

**AIRDRIE MODELLERS AIRCRAFT SOCIETY**  
**CONSTITUTION AND BY-LAWS**

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Revised January 2003

# **AIRDRIE MODELLERS AIRCRAFT SOCIETY**

## **CONSTITUTION AND BY-LAWS**

### **SECTION A**

## **CONSTITUTION**

### **ARTICLE I      NAME**

The Society will be known as the Airdrie Modellers Aircraft Society , hereinafter referred to as the “Society” or the “Club”.

### **ARTICLE II      OBJECTS**

The purpose of the Society, organized on a non-profit basis, is to provide an affiliation of members who have a common interest for the pursuit and promotion of remote-control model aircraft building and flying.

### **ARTICLE III      BORROWING POWER**

- (a) For the purposes of carrying out its objects, the Society may borrow, raise, or secure funds in such manner as it sees fit, except for amounts in excess of \$10,000.00 which must be approved by the membership.
- (b) The power to issue debentures shall be exercised only under the authority of the membership as a whole.

### **ARTICLE IV      MEMBERSHIPS**

- a) The number of regular and junior members in the club shall be capped as determined by the Bylaws herein.
- b) Any person residing in Alberta, eighteen (18) years of age or older may become a regular member of the Club.

- c) Any person otherwise qualified for membership, but who is not yet 18 years of age, shall be eligible for Junior Membership in this Society. Junior members shall have all the privileges and responsibilities of membership save the right to vote or hold office in the Society, and shall have no right, title, or interest in the property of the Society, even at dissolution of the club. The letter “J” shall be inserted on the junior member’s card to identify the junior status. Upon reaching the age of 18 years, a junior member of the Society shall be entitled to become a regular member by notifying the Membership Chairperson that he is of age. Applicants for junior membership shall further provide a guarantee for financial liabilities to the Society and its members, to be furnished by a parent, guardian, or another member of the Society. The application fee shall not be applicable for junior membership but shall be payable when the junior member reaches 16 years of age.
- d) Potential new applicants will submit a membership application form, together with the application fee and current annual dues, to the Membership Committee. The Membership Committee will review the application and decide whether to accept or reject the applicant. If accepted the committee will so notify the applicant and submit the decision at the next meeting. If rejected the application will be returned immediately to the applicant along with any monies submitted. Membership takes effect at the time of decision by the committee if all other requirements have been satisfied.
- e) Any member wishing to withdraw from membership may do so upon written notice to the Secretary.
- f) Any member who has not withdrawn from membership and has not been suspended, or expelled, as herein provided, shall have the right to vote at any meeting of the Society. Such vote must be made in person and not by proxy, except as noted in Article VI(b).
- g) A member may be suspended, or expelled, from membership for any cause that the Society members may deem reasonable by a two-thirds vote of the members present at any meeting of the Club.
- h) The rights of membership expire on December 31<sup>st</sup> of each year. Members not renewing their memberships for the new year until after the February meeting of the following year will be subject to a late filing fee.
- i) All persons applying for membership in AMAS must show proof of current MAAC membership or apply, through the club, for MAAC membership before the application for AMAS membership will be processed.

- j) All paid up members shall be issued a membership card that must be displayed on the frequency control board while flying any model aircraft on the Club's premises. All new members will be given a copy of the current Constitution and Bylaws, a copy of the safety rules and the club roster.
- k) Membership in the Society shall not create an interest in any of the assets or property belonging to the Club except regular members at dissolution as outlined in Article XI.
- l) Associate members are children and grandchildren, ages 16 and under, and spouses of fully paid regular members. Associate members are not subject to fees or annual dues.
- m) Associate members do not have voting privileges but are subject to all rules and regulations as herein contained.
- n) Life Member – a member in good standing may become eligible as a "Life Member" upon the recommendation of the Board and approved by the membership at any regular meeting. Life Members are not subject to annual Club dues.

**ARTICLE V**

**DUES AND FEES**

- a) The Executive will, from time to time, recommend to the membership for approval the new member application fee, annual regular and junior membership dues and late filing fees.
- b) Capital calls, or special assessments, must be approved at any meeting by sixty percent (60 %) of regular members present.

**ARTICLE VI**

**GENERAL**

- a) The Society's fiscal year shall be from December 1 to November 30 of each year.
- b) A quorum of forty percent (40%) attendance of the total regular membership, and a 60% majority of the attendees at a meeting, is required to pass an amendment in Section A of this constitution. A member may vote by proxy on any motions to change the Constitution; the proxy vote being counted in the quorum. Thirty days (30) notice to all regular members is required to make any changes to the Constitution.
- c) Any Bylaw, in Section B, may be revised with a 50% plus one vote at any duly called meeting of the membership.

- d) The Club must hold the Annual General Meeting on or before the first regularly scheduled meeting in February of each year.
- e) Regular meetings of the membership throughout the year will be set and held at the discretion of the Executive, but shall be no less than four (4) times per year.
- f) Special meetings may be called by the President, or Board, by notice in writing to the last known address of each regular member and mailed eight days prior to such meeting, or three days notice by telephone or email.
- g) A special meeting of the membership shall be called by the President upon receipt of a petition signed by one-third of the regular members in good standing, setting forth the reasons for calling such a meeting, with notice as outlined in Article VI (f), above.
- h) Twenty percent (20%) of total regular membership shall constitute a quorum at any meeting except as noted in Article VI(b), above.
- i) A simple majority on all matters will be sufficient to pass motions presented, except as otherwise outlined in Article VI(b), above.
- j) Unless authorized at any meeting, no officer or member of the society shall receive any remuneration for his services.
- k) The Society shall be registered with MAAC and provide public liability and property damage insurance, through MAAC, as laid down in their rules and regulation.
- l) Except normal recurring expenses, the membership must approve all expenditures exceeding \$100.00.

## **ARTICLE VII**

### **EXECUTIVE**

- a) The Executive Committee, or Board of Directors, will comprise of the President, Vice- President, Secretary, Treasurer, Past President and four Directors.
- b) The President, Vice-President, Secretary and Treasurer will be elected by a ballot of paid up members, to serve a one - year term, at the last fiscal meeting of the year.
- c) The Directors will consist of four elected members. Two directors will be elected by paid up regular members at the Annual General Meeting to serve a two-year term and the other two directors will be elected in the alternative year to serve a two-year term.
- d) Any Officer, or Director, who fails to attend three (3) consecutive Executive meeting without just cause, in the

opinion the Executive committee, may be removed from office.

- e) The executive committee will appoint a replacement to serve out the remaining portion of the removed person or any other position vacated for any other reason.
- f) The Executive committee will be the only body that will dispense any disciplinary action.
- g) All Officers of the Executive Committee must be members in good standing at election and will be removed from office if their status changes during their term.

**ARTICLE VIII DUTIES OF OFFICERS AND EXECUTIVE**

- a) **The President** will preside at the General Annual Meeting, all regular meetings and all Executive meetings of the Society and will provide general supervision of the affairs of the Society. The President, or his designate, shall be ex-officio member of all committees. The President shall have the power to appoint committees, and committee Chairs, as he deems necessary.
- b) **The Vice-president**, in absence of the President, will assume the duties and powers of the President. If the President's position becomes vacant the Vice-president will assume the duties and responsibilities of the President until the next Elections as outlined in VII(b).
- c) **The Secretary** shall attend meetings of the Society, and of the Board, and keep minutes of them and act under the direction of the President and of the Board. The Secretary shall keep and maintain the Society's Minute Book in which the minutes of all meetings will be filed along with other important documents. The secretary shall have charge of the Seal of the Society which seal, whenever used, shall be authenticated by signature of the Secretary and the President, or, in the case of inability of either to act, by the Vice-President. In the case of temporary absence of the secretary, any regular member designated by the President, shall discharge the secretarial duties. The Secretary shall have charge of all the correspondence of the Society and shall maintain the Membership Roster, with addresses, telephone numbers and e-mail addresses, if available, and will promptly complete and submit, on a timely basis, any reports, statements, or forms required by the Province under the

Societies Act or by any other Government, or MAAC (Model Aeronautics Association of Canada), requirements.

- d) **The Treasurer** shall receive all lawful monies owing to the society and shall be responsible for the prompt deposit of same in whatever Bank the Board may order, and, disburse such funds promptly as necessary to properly conduct the business of the Society. He shall promptly account for the funds of the society and keep such books as may be directed. The Treasurer shall present a full detailed account of receipts and disbursements to the Board whenever requested, a brief financial report at each regular business meeting and shall prepare for submission to the Annual General Meeting the annual Financial Statements, duly audited, as hereinafter set forth under Article IX herein. One person may fill the office of the Secretary and Treasurer if the membership at an Annual General Meeting so decide. The Treasurer, along with any one of either the President or Secretary, shall co-sign cheques drawn on the Society's bank account except for amounts up to \$100.00 which the Treasurer may sign alone, but must confirm later with the other signing authorities.
  
- e) **The Past President** shall automatically assume this position in the immediate year following his tenure as President. He will act as an advisory to the Board and shall be the Chair of the Nominating committee to fill positions of the Board at the end of the next term for any positions becoming vacant.
  
- f) **The Board of Directors**, subject to the Constitution and By-Laws and directions given it by majority vote at any meeting properly called and constituted, has full control and management of the affairs of the Society.
  
- g) The Board must meet at least once every three months.
  
- h) A quorum of the Executive Committee shall be at least fifty percent (50%) of the number on the Board, plus one.
  
- i) A Special meeting of the Board may be requested of the President by a written petition signed by members in good standing representing a minimum of 10% of the total regular membership and stating the business to be brought forth, with ten days notice given to all members of the Board, or three

days notice by telephone or email. Any transactions resulting at such meeting shall be ratified at the next regularly scheduled meeting of the membership.

- j) Any Officer vacating a position at any time shall immediately surrender all records, keys and material belonging to the Club.

## **ARTICLE IX**

### **AUDITING**

- a) The year-end Financial Statements and financial records of the Society shall be audited by a duly qualified accountant, or by two regular members, none of whom may be the outgoing Treasurer, of the Society elected for that purpose at the Annual General Meeting. The Auditor(s) so designated must present these Audited Financial Statements to the Annual General Meeting.
- b) The books and records of the Society may be inspected by any member in good standing at the Annual General Meeting, or at any time upon giving reasonable notice and arranging a time satisfactory to the Officer having charge. Each member of the Executive shall at all times have access to such books and records.
- c) The outgoing Treasurer shall prepare a preliminary budget for the next fiscal year for the incoming Executive and presented to the incoming Executive at the last meeting of the fiscal year.

## **ARTICLE X**

### **STANDING COMMITTEES**

Standing committees are of a permanent nature established by this Constitution as outlined below.

Ad-Hoc committees are of a temporary nature usually carrying a sunset clause.

Appointments to all committees will be at the discretion of the President, or, by vote at any membership meeting. Only regular members in good standing may be appointed to a committee.

All committees report to the Board at the will of the Board.

#### 1) **MEMBERSHIP COMMITTEE**

This committee will be in charge of accepting new members, renewals of existing memberships and



the collection of annual dues and fees. The monies collected shall be passed on to the Treasurer, with a report, and the membership information shall be passed on the Secretary for his purposes. The membership committee may handle MAAC applications for existing and /or new members, if requested.

**2) RULES COMMITTEE**

This committee will be in charge of compiling local rules of conduct in the field and of ensuring that all members are aware of these rules and those of MAAC. Complaints of rules not being followed by any member will be directed to this committee who will review the circumstances and make recommendations to the Board for appropriate action [see Article VI(f)]

**3) FIELD MAINTENANCE COMMITTEE**

This committee is charged to take care of the field, the buildings and equipment.

**4) TRAINING COMMITTEE**

This committee shall maintain a roster of instructors, regular members in good standing, and shall maintain proper standards as required by MAAC and the Board. The committee will assign instructors for student training and for evaluating new members who have previously obtained their wings from other clubs (see Bylaw 24). The committee shall ensure that the issuance of “Wings” will not take place until the student candidate has properly passed the necessary qualification tests. These tests will be compiled by this committee and must be approved by the Board. All documents, properly completed, must be filed with the Board before the “Wings” are issued.

**5) NEWS LETTER EDITOR**

The Editor will be responsible for the publication of a News Letter on a regular basis and will also be

in charge of the Internet web page, or he may designate another person for this purpose.

**6) ACTIVITIES COMMITTEE**

This committee shall be in charge of organizing Fun Day events or any other club sanctioned activity.

**7) TELEPHONE COMMITTEE**

This committee shall be available to contact members by telephone whenever requested.

**8) NOMINATING COMMITTEE**

Working under the direction of the Past President, or, someone designated for this purpose by the Present, this committee will be responsible for recruiting new officers of the Executive and committee Chairs for each standing committee as vacancies occur.

**ARTICLE XI**

**DISSOLUTION OF THE SOCIETY**

Should the Club dissolve, or cease to exist, and there is existence of assets (physical property and/or monies) belonging to the Club, the physical properties shall be sold and the proceeds from the sale shall be added to any monies on hand. After all legitimate debts have been paid off; the net balance shall be distributed equally amongst the active regular members who were in good standing at the time of dissolution.

## **SECTION B**

# **BYLAWS**

- 1) All fliers and students using the Club's facilities shall be either a paid up member in good standing or an associate, and abide by the rules set out by MAAC and the Club.
- 2) All members must be a holder of a current MAAC insurance membership card before using the Club's field facilities.
- 3) Each member will be allowed to bring a flying guest, who is in possession of his "Wings" and of a current MAAC membership, for a maximum of two (2) times a year, and such guest may be subject to a field user fee, if any, as laid down by the Society. Consideration, however, may be given to extended visits, depending upon circumstances. A special consideration may be given to guests and visitors who live outside a 100 mile radius. The Rules Committee will make these considerations,
- 4) All members shall be responsible for their guests and associate members at all times.
- 5) Animals brought to the field must be restrained at all times.
- 6) During busy periods, members will have priority over associates and guests.
- 8) A MAAC frequency control board will be provided by the Society which is to be used at all times.
- 9) If any authorized person, flying on the Club's premises and using the frequency control board is shot down by another member, or their guest, by turning on their transmitter, the offending person shall be responsible for the replacement of the flyer's aircraft, or the Society will take action on behalf of the complainant.
- 10) Any person flying without their frequency pin on the frequency control board and is shot down will have no claim against the Club, its members, guests or associates.
- 11) Only those persons approved by the Society Training Committee shall instruct in the flying of model aircraft on the Society's property.

- 12) Any person not holding pilot's (wings) shall not fly any aircraft without being accompanied by a qualified club flight instructor.
- 13) While instructing a student, the Society, or instructor, will not be responsible for any damages incurred to the student's aircraft or equipment.
- 14) The instructor will follow the wings program as laid down by the Club and MAAC when instructing a student.
- 15) All engines must be equipped with mufflers which meet the decibel level requirements as set out in MACC rules and regulations, or to Club levels, whichever is lower.
- 16) No person shall fly while consuming, or is under the influence of, alcohol or drugs.
- 17) All persons must clean up their area before leaving the flying field and must take all garbage with them.
- 18) If any member observes another disobeying the rules of the Club he may lay a complaint in writing within five days of the occurrence, and forward to the Rules Committee Chair.
- 19) After the complaint (pursuant to Bylaw 18 above) has been reviewed by the Rules Committee and passed their recommendation on to the Board, the Board will either resolve the matter, or take it to the next regular meeting for resolution by the membership [per Article IV(g)].
- 20) Any person, or persons, charged with an offense, under Bylaw 18, will have the right to attend the Board meeting at which the matter is being debated, to defend themselves.
- 21) There will be no appeal of the Board's decision under No. 19, above, or to the decision of the membership under Articles IV sec.f
- 22) All members of the Rules Committee and of the Board have the authority to enforce the Society's rules and regulations at any time.
- 23) An associate member learning to fly must be instructed by a qualified Club instructor, other than by a family member, and is subject to the same rules as any other student.
- 24) A club instructor assigned for this purpose must evaluate a new member who has previously obtained their wings at another club.
- 25) Pylon racing is allowed on Club premises provided the engine used is not capable of spinning an APC 7 x 6 prop over 15,500 RPM. Pylon racing and combat

flying on Club premises may take place if the racing does not interfere with regular flying activities.

- 26) Pylon racers and combat flyers have preferential use of the Club premises between the hours of 2 P.M. and 5 P.M. on Saturdays.
- 27) The number of memberships is capped at 125.
- 28) Due to high risk of grass fires smoking is allowed only on the parking lot and cigarettes must be extinguished in the receptacles provided.

Revised January 2003