

**LEWES R/C CLUB
LEWES, Delaware**

CONSTITUTION

ARTICLE I

The name of the club shall be LEWES R/C CLUB, 30401 Fisher Road Lewes, DE. 19958.

ARTICLE II

The Lewes R/C Club is formed for the basic purpose of "FLY FOR FUN". We are a nonprofit organization chartered by the ACADEMY OF MODEL AERONAUTICS (AMA). The primary objective of the club is to foster and promote the design, construction and flying of radio- controlled model aircraft. The club's AMA charter number is 1440.

ARTICLE III

- 1) Any radio-controlled model aircraft enthusiast may be admitted into membership by 2/3rds vote of all Regular Members in good standing.
- 2) The club is opened to all applicants; there shall be the following categories of membership:
 - a) **Regular Member** – Any individual the age of 19 or older, with a current "AMA" license/membership and who is accepted for membership by the club.
 - b) **Junior Member** – An individual younger than 19 years of age, with a current "AMA" license/Junior Membership and who is accepted for membership by the club, without club voting privileges. A junior member must be sponsored by a regular member. A junior member is eligible to become a regular member at age 19.
 - c) **Social Member** – Any individual the age of 19 or older who is accepted for membership by the club without Voting or Flight Privileges.
 - d) **Life Member** – special category for Regular Member individuals designated by the Board of Directors. This category is usually used for a member in honorary recognition for contributions to the R/C club.
- 3) All Regular and Junior members in order to exercise **Full Flight Privileges** at the club flying field shall maintain: a current "AMA" license/membership; be in compliance AMA Safety requirements and be a member in Good Standing.
- 4) Only Regular Members in Good Standing are eligible to Vote and have Flight Privileges.

**LEWES R/C CLUB
LEWES, Delaware**

BYLAWS

ARTICLE I

The officers of the LEWES R/C CLUB shall be:

- 1) President
- 2) Vice President
- 3) Secretary
- 4) Treasurer
- 5) Field Marshal
- 6) Membership Chairman
- 7) Safety Officer

The club shall be governed by the officers named above and are known as the Board of Directors. Each position will be for a term of two years.

- a) The PRESIDENT, VICE PRESIDENT, FIELD MARSHAL, and MEMBERSHIP CHAIRMAN are selected for terms starting on odd years.
- b) The SECRETARY, TREASURER and SAFETY OFFICER, are selected for terms starting on even years.
- c) All or Some of the SECRETARY, TREASURER and MEMBERSHIP CHAIRMAN duties may be performed by the same person; to be determined by the Board of Directors.
- d) Officer Nominations shall be determined by the October Membership meeting. Voting details shall be communicated to the voting membership within a week after the October meeting in order to prep for the November Meeting Vote of Officers.
- f) Officer Elections shall be held during the November Membership Meeting.
- g) Elections of Officers requires a 2/3rds vote on members in attendance at the November Membership meeting.
- h) There will be no meeting in December.
- i) All Membership Meetings will typically be held on the 2nd Tuesday monthly unless otherwise scheduled and advertised on the Clubs web site.

ARTICLE II

- 1) The PRESIDENT shall: provide overall leadership of the clubs and functions; preside over all meetings of the club including chairing Board of Directors meetings; shall act as spokesman for the club in all matters pertaining to it and appoint special committees as required.
- 2) The VICE PRESIDENT shall act for the PRESIDENT when he/she is unable to serve and will perform all duties pertaining to normal club activities. The Vice President will also assist in management of club related tasks not handled by the Clubs Officers, i.e. clubs' tax-exempt forms and secondary signature on club's bank checking account.
- 3) The SECRETARY shall: keep the minutes of all meetings and provide meeting information for all club members; act as custodian and editor of the club documents including Constitution, By Laws,

LEWES R/C CLUB
LEWES, Delaware

Field Rules the clubs AMA charter and act as the Clubs point of contact with the AMA.

- 4) The **TREASURER** shall; collect all monies due; keep a record of all monies received and disbursed by the club; manage the clubs bank accounts; report on club finances status at regular monthly meetings or at any time upon request of the **PRESIDENT**. The Treasurer shall follow Good Financial Practices/Standards and using good/reasonable judgement may question/halt transactions for Board Review before execution. The Treasurer will request a membership meeting discussion and vote for transactions greater than \$1,000.00.
- 5) The **FIELD MARSHAL** shall:
 - a) Oversee all field facilities, assuring they are kept in a safe condition for members and guests.
 - b) Maintain the Field runway, PIT Area and Parking areas
 - c) Maintain any structures and equipment within the flying field such as tables, signs, benches windsock and flag(s).
 - d) Oversee club lawn mowers maintenance.
 - e) Manage the mowing/trimming of the field and obtain volunteers for assistance
- 6) The **MEMBERSHIP CHAIRMAN** shall:
 - a) Maintain the club's membership roster to include each member's contact information, Good Standing and Pilot Status.
 - b) Coordinate the club's roster with that of the AMA's list of members and club officers.
 - c) Provide for and manage new member applications and club member annual renewals and verify club members AMA status.
 - d) At the direction of the **PRESIDENT** compose and distribute membership wide communications and handle club correspondence.
 - e) Act as custodian of the Clubs club rosters and directories .
 - f) Perform duties as the club's web master and conduct all website maintenance functions
- 7) The **SAFETY OFFICER** shall:
 - a) Provide a communications link between the Lewes RC Club Board of Directors and the club's membership on all matters related to safety.
 - b) Act as a safety advisor and resource manager for the club.
 - c) Develop, promote, and encourage a climate of safety awareness within the club.
 - d) Inspect Field operational areas for proper signage and safety equipment as applicable.
 - e) Make available AMA Accident/Incident Report Forms if required.
 - f) Conduct annual safety awareness training and provide related safety program information during club meetings.
 - g) Conduct, at least annually, a safety audit of club facilities, equipment, and grounds to ensure everything is in good working order and safe for normal use by members and the public.
 - h) Develop an emergency action/ communications plan to assist club members handling serious accidents/incidents.
- 8) The **BOARD OF DIRECTORS** shall:
 - a) Act in all matters as set forth in the **CONSTITUTION** and **BY LAWS** of the **LEWES R/C CLUB**
 - b) Decide general policy and acts between meetings of the club and may transact business, as it deems necessary or appropriate with Treasurer Oversight and enforce the Clubs Disciplinary policy.
 - c) All business items transacted by the Board of Directors are subject to the challenge of the general membership.
 - d) Matters requiring action under the Constitution or By Laws will be referred to the general membership

LEWES R/C CLUB
LEWES, Delaware

ARTICLE III

Any vacancies of the Club officers shall be filled by appointment by the remaining members of the Board of Directors; such appointee to serve until the end of the term for which his/her predecessor was elected except for the office of PRESIDENT which will be filled by the VICE PRESIDENT. A new VICE PRESIDENT will then be appointed by the Board of Directors.

ARTICLE IV

All regular members shall pay dues no later than the Club's February Meeting each year. Junior , Social and Lifetime members are not required to pay dues. The annual dues amount for the forthcoming year are to be established by the Board of Directors and shall be presented to the General Membership during the November meeting . Any change in the annual dues amount for the forthcoming year must be approved by a 2/3 vote of all eligible members present at the November meeting.

ARTICLE V

Regular business of the club requires a simple majority vote of all Regular Members present at the meeting. Amendments to the Constitution and By Laws may be made at the meeting when approved by a 2/3rds vote of all eligible members present at the November meeting.

ARTICLE VI

The Board of Directors shall generate Field Rules and Safety Requirements which in turn shall be approved by the membership. The Board of Directors shall be responsible for enforcing the Field Rules, Safety Requirements, and the Official AMA National Model Aircraft Safety Code.

ARTICLE VII

The Board of Directors shall implement the following Disciplinary Policy to ensure compliance of the Field Rules/Safety Requirements and the Official AMA National Model Aircraft Safety Code.

1. A member in good standing may bring a grievance to the Board of Directors. A grievance may be for any Club related, AMA and/or field safety rules infraction, including personal misdeed.
2. The grievance is then confirmed and vetted by two or more Board Members. Details will be filed with the Club Secretary.
3. The Board may then initiate a verbal or written warning to "cease and desist" to be communicated to the offending party. Verbal communique must be in the presence of two Board Members. Details and a copy will be filed with the Club Secretary.
4. If the offence persists, a written final warning to "cease and desist" letter must be mailed by registered mail with return receipt or hand delivered in the presence of two or more Board Members. The letter must contain notice of the disciplinary action the Board may impose against the offending party if the offences are not corrected. The Board imposed disciplinary action may be, but not limited to, revocation of Club's Field flying privileges, loss of Member in Good Standing designation. Details and a copy will

LEWES R/C CLUB
LEWES, Delaware

be filed with the Club Secretary.

5. Should the final warning be ignored the Board will determine and initiate the appropriate disciplinary action and notify the offending party in a registered letter with return recite. Details and a copy will be filed with the Club Secretary.
6. An individual who receives a disciplinary action from the Board may request a hearing before the Board to defend their action or lack of action.

Any changes to the Disciplinary Policy shall be presented to the general membership at the club meeting and require a 2/3rds vote of all eligible members present at the meeting.

ARTICLE VIII

A Member in Good Standing is any member that has paid his current Lewes R/C Club membership dues (if required) and AMA dues (if required) and is NOT on Disciplinary Suspension.

Only regular members in Good Standing are eligible to vote during club meetings.

Only regular members and junior members, in Good Standing, having current AMA Licenses and Full Flight privileges are permitted to pilot model R/C aircraft at the club's field. Flight Privileges refers to the right to pilot remote-controlled model aircraft and gain access to the flight line and pits areas of the club flying field.

All members in Good Standing and their guests may participate in club activities.

Members allowing their AMA license to expire and at any time during the calendar year shall have their flight privileges suspended until they can present a current AMA license/membership card covering the remainder of the calendar year or beyond.

Annual Dues/Membership for a Calendar Year

Membership dues are payable in advance of December 31 for the next calendar year. Members not having paid their dues in full by Club's February Meeting shall be considered *not* in Good Standing, all club benefits and flight privileges shall be forfeited, and the member will be dropped from the club roster. Those failing to timely pay their annual renewal dues will be allowed to *reapply as a new member*, paying fees and dues in effect at the time of application.

Membership related payments must be remitted by personal check or money order and be accompanied with a completed new/renewal application form and a copy of member's current AMA license. The deposited check will act as your receipt and the application/renewal form will serve to update member contact information, record payment, and provide follow through verification in accordance with good accounting practices. Digital forms of payment may be utilized by the Membership Chairman as approved by the Board of Directors in line with good accounting practices.

**LEWES R/C CLUB
LEWES, Delaware**

Annual Renewal Dues Rate

Regular Membership annual renewal dues are set rate of \$100.00 Dollars, payable by check, money order (or Digital if avail.) only, must be accompanied with a renewal application and must be received no later than the February Club Meeting of the new calendar year.

Junior Membership annual renewal dues are Free of Charge. A renewal application must be submitted/received no later than the February Club Meeting of the new calendar year.

Social membership and Life membership renewal dues are Free of Charge. A renewal application must be submitted/received no later than February-Club Meeting of the new calendar year.

Any changes in yearly dues rate will be discussed with the General Membership and voted on with 2/3rds vote required to make the change.

New Member Applications Rates

New Regular membership application fees are set at \$120.00 (\$100.00 dues plus \$20.00 initiation fee) payable by check, money order only and must be accompanied with a new membership application.

NOTE: Membership application and renewal forms will be available on the club's web site and distributed to all members via email attachments after regular members' approval vote during the November meeting. For those that do not have print capabilities you may obtain applications at club meetings or by contacting the Club's Membership Chairman. Special handling is available upon request and approval by the Membership Chairman.