

BLACK HAWK RADIO CONTROL PILOTS BYLAWS

(Extensively amended 11/26/2002 to conform to AMA requirements)

Article 1 - Club Name

Section 1.1 - The name of the club shall be the "Black Hawk Radio Control Pilots, Inc."

Article 2 - Purpose

Section 2.1 - The objectives of the Club shall be to promote model building and flying, particularly of radio control aircraft, in Waterloo-Cedar Falls, Iowa, and in the general locality thereof, and to air insofar as possible the national program of the Academy of Model Aeronautics (AMA) and other AMA activities, looking toward the continual advancement of model aviation in all its phases in the United States.

Section 2.2 - All special or local enterprises of the Black Hawk Radio Control Pilots, Inc. shall conform to the policies of the Academy of Model Aeronautics and to the regulations of that organization governing model aircraft contests (unless it shall be deemed inadvisable by the Board of Directors).

Article 3 - Membership

Section 3.1 - All persons who have an interest in the construction and flying of radio control model aircraft shall be eligible for membership in the Black Hawk Radio Control Pilots, Inc

Section 3.2 - The Black Hawk R/C Pilots, Inc. membership is open to all persons regardless of race, color, creed, national origin, gender, age or disability.

Section 3.3 - Every member who participates in club flying activities must be a current AMA member or a current Model Aeronautics Association of Canada (MAAC) member. AMA membership may be as a Junior, Senior, Open or Park Pilot Member. All references to "AMA member" in this document apply to all AMA Junior, Senior, Open, or Park Pilot Memberships or MAAC Membership. (amended 5/25/2010)

Article 4 – Officers

Section 4.1 - Board of Directors: the management of the affairs of the Club shall be vested in the Board of Directors who shall have the authority to establish and administer its policies. Official decisions may be made by a simple majority mail or email vote or by a quorum at a Board of Director meeting. A quorum shall consist of at least 50% of the current Board members. Official decisions shall be consistent with the stated purposes and objectives of the Black Hawk R/C Pilots as set forth in its Bylaws and, where those Bylaws are not specified, vested in the sound discretion of the Board of Directors.

Section 4.2 – All elected officers must be current AMA members. (amended 5/25/2010)

Section 4.3 - The Board of Directors and Officers of the Black Hawk Radio Control Pilots, Inc. shall be:

- (a) President
- (b) Vice-president and Secretary
- (c) Treasurer
- (d) Newsletter Editor
- (e) Field Marshall
- (f) Safety Officer
- (g) Senior Advisor (Past-president)

Article 5 - Duties of Officers

Section 5.1 - Officer Duties

- (a) President: The President shall preside at Club and Board meetings and shall act as spokesman for the Club in all matters pertaining to it. The President shall handle all correspondence pertaining to Club activities and will be the Club's official contact person with AMA.
- (b) Vice-president and Secretary: The Vice-president shall act for the President or other officers when they are unavailable. The Vice-president shall record the minutes at Club meetings.
- (c) Treasurer: The Treasurer shall collect all moneys due and shall assist the Senior Advisor in keeping a record of moneys received and moneys disbursed. All disbursements shall be made by check.
- (d) Newsletter Editor: The Newsletter Editor shall publish the Club newsletter prior to each regularly scheduled meeting, and special newsletters as directed by the Board of Directors.
- (e) Field Marshall: The Field Marshall shall be responsible for ensuring that the field is properly maintained and recommend improvements.
- (f) Safety Officer: The Safety Officer shall be responsible ensuring that the Black Hawk R/C Pilot's Safety Rules are enforced and the AMA Safety Code is followed. This includes processing the grievance forms and following the existing grievance procedure documented in the club Bylaws.
- (g) Senior Advisor: The Senior Advisor shall aid the Club in any manner possible in regard to Club organization, meetings and activities of all kinds, and shall counsel the Officers and members. He shall be the most recent past President to have held office.

Article 6 - Term of Office

Section 6.1 - All officers of the Black Hawk Radio Control Pilots, Inc. shall serve for one year from date of election.

Section 6.2 - The election of officers shall be held annually on the October meeting date and the nominations shall be made by a committee appointed beforehand for that purpose, or by individual members following the report of the Nominating Committee. Notice must be given to the Club membership as provided in Article 8 below.

Section 6.3 - A secret ballot is required for elections, for removal of a Club officer, a member of the Board of Directors, and for expulsion of a member from the Club unless the secret ballot is waived by a simple majority vote of the members present at the meeting.

Article 7 - Vacancies

Section 7.1 - A vacancy in any office shall be filled by appointment of the remaining members of the Board of Directors, such appointee to serve until the end of the term for which his predecessor was elected.

Article 8 – Meetings (amended 5/25/95)

Section 8.1 - Regular meetings shall be held on the fourth Tuesday of each month.

Section 8.2 - Special meetings of the Club shall be at any convenient time, upon call by the President, or upon call signed by any three members of the Board of Directors, or upon call signed by any five members of the Club, provided that any such call shall name the time and place of such meeting, and shall be issued at least three days in advance the date set. No notice of regular meetings need be given, except in the case of annual meetings for the election of officers, as stipulated in Article 6, Section 6.2 above. The President shall notify all members as to these annual election meetings a week in advance. However, failure of the President to notify the members in advance shall in no way nullify any election procedure conducted at any meeting where a quorum is in attendance, as stipulated in Article 9, Section 9.2.

Article 9 - Regular Business

Section 9.1 - All regular business affairs and enterprises conducted by the Club shall be directed by the Board of Directors, except that at any time the President or Board may call a meeting of the membership to decide on any problem or business activity.

Section 9.2 - A quorum shall be the members present at any regularly scheduled Club meeting. At any Board of Directors meeting, a quorum shall be 50% of the Board's membership. No Club business may be conducted without a quorum being present.

Section 9.3 - Absentee voting is permitted on all Club business provided the ballot is signed by the Club or Board member involved.

Section 9.4 - Business shall be conducted according to the parliamentary procedure in Robert's Rules of Order.

Article 10 - Dues and Fees (amended 2/25/03)

Section 10.1 - The annual membership dues of the Club shall be:

- (a) Senior Members: \$60/year for members 19 years of age and older.
- (b) Junior Members: \$18/year for members under 19 years of age.
- (c) Family Members: \$24/year for immediate family members residing in the same household as a Senior Member.
- (d) Regional Members: \$24/year for members 19 years of age or older who do not reside within a 50 mile radius of the New Hartford International (NHI) model aircraft field. (amended 10/25/2005)
- (e) Affiliate Members: \$24/year for non-flying members of any age. Affiliate Members are not required to be AMA members. (amended 5/25/2010)
- (f) Annual dues are due and payable on or before January 31st each year and shall cover the period of February 1st through January 31st of the following year. The March Newsletter will be the last delivered to unpaid members. A member in arrears as of January 31st shall have no rights and privileges of membership until the dues are paid in full.
- (g) The first year's annual dues will be prorated from the month a member joins the Club (i.e., \$5.00/month for Senior Members, \$1.50/month for Junior Members, and \$2.00/month for Family, Regional or Affiliate Members).

Section 10.2 - Dues and fees are non-refundable.

Section 10.3 - No special assessments shall be levied upon the Club membership at any time, except by vote of the membership as a whole, and then only upon a majority vote of 51% of the entire active, paid-up membership.

Article 11 - Resignation, Termination, Disciplinary Action, Expulsion and Reinstatement of Membership

Section 11.1 - Any member in good standing may resign his/her membership by giving written notice to the Club.

Section 11.2 – Any member who's AMA membership lapses or is revoked shall be reclassified as a non-flying Affiliate Member until such time as their AMA membership is restored or reactivated. (amended 5/23/2010)

Section 11.3 - This section provides for enforcement of the Safety Rules that are related to flying activities. Any other unacceptable behavior by an individual member or members, as defined by the Board of Directors, become the responsibility of the Board of Directors as stated in Article 4 Officers, Section 4.1 of these Bylaws. Any individual may be expelled from membership from the Club by a two-thirds (2/3) majority vote of the Board of Directors if, in the Board of Directors' determination, such individual willfully commits any act or omission which is a violation of any of the terms of these Articles of Incorporation and Bylaws, or the Rules of the AMA, or which is detrimental the Club, the AMA, or to model aviation.

Section 11.4 - Any member who is expelled from membership may be reinstated to membership only by two-thirds (2/3) majority vote of the Board of Directors.

Section 11.5 - The Board of Directors shall have the discretionary authority to provide for and to impose disciplinary action for such acts or omissions, which do not justify expulsion from membership.

Article 12 - Audit

Section 12.1 - The President or his appointees will make an annual audit of the Treasurer's books.

Article 13 - Duration

Section 13.1 - The duration of this Club shall be perpetual.

Article 14 - Dissolution

Section 14.1 - The Corporation may be dissolved with the approval of a two-thirds (2/3)-majority vote of the total membership

Section 14.2 - Upon the dissolution of the Corporation, the Board shall, after paying or making provision for the payment of all of the liabilities of the Corporation, dispose of all the assets of the Corporation exclusively for the purposes of the Corporation in such manner, to the Academy of Model Aeronautics, Inc., or to such other organization or organizations organized and operated exclusively for charitable, educational, religious or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, or to such other organization with purposes similar to the purposes of this Corporation, as the Board shall determine. Any of such assets not so disposed of shall be disposed of by the Court of Common Pleas (or similar court) of the county in which the principal office of this Corporation is then located, exclusively for such purposes and to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

Article 15 - Grievance Procedure (Flight and Ground Safety Rules)

Section 15.1 - Purpose - The grievance procedure provides a mechanism to enforce existing safety rules by providing 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 Safety Officer for consideration by means of a Grievance Form to be filled out and turned into the Safety Officer. At least one witness is required to sign the Grievance Form.

Section 15.2 - The Safety Officer shall use his/her judgment in carrying out action on the Sections 15.3 through 15.6:

Section 15.3 - A written grievance must be filled out and turned into the Safety Officer. (See a sample Grievance Form in appendix "A") At least one witness is required to sign the grievance.

Section 15.4 - FIRST VIOLATION

- a. Viewpoints of both complainants and accused will be considered.
- b. Complainant's name will be disclosed.
- c. The Safety Officer will give a verbal reprimand to the accused, and this will be recorded in the Safety Officer's report to the Board of Directors.

Section 15.5 - SECOND VIOLATION

- a. Complainant's name will be disclosed.
- b. The accused has the right to a written rebuttal, to be reviewed by the Board of Directors.
- c. If the Board of Directors so decides, the flying privileges of the accused will be suspended for thirty (30) days. Written notice of this shall be issued and a copy published in the Club newsletter.

Section 15.6 - THIRD VIOLATION

- a. Safety Officer will notify the accused in writing and the Club members via the Club newsletter that the Club will vote on the expulsion of the accused at the next meeting.
- b. The flying privileges of the accused will be suspended until the Club vote is held.
- c. Time period of said expulsion is to be determined by the Board of Directors.
- d. A member may be expelled from the Club only upon a two-thirds (2/3) majority vote of the membership present at the meeting.
- e. Voting will be by secret ballot at a regular monthly meeting.
- f. The expelled member may reapply for membership after the expiration of the expulsion time period.
- g. The "Third Violation" rule will not be enforced unless the three violations are accumulated within a 24-month period of time.
- h. Any member receiving a Grievance, who directs any retaliation action against the person filing said Grievance, will be subject to immediate expulsion from the Club. This is to include threats, intimidation, physical harm, intentional equipment damage or any other action deemed to be retaliatory by the Board of Directors.

Article 16 - Special Funds

Section 16.1 - The Treasurer of the Club is authorized to receive contributions or specially obtained funds from any individual or institution, to be applied to the operating expenses of the Club.

Section 16.2 - All moneys disbursed in excess of \$100 must be approved by a majority of the Board of Directors or by a majority vote at a regularly scheduled meeting.

Section 16.3 - Individual board Members may approve of disbursements of \$100 or less with majority approval of the Board of Directors.

Article 17 - Committees

Section 17.1 - The standing committees of the Club shall be appointed by the President to serve throughout the term of his tenure of office, and their duties shall be indicated by the names of the committees as follows:

- (a) Field Committee & Field Maintenance -

[No other standing committees]

Section 17.2 - Additional special committees as required may be named from time to time by the President.

Article 18 – Amendments (amended 3/26/92)

Section 18.1 Amendments may be made to the Constitution and Bylaws at any regular meeting of the Club membership provided the members shall have been notified in writing at least three days in advance of the meeting that an amendment is to be considered. Copies of the proposed amendment shall be provided to all members of the Board of Directors and to any member who may request same.

Section 18.2 - To amend the constitution the following criteria must also be met:

- (a) To pass, a favorable vote must be cast by a quorum (25%) of the total paid Club membership. A quorum is not required when ballots are sent to the total Club membership.
- (b) Of those voting, 51% must favor the amendment in order for it to be passed.
- (c) Absentee voting will be allowed as provided for by Article 9, Section 9.3.
- (d) All new amendments must show documentation in the format “(amended Month/Day/Year)” of the Meeting Minutes where the changes to the Bylaws were approved.

Article 19 - Flight & Ground Safety Rules

- 1) All model flying must be in accordance with the current AMA National Model Aircraft Safety Code rules. A copy of the AMA National Model Aircraft Safety Code rules is posted at the Club flying site.
- 2) All club members, guests and student pilots must agree to follow all of the Flight & Ground Safety Rules before being allowed to fly at a club field. Any Black Hawk R/C Pilot club member or guest who intentionally violates the Flight & Ground Safety-Rules may have flying privileges suspended or restricted by action of the Safety Officer or Club Board of Directors. [see Article 15 - Grievance Procedure (Flight and Ground Safety Rules)]
- 3) All pilots at New Hartford International (NHI) model aircraft field must be a Black Hawk R/C Pilots club member in good standing, a guest of a club member, or a student pilot under the direction and control of a Black Hawk R/C Pilots Introductory Pilot. Student pilots must be AMA members before they can fly “solo” without an Introductory Pilot.
- 4) All pilots must be current AMA members and display their AMA membership card while at the field.
- 5) Radio transmitters operating on the 2.4 GHz spread spectrum frequencies must be labeled as such. (amended 5/25/2010)
- 6) The following applies to radio transmitters operating on the 50 MHz, 53 MHz or 72 MHz frequency bands:
 - a) All 50, 53 or 72 MHz radio transmitters must have a visible channel identification number.
 - b) Only narrowband (± 20 kHz spacing) transmitters are allowed on Channels 00 to 60.
 - c) All model aircraft must operate on Channels 00 to 60, or in the 53 MHz frequency bands.
 - d) Operation in the 50 MHz (Channels 00 to 09) and 53 MHz frequency bands requires a current FCC Amateur Radio Operator’s license.
 - e) Each flying site has a frequency control system using Frequency Pins to prevent simultaneous use of a frequency. R/C transmitters must not be turned “ON” until the correct Frequency Pin is in the pilot’s possession.

- 7) Model aircraft operation on the 27 MHz and 49 MHz frequency bands are not recommended.
- 8) Pilots must keep controlled flight operations on the runway and over the adjacent designated flying and overflight zones. The following are prohibited:
 - (a) Intentional flying over the pits and spectator areas.
 - (b) Flying over private property and buildings outside the designated flying or overflight area.
 - (c) Low flying over the access road at the North end of the NHI runway when cars are on the road.
 - (d) Parking along the NHI access road.
7. Engines are not to be run in the Pits area without a secure hold-down device. Aircraft must be carried or rolled from the Pits to the Taxiway or the Runway. Taxiing is not permitted in the Pits.
8. Pilots must be at the Pilot Line before their aircraft leaves the Taxiway, and must remain on the Pilot Line until their aircraft is back in the Taxiway or on the ground with the engine "OFF". All take-offs must be from the Runway.
9. Pilots under any influence of alcohol or drugs are "grounded" for the day. This is a zero tolerance rule. Alcoholic beverages are not permitted in any active flying area or the Pits.
10. An adult must accompany small children at all times. Unattended children are not permitted at the club field.
11. Flight & Ground Safety Rules apply at all times to club pilots, guests and student pilots.

Article 20 - Courtesy Rules (amended 4/23/96)

1. Engines may not be started or run before 9 AM.
 2. All aircraft should have a maximum sound pressure level of 90 dB (A) measured at a distance of 9 feet from the engine exhaust outlet with the engine running at full throttle. The sound pressure level is measured at a point 3 feet above a grass surface in a 9 foot radius all around the engine. An exception is made for engines of 0.051 cubic inch displacement or less.
 3. Flight patterns should be in the same direction, as determined by conditions at the field. The normal pattern is up-wind over the Runway and downwind parallel to the Runway.
 4. Parking is permitted only in designated areas.
 5. The Club Board may temporarily modify or suspend Courtesy Rules for special events.
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Appendix A: Sample Grievance Form

Black Hawk R/C Pilots, Inc.
Safety Rule Grievance Form

To: Safety Officer

Date: _____

Time: _____

Nature of Violation:

Signature: _____

Witness: _____

Additional Witnesses (not required):
