director with documentation summarizing the event. The Event Director will approve and forward to the Treasurer.

Club Expenses:

1. General (one time) Expenses: Request for reimbursement for expenditures made on behalf of the club must be made within 30 days of the expenditure with the appropriate form to the Treasurer except as noted below. After 90 days, the expenditure will be considered a Charitable Gift to the Club.
2. Recurring Expenses: Requests for reimbursement for recurring expenditures made on behalf of the club must be made on quarterly basis with the appropriate form to the Treasurer. After 150 days, the expenditure will be considered a donation to the club.
3. Event Expenses: Requests for reimbursement for expenditures made on behalf of the club related to a club event must be submitted within 30 days of the event. All expenses must be submitted to the designated Event Director with the appropriate form. The Event Director will approve and forward to the Treasurer. After 90 days following the event, the expenditure will be considered a donation to the club.
4. Advances: Members may request an advance for monies planned to be spent. Requests should be made to the Treasurer with the appropriate form, which indicates the purpose for the advance, and the date upon which it will be returned or reconciled with expenses. Advances related to an event must be approved by the Event Director.

President: _____ Date: _____

Vice President: _____ Date: _____

Treasurer: _____ Date: _____

Secretary: _____ Date: _____