

Club Operating Manual

2005

Committees and Responsibilities

1. An executive committee shall be created to serve during the same time frame as the president. It shall consist of at least three (3) club officers and two (2) or more members in good standing appointed by the president. The outgoing president shall automatically be a member to provide continuity.
2. The executive committee will provide advice and counseling in regards to all affairs of the club. It will meet as called by the president or upon the request of three (3) members in good standing.
3. Any other committees that the president deems necessary may be appointed when required. One (1) of the existing officers will automatically be a member of any such committee. The president shall determine which officer shall so serve.
4. All committees shall serve during the tenure of the president. When the president's term in office is over all committees shall cease to exist. The newly elected president shall reinstate such committees, as he/she deems necessary and appoint members to said committees.

Meetings and Business

(meeting day changed 2010)

1. Meetings shall be held monthly. Meeting day will be the third Monday of the month at 7:00 PM. **The date may be changed by the President or Vice President without membership approval in order to coincide with the availability of an appropriate meeting room. A meeting may be canceled by the President or Vice President for hazardous driving conditions.** A meeting may be skipped with prior approval of the membership.
2. The president may call for a special meeting, in addition to the regularly scheduled one, if deemed necessary to conduct the business of the club or for the general good of the club.
3. The president shall designate the site for each club meeting.
4. Roberts Rules of Order shall be used as a guide in conducting business at club meetings.
5. Club officers shall direct all regular business affairs and enterprises conducted by the club.
6. The president may, at any time, convene the Executive Committee for advice and counseling on any subject matter the president deems necessary.

Changing Dues, Amendments and Assessments

1. A change in the dues schedule, levy an assessment, or make amendments to the Constitution or Bylaws shall require a majority vote of a quorum of members in good standing.

2. A quorum is defined, in the Bylaws, as twenty percent (20%) of the members in good standing.
3. A copy of the proposed dues change, assessment or amendment shall be provided to any member in good standing upon request.
4. Written **or electronic** notice will be provided to all members prior to the meeting at which a vote will be taken on any proposed dues change, assessment or amendment.

Instructor Program

1. Any beginning flyer must have an instructor (approved by the club) present during all flying at the club field until said instructor indicates that the student is qualified to solo and will advise the membership of such qualification.
2. Instructors shall provide each student with a Student Flight Training Manual and keep a log of all training activities in the provided log book.

Resignation, Termination, Disciplinary Action, Expulsion and Reinstatement of Membership

1. Any member in good standing may resign his/her membership by giving notice to the club.
2. If any member ceases to qualify for membership in the AMA, his/her flying membership in the club will immediately terminate, subject to restoration of AMA membership. Proof must be presented of restoration of AMA membership.
3. This section provides for enforcement of the club's Field Rules for safe flying at the club site.
Enforcement of the club's Field Rules is the responsibility of all members. If any member is witness to a violation of the Field Rules, provisions of the Bylaws, the Constitution, the AMA, or conduct detrimental to the club, that member must report said violation to a club officer.
If the violation is considered serious enough a member may be expelled from club membership by a vote of two thirds (2/3) of a quorum (as previously defined) at a regular or special meeting.
4. Any member expelled from the club may be reinstated to full membership in the club only by a two thirds (2/3) majority vote of a quorum at a regular or special meeting.
5. The club, by a simple majority vote of a quorum, has the discretionary authority to provide for and to impose disciplinary action for such acts or omissions, which do not justify expulsion from membership.

Special Funds

1. The treasurer of the club is authorized to receive contributions or specially obtained funds from any individual or institution, to be applied to the operating expenses of the club.
2. The president has the authority for discretionary spending, of up to \$200, without requiring membership **approval**.

Memberships

(categories modified in 2007)

1. The following memberships are available:
 - A. Associate (non-flying) membership
 - B. Flying membership
 - C. Junior membership (under 18 years of age)
 - D. Honorary Life Membership
 - E. Family membership (includes parents(s) and children under 18 YOA)
 - F. Introductory membership (to coincide with AMA Introductory membership).
2. All flying members are required to show proof of membership in the AMA, or pending membership, before flying.
3. Anyone joining the club who was not a member the previous year is considered a first year member. All others are considered a renewing member.
4. Dues for renewing members are due on or before the first meeting of the year. Thereafter all delinquent members will drop from membership.

Membership Entitlements

1. Flying membership applies to one flyer only and has full voting privileges.
2. Junior membership applies to one flyer only and has full voting privileges.
3. Associate membership has no voting rights and is exempt from AMA membership requirements.
4. Honorary Life Membership is granted by the general membership in recognition of exceptional service to the club and/or contribution to the advancement of model aviation.

Dues Schedule

(dues schedule modified in 2007)

Regular flying membership\$60/YR

Junior membership(under 18, not incl. In family mbrshp)\$25/YR

Associate membership (non flying)\$25/YR

Family membership (incl: under 18YOA & parents)\$80/YR

Reciprocal membership (Bellingham, Arlington, OakHarbor.....\$20/YR

Introductory membership (3 month membership, to coincide with similar AMA membership)\$20/3 months

All annual dues paid after October 30th will be considered as payment for the remainder of the current year and the following year.

Dues for NEW REGULAR FLYING and FAMILY MEMBERSHIPS ONLY
(applies to 1st year or portion thereof only) will be prorated according to when they
join, as follows:

Jan, Feb & MarchRegular..\$60 Family..\$80

April, May & June Regular..\$45 Family..\$60

July, Aug & Sept.....Regular..\$30 Family..\$40

Oct, Nov & Dec.....Regular..\$60 Family..\$80