

## West Coast Rc Flyer's

*Napa's Premier RC Flying Center*

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### Bylaws

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Adopted by majority vote of the general membership\_\_\_\_\_

Bylaws

February 14th 2011

ARTICLE I: NAME

A. NAME: West Coast RC Flyers

B. LOCATION: Kennedy Park Napa California

ARTICLE II: PURPOSE

The West Coast RC Flyers (hereinafter referred to as WCRCF) is an affiliate organization of the Academy of Model Aeronautics dedicated to the sport and hobby of model aviation. The WCRCF functions to support safe recreational flying through the acquisition and maintenance of suitable flying sites for its members and through the provision of instructors to aid members in building and flying model aircraft. The WCRCF also functions to promote model aviation in the Napa Valley by organizing various contests, shows, and demonstrations each year with the express goal of public entertainment and education.

ARTICLE III: MEMBERSHIP

## A. QUALIFICATIONS

1. Active membership shall be granted to adults over 18 years of age and to juniors under 18, upon application and payment of regular fees and dues and upon showing proof of AMA

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membership.

2. Associate membership status shall be granted to adults and juniors upon payment of dues. Associate memberships are reserved for individuals who do not participate in modeling activities requiring AMA membership.

## B. DUES

1. Dues are as established by the Executive Board. New members who are adults must pay an initiation fee as established by the Executive Board for their first year in addition to the regular membership dues.

2. Annual club dues are due December 31 of each year. There will be no day grace period for renewals. Members who let their membership expire beyond the 45 day grace period will be considered new members and must pay the initiation fee and the annual dues.

## C. MEMBERSHIP

a. Per calendar year

b. Dues will be prorated for individuals joining mid year by the following schedule:

c. Individuals joining January 1 thru August 31 will pay the full amount plus the initiation.

d. Those joining September 1 thru November 30 will pay half the regular amount plus the full initiation.

e. Those joining in December will pay the full amount plus the initiation, but will be credited with payment for the entire next membership year as well.

f. The maximum number of flying club members is set at 80

## D. GUESTS

1. Non-member guests may use the WCRCF operated flying site under the supervision of a WCRCF member. In the event that a guest is not accompanied by a member, they will be allowed to operate models under the supervision of any qualified member present under the following rules.

2. Guests must show proof of AMA membership. 3. Abide by all rules of WCRCF flying site.

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4. Guests will be limited to 2 uses of the WCRCF facilities, after which time they will be required to join the club as active members or cease use of the facilities.

#### D. TERMINATION

If any member ceases to have the qualifications necessary for membership in the AMA, his/her membership in the club shall thereby be terminated, subject to reinstatement upon restoration of eligibility.

#### E. EXPULSION

This section provides for enforcement of the Safety Rules that are related to flying activities or any other unacceptable behavior by an individual member or members. Any individual may be expelled from membership from the club by a two thirds (2/3) majority vote of the club officers if in the officers' determination, such individual willfully commits any act or omission which is a violation of any of the terms of these Bylaws, or the Rules of the AMA, or which is detrimental the Club, the AMA, or to model aviation.

#### F. REINSTATEMENT

A two -thirds vote of the club officers is required for reinstatement to the club.

### ARTICLE IV: OFFICERS

#### A. OFFICERS

The officers of this organization shall consist of a President, Vice President, Secretary/Treasurer and Safety Officer.

#### B. TERM OF OFFICE

Officers are elected annually and shall serve for 1 year.

#### C. DUTIES

1. The President shall preside at all meetings, appoint all committees and appoint all persons to perform special functions. The president shall be the organizations representative to the City of Napa and shall in general perform the duties commensurate to the office.
2. The Vice President shall act in place of the President in his/her absence. While so acting the Vice President shall have the same powers and restrictions as the President.
3. The Secretary shall keep all permanent records of the Page 3of 8

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organization and maintain meeting minutes of any regular or special meeting.

4. The Treasurer shall receive all monies of the organization and shall keep accurate records of the receipts and disbursements, including a record of individual membership dues receipts. Upon receipt of membership dues the

Treasurer shall transmit to the President the confirmation of renewal for the record and shall make a monthly report at each general club meeting on the overall status of the organization.

#### D. APPOINTED CHAIRMAN

1. The Training Coordinator shall supervise flying instruction at WCRCF.
2. Safety Committee to be formed in the event of a serious safety violation or grievance.

#### E. VACANCIES

Officer vacancies are to be filled by vote of the remaining officers until the next regular election.

#### F. EXECUTIVE BOARD

The Executive Board will consist of the elected officers of the organization, the Safety Coordinator, Field Marshall and the immediate past President. To conduct, manage, and control the affairs and business of the organization, and to make rules and regulations not inconsistent with law or the bylaws.

### ARTICLE V: SAFETY AND INSTRUCTION

A. The AMA safety rules and WCRCF Flying Site Rules (Standing Rules) shall be adopted as needed to comply with City or County regulations affecting operation of the WCRCF flying site.

B. All flying instruction at WCRCF flying site will be conducted by authorized WCRCF instructors under the leadership of the Training Coordinator.

a. All new members of the WCRCF must complete the approved training program before they may engage in unsupervised

operation of any radio controlled aircraft

b. WCRCF flight instructors will be appointed by the Training Coordinator with approval of the Executive Board.

c. Flying instructors will also act as field Safety Officers under the direction of the Safety Coordinator.

d. It will be the duty of the Safety Officer(s) to visually inspect all models before their maiden flight or any flight of any aircraft

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following a mishap that may have damaged the aircraft.

e. The Safety Coordinator and the Safety Officers shall have the authority to ground any aircraft or pilot which in their judgment, poses a safety hazard to spectators, guests, other Kennedy Park users or members at the flying field.

### ARTICLE VI: MEETINGS

#### A. REGULAR MEETINGS

Meetings will be held at a time and place designated by the Executive Board and will be noticed to the membership by regular mail.

B. SPECIAL MEETINGS The purposes of the special meeting shall be stated in the notice of the meeting and no other business may be transacted at this meeting. Special meetings may be called by the president or shall be called upon written or verbal request of not less than five members of the organization.

C. QUORUM A majority of Officers shall constitute a quorum. No written or oral proxies will be accepted.

#### ARTICLE VII: RECORD KEEPING

The secretary shall keep a full and complete record of the proceedings of all meetings. All records of the organization shall be passed on to the new officers when new officers are elected.

#### ARTICLE VIII: COMMITTEES

Committees shall be formed as required to address issues brought before the organization or the Executive Board.

#### ARTICLE IX: NOMINATIONS, ELECTIONS, AND RECALL A. NOMINATIONS

A. Nominating committee consisting of three members of the organization shall submit a list of candidates for officers, Safety Coordinator and Field Marshall which shall be sent to each organization member prior to the October meeting. Independent nominations may be made from the floor at the October meeting prior to the voting, provided the consent of the candidate has been obtained in writing when not present

#### B. ELECTION

Elections are held at the annual meeting in October. Each member in good standing shall be entitled to one vote and must be present to exercise this right.

#### C. QUALIFICATIONS

All Officers and other elected positions must hold a current

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membership for a minimum of one year before qualifying for office.

#### D. RECALL

Officers and Board members of WCRCF who fail to satisfactorily carry out their duties, may be removed from office by a 2/3 vote of the general membership at a special or regular meeting in which notice has been sent to all members that such action will take place.

#### ARTICLE X: MISCELLANEOUS PROVISIONS

#### A. PARLIAMENTARY RULES

The current edition of "The Standard Code of Parliamentary Procedure" governs this organization in all parliamentary situations that are not provided for in the law in the Bylaws.

**B. FISCAL YEAR**

January 1st thru December 31st.

**C. NEWSLETTER**

Will be published and posted on the club web page at regular intervals.

**E. STANDING RULES**

A. Special "Flying Rules" are necessary for the safety of the public and spectators and the membership at the flying field. These rules are as stated in the document "Standing Rules".

B. Standing Rules can be amended at any regular meeting by majority vote of the membership.

**F. DISSOLUTION OF CLUB**

Upon the dissolution of the corporation, the Executive Board shall, after paying or making provision for the payment of all of the liabilities of the club, dispose of all of the assets of the club exclusively to the AMA.

**ARTICLE XI: AMENDMENT OF THESE BYLAWS**

A. Provided that Article II as originally adopted shall not in any way be contravened, these Bylaws may be amended or revised and new bylaws be adopted by the Organization Membership by majority vote at any General Meeting in which a quorum of Officers is present, provided at least five days written notice setting forth the proposed amendment shall be given each voting member.

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**ARTICLE XII: GRIEVANCE PROCEDURE (FLIGHT AND SAFETY RULES)**

a. The grievance procedure provides a mechanism to enforce existing safety rules (Standing 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 Committee

for its consideration by means of a Grievance Form to be filled out and turned into the Safety Committee Chairman. At least one witness is required to sign the Grievance Form

The Safety Officer/Committee shall use its judgment in carrying out action on the following:

a. A grievance form will be filled out and turned into the Safety Officer/Committee Chairman. At least one witness is required.

b. **FIRST VIOLATION** Viewpoints of both complainants and accused will be considered. Complainant's name will be disclosed. A verbal reprimand will be given to the accused by the Safety Officer/Committee, and this will be

recorded in the Club records.

c. SECOND VIOLATION Complainant's name will be disclosed. The accused has the right to a written rebuttal, to be reviewed by the Club Safety Officer/Committee. If the Committee 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.

d. THIRD VIOLATION Safety Officer/Committee 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. Said expulsion will last for a one- year minimum. A member may be expelled from the Club only upon a two thirds (2/3) majority vote of the membership present at the meeting. Voting will be by secret ballot at that meeting.

The expelled member may reapply for membership after the expiration of the expulsion time period.

e. The three actions will not be enforced unless they are accumulated within a two-year period of time.

f. 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 Club Officers.

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Grievance Form

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Nature of

Violation: \_\_\_\_\_

Signature: \_\_\_\_\_

Witness: \_\_\_\_\_

Additional Witnesses (not required): \_\_\_\_\_

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