

CONSTITUTION AND BY-LAWS

SANFORD AERO MODELERS, INC.
FLORIDA INCORPORATION NO. N29486
ACADEMY OF MODEL AERONAUTICS
CHARTER NUMBER 1626

CONSTITUTION

ARTICLE I - NAME

The name of this club shall be: SANFORD AERO MODELERS, INC. The abbreviation shall be "SAM".

ARTICLE II – PURPOSE

This club has been formed to promote the activities of model airplane building and flying for the enjoyment and recreation of its members. It is a not-for-profit organization incorporated in the State of Florida. All monies received, including club dues, will be used to maintain a flying site and/or to promote club activities.

- SECTION 1.** The club shall aid, insofar as possible, the national and international programs and activities of the Academy of Model Aeronautics, working toward the continual advancement of all phases of model aviation .
- SECTION 2.** The Academy of Model Aeronautics policies and regulations, along with the “SAM Flying Policies” will govern all model activities.
- SECTION 3.** Flying members are required to hold and maintain an individual AMA membership. An Amateur Radio Operator’s license, Technician Class or above, issued by the Federal Communications Commission, will be required when using six (6) meter frequencies.

ARTICLE III – ELIGIBILITY

All persons with an interest in model aviation shall be eligible for membership in the Sanford Aero Modelers, Inc., provided they meet the qualifications prescribed by the club in its By-laws, and by the Academy of Model Aeronautics. No individual will be denied membership on the basis of race, color, sex, ancestry, religion, or national origin.

BY-LAWS

ARTICLE I - OFFICERS

The elected officers of the club shall be: PRESIDENT, VICE PRESIDENT, SECRETARY, and TREASURER.

ARTICLE II- BOARD OF DIRECTORS

The Board of Directors shall consist of the four duly elected officers of the club. The Chairman of the Board shall be the duly elected President. The Board shall have authority to meet on behalf of the membership, and shall report their recommendations at the next monthly membership meeting, including policy changes, dues schedule, and any other club business.

ARTICLE III – DUTIES

- PRESIDENT** The President shall preside at all meetings of the club and shall act as spokesman on all matters pertaining to it. The President shall further appoint any committees as may be required to conduct club affairs.
- VICE-
PRESIDENT** The Vice-President shall act for the President when unable to serve. The Vice-President shall be responsible for the arrangement of programs of each monthly meeting and for any social affairs of the club.
- SECRETARY** The Secretary shall record the minutes of each club meeting and handle all correspondence pertaining to club activities.
- TREASURER** The Treasurer shall collect all monies due and shall keep a record of the monies disbursed by the club. A checking account will be maintained, requiring either the President's and/or Treasurer's signature. The Treasurer is authorized to issue checks up to \$300.00, or up to \$500.00 with the signature of a second club officer. No checks shall be drawn in excess of \$500.00 without prior authorization by the membership.
- The Treasurer shall issue current SAM Membership Cards upon receipt of dues payments. The Treasurer shall compile a dues statement reflecting any monies due, and the general membership dues. This statement and a membership renewal form will be mailed to each member prior to the October meeting. The Treasurer shall further notify delinquent members as required.
- CONTEST
BOARD
COMMITTEE
CHAIRMAN** The Chairman is appointed by the President and shall choose at least two members to comprise the Contest Committee. The duty of the Committee is to handle all organized contest flying of the club. The Chairman will act as spokesman for the group and preside over meetings. The Contest Board's recommendations will be taken to the Board of Directors for approval. The board's decision for or against recommendations will be

returned to the Contest Board for action. These recommendations would include establishment of dates, budget, and contest format. The Board of Directors will have authority to expedite these matters and to handle initial costs.

**FIELD
MARSHALL**

The Field Marshall is appointed by the President and is responsible for all work done or to be done at the flying field. The Board of Directors will approve work other than normal maintenance. The Field Marshall will be responsible for organizing and directing the activities of work parties drawn from volunteers.

**MEMBERSHIP
COMMITTEE
CHAIRMAN**

The Membership Committee Chairman is appointed by the President and will select at least two (2) members to serve on the committee. The committee shall handle all membership matters. The Chairman shall have custody of all membership forms and will contact all perspective members to welcome them into the club, and to find out if they need an instructor to aid them. If required, the Chairman shall contact the Chief Flight Instructor to set up scheduling for an instructor to meet with the new member.

**CHIEF FLIGHT
INSTRUCTOR**

The Chief Flight Instructor shall be appointed by the president and will evaluate all club instructors as to their competency and rate them accordingly. The Chief Flight Instructor shall contact all new members and also welcome them into the club. In addition, he shall schedule a competent instructor to begin teaching the new student.

**NEWSLETTER
EDITOR**

The Newsletter Editor is appointed by the President to edit, publish, and circulate pertinent club news in the FREQUENCY FLAG, the official newsletter of Sanford Aero Modelers, Inc.

**SAFETY
COORDINATOR**

The Safety Coordinator is appointed by the President and will elect at least two (2) members to serve as Associate Safety Coordinators. Together, they will ensure that the AMA Safety Code and SAM Flying Policies, as adopted by the Board of Directors, are stringently followed. During club sanctioned events, the Safety Officers shall inspect all aircraft for flight worthiness. The Safety Coordinators shall have the authority to “ground” any pilot operating their model in an unsafe manner. If said member persists in operating in a dangerous manner, the Safety Coordinator shall give written notice and a thirty (30) day suspension from flying at the club field. If said pilot continues to operate in a reckless manner, the Safety Coordinator shall forward all pertinent information to the Board of Directors for further action.

ARTICLE IV - AUDIT

The Board of Directors or their appointee will make a periodic audit of the Treasurer’s books.

ARTICLE V - TERM OF OFFICE

All elected officers of the Sanford Aero Modelers shall serve for one (1) year from date of election. Officers are to be elected by a quorum vote of those present at the meeting. Appointed positions (e.g., Newsletter Editor, Contest Chairman, Safety Coordinator, Membership Chairman, Field Marshall, etc) will be appointed by the President and confirmed by a simple majority of those members present during a regular meeting.

- SECTION 1.** Election of officers shall be held annually during the regular October club meeting. New officers will take office for the first club meeting in November.
- SECTION 2.** A candidate for office shall have been a voting member of the club for not less than three (3) consecutive years.
- SECTION 3.** The President shall appoint in August a Nomination Committee for the purpose of selecting nominees to the offices of President, Vice President, Secretary, and Treasurer. Further nominations for any office may be made from the floor by any member at the October meeting, or by proxy ballot presented to one of the existing officers one week in advance of the elections.
- SECTION 4.** Election will be by written ballot or by acclamation.
- SECTION 5.** Any officer may be removed from their elected duties, due to inefficiency or improper conduct, by a petition signed by a majority of the voting membership. A presidential appointee may be dismissed by a motion and a quorum vote of those present at the meeting.

ARTICLE VI – VACANCIES

Vacancies during a term shall be filled by appointment by the Board of Directors (except the office of President). In the event the President's office is vacated, the Vice President shall automatically succeed. Such appointees shall serve until the end of the term for which the predecessor was elected.

ARTICLE VII – MEETINGS

Regular meetings shall be held once each month at a previously designated time and place.

- SECTION 1.** Place of meeting shall be on a voluntary basis.
- SECTION 2.** Special meetings may be called by notifying all members via written notice, to be given no less than three (3) days prior to the meeting.

ARTICLE VIII - REGULAR BUSINESS

The officers shall direct all regular business affairs and enterprises conducted by the club

SECTION 1. A liberal interpretation of Robert's Rules of Order shall govern all meetings.

SECTION 2. At any meeting, a simple majority shall be fifty one percent (51%) of the voting membership present at the meeting. A quorum shall be defined as 25 percent of the total membership with voting privileges. No business shall be conducted without a quorum.

ARTICLE IX - MEMBER CLASSIFICATION

There shall be thirteen (13) classes of membership: Open, Youth, Family, Associate, Honorary, Complimentary, Charter, Winter, Inactive, Lifetime, Lifetime Inactive, Senior Citizen, and Disabled.

OPEN: Members nineteen (19) years of age or older and have full privileges and voting rights. They pay an initiation fee and annual dues.

YOUTH: Members eighteen (18) years of age or younger and have full privileges and voting rights. They pay annual dues.

FAMILY: Members within the same family, limited to those related to each other and residing at the same address. All Family members have full privileges and voting rights. The oldest member within the family ("Family Head") pays an initiation fee and annual dues equal to that of the Open member fee and dues. Each Family member thereafter pays no initiation but pays a discounted annual fee.

ASSOCIATE: Members who are a spouse, child, or parent of an active club member and do not operate models. Associate members do not pay dues and have no voting rights.

HONORARY: Members who do not operate models but are interested in the activities of the club. They have no voting rights, receive a newsletter, and pay annual dues. An Honorary member may also be on the waiting list to become a voting member in the event membership is closed.

COMPLIMENTARY: Individuals who through their meritorious service to the club, or for other special considerations, receive complimentary membership in the club. Such consideration shall be granted by the Board of Directors annually as appropriate. Complimentary members pay no dues but have full privileges and voting rights.

CHARTER: Members who originally joined the club and whose names were submitted on the original roster form to the AMA. This is an honorific title and no other privileges are applicable.

- WINTER:** Members who typically spend a portion of the year as a local resident. They pay the full initiation fee and annual dues half that of Open membership dues. They have full privileges and voting rights and receive the newsletter throughout the year.
- INACTIVE:** Members who, due to extenuating circumstances, and do not use the facilities but wish to remain on the current roster. Inactive members pay \$20.00 to go inactive for that fiscal year. They have no voting rights but do receive a news letter. Inactive members may resume there active status by paying the applicable dues for the current year, but only if the membership is not closed.
- LIFETIME:** Members nineteen (19) years of age or older who pay an initiation fee and one-time dues. Lifetime members have full privileges and voting rights and pay no annual dues following the first one-time payment.
- LIFETIME INACTIVE:** Members who have previously attained the “Lifetime” membership classification, but due to extenuating circumstances do not use the facilities. Lifetime Inactive members receive the club newsletter and pay no dues. They have no flying privileges but have full voting rights.
- SENIOR CITIZEN:** Members sixty-five (65) years of age or older. They pay the full initiation fee and annual dues half that of Open membership dues. They have full privileges and voting rights.
- DISABLED:** Members who are evaluated by the Board of Directors to be physically disabled and living on a fixed income, therefore unable to cope with normal membership costs. Disabled members pay an initiation fee and annual dues, both of which are half that of the Senior Citizen fee and dues. They have full privileges and voting rights.

ARTICLE X – CLOSED MEMBERSHIP

SAM has a cap on its total membership of 138 members. Once the cap is reached, the membership is closed, and no new applicants for a voting membership may be processed nor may Inactive members resume their active status. In this case, the Membership Committee Chairman shall establish a waiting list of those who wish to apply for a voting membership and Inactive members who wish to resume active status. Current members who wish to attain/resume a voting membership shall have priority over new member applicants; otherwise, those on the list will be processed in the order applications are received.

ARTICLE XI- MEMBERSHIP APPLICATION AND RENEWAL

Applicants for flying membership must complete a membership application and submit it along with a current AMA membership card (or proof of application), to the Membership Committee.

SECTION 1. New members, whose applications are approved by the Membership Committee, voted on and approved by the Board of Directors, will be submitted for approval by the general membership at the next monthly general meeting, at which the prospective member, or his representative, must be present. Membership to the club is subject to a simple majority vote of the members present at the meeting.

SECTION 2. Membership renewal forms will be issued to club members prior to the October meeting of each year. These forms must be updated and returned to the Membership Committee by the November meeting of the same year.

SECTION 3. Flying members must read, uphold, and abide by the AMA Safety Code and SAM Flying Policies in accepting their SAM membership.

ARTICLE XII - MEMBER FEES

Fees associated with membership in the Sanford Aero Modelers, Inc. are determined by the Board of Directors, and as assigned in these By-Laws. These fees, including initiation and/or annual dues are non-refundable except as provided herein or under extraordinary circumstances as determined by the Board of Directors.

SECTION 1. No special assessment shall be levied upon the club membership at any time, unless it is approved by a quorum of the members at a regular meeting, or at a special meeting in which the members have been given three (3) days prior written notice along with an explanation of the assessment.

SECTION 2. The Board of Directors shall establish all membership related fees and dues and publish the SAM Dues Schedule, including any current approved assessments.

SECTION 3. New club members will upon full payment of all required fees receive a club membership card, an informational packet, and a club hat.

SECTION 4. A member returning to the club after a gap in membership (excluding Inactive members) will be treated as a new applicant and will be charged the normal initiation fee.

SECTION 5. A) Membership fees are due and payable on or before the beginning of the fiscal year, which shall run from November 1st through October 31st of the following year.

B) If all fees are not paid by December 31st, the member will be considered in default and forfeit membership. The Board of Directors

will have the option of removing the member from the club roster.

C) Special consideration for members who have a financial burden will be reviewed by the Board of Directors for partial monthly payments. However, members MUST inform the Board or the club Treasurer of their desire to remain a member by December 31st and begin a suitable payment plan. If financial arrangements have been made, the total commitment must be satisfied by June 31st.

SECTION 6. Special consideration shall be given to certain members elected to membership after June 1st. They shall have their dues pro-rated for the remaining months of the fiscal year, as determined by the Board of Directors. The initiation fee does not change.

SECTION 7. The annual dues will be waived for the four elected club officers, the Field Marshall, and Newsletter Editor during their term of office.

ARTICLE XIII- SPECIAL FUNDS

The club Treasurer is authorized to receive, with discretion, contributions or specially obtained funds from any individual or institution and is to be applied to the operating expenses of the club. These contributions will be reported to the Board of Directors.

ARTICLE XIV – COMMITTEES

The committees of the club shall be appointed by the President and approved by a simple majority of the members present at the regular monthly meeting. They shall serve for no longer than the term of the President's tenure of office. Standing committees are the Safety Committee and the Field Maintenance Committee. The President will be a member of all committees.

ARTICLE XV – AMENDMENTS

Amendments may be made to the Constitution and By-Laws at any general meeting of the club membership provided the members have been notified in writing at least three (3) days in advance that the amendment is to be considered. Such notification can be via the club newsletter or separate mailings.

Copies of the proposed amendment shall be provided to all members at the meeting. Amendments shall be approved by a quorum vote of the members present at the meeting.

ARTICLE XVI- PROBATIONARY PERIOD & EXPULSION

All new membership applicants, having been voted into membership per Article XI, shall be subject to a probationary period of one (1) year. At any time during a member's probationary period, any existing member may file a grievance with the probationary member to the Board of Directors. The Board of Directors shall then review the grievance with the probationary member, maintaining the anonymity of the grievance filer. Based on their review, the Board of

Directors may immediately expel the member, in which case any initiation fee paid shall be returned along with a prorated portion of annual dues/fees paid for the period of time with the club. Absent any grievance, the probationary period shall end automatically after 1 (1) year, after which the member's status is no longer probationary.

After the probationary period, any member may be expelled from the club by a motion from an existing member followed by a quorum vote of the members present at the meeting, which shall be taken by secret ballot. No such vote shall be taken until the affected member is given an opportunity to speak at the general meeting.

ARTICLE XVII- DURATION

The duration of the club shall be perpetual.

ARTICLE XVIII- DISSOLUTION

The club may be dissolved with a quorum vote of the full membership. Such a vote shall be taken only as follows:

- 1) A motion must be approved by a quorum vote of those present at a meeting to conduct a full membership vote on dissolution.
- 2) A ballot shall then be mailed to all voting members within one (1) week, and it must be returned two (2) weeks thereafter.
- 3) The club shall be dissolved with a 75% quorum vote of the ballots received.

ARTICLE XIX – AGENT

The President of the club shall appoint the Agent of the club.