

Tiffin Ohio Radio Control Modelers

ARTICLE I – NAME

- A. *Name and Location:* The name of this club is the Tiffin Ohio Radio Control Modelers. The field and activities location is 5322 County Road 38, Tiffin Ohio
1. *Club:* Tiffin Ohio Radio Control Modelers
 2. *Officers:* The Board of Directors
 3. *AMA:* Academy of Model Aeronautic, Inc.
Club Charter: 1687
 4. *IMAA* International Miniature Aircraft Association, Inc.
Club Charter: 603

ARTICLE II – PURPOSE:

- A. *Mission:* The mission of the Tiffin Ohio Radio Control Modelers is to promote radio controlled modeling with a variety of safe, educational and rewarding activities. We encourage and invite individuals from all walks of life to become members of our club and participate in radio control activities.
- B. *Vision:* Our vision is to ensure that our membership continues to grow in all aspects of Radio Control Modeling. Through continued improvements to our radio control park, and various flight, land, and water activities, we will be able to accomplish this goal.

ARTICLE III- MEMBERSHIP:

- A. *Qualifications:* All persons shall be eligible for membership, and shall agree to abide by the Club's bylaws and those of the AMA. The Officers, by simple majority vote of those present at the meeting, shall approve/disapprove any application for membership.
- B. *Membership Categories:* Types of membership and limits on the total number of members shall be determined by the Club officers and approved by a vote of two-thirds (2/3) majority of the members present at the meeting. Flying members will be required to hold and maintain a license issued by the AMA. All first-time flying member applicants, as well as present flying members seeking membership renewal, must show proof of membership in AMA. Non-flying members do not require AMA membership.
1. *Open Member:* An Open Member is nineteen (19) years old or older before July 1st and have full privileges and voting rights. Dues: full Member rate plus AMA Membership.
 2. *Senior Member:* A Senior Member is (60) sixty-years old or older before July 1st and has full privileges and voting rights. Dues: Senior Member rate plus AMA Membership.
 3. *Lifetime Member:* A Lifetime Member is an individual who has been approved by the Board of Directors as a Lifetime Member and has full privileges and voting rights. Before you can be accepted as a Lifetime Member, you must be (70) seventy years old or older before July 1st and have been a member of the Club for (7) years. Dues: Lifetime Member's do not have yearly dues, however they must have an AMA Membership.
 4. *Junior Member:* A Junior Member is under nineteen (19) years old before July 1st, has full privileges and voting rights. Dues: Junior Member rate plus AMA Membership.

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C. Dues and Assessments:

1. *Annual Dues and Initiation Fee:* The annual dues and new member initiation fee to be paid to the club shall be determined by the Club officers with the approval of a simple majority vote. Dues and new member initiation fees are non-refundable except under extraordinary circumstances, which will be determined by the Board of directors on a case-by case basis. Dues are to be paid no later than the January Club meeting. New member initiation fees are to be paid at the onset of new membership with annual dues.
 2. *Assessments:* No special assessments shall be levied upon the Club membership, unless it is approved by a vote of two-thirds (2/3) majority of the members present at the regular monthly meeting, and the members have been given five (5) days prior notice along with an explanation of the assessment.
 3. *New Members:* New members who join in September through December will pay half (1/2) the annual membership fee. This will cover the membership dues until the end of the current year.
 4. *Arrears:* A member shall be in arrears and shall not be considered active if his/her dues have not been paid as provided in Article III (B). Any member who allows their membership to lapse beyond April 1 of any year shall be considered a new member when renewing their membership and will not be given preference over any other applicant should a membership waiting list be in existence.
- D. *Resolution of Grievances:* Resolution of Grievances will be directed to the Safety Officer. The Safety Officer will then take the matter to the Board of Directors who will have the final ruling on the grievance.
- E. *Resignation:* Any member in good standing may resign his/her membership by giving written notice to the Club.
- F. *Termination:* If any member ceases to have the qualification necessary for membership in the AMA, his/her membership in the Club shall thereby terminate, subject to reinstatement upon restoration of eligibility.
- G. *Disciplinary Action:* The Board of Directors shall have the discretionary authority to provide for and to impose disciplinary action for such acts or omissions, which do not justify expulsion from membership. Any member receiving a safety Grievance as stated in Article XI, who is involved in non-flying violations, may at the Board of Directors discretion be placed on probation for one (1) year regardless of his or her tenure in the Club.
- H. *Expulsion:* This section provides for enforcement of the Safety Rules that are related to flying activities. Any other unacceptable behavior by an individual member or members, as defined by the Board of Directors, become the responsibility of the Board of Directors as stated in Article IV, Duties, Section D of these Bylaws. Any individual may be expelled from membership from the Club by a two-thirds (2/3) majority vote of the Board of Directors if , in the Board of Directors determination, such individual willfully commits any act or omission which is a violation of any of the terms of these Articles and Bylaws, or the Rules of AMA, or which is detrimental to the Club, the AMA, or to model aviation.
- I. *Reinstatement:* Any member who is expelled from membership may be reinstated to membership only by two-thirds (2/3) majority vote of the Board of Directors.

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ARTICLE IV – OFFICERS:

- A. *Responsibilities:* The management of the affairs of the Club shall be vested in the Board of Directors who shall have the authority to establish and administer its' policies. Official decisions may be made by a quorum at a Board of Directors meeting. A quorum shall consist of at least 50% current Board members. Official decisions shall be consistent with the stated purposes and objectives of the AMA and IMAA as set forth in its' Bylaws and where those Bylaws are not specified, vested in the sound discretion of the Board of Directors.
- B. *Number of Directors:* The Board of Directors will consist of seven (7) directors. Those positions will be the President, Executive Vice-President, Vice-President, Secretary, Treasurer, Safety Director and Field Marshall.
- C. *Terms of Office:* All elected officers of the Club shall serve for two (2) years from date of election. New officers will take office immediately after the October meeting. Four (4) board positions will expire on even numbered years, and (3) three board positions will expire on odd numbered years.
- D. *Duties:*
 - 1. *President:* The President shall preside at all meetings of the Club and shall act as a spokesperson in all matters pertaining to it. The President will have discretionary spending, of up to \$100.00 without requiring Club approval.
 - 2. *Executive Vice President:* The Executive Vice-President shall act for the President when he/she is unable to serve, and is to maintain an accurate record (including place of storage) of all Club assets.
 - 3. *Vice President:* The Vice-President will be responsible for establishing a Contest/Event Committee and coordinating with the Clubs' Contest Directors, a for the next contest/event season. The schedule will be presented to the Board of Directors for approval and finalization.
 - 4. *Secretary:* The Secretary shall record minutes of each Board of Directors meeting and each Club meeting and handle all correspondence pertaining to Club activities. He/She will also be the Club's contact person with AMA and IMAA in case of questions, problems or situations.
 - 5. *Treasurer:* The Treasurer shall collect all moneys due and shall keep a record of moneys disbursed by the Club. He/she is authorized to receive contributions or specially obtained funds from any individual or institution, to be applied to the operating expenses of the Club. He/she will be responsible for maintaining an accurate club roster and must report the financial condition of the club at the Board of Directors meetings.
 - 6. *Field Marshall:* The Field Marshall shall be responsible to ensure that the field is properly maintained and recommend improvements/changes. He/she is to ensure that all mowing/maintenance equipment is being properly maintained and kept in safe operating order and to recommend necessary repairs, improvements or changes.
 - 7. *Safety Officer:* The Safety Officer shall be responsible for ensuring existing rules are enforced. This includes processing the grievance forms and following existing grievance procedures documented in the by-laws.

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ARTICLE V – MEETINGS:

- A. *Club Meetings:* Regular meetings shall be held at a time and place designated by the Board of Directors.
- B. *Board of Directors Meeting:* Board of Directors meetings will occur at the discretion of the Board of Directors. The Board of Directors from time to time may have a need to call a special meeting.

ARTICLE VI – RECORD KEEPING

- A. *Club Assets:* Records of the clubs assets will be the responsibility of the Executive Vice-President. The assets will be itemized on paper, along with their location, purchase price and estimated value. This information will be furnished to the club Treasurer.
- B. *Meetings Minutes:* The meeting minutes will be the responsibility of the club Secretary. Minutes for both the Club meeting and Board of Directors meeting will be kept. The minutes will be kept on paper and furnished to all Board of Directors at the next scheduled meeting.
- C. *Financial Reports:* The financial reports are the responsibility of the Treasurer. Reports will be prepared monthly and furnished to each Board of Director at the next scheduled meeting. Financial reports will also be given to any member of the club that is in good standing.
- D. *Audit:* The President or his appointees will make a periodic audit of the Treasurer's books. An audit will also be performed whenever a Treasurer leaves office.

ARTICLE VII – COMMITTEES:

From time to time the President of Board of Directors may have a need to form a committee to handle special projects. These committees will be established and remain in place for as long as the Board of Directors feel a need to have them.

ARTICLE VIII – NOMINATIONS AND ELECTIONS:

- A. *Nominations:* Nominations of Club officers shall be made at the general membership meeting during the month of September. Nominations for office may be made by any active Club member holding voting rights, either in person or by submitting a proxy nomination to an existing officer. Each individual nominee will be contacted by the President, or his/her appointee, to verify the acceptance or denial of the nomination. All accepted nominations for office will be published prior to the election.
- B. *Election:* Officers are to be elected by a vote of simple majority of those present at the regular meeting in the month of October. Mail-in ballots will be made available for those members who have voting rights but cannot attend the meeting. These ballots, returned by mail before the October meeting, will be counted as if those persons were present at the meeting.
- C. *Vacancies:* Vacancies in any office shall be filled by appointment by the remaining officers, such appointee to serve until the end of the term for which his/her predecessor was elected.

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ARTICLE IX –MISCELLANEOUS PROVISIONS:

- A. *Fiscal Year:* The Fiscal year for the club is January 1st thru December 31st.
- B. *Website:* An internet website will be maintained by a club member designated by the Board of Directors. It will serve as the information outlet for the club to its members and the general public.
- C. *Transfer of records:* Transfer of records, in an orderly fashion, will take place immediately after the election of new Officers.
- D. *Use of club Mark and Logo:* The Club Logo can be used in any promotional material as long as it is not used in a derogatory manner.
- E. *Duration:* The duration of the Club shall be perpetual.
- F. *Dissolution of the Club:* The Club may be dissolved with the approval of two-thirds (2/3) majority vote of the total membership. Upon the dissolution of the Club, the Board shall, after paying or making provisions for payment of all of the liabilities of the Club, dispose of all the assets of the Club exclusively for the purposes of the of the Club in such a manner, to such other organization or organizations organized and operated exclusively for charitable, educational, religious or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the internal Revenue Code of 1986, as amended, or to such other organization with purposes similar to the purposes of this Club, as the Board shall determine. Any of such assets not so disposed of shall be disposed of by the Court of Common Pleas (or similar court) of the county in which the principle office of this Club is then located, exclusively for such purposes and to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.
- G. *Airplane operation standards (Operation: Be Friendly)*
 - 1. "No Fly Zones" are posted and considered restricted areas not to be over flown.
 - 2. Flying time is from 9 am to 9 pm or dark whichever comes first.
 - 3. Mandatory sign in: When flying pilots must sign in with name, date, primary aircraft, in and out time prior to takeoff. The sign in sheet is located near the frequency box.
 - 4. Aircraft Recovery: Attempt to contact neighbors prior to aircraft recovery by phone or personal contact (preferred). There is a 2 person maximum search party size. Take photos of crash site. Neighbors' land is posted on the fly-zone map and phone numbers are listed in the frequency box.
 - 5. Flagrant disregard of the rules above may be cause for immediate removal of a member from the club pursuant to Article III, H of these bylaws. Guests will be asked to leave.
 - 6. Contact number: A telephone number shall be provided for people to contact designated club members in case of emergency or to voice concerns.
- H. Radio control modeling is the focus of the club. No activities (fishing, hiking etc.) on the club's grounds shall interfere with radio control modeling, unless the Board of Directors deems otherwise. Provided further, no radio control modeling shall occur during regular club meetings.

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ARTICLE X – AMENDEMENTS OF THESE BYLAWS:

- A. *Proposed:* Amendments may be made to these Bylaws at any general meeting of the Club membership, provided the members shall have been notified in writing at least five (5) days in advance that the amendments are to be considered. Copies of the proposed amendments shall be provided to all members as part of the notification.
- B. *Approval:* Amendments shall be approved by no less than a two-thirds (2/3) majority vote of members present, at the regular monthly meeting.
- C. *Balloting:* Mail-in ballots will be made available for those members, with voting rights, who cannot attend the meeting. These ballots, returned by mail before the next meeting, will be counted as if those persons were present at the next meeting.

ARTICLE XI – GRIEVANCE PROCEDURE (Flight and Safety Rules):

- B. *Purpose:* This grievance procedure provides a mechanism to enforce existing safety 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 Officer by means of the Grievance Form.
- C. *Procedures:*
 - 1. *Complaint:* When a club member has been unable to resolve a situation informally, they need to fill out a grievance form. At least one witness is required to sign the form. The form must be presented to the safety Officer.
 - 2. *Fact Finding:* The Safety Officer will present the form to the individual being accused of the situation. The Accused will have a chance to provide his/her side of the situation.
 - 3. *Presentation to the Board of Directors:* The Safety Officer will present the grievance form to the Board of Directors at the next board meeting for consideration. If the Officers feel the complainant is in error the Safety Officer will address with him/her. If the accused is in error, the following steps will take place.
 - a. *First Violation:* A verbal reprimand will be given to the accused by the Safety Officer. This reprimand will be recorded on the bottom of the grievance form.
 - b. *Second Violation:* If the officers so decide, the club privileges of the accused will be suspended for thirty (30) days. Written notice will be recorded on the bottom of the grievance form.
 - c. *Third Violation:* The Officers will notify the accused in writing. The officers will vote on the expulsion of the accused at the next Board meeting (see Article III, Section H). The expulsion will last one-year minimum (longer if deemed necessary by the Board of Directors). The expelled member may reapply for membership after the expiration of the expulsion time period.
 - d. *Accumulated Time:* The above three violation steps will not be enforced unless they are accumulated within a two-year period of time.
 - 4. *Retaliation:* Any member receiving a Grievance, who directs any retaliation action against the Complainant, 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 Board of Directors.

