

Pioneer Valley Radio Control Club

By-Laws



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TABLE OF CONTENTS

ARTICLE I: NAME

A. Name -----	1
B. Location -----	1

ARTICLE II: PURPOSE

Purpose-----	1
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ARTICLE III: MEMBERSHIP

A. Qualifications -----	1
B. Classes -----	2
C. Acceptance-----	2
D. Dues -----	3
E. Resignation-----	3
F. Termination -----	3
G. Expulsion -----	3
H. Reinstatement -----	3

ARTICLE IV: OFFICERS

A. Term -----	4
B. Duties -----	4
C. Vacancies-----	5

ARTICLE V: MEETINGS

A. Meetings-----	5
B. Voting -----	6
C. Quorum -----	7
D. Absentee -----	7

ARTICLE VI: RECORD KEEPING

A. Record Keeping -----	7
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ARTICLE VII: COMMITTEES

A. Executive Committee -----	7
B. Standing Committees -----	7

ARTICLE VIII: NOMINATIONS AND ELECTIONS

A. Nominations ----- 8
B. Election ----- 8

ARTICLE IX: MISCELLANEOUS PROVISIONS

A. Fiscal Year ----- 8
B. Newsletter ----- 8
C. Club Logo ----- 8
D. Guidelines ----- 8

ARTICLE X: AMENDMENT OF THESE BY-LAWS

A. Amendment of By-Laws ----- 8
B. Vote ----- 8

ARTICLE XI: GRIEVANCE PROCEDURE

A. Grievance Procedure ----- 9
 a. First Violation ----- 9
 b. Second Violation ----- 9
 c. Third Violation ----- 9

PIONEER VALLEY RADIO CONTROL CLUB GRIEVANCE FORM ----- 11

ADDENDUM A

Guidelines ----- 12

ADDENDUM B

Club Logo ----- 14

Pioneer Valley Radio Control Club By-Laws

ARTICLE I: NAME

A. NAME

The name of the organization is the Pioneer Valley Radio Control Club, Inc. hereinafter referred to as “the club” and is organized under the laws relating to corporations as found in the general laws of the Commonwealth of Massachusetts. It is a non-profit organization.

B. LOCATION

The principle address of the club is that of the current club president. The flying site is located at 530 Pochassic Road in Westfield, Massachusetts. Global Positioning System (GPS) coordinates are: Latitude North, 42 degrees, 08 minutes, 25.40 seconds and Longitude West, 72 degrees, 47 minutes, 28.09 seconds.

ARTICLE II: PURPOSE

A. PURPOSE

Through official affiliation with the Academy of Model Aeronautics, hereinafter referred to the “the AMA”, and through the adoption and furtherance of its aim to:

- a. Enjoy the fellowship of common interest and participation in the hobby/sport of Radio Control Modeling.
- b. Enhance and share the Club’s knowledge of Radio Control Modeling in its many aspects.
- c. Further the advancement and recognition of Radio Control Modeling through affiliation and cooperation with other clubs and organizations of the same or similar interest.
- d. Demonstrate the quality, character and importance of Radio Control Modeling as both a recreation and a sport, as well as a technology, to elected public officials at the local, state and federal levels, as well as the public at large.

ARTICLE III: MEMBERSHIP

A. QUALIFICATIONS

Membership is open to any person regardless of age, sex, race, color, creed, religious persuasion or national origin who meets the following requirements:

- a. Possesses a valid AMA license.
- b. Is sponsored by an accepted club member.
- c. Completes the necessary application form.
- d. Shall be present at a regularly scheduled meeting for acceptance as a member. The Executive Committee may waive this under certain circumstances.

Revised 12/10/2008 – to change flying field location and coordinates

B. MEMBERSHIP LIMIT

Club membership is limited to 110 members

C. CLASSES

There shall be six (6) classes of membership: Full Member, Junior Member, Family Member, Honorary Member, Non-Flying Member and Senior Member.

a. Full Member – shall be any member 18 years old or older. Fees and dues for a Full member shall be those as set by a vote of the membership. Full Members may vote and hold office and partake of all club activities.

b. Junior Member – shall be as set by a vote of the membership but, in any event, shall be less than those set for a Full Member. A Junior Member may vote and partake of all club activities.

c. Family Membership – shall be the spouse or child (under 18 years of age) of a Full or Junior Member. Family Members will not be assessed fees or pay dues. Flying privileges will extend to Family Members only upon proof the Family Member possesses a valid AMA license. Family Members may not vote but may partake of all club activities.

d. Honorary Member. – The Executive Committee may bestow Honorary Membership for recognition of the contributions of a particular member or to a Senior member. The Senior member must be 80 years of age, have been a member for 10 years and voted in by the membership. Honorary Members shall have the same privileges as Full Members. Fees and Dues shall be waived for Honorary Members.

e. Non-Flying Membership – a Non-Flying Member is one who is not an AMA member and shall not have use of the club field activities for the operation of models of any kind.

f. Senior Member – Shall be any member 65 years or older. Senior Members may vote and hold office and partake of all club activities.

Edited 12/10/2008 – Senior Member “with five or more years of membership with PVRCC” removed to reflect previously revised policy.

Revised 10/21/2010 – Membership limit added; Honorary Member revised;

Revised 9/19/2012 – Membership limit increased to 110

D. ACCEPTANCE

Acceptance of an application for membership (who must be qualified under Article III, Membership, A. Qualifications) shall be upon a vote of the general membership at a regular meeting at which a quorum is present.

E. DUES

Dues and fees shall be set from time to time by a vote of the general membership. Such vote shall be at a regularly scheduled meeting at which not less than a quorum of the accredited membership is present. Passage of such vote shall be by a margin of at least 2/3 of the members present.

Dues shall be paid annually during the October – December time period and no later than December 31.

Assessment of dues and fees shall be listed in the club Guidelines.

F. RESIGNATION

Any member in good standing may resign his/her membership by giving written notice to the Club.

G. TERMINATION

If any member ceases to have the qualification necessary for membership in the AMA, his/her membership in the Club shall thereby terminate, subject to reinstatement upon restoration of eligibility.

H. EXPULSION

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. Any individual may be expelled from membership from the Club by a two-thirds (2/3) majority vote of the membership present 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, the AMA, or to model aviation.

I. REINSTATEMENT

A two-thirds vote of the membership present is required for Reinstatement to the club.

ARTICLE IV: OFFICERS

A. TERM

Club Officers shall consist of a President, Vice-President, Secretary, Treasurer and five Directors. The club shall annually elect a President, Vice-President, Secretary and Treasurer. In addition, the club shall annually elect two (2) Directors for a 2-year term who will replace the top existing Directors whose term expires. Annually, the outgoing Club President will replace the Director whose 1-year term is expiring, by automatically becoming a Director for a 1-year term.

B. DUTIES

1. The duties of the President shall be:
 - a. To act as the representative of the club at all public functions.
 - b. To preside at meetings of the general membership
 - c. To act as chairperson of the Executive Committee.
 - d. To establish rules governing the conduct of the Executive Committee meetings.
 - e. To establish the agenda for the general meetings and for the Executive Committee.
 - f. To appoint a chairperson to all standing committees.
 - g. To establish any special committees which in his judgment are necessary.
 - h. To appoint the membership of any special committees.
 - i. To act as Chairman Ex-Officio of all committees.
2. The duties of the Vice-President shall be:
 - a. To assume the functions of the President in his absence or vacating of the office.
 - b. To assist the President in coordinating the club activities.
 - c. Chairman of indoor activities for regularly scheduled meetings.
3. The duties of the Secretary shall be:
 - a. To carry on club correspondence at the direction of the President.
 - b. To notify members of meetings

c. To keep minutes of business meetings and present them subsequent meetings or publish them in the club newsletter.

d. To keep records of the club's membership and all other records except financial.

e. To assume the function of the Vice-President in his absence at a regularly scheduled meeting.

4. The duties of the Treasurer shall be:

a. to collect dues.

b. To keep a bank and/or checking account in the club's name.

c. To disburse funds.

d. To keep a record of the club's finances.

e. To prepare and present reports on the financial conditions of the club with a detailed accounting of all financial transactions to be submitted to the general membership annually.

5. The duties of the Directors shall be:

a. To act as an extension of the general membership.

b. To deliberate for the general membership and to cast votes in their behalf before the Executive Committee in complex matters.

c. Directors shall assure themselves that they reflect the sense of the general membership in casting votes within the Executive Committee; but, in any event, a vote of the Directors shall be binding on the general membership.

C. VACANCIES

Vacancies on the Executive Committee existent at the time of the adoption of these by-laws or created because of amendments to by-laws; or which occur for any reason during the tenure of the Executive Committee shall be filled by appointment to such a vacancy by the president with 80 percent concurrence of the Executive Committee. In the event that President is unable to perform this function, the appointments shall be made by majority vote of the Executive Committee. Such appointments shall be in effect until the next regular election of officers.

ARTICLE V: MEETINGS

A. Meetings

The club shall operate on a calendar year basis and meetings shall be held monthly at a date, time and place to be determined by the Executive Committee and documented in the guidelines.

Meetings shall be presided over by the President and will be governed by "Roberts Rules of Order".

Agenda for the meetings shall be at the discretion of the President but, in any event, shall include:

- a. Additions/ corrections to the previous meeting/newsletter.
- b. Report of the Treasurer
- c. Reports of Committees
- d. Old Business
- e. New Business

Voting by the membership shall be by voice vote except upon a motion duly made, seconded and voted by a majority of the membership present, a quorum having been established. A written secret vote may be allowed.

In case of uncertainty of the President as to the outcome of a voice vote, the president may call for a roll call vote. Ayes and Nays shall be recorded by the Secretary and made a permanent part of the club's records.

There shall be one annual meeting to be held in October of each year, at which Officers and Directors of the club shall be nominated and elected. Installation of Officers shall take place in the month of November of each year.

Meeting (Special)

Meetings of the Executive Committee shall be at the call of the President.

Meetings of subcommittees shall be at the call of the Chairperson of the Committee.

B. VOTING

a. Qualifications

No member may vote unless such member is qualified in the following manner:

1. Has been voted into membership in accordance with Section III.A
2. Is current in the payment of annual fees and dues.
3. Possesses a current valid AMA license.
4. Is not under suspension as outlined in Section XI-c. In the event of a question concerning the right of a member to vote, the current records of the Club Secretary and Treasurer shall be the determinate.

C. QUORUM

A quorum is the group of 3 qualified members ready and willing to vote on an issue along with a presiding officer.

A quorum shall be required to allow any vote on any issue coming before the membership except that a 2/3 majority of the membership present shall be required to pass a vote for a change in fees or dues.

D. ABSENTEE

Absentee ballots shall be allowed only in cases of election of Club Officers at the Annual Meeting. The procedure for handling absentee ballots shall be the decision of the Executive Committee.

ARTICLE VI: RECORD KEEPING

All records are passed on when new officers are elected.

ARTICLE VII: COMMITTEES

A. EXECUTIVE COMMITTEE

Comprised of elected officers of the club, who under the chairmanship of the President, shall act for the club in all matters except those matters which it shall assign to the standing committees.

The executive committee shall approve or disapprove in writing of the actions and recommendations of all standing committees.

B. STANDING COMMITTEES

The role of these committees is advisory to the Executive Committee.

These committees are:

1. Nominating Committee - Comprised of five accredited members who shall be appointed from the regular membership of the Executive Committee. The President will name the Chairperson.
2. Planning Committee
3. Safety Committee
4. Training Committee
5. Inside Activities Committee
6. Outside Activities Committee
7. Public Relations Committee

The President will appoint chairpersons of all committees. The Committee Chairmen will appoint the committee membership. Reports of committees will go to the Executive Committee and at the general discretion of the President to the general membership.

ARTICLE VIII: NOMINATIONS AND ELECTIONS

A. NOMINATIONS

Nominations for officer positions shall be at the October meeting. The recommendations of the nominating committee shall be presented along with any other nominations from the membership present or by mail.

B. ELECTION

Elections shall be held at a regularly scheduled October meeting.

ARTICLE IX: MISCELLANEOUS PROVISIONS

A. FISCAL YEAR - The fiscal year will be January 1 to December 31.

B. NEWSLETTER - See guidelines for details of the Newsletter.

C. CLUB LOGO - The Club Logo is documented in Addendum B.

D. GUIDELINES - The club will also operate in compliance with a list of non by-laws called guidelines attached in Addendum A.

The duration of the club shall be perpetual. The club may be dissolved with the approval of two -thirds vote of the membership present.

ARTICLE X: AMENDMENT OF THESE BYLAWS

A. Amendment of by-laws - Any amendment to be added to the By-Laws must appear in the club newsletter before the amendment can be voted on.

B. Vote – A 2/3 vote of the membership present is required to change the By-Laws.

ARTICLE XI: GRIEVANCE PROCEDURE (FLIGHT AND SAFETY RULES)

A. GRIEVANCE PROCEDURE -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 Board of Directors for its consideration by means of a Grievance Form to be filled out and turned into the Safety Officer. At least one witness is required to sign the Grievance Form. The Safety officer shall use his judgment in filling a grievance form with the Board of Directors.

a. 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, and this will be recorded in the Club records.

b. SECOND VIOLATION

Complainant's name will be disclosed. The accused has the right to a written rebuttal, to be reviewed by the Club Board of Directors. If the Board of Directors 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.

c. THIRD VIOLATION

Safety Officer 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 period.

The three actions will not be enforced unless they are accumulated within a two-year period.

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.

PIONEER VALLEY RADIO CONTROL CLUB Grievance Form

Date: _____ **Time :** _____

Nature of Violation:

Signature: _____

Witness: _____

Additional Witnesses (not required):

ADDENDUM A

GUIDELINES

The following is a list of non By-Law rules referred to as guidelines.

1. DUES

A. Adults: (Open Members) nineteen (19) years of age or over by July 1st.

Annual Dues \$65.00

B. Juniors: Under 19 years of age on July 1st. (Defined by AMA as Juniors.)

Annual Dues \$35.00

C. Seniors: Those 65 years or over on July 1st. (Defined by the AMA as Seniors.)

Annual Dues \$40.00

Late Fee – After December 31 is \$10.00 (May be waived by the Executive Board.)

Members joining the club after October 1 of the current year will pay for next year's dues, which will include the remaining portion of the current year.

2. SAFETY RULES

The safety rules shall be given to each new member. They shall be reviewed yearly by the Safety Committee and published in the March Newsletter.

3. STUDENT HANDBOOK

Shall be given to each new member

4. MONTHLY MEETINGS

Monthly meetings are held on the third Wednesday of each month. Winter meetings are at the Amelia Park Hockey Facility. Summer meetings are at the flying field.

Revised 12/1/2005 – to remove the Initiation Fee charge and change the place for winter meetings.

Revised 10/10/2006 – to document dues payment policy for first year members.

Revised 10/21/2010 to reflect new dues schedule and dues payment dates.

5. News letters will be distributed by e-mail and club web site. **Members may elect newsletter delivery by U.S. Postal Service at no additional charge.**

Added 10/21/2010 to reflect newsletter distribution and surcharge

Revised 5/16/2014 to provide a newsletter delivery option via U.S. Postal service at no additional charge.

ADDENDUM B

Club Logo

