

LEWES R/C CLUB
LEWES, Delaware

BYLAWS

ARTICLE I

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

- 1) President
- 2) VicePresident
- 3) Secretary
- 4) Treasurer
- 5) FieldMarshal
- 6) NewsletterEditor/Membership Chairman
- 7) SafetyOfficer

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 and FIELD MARSHAL, are selected for terms starting on odd years.
- b) The SECRETARY, TREASURER and SAFETY OFFICER, are selected for terms starting on even years.
- c) The PRESIDENT shall appoint the VICE PRESIDENT and the NEWSLETTER EDITOR/MEMBERSHIP CHAIRMAN.
- d) Some or all of The SECRETARY, TREASURER and MEMBERSHIP CHAIRMAN Duties may be performed by the same person; to be determined by the Board of Directors.
- e) Nominations shall be made in October.
- f) Elections shall be held at the November meeting.
- g) There will be no meeting in December.
- h) All meetings will be held on the 2nd Tuesday of the month.

ARTICLE II

- 1) The PRESIDENT shall preside over all meetings of the club; shall act as spokesman for the club in all matters pertaining to it, shall appoint all committees and shall serve as chairman of the Board of Directors.
- 2) The VICEPRESIDENT shall act for the PRESIDENT when he/she is unable to serve and will perform all duties pertaining to normal club activities.
- 3) The SECRETARY shall keep the minutes of all meetings, and provide meeting information for all club members. In addition he/she shall handle club correspondence and maintain a current roster of all club members and verify the status of AMA licenses, also prepare and submit charter and membership license forms annually.

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- 4) The TREASURER shall collect all monies due and shall keep a record of all monies received and disbursed by the club. The TREASURER shall report on club finances status at regular monthly meetings or at any time upon request of the PRESIDENT.

Lewes RC

Last Revised:

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- 5) The FIELD MARSHAL shall have the following responsibilities:
- a) To oversee all field activities, assuring they are performed in a safe manner.
 - b) To maintain the "PIT Area" safety fence.
 - c) To maintain any structures and equipment within the flying field such as tables, signs benches and windsock.
 - d) To oversee club lawn mowers maintenance.
 - e) To obtain volunteers to mow our flying field and assign them specific times to mow.
 - f) To monitor the flying field grass, watching for bare spots, holes, etc, and taking necessary action to correct same.
- 6) The MEMBERSHIP CHAIRMAN duties are as follows:
- a) Maintain the club's membership roster to include each member's contact information, Good Standing and Pilot Status. Coordinate the club's roster with that of the AMA's list of members and club officers.
 - b) Provide for and manage new member applications and club member annual renewals and verify the status of club member AMA licenses.
 - c) Maintain the club's Officer, Trainer and Email Directories.
 - d) Compose and distribute occasional membership wide communications as appropriate or necessary.
 - e) Act as custodian and editor of the club documents: Constitution, By Laws, and Field Rules, rosters and directories in electronic format and for distribution to the club's web master for maintenance on the Club's Web Site.
- 7) The Board of Directors shall act in all matters as set forth in the CONSTITUTION and BY LAWS of the LEWES R/C CLUB. This Board of Directors shall decide general policy and acts between meetings of the club. This Board of Directors may transact business, as it deems necessary or appropriate. Matters requiring action under the constitution or by laws will be referred to the general membership with the recommendation of the committee. All business items transacted by the Board of Directors are subject to the challenge of the general membership.

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- 8) The SAFETY OFFICER shall have the following responsibilities:
- a) Provide a communications link between the AMA, the Lewes RC Club Board of Directors and the club general membership in all matters related to safety.
 - b) Act as a safety advisor and resource manager for the club and its members.
 - c) Assist the AMA in the establishment of a national safety program to reduce accidents/incidents.
 - d) Develop, promote and encourage e acclimate of safety awareness within the club.
 - e) Inspect operational areas for proper signage and safety equipment as applicable.
 - f) Distribute AMA Accident/Incident Report Forms and assure they are properly used.
 - g) Conduct safety awareness training and related programs during club meetings.
 - h) 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.
 - i) Act as a liaison with the local EMS/Fire Department.
 - j) Establish a club emergency action plan to handle serious accidents/incidents.
 - k) Coordinate appropriate first aid training for members using qualified instructors.
 - l) Develop an appropriate communications plan to assist Board of Directors and club members.
 - m) Review emergency procedures (fire and rescue) with club members on an annual basis.

ARTICLE III

Any vacancies of the officers of this club 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 VICEPRESIDENT is then appointed by the Board of Directors.

ARTICLE IV

All regular and social members shall pay dues no later than the Club's February Meeting each year. Junior members under age 19 are not required to pay dues. The annual dues amount is to be established by the Board of Directors and shall be presented to the General Membership during the November meeting. Any change in the amount of dues must be approved by 2/3rds majority of all eligible members present at the November meeting.

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ARTICLE V

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

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 to enforce these Field Rules, Safety Requirements and the current "Official Academy of Model Aeronautics National Model Aircraft Safety Code".

ARTICLE VII

The Board of Directors shall establish a Disciplinary Policy that shall be used to ensure compliance to the Field Rules and Safety Requirements and the current "Official Academy of Model Aeronautics National Model Aircraft Safety Code". Any changes to the Disciplinary Policy shall be presented to the general membership at the club meeting and requires a 2/3rds majority 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 meeting.

Only regular members (and guests) 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 field. All members in Good Standing and their guests may participate in club activities.

Members allowing their AMA license to expire 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.

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All 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 (no cash, special handling upon request approval) and 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.

Note: Flight Privileges refers to the right to pilot remote control aircraft and gain access to the flight line and pits areas of the club flying field.

Annual Dues/Membership for a Calendar Year

Effective Jan 1st 2018 until modified by a voted change:

Annual Renewal Dues Rate

Regular membership annual renewal dues will remain at the current rate of \$50.00 (Fifty Dollars). Payable by check or money order 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 will remain Free of Charge but must submit a renewal application.

Social membership dues renewals are set at a rate of \$25.00 (Twenty Five Dollars) Payable by check or money order only, must be accompanied with a renewal application and must be received no later than February 28 of the new calendar year.

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New Member Applications Rates

New Regular membership application fees are set at \$70.00 (Seventy Dollars). (Dues of \$50 plus \$20 initiation fee) (Payable by check or money order only, and must be accompanied with a new membership application)

New Junior membership application fees remain Free of Charge but submit a new membership application.

New Social membership application fees will be set at \$35.00 (Thirty Five Dollars). (Dues of \$25.00 plus \$10.00 initiation fee) (Payable by check or 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 8th 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.

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LEWES RIC CLUB

BY-LAW ARTICLE - AMENDMENT

WHEREAS; Article V of the Lewes R/C Club By-Laws allows that an Amendment may be made to the Club's By-Laws with an affirmative vote of a 2/3rds majority vote of all members present at any general meeting of the members. AND

WHEREAS; Article VII states that; "The Board of Directors shall establish a Disciplinary Policy that shall be used to ensure compliance to the Field Rules and Safety Requirements and the current "Official Academy of Model Aeronautics National Model Aircraft Safety Code." AND

THEREFORE; The following Disciplinary Policy shall be accepted and adopted as follows;

LEWES R/C CLUB - DISCIPLINARY POLICY

1. A grievance is brought to the Board of Directors.
2. The grievance is to be confirmed by two or more Board Members.
3. A verbal warning to "cease and desist" may be made to the offending party in the presence of two or more Board Members, either in person or by telephone.
4. If the offence persists, a written warning to "cease and desist" is mailed by registered letter with return receipt or hand delivered in the presence of two or more Board Members.
5. If the offense continues, the Board may impose disciplinary action against the offending party, including banning the individual from the Club's flying field and meetings place. These actions may be taken against members and non-members alike and should be mailed by registered letter with return receipt or hand delivered in the presence of two or more Board Members.
6. All written actions taken by the Board may be communicated to the offending party by registered letter with return receipt or hand delivered in the presence of two or more Board Members.
7. An individual who receives a disciplinary action from the Board, may request a hearing before the Board to defend their action.

Be it hereby affirmed and certified that the Policy as presented above was passed by an affirmative vote by a 2/3rds majority of the members present (total present 16 total affirmative votes 13) at a general meeting of the Lewes R/C Club held on March 12, 2019 and that with the signatures below, this Policy is duly recorded in the minute book of the Club and becomes effective immediately.

President	Date
Secretary	Date