

# **VERNON RADIO CONTROL AEROMODELERS SOCIETY CONSTITUTION, BYLAWS & SAFTEY GUIDELINES**

## **CONSTITUTION**

1. The name of the SOCIETY is the Vernon Radio Control Aeromodelers Society.
2. The society provides an affiliation of members who have an interest in the building and flying of Radio Controlled Model Aircraft.
3. The society is organized on a non-profit basis, and the funds and efforts of the organization shall be to promote and facilitate the building and flying of Radio Controlled Model Aircraft in the best interests of the members. This provision is unalterable.
4. Upon winding up or dissolution of the Society, the assets which remain after payment of all debts as well as costs, charges and expenses which are properly incurred in winding up shall be distributed to such organization or organizations with similar purposes as may be determined by resolution of the members of the Society and shall not be distributed amongst the members or directors. This clause shall be unalterable.

## **BYLAWS**

Here set forth, in numbered clauses, the bylaws providing for the matters referred to in section 6 (1) of the Society Act and any other bylaws.

### **1.MEETINGS AND VOTING**

- a. General Meetings of the society shall be held at the time and place, in accordance with the Society Act, that the directors decide. With the frequency being determined by resolution. In special circumstances, a meeting shall be called by the EXECUTIVE if requested to the secretary in writing by 10 (ten) percent of the voting members. All members shall be notified by mail at least 14 (fourteen) days in advance of a special meeting.
- b. General Meetings shall be semi-formal in that they need not be conducted under Robert's Rules of Order. In the event of a dispute, Robert's Rules of Order shall prevail. Resolutions may be proposed by any member to any officer for submission to the meeting. The chairman shall present the proposed resolution for discussion to the meeting and if seconded after discussion, he will call for voting on the proposed resolution. All adopted resolutions shall be recorded by the secretary officer, together on the proposer, seconder, and details of the voting. Voting by proxy is not permitted.
- c. SPECIAL RESOLUTIONS: The passing of a special resolution shall require an affirmative vote by 75 (seventy-five) percent of members in good standing by show of hands at a meeting. Voting by proxy is not permitted.
- d. ORDINARY RESOLUTIONS affecting all other matters shall require the presence at a meeting of 20 (twenty) percent of the membership in good standing. Resolutions shall be adopted if agreed to by a majority of members present by a show

of hands. Members present after 30 minutes of the scheduled start time of the meeting constitute a quorum. A quorum shall never be less than 15 members.

e. Officers, with the exception of the chair, may vote on any resolution. In the event of a tie, the chair shall have the deciding vote, being the only vote he is entitled to as a member. No resolutions shall be passed at a meeting not chaired by the President or Vice-president.

f. A person shall cease to be a member of the society;

i) by delivering his resignation in writing to the secretary of the society or by mailing or delivering it to the address of the society;

ii) on his/her death or in the case of a corporation on dissolution;

iii) on being expelled; or if a member refuses to abide by the club rules and disregards instructions by the safety committee, (Executive) the member will be given formal written warning of shortcomings. If corrective action is not taken, then a special resolution for expulsion will be proposed;

iv) on having been a member not in good standing for 12 consecutive months.

g. Termination of a membership or reinstatement of a membership shall be by special resolution only.

h. Amendments to the Constitution or Bylaws shall be made by Special Resolution only, and all other matters shall be decided or resolved by Ordinary Resolution. All proposed Constitutional or Bylaw changes must be presented to the membership in writing at least 14 (fourteen) days prior to being tabled at a general meeting.

i. In order for a person to be considered a member, that person shall have completed the Member Information Form; shall have paid an Initiation Fee, subject to article 6b and 6c of these Bylaws; shall have paid the Dues and Levies for the current calendar year; and shall abide by the society Bylaws. A person not in good standing requesting Associative Status, shall be required to pay an annual fee to remain on the current membership list, subject to article 6c of these Bylaws. He/she shall have no voting or flying privileges.

j. All persons interested in radio controlled model aircraft shall be eligible for membership, and the admission of members to the society shall not discriminate against a person in contravention of the Canadian Charter of Rights. All members are expected to behave in a responsible, courteous, and sportsperson-like manner.

k. An Electoral Officer shall be appointed by the membership prior to the Annual General Meeting, for the purpose of conducting the election of officers. In the event that only one member stands for any office, the election may be by acclamation otherwise each member present shall have 1 (one) private vote for each executive position. Voting by proxy is not permitted.

l. The term of office for the directors shall be from January 01 to December 31 of a calendar year, subject to article 1f of these Bylaws. Upon the resignation or termination of office, the position shall be accorded as set forth in article 1j of these Bylaws.

m. The members may, by special resolution, remove a director before the expiration of his/her term of office, and may elect a successor to complete the term of office in accordance with article 1a of these Bylaws.

## 2. OFFICERS AND DIRECTORS

a. The society shall have at least one Annual General Meeting early in the month of November for the purpose of electing Directors for the coming year, presenting a financial statement, and budgets. The society shall elect in the following order: a President, Vice-President, Treasurer, Secretary, Head Instructor, and Field and Maintenance Supervisor. Any member wishing to run for the office of President must have previously been a member of the society for at least one year. The office of President has a consecutive term limit of 2 (two) one-year terms. If warranted, the members shall also elect by ORDINARY RESOLUTION, Committee Directors or Directors for special purposes.

b. The directors may at any time and from time to time appoint a member as a director to fill a vacancy in the directors.

c. A director so appointed holds office only until the conclusion of the next following annual general meeting of the society, but is eligible for re-election at the meeting.

d. No director shall be remunerated for being or acting as a director, but a director shall be reimbursed for all expenses necessarily and reasonably incurred by the director while engaged in the affairs of the society.

e. The duties and authorities of the directors shall be as follows:

### **PRESIDENT**

i) To preside at all meetings of the Society and of the directors.

ii) To arrange meetings and prepare agendas for meetings in cooperation with other Directors and represent the society in negotiations.

iii) To cosign documents.

### **VICE- PRESIDENT**

i) To assist the President generally, and act as the President in the absence of the President.

ii) To be prepared to stand for election as President upon expiry of the President's term (s).

### **TREASURER**

i) To keep details and lists of membership.

ii) To verify MAAC membership, and attend to club membership inquiries.

iii) To maintain the banking accounts of the society.

iv) To prepare a financial statement in the form of receipts and disbursements for presentation at the Annual General Meeting.

v) To assist the President with negotiations and cosigning of documents.

vi) To state the society's income, expenses, and current bank balance BEFORE new business can be discussed at any meeting.

### **SECRETARY**

i) To keep records of the society and details of Resolutions adopted by the membership.

ii) To read the minutes from the previous regular meeting (s).

- iii) To record the minutes of meetings.
- iv) To record the attendance of members at meetings.

**HEAD INSTRUCTOR**

- i) To develop and maintain the VRCAS Wings program and report to the President about student and instructor's capabilities.
- ii) To award wings to competent pilots.
- iii) To ensure uniformity of approach by all instructors.

**FIELD AND MAINTENANCE SUPERVISOR**

- i) To organize volunteers to maintain the field and equipment.

**DIRECTORS**

- i) Directors who are elected by ORDINARY Resolution shall have the specific authority granted by that resolution.

**3. BORROWING**

- a) In order to carry out the purposes of the society, the directors may, on behalf of the name of the society, raise or secure the payment or repayment of money in the manner they decide, and, in particular but without limiting the forgoing by the issue of debentures.
- b) No debenture shall be issued without the sanction of a special resolution.
- c) The members may by special resolution, restrict the borrowing powers of the directors, but a restriction imposed expires at the next general meeting.

**4. SOCIETY LOGO**

- a) The insignia for the society is a circle with an R/C embedded in an outline of the province of B.C. with Vernon Aeromodelers in an outer circle flanked by wings.

**5. BANKING AND SPENDING AUTHORIZATION**

- a) The funds of the society shall be maintained in an account of a registered Canadian financial institution, in the name of the society.
- b) The elected Officers shall have the power to expend any sum not exceeding \$500.00 (Five Hundred Dollars) for any one expenditure, and any payments over \$500.00 are to be authorized by the membership by resolution. Nothing herein contained shall restrict the right of the elected officers to expend such sums of money as have been appropriated for a particular item by a budget duly approved by the club.
- c) All documents signed on behalf of the society shall be signed jointly by any two officers, and only on the specific authority of the membership by resolution. No liability of any nature shall be entered into on behalf of the society, by the officers, for more than \$50.00 (Fifty Dollars) without the specific authority of the membership by resolution, subject to the Society Act.

**6. MEMBERSHIP FEES AND EXPECTATIONS**

- a) No member shall fly a model aircraft without current M.A.A.C. membership. A person without M.A.A.C. coverage may only fly at our site under the guidance of a M.A.A.C. carded experienced pilot utilizing a buddy cord system.

b) A new member is defined as a person who was not a member in good standing prior to Jan. 1<sup>st</sup> of the current calendar year. All new members shall be assessed an Initiation Fee for field maintenance and up grading, payable upon joining the society. Members not in good standing, who have declined associative status during the previous calendar year, will be reassessed this fee upon rejoining the society.

c) The society shall set the Initiation Fee, Annual Membership Dues, Associate Fees, and Levies as determined at the Annual General Meeting. All memberships are for the calendar year, from January 1<sup>st</sup> to December 31<sup>st</sup>. Initiation fees and dues are payable by January 1<sup>st</sup> of the calendar year. Members will be deemed to be not in good standing if the initiation and dues are unpaid after January 1<sup>st</sup>. New members who join after August 31<sup>st</sup> of the calendar year will pay half the annual dues plus the initiation Fee.

d) On inquiry, any prospective member shall be provided with a copy of the Constitution and Bylaws, with a blank membership form by the Treasurer.

e) The Treasurer shall keep on file the completed membership information forms. Upon payment of the required dues, and witnessing a current M.A.A.C. membership card, the Treasurer shall provide the member with a decal showing the year of being a member in good standing. Any new member who pays membership dues and the Initiation Fee to a member of the Executive and gives the Executive a cheque for their M.A.A.C. membership will be considered a member in good standing.

f) Any monies paid during the year for annual dues will not be refunded should a member decide to leave the society.

g) The society will provide any prospective member three days trial use of its facilities before membership is required, subject to article 6a of these bylaws. Out of town guests with MAAC/AMA affiliation are welcome at the Society Flying sites. Extended visits may be subject to a levy as approved by ordinary resolution.

### **Applicants for incorporation (Dated Feb. 6, 2002)**

**Mike Allman, Al Hooper, Warren Barker, Nick Jost, Bill Weins**

**Accepted as a Society by the Prov. of B.C. on Feb. 14, 2002**

**SAFETY GUIDELINES (These are not part of our incorporation, but are the basis of our club safety procedures and are used for orientation purposes)**

#### **(1)FIELD PROCEDURES**

a) The field is open for flying 7 days a week from sunrise to sunset, however no motors are to be started before 8:00 am.

b) Unsupervised spectators and visitors are prohibited from flight areas and pilot operating locations.

c) All motor vehicles will be parked at least 100 feet from the flying area.

d) Pyrotechnic and explosive projectiles are not permitted to be carried or activated by model aircraft.

e) Internally mounted pulsejets, rocket or thrust engines are not permitted because of the danger of fire.

f) The executive will lock the gate during break-up and no member is to use the road until the gate is unlocked by the Executive.

g) All engine testing and breaking in of engines shall be done in a designated area (south end of our fence near the out-houses) which will be well away from the clubhouse.

## **(2) EQUIPMENT PROCEDURES**

a) Only frequencies authorized by M.A.A.C. may be used. Pilots must have the correct frequency pin with a nametag displaying current club sticker and M.A.A.C. card on the board before turning on their transmitter.

b) A student's plane and radio equipment must be thoroughly checked by an experienced pilot and range checks done before the aircraft can be flown.

c) All transmitters must be impounded upon arrival at the field.

d) The upper level for motor noise at our flying site must meet M.A.A.C. Guidelines.

## **(3) PILOT PROCEDURES**

a) The pilot will perform an initial turn after take off away from the pit, spectator and parking areas and will not thereafter perform maneuvers, flight of any sort, or landing approaches over a pit, spectator or parking areas. In order to do so, the pilot will always fly with his/her back to the pit, spectator, and parking areas.

b) Model aircraft must yield to piloted aircraft with no exceptions.

c) Pilots are prohibited from standing either on or immediately adjacent to any active runway except for training and take off.

d) Helicopter hovering will be well removed from the active fixed wing runways.

e) All take-off and landings will be done on the runway area.

f) "The limits of the flying area is the area east of the established Flight Line, bounded by L & A Crossroad at the north, the railway line to the east, and by the trees and power line at the south end of the irrigation pond to the south;"

g) That strict announcement procedures be normal operation where pilots call out to other flyers any intention to land or take off or move out to the active runway.

h) After landing procedures, motors must be shut off before entering the pit area.

i) When starting engines, all aircraft must be secured by mechanical means or by a helper.

j) Any club member who is involved in instructing new members, will be able to fly the test sequence with a high degree of competence as demonstrated to the Senior Instructor and or Executive.

## **(4) DISCIPLINARY PROCEDURES**

a) A member will abide by the safety rules for the flying site and will not willfully or deliberately fly aircraft in a careless, reckless and/or dangerous manner.

## **SUMMATION**

It was not the intention of the Executive to suggest that these Guidelines are a final document. It is hoped that the membership will continue to suggest ways of improving and clarifying this part of the document as our club develops.

**EXECUTIVE FOR THE ORIGINAL DRAFT OF OUR CONSTITUTION AND GUIDELINES (1993-94)**

President: Lorne Hansen, Vice President: Bill Warawa, Secretary/Treasurer: Al Hooper, Field Director: Laurie Peaker, Safety Director: John Nissan, Events Directors: Scott Bate and John Meaden.

**COMMITTEE MEMBERS WHO REDRAFTED OUR CONSTITUTION AND GUIDELINES AT A MEETING HELD ON DECEMBER 20, 2000.**

Secretary/Treasurer: Al Hooper, Members: Mike Allman, Michael Illingby, James McDougall, Martin Mrazek, and John Nissen.

**COMMITTEE MEMBERS WHO REDRAFTED OUR CONSTITUTION AND BYLAWS TO FORM A SOCIETY AT A MEETING HELD ON JANUARY 3, 2002.**

President: Mike Allman, Vice-President: Warren Barker, Secretary/Treasurer: Al Hooper, Field and Maintenance Supervisor: Nick Jost.

**COMMITTEE MEMBERS WHO REDRAFTED THESE GUIDELINES AT A MEETING HELD ON JANUARY 3, 2002.**

President: Mike Allman, Vice-President: Warren Barker, Secretary/Treasurer: Al Hooper, Field and Maintenance Supervisor: Nick Jost.

**Constitution and Bylaws redrafted January 2003.**

**Bylaws and Guidelines redrafted January 2005.**

**Pilot Procedures of the Safety Guidelines (sub paragraph f) was added 2014.**