

Tejas Radio Control Association Bylaws

ARTICLE I, Club Identification:

The name of the organization shall be *Tejas Radio Control Association*, herein referred to as *The Club*. The flying site is located on Stewart Road approximately 2.5 miles south of Business Highway 83, on the left side, just before the small bridge, in San Juan, Texas.

ARTICLE II, Mission Statement:

The Tejas RC Association is established to promote the sport of model aviation through the mutual enthusiasm of its members for building and flying model aircraft, train new pilots to learn to safely operate their aircraft, and be alert for opportunities to inform individuals and groups of our activities and invite them to join us.

ARTICLE III, Purpose for Bylaws:

The purpose for these bylaws is to establish an understanding by all members of the procedures for conducting the business and day-to-day operation of the club.

ARTICLE IV, Meetings:

Meetings shall be held monthly at the time and place determined by the club officers. All meetings shall be announced by e-mail to the club membership at least a week prior to the scheduled meeting.

Meetings and club business shall be conducted consistent with *Roberts' Rules of Order, Revised*.

ARTICLE V, Membership, Dues, and Assessments:

Each year, and upon completion of a membership application by new members, proof of current year membership in The Academy of Model Aeronautics (AMA) shall be provided the club treasurer. New members will be provided a copy the Club bylaws and AMA safety rules, as well as any additional safety rules unique to the Club upon acceptance of membership by the Club.

The Club President will review a new membership applicant's paperwork and make a recommendation for a vote. Agreement is assumed by the act of application and the payment of dues.

A family membership is available at the individual member rate for immediate members of a family who are under age 16. Immediate family is defined as a parent, legal guardian, or legal-age sibling of an under-sixteen membership applicant.

A guest who wishes to fly more than a few days may complete a membership form marked TEMPORARY GUEST and pay a \$10 fee to fly for up to a 30 day period. Beyond thirty days a regular membership must be applied for and paid.

In all cases, a guest must fly under the immediate supervision of the club member who invited him.

A guest who provides proof of AMA membership may fly no more than 3 times in the immediate presence of the Club member who has invited the guest.

ARTICLE VI, Club Officers:

Officers shall be:

President

Vice president

Secretary

Treasurer

Safety officer

Field marshal

As a sitting group, the Club officers shall serve as the Board of Directors of the Club (See Article VIII).

The primary responsibilities of the officers are:

President: Shall preside over all Club meetings, act as chairperson of the Board of Directors, and actively seek the participation of all Club members in the decision making process. (See Articles VIII and IX).

Vice president: Shall act as club president at meetings when the President is absent; the President may assign additional projects and duties to the Vice President as necessary.

Secretary: Shall be responsible for the maintenance of all official club records and shall make said records available for inspection at all meetings of the Club. Such records shall include but not be limited to minutes of past meetings, correspondence, completed applications for membership, all Club contracts and legal commitments, AMA charter/ insurance renewals, and official Club roster of members.

Treasurer: Shall collect all monies from Club dues, special assessments, and any other sources; pay Club bills as described under Article VIII; prepare and maintain a detailed record of financial activity; and provide an oral report of Club treasury beginning balance, income, expenditures and ending balance at each monthly Club meeting. The President will receive a written copy of the oral report for the approval of the membership at that same meeting. The written report shall be maintained by the Secretary.

Safety Officer: Shall review safety procedures and cautions with the membership at each regular club meeting; post AMA rules at the field; and make and receive safety complaints to and from Club members. He will call safety infractions informally to first incidents members; issue a formal warning for second-time offenders, and bring third time offenders to the attention of The Board of Directors for further investigation through interviews of the offender and witnesses.

Field Marshall: Shall regularly inspect the facilities and field and arrange necessary maintenance and improvements. (See Article VIII regarding expenditures).

ARTICLE VII, Nominations, Elections, and Recall of officers:

A financial audit committee will be appointed in October each year for the purpose of reviewing the club financial record. The treasurer will act as a resource to this committee, provide records and address questions. The financial audit committee will report their findings at the November meeting.

Nominations for offices shall be made by the regular membership at the November meeting each year. Additional nominations may be made at the December meeting, and election of officers will be held at the January meeting. New officers for the year will be seated at the February meeting.

All full-year residents of RGV who are club members in good standing for at least two years are eligible for office. Winter Texans who are RGV residents for a minimum of five months for the upcoming year are eligible for the office of president or vice president but not both offices.

Any club member may move at a regular meeting to recall an officer for specified reasons. A two thirds vote of the members present is required for recall approval.

ARTICLE VIII, Powers and Limits to Powers of the Board of Directors:

The Club officers shall constitute the Board of Directors. The functions of the Board are to meet for club planning sessions and to take emergency actions on issues that cannot wait for the next general membership meeting. Routine bills will be reviewed for issue

of payment by the Treasurer. ALL actions of the Board will be reported by the President at the next regular club meeting.

ARTICLE IX, Committees:

The President shall establish and appoint members to necessary committees. Said committees will be composed of a minimum of three club members, and at least one member of each committee will not be a Club officer. Committees may

include but not be limited to membership, discipline, and event planning and implementation. Club members who have experience in the committee's area are encouraged to volunteer for committee service.

A financial audit committee will be appointed in October of each year for the purpose of reviewing the Club financial records. The Treasurer will act as a resource to this committee, provide records and address questions. The financial audit committee will report their findings at the November meeting.

ARTICLE X, Dues and Assessments:

The amount for Club dues for the upcoming year, complete with rationale for the amount, will be recommended to the membership for a vote of approval at the November meeting each year. Dues must be paid by January 30 of the membership year or the individual will be dropped as a club member. The dropped individual may apply for new membership as described in Article V above.

From time to time a special assessment may be necessary based on the need to fund part or all of a special project as recommended by the Board of Directors (See Article VI above) and approved by the general membership at a regular Club meeting. The due date for payment of any special assessment shall be established as part of the motion for approval. Such special assessments apply to all Club members, and an individual who has not paid shall be dropped as a member of the Club. The dropped member may reapply for membership as described in Article V above.

ARTICLE XI, Record Keeping and Compliance:

The Club Secretary shall be responsible for the maintenance of all official club records and shall make said records available for inspection/reference at all meetings of the Club. Such records shall include but not be limited to minutes of meetings, correspondence, completed applications for membership, all Club contracts and legal commitments, AMA charter/insurance renewals, and official Club roster of members.

ARTICLE XII, Safety and Conduct:

Safety is the responsibility of all members. Observed unsafe actions should be called to the attention of the offender in a respectful manner, including suggestions for ways to avoid the unsafe action in the future. Repeated or grievous unsafe actions should be reported to the club safety officer, including the names of witnesses to the event.

The primary goal for the establishment and continuation of the club is to have fun through fellowship, sharing of ideas, and flying. Personal disagreements between members are to be taken up away from the field so other members can give their attention to the reason they came to the field.

ARTICLE XIII, Amendments to Bylaws:

Any Club member may propose an amendment to these bylaws via a motion, description, and rationale for the change at a regular meeting. A majority vote is required at the next regular meeting, after the membership has been informed of the upcoming action, for the change to be approved.

Basics of Roberts' Rules of Order:

- a) Call the meeting to order
- b) Announcements
- c) Reading of minutes from the last meeting (reading may be waived) and approval of the minutes
- d) Treasurer's report and approval of the report
- e) New Business
- f) Old business
- g) For the good of the club
- h) Adjournment