

UTAH VALLEY AEROMODELERS CLUB BYLAWS

AMA Charter # 2834

ARTICLE I: NAME

A. NAME

Utah Valley Aeromodelers

B. LOCATION

Central Utah, USA

ARTICLE II: PURPOSE

To further the sport of model aviation

ARTICLE III: MEMBERSHIP AND DUES

A. QUALIFICATIONS

AMA membership is required, and members shall agree to abide by the Clubs bylaws, and those of the AMA.

B. DUES

1. Dues are \$55.00 per year for open members, \$00.00 for youth, when a youth turns 18 they will be considered an adult and pay for an open membership.
2. The annual dues to be paid to the Club shall be determined by the Club officers with the approval of a simple majority vote of the members present at the regular monthly meeting.
3. New members who join in September through December will pay the current amount for dues; this will cover their membership dues until the end of the following year.
4. Dues are non-refundable, except under extraordinary circumstances, which will be determined by the Club presidency on a case by case basis.
5. Lifetime membership is priced at ten times the current dues.
6. Types of membership and limits on the total number of members shall be determined by the Club officers and approved by a simple majority vote of the members present at the regular monthly meeting.

ARTICLE IV: OFFICERS

A. ELECTED OFFICERS

President, Vice- President, Secretary, Treasurer and Assistant Treasurer

B. TERM OF OFFICE

1. All elected officers of the Club shall serve for one (1) year from date of election. Officers are to be elected by a vote of simple majority of those present at the regular Club meeting in January.

2. New officers will take office immediately after the January meeting and election.
3. Other personnel will be appointed by the newly elected officers and confirmed by a simple majority vote of those members present during a regular meeting: i.e. Newsletter Editor, Safety Officers, Field Marshall/Field Maintenance Chairperson or other committees as needed. These officers and committees shall serve until they have been reappointed or replaced by a different individual or committee.

C. OFFICER DUTIES

1. President shall preside at meetings and shall act as a spokesperson in all matters pertaining to it.
2. Vice President shall preside in the absence of the president, and is to maintain an accurate record of all Club assets, including place of storage.
3. Secretary records minutes of meetings and handles all correspondence pertaining to Club activities. He or she will also be the Clubs contact person with AMA in case of questions, problems or situations.
4. Treasurer and Assistant Treasurer shall collect all moneys due and shall keep a record of moneys distributed by the Club. The treasurer or assistant treasurer will be responsible to file the annual IRS documents for the Tax Exempt status for the Club using the on-line IRS Form 990N on or prior to 15 May of each year.

D. APPOINTED OFFICERS - DUTIES

1. Safety Officer(s) – Shall be responsible for chairing the safety committee if needed, and ensuring existing rules are enforced. This includes processing the grievance forms and following the existing grievance procedures in Article X as documented in these bylaws.
2. Field Marshall/Field Maintenance Chairperson – Shall be responsible that the field is properly maintained, including mowing of weeds when needed. Recommend improvements or changes to the field and Club property. Shall be responsible for establishing mowing crews for the lawn if needed.
3. Contest/Event Committee Chairman – The Club presidency usually coordinates this activity, but if this position or person is needed they shall be responsible for coordinating and establishing, in conjunction with the Club's Contest Director(s) a schedule for the next contest/event season. The schedule will be decided by the Contest Directors, and approved by the members.
4. Committees of the Club shall be made by appointment by the Club presidency, if a vote is requested they may be approved by a simple majority vote of the members present at the regular Club meeting, to serve throughout the term. Standing Committees are the Safety Committee and the Field Marshall/Field Maintenance Committee.

E. VACANCIES

Vacancies in any office shall be filled by appointment by the remaining officers; the person will serve until the end of the term for which the predecessor was elected.

ARTICLE V: MEETINGS

A. REGULAR MEETINGS

1. Regular Club meetings will be held monthly, at a time and place designated by the Club officers and posted on our Clubs Facebook page.
2. At any Club meeting a simple majority shall be over 50% of the members voting at the meeting.

B. SPECIAL MEETINGS

Club officers may call a special meeting. Special meetings will be held on an as needed basis after notifying the Club membership by email or by the Clubs closed group Facebook page at least five days prior to the meeting. The purpose of a special meeting shall be stated in the written notice.

ARTICLE VI: RECORD KEEPING

All records shall be passed on to the newly elected officers as soon as possible after the annual election of Club officers in January.

ARTICLE VII: NOMINATIONS AND ELECTIONS

A. NOMINATIONS

Nomination of Club officers shall be made at the general membership meeting during the month of November, December or January. 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. Nominations for officer positions can be made from the floor, by text, or email.

B. ELECTION

Elections are held at the regularly scheduled meeting in January.

ARTICLE VIII: MISCELLANEOUS PROVISIONS

A. AUDIT

The President or his/her appointees will make a periodic audit of the Treasurer's books when a new Club presidency is elected each year.

B. SPECIAL FUNDS

The Treasurer or assistant 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 and issues reimbursement checks.

C. BANK ACCOUNT POLICIES AND REIMBURSEMENTS

1. The treasurer or assistant Treasurer will maintain a Club bank account and will provide access to the books at any time when requested by the Club presidency.

2. Club members requesting reimbursement will fill out a reimbursement form, giving that form and the sales receipt to the treasurer or assistant Treasurer to receive a reimbursement check. The treasurer or assistant treasurer will maintain a file of reimbursement forms with their receipts attached. When the Club makes a donation to a non-profit entity, a receipt is not required, just the request for reimbursement form.
3. A copy of the Clubs reimbursement form is attached to this document, see page nine.
4. Reimbursement forms will be available from the treasurer or assistant treasurer upon request. Forms can be emailed or given to the member requesting reimbursement.
5. The Assistant Treasurer will maintain a second check book for use in supporting the Club presidency when the treasurer is not available. Any checks written in this second check book will be communicated to the treasurer as soon as practical.
6. The Club will maintain at least two members with signature authority on the bank account.
7. No checks will be written without a reimbursement form and/or designation of a presidency member.
8. Any dues or donations made to the Club through the PayPal account will be deposited to the Club bank account in a timely manner. PayPal records will be available to any member of the Club presidency for review upon request.

D. FIELD OPERATIONS

(See the last page of these bylaws)

E. FIELD SECURITY

1. The gates on each side of the road have been keyed with 2 locks each; one is a county lock which has a key not available to UVA. The bottom lock is a UVA combination lock.
2. The combination will be changed on the 1st of Feb. each year and will be given out to those who have paid dues for each current year.
3. The first flyer to the field opens the gate and leaves it open, closing the lock and setting the tumblers to 0000. The last Club member flyer to leave locks the gate.
4. The procedure is to lock the gate, set the tumblers to 0000 to help maintain our security [always close the lock after opening the gate, with tumblers at 0000. Don't leave the lock open at any time.]
5. Do not give out the combination to anyone else, as it is available only for dues paying members.
6. When a Club member is the last one to leave, for example at 10:00 AM, then they would lock the gate. Anyone arriving later will unlock and leave it open until the last flyer leaves and locks it.
7. A new combination will be emailed to each member the last week of January if they have paid their dues by then.

F. NEWSLETTER

Our Clubs newsletter will be known as the "GLITCH"

G. DURATION OF THE CLUB

The duration of the Club shall be perpetual.

H. CLUB LOGO

The official Club logo shall be:



I. DISCIPLINARY ACTION AND EXPULSION

1. This section provides for enforcement of the Safety Rules that are related to flying activities or any other unacceptable behavior by an individual member or members. The Club presidency shall have the discretionary authority to provide for and to impose disciplinary action for such acts of omission.
2. Any individual may be expelled from membership from the Club by a two-thirds (2/3) majority vote of the membership if in the officers' determination, such individual willfully commits any act or omission which is a violation of any of the terms of these Bylaws, or the Rules of the AMA, or which is detrimental to the Club, or AMA.

J. DISSOLUTION OF CLUB

1. The Club may be dissolved with the approval of a two-thirds vote of the total membership.
2. Upon the dissolution of the Club, the presidency shall, after paying or making provisions for the payment of all the liabilities of the Club, dispose of all the assets of the Club exclusively for the purposes of the Club in such manner, to the Academy of Model Aeronautics, Inc., or 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 presidency shall determine. Any of such assets not 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 organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

K. REINSTATEMENT

A two-thirds vote of the membership is required for reinstatement to the Club.

ARTICLE IX: AMENDMENT OF THESE BYLAWS

A. PROPOSED AMENDMENTS

Amendments may be made to these bylaws after the proposed change has been approved by the Club presidency and voted upon at any general meeting of the Club membership, provided the members have been notified by email or the Clubs closed group Facebook page prior to the meeting about the amendments to be considered.

B. APPROVAL

The proposed amendments shall be provided to the members that attend the meeting.

C. VOTING

Amendments shall be approved by no less than a two thirds (2/3) majority vote of the members present at the regular monthly meeting.

ARTICLE X: GRIEVANCE PROCEDURE

(FLIGHT AND SAFETY RULES)

The 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 Committee for its consideration by means of a Grievance Form to be filled out and turned into the Safety Committee Chairman. At least one witness is required to sign the Grievance Form. Grievance forms can be requested from any of the Club presidency or safety officer. A copy of the grievance form is attached to this document, see page eight.

The Safety Officer/Committee and Club presidency shall use its judgment in carrying out action on the following:

- a. A grievance form will be filled out and turned into the Safety Officer/Committee Chairman. At least one witness is required.
- b. **FIRST VIOLATION**
Viewpoints of both complainants and accused will be considered. Complainant's name will be disclosed. A verbal reprimand will be given to the accused by the Safety Officer/Committee, and this will be recorded in the Club records.
- c. **SECOND VIOLATION**
Complainant's name will be disclosed. The accused has the right to a written rebuttal, to be reviewed by the Club Safety Officer/Committee. If the Committee so decides, the flying privileges of the accused will be suspended for thirty (30) days. Written notice of this shall be issued and a copy published in the Club newsletter.
- d. **THIRD VIOLATION**
Safety Officer/Committee will notify the accused in writing and the Club members via the Club newsletter that the Club will vote on the expulsion of the accused at the next meeting. Said expulsion will last for a one-year minimum. A member may be expelled from the Club only upon a two-

thirds (2/3) majority vote of the membership present at the meeting. Voting will be by secret ballot at a regular monthly meeting. The expelled member may reapply for membership after the expiration of the expulsion time period.

- e. The three actions will not be enforced unless they are accumulated within a two-year period of time.
- f. Any member receiving a Grievance, who directs any retaliation action against the person filing said grievance, 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 Club Officers.

UTAH VALLEY AEROMODELERS CLUB GRIEVANCE FORM

Date: _____

Time: _____

Nature of Violation:

Signature: _____

Witness: _____

Additional Witnesses (not required):



Utah Valley Aeromodelers Request for Reimbursement or Disbursement Form

Date: _____

Member to Receive Reimbursement: _____

Or Request for Disbursement to: _____;

By Presidency Member: _____

Amount: _____

Purpose: _____

Receipt Attached: ____

For Treasurer:

Check number: _____

Date written: _____



AMA Charter # 2834



Airfield General Rules

1. All flight activities must follow the official AMA National Model Aircraft Safety Code as set by the Academy of Model Aeronautics. (www.modelaircraft.org)
2. AMA membership for each pilot is a condition of use by Saratoga Springs City and is required for field use.
3. **ALL** pilots must **Display** AMA membership cards for easy identification either on their person or prominently in their pit area.
4. Models will be flown only in designated areas.
5. All pilots using transmitters that **are not** 2.4 GHz agree to use the frequency board at the North end of the pits while at the field. All non 2.4 GHz transmitters must display frequency identification on the transmitter.
6. Children are permitted beyond the spectator area when under direct adult supervision or when taking part in flight instruction.
7. Electric flight only before 8:00 a.m.
8. Dogs in the pit area must be on a leash.
9. All FPV flights must have a spotter and follow AMA Safety Code.
10. Compliance to all safety rules is the responsibility of each participant

Operational Rules

1. A maximum of four planes will be allowed in the air at any one time on the main flight line.
2. Deliberate flying behind the pilot station is prohibited. (Except as provided below)
3. Taxiing is not allowed into or out of the pit area as designated by painted markers.
4. Both gas and electric planes started in or out of the pit area must have some form of physical tail or wing restraints. This can include a helper holding the model.
5. Only pilots and assistants are allowed on the flight line.
6. Testing and breaking in of engines will be performed in specific areas. Not in the pit area. (See maps posted in the pit area.)
7. Pilots shall make appropriate announcements when taking off, landing or in emergency situations. Touch and go's must be announced.
8. Direction of flight will be determined by wind direction.
9. Foamies and small electrics may be flown to the North of the field and may be landed on the North section of grass after notification to pilots on the flight line. When planning on landing in this section of grass the pilot must have an observer assisting with the flight planning and notification to other pilots.
10. Planes may not be taken off or landed on any taxiways.
11. No flying East of the walking path or trail whenever anyone is at the helicopter field.
12. Flight is to be kept West of the center line of the runway. Flight is also allowed North and South of the field as long as the flight path will not carry the plane over the pit area.
13. In the event of an accident, call 911. The address of the field is 9999 South Saratoga Road. Saratoga Springs, Utah. (Have someone out on the main road to help emergency vehicles find the flying field quickly.)