

**Mon Valley R/C Club, Inc.**

**By Laws**

**ARTICLE I – PURPOSE**

The Mon Valley Radio Control Club is an incorporated non-profit organization formed to promote interest in Model Aeronautics and to assist in developing skills in model building, electronics, and flying by use of radio and other control devices.

The purpose of this document is to provide uniform, fair, and regulated means to administer the affairs of this club. From time-to-time certain articles of the by-laws may require amending. Such changes may be made upon recommendation of the officers and/ or the executive committee and affirmed by a two-thirds majority vote of those in attendance the membership at any regular monthly or special meeting. There must be a minimum of 15 members in attendance.

**ARTICLE II – MEMBERSHIP**

**I. Classification of Memberships:**

1. Open Membership – 18 years and older
2. Junior Membership – Under 18 years old
3. Family Membership – One open membership and all residents of the same household residing at the same address.

All of the above memberships require current full AMA Membership.

4. Emeritus Membership – Membership for outstanding members who for physical, medical, or age-related reasons are permanently unable to control a model aircraft. Requires floor nomination from an officer/ or EC Committee and a unanimous vote of members in attendance. Permanently waives club dues and AMA Membership. Enjoys all benefits of club membership except for flying and voting. There must be a minimum of 15 members in attendance.

**II. Membership Application:**

Membership is by application. Applications are available at the regular monthly meetings from the treasurer or the secretary. Applications must include two (2) sponsorships of club members in good standing. Completed application forms must be accompanied by the initiation fee in effect at the time. There is no initiation fee for junior members. In the event of rejection of the application by the membership, the initiation fee will be refunded.

**III. Membership Requirements:**

All members including prospective members, with the exception of Emeritus Membership status, are required to hold full AMA membership as an absolute prerequisite for club membership. Prospective members must attend at least one (1) regular meeting before being considered for club membership.

**IV. Acceptance of New Members:**

The prospective members' sponsor will present the name of each candidate to the membership at the regular monthly meeting. Sponsors are expected to vouch for the character of prospective new members. If a prospective member does not have a sponsor, dues and initiation will be collected and his or her membership will be probationary until he or she acquires two (2) sponsors. A ninety (90) percent affirmation vote of those present is required for acceptance.

**V. Membership Dues:**

Annual dues rates will be set at the October meeting of each calendar year for the following year. Dues are for the calendar year January 1 through December 31 and are payable by December 31 of the prior year. Members failing to pay their dues by December 31 will be assessed a late fee between January 1 and January 31. Members failing to pay by January 31 will be inactive, dropped from the club, required to rejoin the club as a new member, and will not have coverage under charter insurance. Dues will be received by the secretary at the regular club meetings or via US Mail. The Mon Valley Radio Club is an AMA chartered club and a portion of the dues will be used for this purpose.

**VI. Membership Limitation:**

Membership will be open. No limitations on the size of the membership.

**VII. Junior Membership:**

Junior members must obtain from their parent or guardian a written, signed statement to the effect that the club or its members cannot be held liable for injuries or other liabilities as a result of club activities. Junior members are excluded from holding office.

**ARTICLE III – CLUB OFFICERS AND EXECUTIVES**

**I. Duties and Responsibilities:**

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1. **President** – Oversee and administer all club affairs and projects. Appoint working and other committees, conduct monthly club meetings and assume chief responsibility for the conduct and perpetuation of the club.

The President will serve a one (1) year term that runs from January 1 thru December 31. The President can run for consecutive terms and must have a minimum of two (2) consecutive years of upstanding club membership.

2. **Vice President** – Assume the duties of the President in his absence and assist him in any way possible for the overall benefit of the club

The Vice President will serve a one (1) year term that runs from January 1 thru December 31. The Vice President can run for consecutive terms and must have a minimum of two (2) consecutive years of upstanding club membership.

3. **Secretary** – Perform all correspondence and informational matters pertaining to the club, including preparation and maintenance of the minutes of the meetings, membership rooster, club charter, and other AMA matters.

The Secretary will serve a one (1) year term that runs from January 1 thru December 31. The Secretary can run for consecutive terms and must have a minimum of two (2) consecutive years of upstanding club membership.

4. **Treasurer** – Receive and dispense all monies of the club. Money is to be kept in an open account at an accredited bank in the name of The Mon Valley Radio Control Club. The Treasurer shall keep the financial records of the club in good order and at the regular meetings make a report of the club's financial position. It is the responsibility of the Treasurer to submit a final financial report to the Auditing Committee during the month of July for the previous fiscal year July 1 through June 30. The treasurer shall be

responsible for a petty cash fund of one hundred (100) dollars in any one month for club expenses such as postal fees, lawn mower gasoline, and other normal costs.

The Treasurer will serve a one (1) year term that runs from January 1 thru December 31. The Treasurer can run for consecutive terms and must have a minimum of two (2) consecutive years of upstanding club membership.

**5. Executive Committee** – A six (6) member Executive Committee (EC) shall preside over club operations in accordance with its own bylaws or code of conduct. Each member will serve a two (2) year term with three (3) members elected on alternate years; three (3) one year and the other three (3) the succeeding year. EC candidates must be club members a minimum of two (2) years in good standing.

The purpose and function of the EC is:

a) to meet monthly and work closely with the officers to act as a steering committee in making recommendations on club matters for the good and welfare of the organization,

b) to verify the regularly-updated club membership roster and ensure availability of same to all club members, and

c) to serve as a mediation and jurisdiction body on issues such as disputes, transgressions of club bylaws, and membership status.

**6. Field Marshall/Safety Officer** – Appointed by the President to Control activity at the flying field. All matters pertinent to this shall be referred to him. The Field Marshall/Safety Officer may appoint as many deputies as he deems necessary to carry out his duties when he is present as well as during his absence.

**7. Audit Committee** – In June, the President will appoint a three (3) member committee to audit the Treasurer's final report in July and make its report to the officers and members at the next meeting.

**8. Publicity Chairman** – Appointed by the President to arrange publicity for meetings and other club activities. He may appoint as many members to the committee as necessary to carry out his duties.

**9. Volunteer Coordinator** – Appointed by the President to call upon the membership for tasks requiring the efforts of club members. The President may appoint as many members to the committee as necessary to carry out duties.

**10. Newsletter Editor** – Appointed by the President to prepare a monthly newsletter.

**11. Webmaster** – Appointed by the President to design and maintain the club's official website.

**12. Field Director** – Appointed by the President to maintain the flying fields and grounds. The President may appoint as many members to the committee as necessary to carry out duties.

## **ARTICLE IV - ELECTION OF OFFICERS AND EXECUTIVES**

### **I. Nomination Committee:**

In October the President will appoint a three (3) man Nominating Committee. It will recommend a slate of capable and willing candidates to serve as officers and executives during the succeeding calendar year.

### **II. Nominations:**

Nominations for officer and executive candidates will be brought to the floor from the nominating committee and the general membership during the regular November meeting.

### **III. Election:**

In December during the regular meeting officers and three (3) Executive Committee members will be elected by secret ballot from the nominations made at the November meeting.

### **IV. Vacancies:**

If any elected position becomes available for any reason the following procedure will be followed. The position(s) will be advertised in the next newsletter. Nominations will be taken and elections will take place at the next meeting.

## **ARTICLE V - LIABILITY**

I. The club shall be absolved of all liability pertaining to any accident, injuries, or property damage incurred by members or spectators during club activities or at any other time. The only recourse as a result to accident, injury, or property damage is through individual insurance and/or through insurance provided by membership in the AMA and its chartered club program.

II. The Mon Valley Radio Control Club will provide additional insurance for the owner(s) of our current flying site. This coverage will be obtained through the AMA charter club program.

## **ARTICLE VI - FLYING ACTIVITY ELIGIBILITY**

I. Only current AMA members shall be permitted to operate and fly model aircraft at the Mon Valley Radio Control Club flying site.

## **ARTICLE VII - CLUB MEETINGS**

### **I. Regular Meetings:**

The club President shall convene one regular meeting per month at suitable times and locations compatible with membership convenience.

### **II. Special Meetings:**

The President may convene special meetings as he deems necessary or desirable. In all cases, the Secretary shall give timely notice of such special meetings.

### **III. Parliamentary Authority:**

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Club in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Club may adopt.

### **IV. Quorum:**

Motions not falling under Article IX made, and advanced to a vote without a quorum of 15 members present must be (1) advertised to the club members, (2) held over to the next regular club meeting, and (3) require a two-thirds vote of those in attendance at the meeting.

## **ARTICLE VIII – DISSOLUTION**

I. Dissolution of Mon Valley Radio Control Club shall be in accordance with the Non-Profit Corporation Law of Pennsylvania. To the extent permitted by law, all assets shall be given to a nonprofit 501 C3 organization and not benefit any private person chosen by the Executive Committee. The Executive Committee prohibits the use of any surplus funds for private increment to any person in the event of dissolution of the club.

## **ARTICLE IX – FUND APPROPRIATION**

I. Any fund appropriation in excess of \$600 or additional appropriation that would exceed \$600 in total must be (1) advertised to the club members at least three (3) days before the meeting, and (2) require a majority vote by those in attendance at the meeting. The only exception to the Article IX \$600 rule would be the emergency maintenance of club assets including mowers, maintenance shed, etc. In this case the Treasurer and either, the President, Vice-President, or Secretary must unanimously agree.