

**HUMBER VALLEY R/C FLYERS  
M.A.A.C. CHARTER CLUB  
CONSTITUTION AND BY-LAWS  
(REVISED October, 2003)**

**ALL CLUB MEMBERS ARE REQUIRED TO READ AND ADHERE TO THE  
CONSTITUTION AND BYLAWS.**

**CONSTITUTION**

**Article 1. Name**

The name of this organization shall be Humber Valley R/C Flyers Inc. hereinafter referred to as the Club. The Club colours are red, white and black.

**Article 2. Affiliation**

This Club is affiliated with the Model Aeronautics Association of Canada as per their constitution article 1. section 2b and is a Charter Club member of said organization hereinafter referred to as M.A.A.C.

**Article 3. Purpose**

The main purpose of this Club shall be the advancement and safe enjoyment, to the fullest extent possible, of the recreational and competitive activity of radio control fixed wing model aircraft. The purpose is supported by the cooperation of all members with national and international modelling organizations and the general public.

**Article 4. Manner of Revising Constitution**

Any proposed revision to this Constitution requires notification in writing, by means of the club bulletin or otherwise, sent to all members prior to the regular meeting. All amendments will be put to a vote at that meeting, and require a two thirds majority vote of the attending members to carry. The quorum for this vote shall be one third of the Open membership.

**BYLAWS**

**Article 1. Membership**

1. Membership year

The membership year shall be from January 1 until December 31 of the same year.

2. Definition of Membership

- a) Paid membership in the Club or exemption from payment of such fees by the Executive Committee.
- b) M.A.A.C. membership.

3. Classes of Membership

- a) Junior member - under age 18 as of January 1st
- b) Open member - age 18 and over as of January 1st
- c) Senior member - age 65 and over as of January 1st
- d) Honorary member - appointed by the Executive Committee and must be a member of M.A.A.C.

4. Admission to Membership

Initial membership in the Club shall be subject to the approval of the majority of the Executive Committee.

5. Rights of Members

Members in good standing abiding by the Club rules shall receive full Club privileges including the Club publication, right to vote on all Club issues and those benefits accruing from membership in M.A.A.C.

6. Certificates and Insignias

Club members in good standing shall be issued membership cards. Pilots cleared for solo flight shall have a membership card which so indicates.

7. Limitations

Membership may be limited at the discretion of the Executive Committee.

8. Expulsion of Members

A membership may be cancelled because of actions detrimental to the interests of the Club. Before the Executive Committee meets to consider cancellation, the member shall be informed in writing, by registered mail, of the alleged infraction. Cancellation can be done only after a majority decision by the Executive Committee. The member involved will be informed by registered mail that the expulsion has occurred.

9. Suspension of Flying Privileges

Flying privileges may be suspended by any Executive Committee member for any action considered detrimental to the Club. Suspension remains in effect until the case is reviewed by the Executive Committee. This review shall take place within thirty-one days, and the member shall be informed in writing within fourteen days of the Executive Committee decision.

**Article 2. Organization**

1. Officers

The Officers of the Club shall be as follows:

1. President (elected)
2. Immediate Past President
3. Vice President (elected)
4. Secretary (elected)
5. Treasurer/Membership Coordinator (elected)
6. Field Officer (elected)
7. Program Director (elected)
8. Contest Director (elected)
9. Junior Representative (elected)
10. Chief Flying Instructor and Safety Officer (appointed)

Other appointments may be made by the Executive Committee as required. Such appointments shall be for a term of up to one year, ending at the annual general meeting.

2. Elections

1. Officers of the Club shall be elected each year at the annual general meeting.
2. Voting for officers shall be by a show of hands with nominees being excused from the room during the voting.

3. Duties of Officers

1. President
  - a) Supervise and direct the activities of the Executive.

- b) Promote the aims of the Club and provide leadership.
  - c) Preside at all Club meetings and establish any committees required to conduct specific Club activities.
  - d) Act as a Signing Officer for the Club.
2. Immediate Past President
- a) Provide executive continuity to the best of his/her ability
  - b) Carry out in the absence of the President and the Vice President the duties of those offices.
3. Vice President
- a) Carry out in the President's absence all the duties of that office in accordance with the President's wishes.
  - b) Take charge of all Club promotional activities.
  - c) Act as a liaison between M.A.A.C. and the Club
  - d) Act as a signing officer for the Club.
4. Secretary
- a) Keep minutes of all meetings and if unable to attend, appoint a proxy to keep an accurate record which will then be added to the Secretary's record of minutes.
  - b) Receive and distribute Club correspondence.
  - c) Maintain an inventory of all Club assets.
5. Treasurer/Membership Coordinator
- a) Collect, record and administer the revenues and expenditures of all Club funds.
  - b) Produce an up-to-date financial report as requested.
  - c) Assist the Auditor in any way as requested.
  - d) Process and maintain accurate financial records of the membership.
  - e) Act as a signing officer for the Club
6. Field Officer
- a) Ensure proper maintenance of the flying site by outside professionals or by enlisting of voluntary assistance from the membership.
  - b) Be responsible for all Club property at the flying site.
7. Program Director
- a) Plan and arrange programs for regular Club meetings.
  - b) Provide refreshments and the detailed social arrangements for Club functions.
8. Contest Director
- Arrange all contest and flying meets, including the purchase and distribution of prizes.
9. Junior Representative
- Represent the interests of younger members in the Club to the Executive Committee.
10. Chief Flying Instructor and Safety Officer
- a) Administer the Club Flight Training Program including the approval and appointment of instructors.
  - b) Promote all phases of safety within the scope the Club's regulations.
  - c) Immediately take appropriate action when aware of unsafe operation by a Club member endangering other members or the general public.
  - d) Report to the Club Executive Committee and receive direction for action on any repeated unsafe practices by Club members.

#### 4. Executive Committee

The Executive Committee shall be composed of all the Officers of the Club specified in Article 2.1 and shall have full authority to conduct the business of, and promote the aims and interest of the Club.

#### 5. Committees:

Committees may be appointed by the President as required to conduct specific Club activities.

#### 6. Removal from Office:

Any Officer can be removed from office provided the following conditions are adhered to:

- a) A special meeting to consider the removal of an Officer must be called by the Executive Committee upon a written request signed by a minimum of ten Club members,
- b) Written notice of this special meeting must be sent to all Club members.
- c) The majority decision of the membership present at that special meeting shall be final.

#### 7. Filling of Vacancies:

Should for any reason any office become vacant during the Club year, it shall be left to the discretion of the Executive to appoint the most suitable member to fill the vacancy on a pro tem basis until the first regular meeting, at which it is possible to hold an election to fill the vacancy.

### **Article 3. Meetings**

#### 1. Regular Meetings

Regular monthly meetings during the period from October until May inclusive shall take place at a location, time, and date chosen by the Executive for the current year.

#### 2. Annual Meetings

The Annual General Meeting shall take place at a location, time, and date chosen by the Executive and shall be held within six months of the end of the fiscal year.

#### 3. Special Meetings

These may be called at the discretion of the Executive Committee.

#### 4. Voting

All voting at meetings shall be by a show of hands with a simple majority carrying. A secret ballot may be employed if this is the unanimous wish of the Executive Committee. Members may give proxies in writing to other members to vote on their behalf at either Club or M.A.A.C. functions. Each Proxy shall be valid for use on one single specified date.

#### 5. Quorum

Except for changes to the Constitution, a quorum shall be twenty five percent of the Open membership.

### **Article 4. Finance**

#### 1. Financial Year

The fiscal year shall be November 1st to October 31st.

#### 2. Fees

- a) Membership applicants are responsible for financial penalties incurred by the Club as a result of their cheques being returned NSF. Memberships, if already granted, will be

suspended until the applicants issue cheques covering membership fees plus any NSF penalties incurred by the Club.

- b) A budget is to be prepared annually and submitted to the membership for approval. Expenditures exceeding more than 10% of total budget require further membership approval. Based upon the approved budget, the annual fee for each class of membership will be established by the Executive Committee. Fees are payable by February 15th of each year. All new members will be charged an initiation fee determined by the Executive Committee. All memberships lapsing beyond April 15th shall be liable for payment of initiation unless special dispensation is granted by the Executive.

### 3. Banking

- a) Cheques drawn on the Club account must be signed by any two of the following officers: President, Vice President, Treasurer.
- b) All revenues, disbursements, etc., of Club funds shall be properly recorded and documented by means of acceptable business practices.

### 4. Audit

The services of an auditor will be enlisted prior to the Annual General Meeting to review and report on the current financial records.

## **Article 5. Insurance**

The flying field used by the Club shall be approved by M.A.A.C. and shall be covered for public Liability Insurance in the amount currently carried by them in their blanket overall insurance policy. The owner of the field and related facilities shall be named as co-insured. In the event of a model aircraft accident involving personal injury and/or property damage, a report of the accident in accordance with the instructions on the back of the M.A.A.C. Membership Card, shall be submitted in writing to the Zone Director immediately after the accident. A copy of the report should be made for the Club and another for insurance purposes. Deductibles are to be paid by the members, unless acting as instructors, in which case the Executive Committee may decide that the cost be borne by the Club.

## **Article 6. Flying and Safety Rules**

The flying and safety rules of the Club shall be the current Field Rules. These shall be posted in a prominent location at the field and distributed to all members for their use. Failure to follow flying rules will lead to immediate suspension from the Club.

## **Article 7. Dissolution of Club**

Should it be necessary to disband the Club, a special general meeting will be held and all Club assets shall be given to M.A.A.C. in trust for a period of 5 years. If the Club is not restarted to the satisfaction of the M.A.A.C. board of directors, within this 5 year period, the assets shall become the property of M.A.A.C.