

**YORK AREA RADIO CONTROL CLUB  
INCORPORATED  
BY-LAWS**

York Area Radio Control Club Incorporated in the State of Pennsylvania  
Academy of Model Aeronautics  
Chartered Club Number 578

**Article I -Objectives**

- A. To promote the sport of R/C aircraft modeling (flying and building).
- B. To promote the safety of R/C equipment for recreational purposes.
- C. To develop further interests in the sport of R/C Flying.
- D. To promote and organize fun flies and other competitive flying contests in the York area.

**Article II -Meetings**

- A. Club meetings will be held in the month of March, July, October, and December. The designated meeting place and time will determined by President.
- B. The Executive Board will meet monthly. The designated meeting place and time will determined by President. All members may attend Executive Board meeting, and are encouraged to do so. The Secretary will submit a report of the meeting minutes.
- C. Special non-scheduled meetings may be called at anytime.

### Article III -Offices

- A. The offices to which an open member may be elected to. Not all of the below positions are required to be filled except for positions 1, 4 and 5.
1. President
  2. Executive Vice President
  3. Vice President of Special Affairs
  4. Secretary
  5. Treasurer
  6. Field Committee Chairman
  7. Fund Raising Committee Chairman
  8. Contest Committee Chairman
  9. Newsletter Committee Chairman
  10. Entertainment Committee Chairman
  11. Safety Committee Chairman
- B. Club officers and committee chairmen will constitute the Club Executive Board and will be responsible for conducting Club meetings, day to day business and operation of Club facilities, subject to the approval of the membership. The Executive Board shall also constitute the Disciplinary Board; this need not be subject to the approval of the membership.
- C. The Executive Board will be elected during the November meeting.
- D. The term of office; all elected offices shall be for one year except the Club Treasurer who will serve a two year term.
- E. Members need not be present at the meeting to be nominated.
- F. Nomination and voting will take place for each office individually in the order shown under Offices.
- G. Voting will be by written ballot and there should be at least two names placed in nomination for each office. If only one person is nominated, then voice vote will be accepted for election to that office.
- H. Any member elected to the board, who wishes to refuse the office, must have a valid reason for not serving; subject to the approval of the membership of the Club.
- I. Members to serve on the committees will be chosen by the Committee Chairman.

## **Article IV -Duties and Responsibilities**

### **Section 1 -President**

- A. The President shall preside at all meetings of the Club and the Executive Board and preserve order.
- B. He shall have the right to vote at all election of officers, and when the members are equally divided on an issue, he shall have the deciding vote.
- C. In the event a vacancy occurs in any of the elected offices, the President shall appoint an open member of the Club to fill such vacancy until a successor is elected at the annual election of officers.
- D. He shall establish other committees as needed and in lieu of volunteers he shall appoint members to fill vacancies.
- E. The President will be responsible for the overall operation and activities of the Club.

### **Section 2 -Executive Vice President**

- A. Assist the President in all duties.
- B. The Vice President will preside at all meetings in the absence of the President.
- C. He will assume the office of President in the event the President resigns, etc..

### **Section 3 -Vice President of Special Affairs**

- A. Will handle any special projects for the Club involving AMA headquarters and other special assignments.

### **Section 4 -Secretary**

- A. The Secretary will maintain a written record of the minutes of Club and Executive Board meetings.
- B. He will maintain an up-to-date membership list.
- C. The Secretary will carry out all necessary correspondence.
- D. The Secretary will preside at all meeting in the absence of the President and the Executive Vice President.

### **Section 5 -Treasurer**

- A. The Treasurer will maintain records of the financial standing of the Club and keep accurate records of all business transactions.
- B. He will collect all dues and fees payable to the Club and pay the Club's financial obligations as required.
- C. He will provide monthly reports at Club meetings of all incomes and expenditures.

- D. He will preside at all meetings in the event of an absence of the President, Executive Vice President and Secretary.
- E. He shall disperse funds only upon the approval of the Club membership.

#### Section 6 -Field Committee Chairman

- A. The Chairman will maintain and operate Club facilities including flying field and its facilities.
- B. He shall be responsible for all moneys collected at the concession stands.
- C. Establish his own committee to help and support his efforts.

#### Section 7 -Fund Raising Committee Chairman

- A. The Chairman will initiate and conduct special activities, as necessary, to raise funds which may be required over and above the Club dues and initiation fees.
- B. Establish his own committee to help and support his efforts.
- C. He will make monthly reports as necessary at Club meetings of his activities.

#### Section 8 -Contest Committee Chairman

- A. The Chairman will plan, arrange and conduct flying events, special meeting events and inter-club activities.
- B. He will establish his own committee to help and support his efforts.
- C. He will make monthly reports at Club meetings of the progress and aims of his activities.

#### Section 9 -Newsletter Committee Chairman

- A. He will write, publish, deliver and mail Club newsletters each and every month to all Club members.
- B. He will attempt to gain local and national publicity for the York Area Radio Control Club.
- C. He will be responsible for getting his committee to help and support his efforts.

#### Section 10 -Entertainment Committee Chairman

- A. Organize and operate special events as approved by the Club membership.
- B. Be responsible for getting the committee to help and support his efforts.
- C. Prepare a monthly verbal report at the Club meetings of his activities.

#### Section 11 -Safety Committee Chairman

- A. To maintain order, in compliance with field rules, and a safe environment of the Club field in a responsible manner.
- B. Appoint deputies if required, to assist in the safety duties.

- C. The authority of the Safety Committee and its deputies can only be overridden by the Executive Board. The authority of the deputies can only be overridden by the Safety Committee Chairman or the Executive Board.
- D. If any open member believes that any Safety Deputy is abusing his authority, the complaint shall be given, in writing, to the Safety Committee Chairman. If, for some reason, the Safety Committee Chairman is unavailable, it should be given in writing to the Executive Board. A special meeting will be called by the Executive Board to make a ruling as to the validity of the decision, with all people involved given at least one weeks' notice to attend. If the ruling is in favor of the Deputy and is made by the Safety Committee Chairman, a final appeal may be made to the Executive Board, with all people involved given at least one weeks' notice to attend. Until this time, the ruling stands. If any open member believes that the Safety Committee Chairman is abusing his or her authority, the complaint shall be given, in writing, directly to the Executive Board. If the ruling is in favor of the open member, the Safety officer shall be relieved of his duties and another person shall be appointed by the Executive Board. All rulings by the Executive Board, or the Safety Committee Chairman, concerning disputes, shall be subject to a majority vote by the open membership at the next scheduled meeting. Until the time the open membership meets, the initial ruling by the Executive Board, or the Safety Committee Chairman, stands.

### Article V -Committees

- A. Committees shall be established on a volunteer basis. Appointments will be made by the Committee Chairman to fill vacancies.
- B. As committees are established, they shall submit a proposed schedule of events for approval by the Executive Board.
- C. If funds are not available as activities arise, they may be canceled or a fee charged for the members wishing to attend. This will be decided by a majority vote of the membership present.

### Article VI -Amendments

- A. Proposed amendments must be submitted verbally or in writing at a regularly scheduled meeting. Proposed amendments must be approved by 2/3 of the current members in attendance at the meeting to proceed for incorporation into the By-Laws. The
- B. **Executive Board will be allowed make By-Law changes. Any By-Law proposed and approved by them will be in affect till the next open club meeting where they will voted on for approval.**
- C. Proposed amendments must be mailed/emailed or posted on the web site to the membership, then read at the next meeting. Upon being read , they will be voted on by the membership. It will require a 2/3 vote in favor of said amendment, by the members present, to be passed.
- D. Upon acceptance, the web site by-laws will be updated with the most current changed edition. The bylaws will then be rewritten and the old paper copy saved.

## **Article VII -Membership**

- A. All members must have a current A.M.A. membership.
- B. Types of memberships:
  - 1. Open Membership
  - 2. Junior Membership (up to age 18 years or full time student)
  - 3. Honorary Life Membership -Has same rights and privileges as an open member without having to pay annual dues. The member must be current with A.M.A. to have the privilege of flying.
  - 4. Family Membership (any immediate member of an open member's family not including junior flyers) .
  - 5. Senior Citizen Membership -Ages 62 and older. Shall be the same as an open membership with a discount on membership dues.
  - 6. Applicant may be interviewed by a member of the Executive Board where his duties and responsibilities will be explained to him prior to his acceptance into the Club.
  - 7. Applicant for membership must be proposed by a Club member in good standing. Acceptance of applicant must be by majority vote of Executive Board.
  - 8. Non-flying members, who do not belong to A.M.A., will be designated as non-flying members and will receive all Club benefits except use of the flying field.

## **Article VIII -Initiation Fee**

Initiation fees for all categories of membership shall be as stipulated on the current member application form. This application form will be updated periodically as needed after the fees have been approved by the Open Membership at a regularly schedule meeting.

## **Article IX -Dues**

- A. Junior Membership dues will be stipulated on current application form, per calendar year.
- B. Open Membership dues will be stipulated on current application form per calendar year to be paid in full by the February meeting.
- C. Senior Membership dues will be stipulated on current application form per calendar year to be paid in full by the February meeting.
- D. Family Membership dues will be stipulated on current application form per person per calendar year; one open membership in the family required.
- E. Members in military services away from York, PA will not be required to pay any dues.
- F. Members who become 30 days delinquent (by the March meeting) in payment of dues will automatically lose the use of Club facilities.
- G. Members who become 60 days delinquent (by the April meeting) in payment of dues will automatically be dropped from the Club membership. However, if they wish to rejoin the Club as an active member, they can do so by applying for a new membership. This will not require an initiation fee. The annual dues will be collected in full. The acceptance of the applicant must be by majority vote of members in attendance at meeting.

- H. New members joining after the July meeting will pay \$10.00 initiation fee and ½ dues stipulated on current application form for that calendar year. Returning former members will pay just the ½ dues stipulated on current application form for that calendar year.
- I. Non-flying members will pay ½ Open Membership dues as stipulated on current application form.
- J. Annual dues are to be paid in full. There will be no payment schedule allowed.
- K. Persons paying by check that does not clear the bank are required to pay any penalty cost incurred to the club plus any initiation fee if applicable and membership dues stipulated on current application form in cash.

### **Article X -Proceedings**

- A. The proceeding of this Club shall be governed and conducted according to the latest addition of “Robert’s Rules of Parliamentary Law”.
- B. The fixed order of business should be:
  - 1. Reading of the Minutes
  - 2. Treasurer’s Report
  - 3. Reading of Correspondence
  - 4. Committee Report
  - 5. Old Business
  - 6. New Business
  - 7. Adjournment
  - 8. Entertainment

### **Article XI -General**

- A. Club membership dues or assessments to any national, state or local affiliations (such as club membership in A.M.A., E.C.S.S., etc.) will be paid from the Club treasury if said membership is to be continued by the York Area Radio Control Club.
- B. Field conduct, flying and safety rules will be in accordance with the standard A.M.A. field safety rules.

## **Article XII -Disciplinary Action**

A. If any open member or members believe that disciplinary action is justified to another member, Committee Chairman, or a member of the Executive Board, the President will call a special Disciplinary Board meeting which the accused member is notified, in writing or by email, at least one week in advance to attend. If the accused member cannot attend the meeting, the accused member may appoint another person to represent his interest. The time will be set by the President. The Disciplinary Board will consist of the Executive Board. If the complaint is made against any person of the Executive Board, that person shall not be part of the Disciplinary Board. If the complaint is towards the President, the Executive Vice President will conduct the meeting. This logic follows the chain of command to the Treasurer. Should the complaint be towards the entire Executive Board, the complaint will be heard and decided upon at and by the open membership attending the regularly scheduled meeting. The complaint must be in writing and addressed to the Disciplinary Board. A verbal testimony will be heard and the Disciplinary Board will make a decision of either a written reprimand, suspension or expulsion from the Club. If expulsion is rendered, the member's dues shall be prorated to the current month and sent to the member's home. The decision by the Disciplinary Board may be challenged by the member within 30 days. The member must draft a letter to the head of the Disciplinary Board, which rendered the decision, and request another meeting. After this second meeting, a final decision will be made by the Disciplinary Board. The person heading the Disciplinary Board will make sure everything is documented and saved in the Club records for future reference.