

**CONSTITUTION AND BYLAWS OF THE  
TRACY SKYLINERS**  
Revision 12/02/2008

**BYLAWS:**

**ARTICLE I – NAME**

The name of this organization shall be the “Tracy Skyliners” of Tracy, California. The Club is incorporated and operated under the laws of California as a non-profit organization. The Club shall be a continuing member of the Academy of Model Aeronautics (AMA). The business address of the Club is:

P.O. Box 793  
Tracy, California 95378

**ARTICLE II – PURPOSE**

The purpose of this organization shall be as follows:

1. To create interest in radio-controlled flying models
2. To provide facilities for operating radio-controlled aircraft
3. To exchange knowledge and ideas
4. To create a friendly environment and improve friendship
5. To support insofar as possible the Academy of Model Aeronautics (AMA)

**ARTICLE III – MEMBERSHIP**

Membership in the Club is open to anyone with an interest in radio-controlled model aviation provided they meet and agree to conform to the bylaws and rules of the Club as defined below.

1. Club membership is limited to seventy-five (75) members including regular and associate members, however this limit can be amended at the discretion of the Board of Directors. Family and Junior members will be considered as one (1) member. The membership limit does not apply to Club approved applicants residing within Tracy Judicial District boundaries.
2. When membership is filled, prospective members will be placed on a waiting list and admitted on a first come-first served basis, except that Tracy Judicial District residents will be considered prior to those from outside the District.
3. Membership in the Academy of Model Aeronautics (AMA) is required.
4. The prospective member must show an interest in Club activities.
5. Prospective members must apply for membership at a formal meeting and attend TWO (2) consecutive meetings before membership in the Club is confirmed by a vote at the second consecutive meeting.

6. The prospective member must receive a majority of the votes of those members present at the time of the vote. ANY dissenting votes must be explained.
7. Membership dues and assessments (prorated if necessary) are due and payable at this time. Hardship cases may be taken up with the Board and an acceptable payment must be agreed upon.
8. New members upon acceptance into the Club will receive a copy of the Bylaws and Club Safety Rules.
9. Members must abide by the Club Safety rules and any others that may be adopted by the Club in the future.
10. All members are responsible for personal and property damage caused by them and shall assume said responsibility before resumption of flying.
11. Members will be accorded the following rights and privileges:
  - a. Each member may, in accordance with the rules and bylaws use all Club facilities and participate in all meetings and activities of the membership
  - b. Each regular member and family member has one vote in membership meetings
  - c. Each member may bring guests to Club meetings, activities, and operating facilities.
11. Flying by guests of members shall be limited to the following:
  - a. One (1) guest per member of any given day limited to one (1) time per month. No more than twelve (12) guests per year.
  - b. Invited guests must have current AMA card in their possession while flying at Tracy Skyliners flying field. Guest shall place their AMA card on the Frequency Control rod while flying. If guest is a non-AMA member, per Club Safety Rules and AMA regulations, guest may fly a plane belonging to an AMA member **ONE-TIME ONLY** under the control of a buddy box and where the master is controlled by a Club and AMA member.
  - c. Guests shall comply with all Tracy Skyliners and AMA rules

#### **ARTICLE IV – FINANCES and DUES**

1. The Club shall meet its financial needs generally by collecting membership dues, initiation fees and assessments from its members.
2. The annual membership dues to this Club are \$50.00 for Adult Regular and Family members and \$25.00 for Junior memberships.
3. A Junior membership is defined as someone who has not graduated from High School or reached the age of 19.
4. A Family membership is defined as a family member living at home so long as one is a full regular member in good standing. Family members 12 and under are free.
5. An Associate member is a member who has a mailing address more than 25 miles from Tracy, CA. And has all the rights of a regular member except voting

- privileges.
6. New members will be assessed a one-time Field Assessment of \$100.00 to be paid in full at the time of acceptance into the Club. Family members living at the same address will be assessed only one Field Assessment.
  7. No special assessment, exclusive of the Field Assessment for new members, shall be levied upon the Club membership at any time, except by vote of the membership as a whole, and then only upon majority vote of 50% of the entire active membership.
  8. Membership dues cover the cost between acceptance into the Club and December 31<sup>st</sup> of the same year.
  9. Club Dues and AMA Dues are due between October 1 and December 31 of the current year for following years membership.
  10. If a member joins between November 1<sup>st</sup> and December 31<sup>st</sup>, the member will pay the full membership for the following year plus the field assessment. This payment will cover the remainder of the current year plus entire following year.
  11. Club Dues and AMA membership for a member in good standing must be paid yearly and are due by December 31<sup>st</sup> for the following year's membership. Any member that has not paid their Club and AMA dues by December 31<sup>st</sup> shall have their Club privileges terminated and will be dropped from the Club roster. Any member who has not paid their Club and AMA dues by the December 31<sup>st</sup> will be considered a new member and will be subject to the \$100.00 Field Assessment. The Board of Directors may waive the Field Assessment if the Board determines there are extenuating circumstances.
  12. Flying members will be required to hold and maintain a membership issued by the AMA. All first time flying member applicants, as well as present flying members seeking membership renewal, must have proof of current membership in the AMA.
  13. Dues and Assessments shall be governed by the Board of Directors, subject to membership approval and reviewed annually.

## **ARTICLE VII – RESIGNATION, DISCIPLINARY ACTION, SUSPENSION, EXPULSION AND REINSTATEMENT OF MEMBERSHIP**

1. Any member in good standing may resign his/her membership by giving written notice to the Club.
2. If any member ceases to have the qualification necessary for membership in the AMA, his/her membership in the Club shall terminate, subject to reinstatement upon restoration of eligibility.
3. All punitive actions shall require a two-thirds (2/3) vote of the Board for passage and the Board shall be responsible for the length of suspension or expulsion.
4. Any member receiving punitive action, who directs any retaliation action against

any Club member or officer, 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 retaliatory by the Board.

#### **ARTICLE VII-A – SUSPENSION OF A MEMBER**

Suspension revokes a member's right to operate flying models at Club facilities and to vote in meetings but does not bar the members presence at either.

1. Any member may be suspended for cause (Article VII.3) by a majority vote of the Board. The member must be given at least seven (7) days notice that suspension notice will be voted on at the Board meeting, and may present a defense at the meeting.
2. A Club officer may suspend any member on the spot for deliberate violation of the Club Safety rules or reckless flying. Such “on the spot” suspensions shall be reviewed within 10 days in a Board meeting in accordance with Article VIIA.1

#### **ARTICLE VII-B -- EXPULSION OF A MEMBER**

1. Any member who has not paid their dues by December 31<sup>st</sup> is automatically expelled from the membership. The Secretary must make reasonable attempts to warn the member of delinquency, but inability to notify the member does not forestall automatic expulsion. A member expelled for delinquent payments may rejoin the Club, but must first pay delinquent obligations. Any member who has not paid their Club and AMA dues by the December 31st will be considered a new member and will be subject to the \$100.00 Field Assessment. The Board of Directors may waive the Field Assessment if the Board determines there are extenuating circumstances. The returning member will be readmitted unless there is a waiting list of applicants, in which case the member's name will be entered at the end of the list and the returning member will be admitted in turn.
2. A Club officer may suspend any member on the spot for deliberate violation of the Club Safety rules or reckless flying. Such “on the spot” suspensions shall be reviewed within 10 days in a Board meeting in accordance with Article VIIA.1
3. A member who reveals the combination to Tracy Skyliners security lock to unauthorized individuals will be immediately suspended by the Board who has sufficient evidence of such act.
4. A majority vote of the Board of Directors at the next Board meeting will determine whether to expel or reinstate the suspended member. The suspended member may address the Board during their deliberations; or, if expelled without hearing, may appeal the decision. The Board will hear the expelled member's appeal within 35 days, normally at the next scheduled Board meeting.
5. Nothing in this article VII-B shall prevent the Board from terminating a member whose willful or malicious conduct or disregard of rules creates a safety hazard;

subjects the club to legal or criminal liability; or subjects the club to loss of flying site.

#### **ARTICLE VII-C – REINSTATEMENT**

1. In the event of a punitive action a 50% + 1 majority vote of the membership present at the meeting in which reinstatement is to be voted is required for reinstatement to the Club.

#### **ARTICLE VIII – BUSINESS AND VOTING PROCEDURES**

1. Club general meetings will be held monthly with a minimum of 9 Club meetings throughout the calendar year.
2. Meetings will be held at a designated place.
3. Meetings will be held on the first (1<sup>st</sup>) Sunday of the month normally March through November. Members will be notified of any changes in the schedule or meeting location.
4. Club business should prevail at all meetings.
5. A QUOROM consisting of ten percent (10%) of the total club membership is required in order to conduct business. Quorum required for a Board meeting is three (3) Board members.
6. A 50% +1 majority vote of the members in attendance at a general meeting is required to approve any item of business or to change any bylaws.
7. Board meetings will be held at the discretion of the President or as required to conduct Club business. It shall deal principally with planning and administration of Club business.
8. The President may call a Special meeting of the membership at any time, provided that the members are notified at least seven (7) days in advance of the date, time and place of the proposal to be considered. Ten (10) or more members may obtain a special meeting by making a joint written request to the President, stating the proposal they wish to make. The President must schedule the requested meeting not less than ten (10) days or more than fourteen (14) days after the request is delivered. Only the proposal stated in the meeting notice may be acted upon at the special meeting, and the proposal may address on only one (1) subject.
9. Constitution and Bylaws change procedure will be as follows:
  - a. The Board of Directors will consider and approve the proposed changes.
  - b. The proposed changes approved by the Board will be published in the newsletter and posted to the Club website minimally three (3) days prior to the next general meeting.
  - c. At the next general meeting following the newsletter publication the membership will vote to accept or reject the proposed changes without modification.

## **ARTICLE IX – NOMINATIONS AND ELECTIONS**

1. Officers will be elected on a yearly basis.
2. Nominations for officers will be made on the floor at the March meeting.
3. If no nominations for an office(s) are received the incumbent(s), if desired, will retain the position for another term.
4. The election shall take place by secret ballot at the March meeting.
5. Installation of the new officers will take place at the close of the March meeting.
6. Officers to be elected are:
  - a. President
  - b. Vice-President
  - c. Secretary
  - d. Treasurer
  - e. Safety Officer
  - f. Communications Officer
7. A majority of cast votes shall determine the election results, when only two (2) candidates are nominated for a position. When three (3) or more candidates are running for a position, the candidate with the most votes is the winner
8. In case of resignation of the President or his inability to serve, the Vice-President shall ascend to his position as President. A special election will be held to elect a new Vice-President. The vote will be held at the next general meeting and will be by paper ballot only.
9. If a member of the Board other than the President resigns or is unable to serve the remaining Board of Directors will appoint a Club member to fulfill that office for the remainder of his predecessors term.

## **ARTICLE X – BOARD OF DIRECTORS**

1. The Board of Directors shall consist of six (6) elected members. The President shall preside over the Board of Directors.
2. The Board of Directors shall be responsible for the overall direction and planning of the Club.
3. The Board of Directors has the ability to appoint committee heads as required. Committee heads have no voting privileges on the Board.
4. The Board of Directors shall have authority to spend Club finances on Club membership approved programs, activities and field improvements.

5. An Professional (i.e.: legal, accounting, etc.) services that are required for the Club shall be approved by the unanimous consent of the Board of Directors.
6. The Board of Directors is responsible for the maintenance of all corporate and legal documents.
7. All elected officials shall provide their duties in a “Hold Harmless” environment. Specifically, they shall not be subject to any legal or monetary penalties for services provided in good faith.
8. No elected or appointed Club Official shall be compensated for fulfilling their Club duties.

## ARTICLE XI – DUTIES

1. **President:** Shall preside over all meetings and conduct same in a responsible parliamentary manner. The President shall act as spokesman for the Club in all matters pertaining to it.
2. **Vice-President:** Shall act with the authority and duties of the President in his absence and shall act as the representative of the President when the latter so requests. In addition the Vice-President may have the responsibility the procurement of speakers and special presentations at regular meetings.
3. **Secretary:** Shall record the minutes of all meetings. The Secretary shall be the custodian of all Club records including the Club roster. The Secretary will handle any correspondence and insurance records as required by the AMA. The Secretary will be maintain and note any changes to the bylaws and constitution.
4. **Treasurer:** Shall collect all monies and keep a record of the same. He shall give a report at each meeting of all receipts and expenditures. He shall collect dues and maintain a bank account in the Club name and arrange for transfer to the succeeding Treasurer.
5. **Safety Officer:** Shall administer the Academy of Model Aeronautics Safety Code, the Tracy Skyliners Safety Rules and flying site rules. The Safety Officer shall monitor flight operations at the flying site with the intention to prevent any incidents that might endanger human life or cause property damage. The Safety Officer shall report the Board any observations concerning flight operations or unsafe practices.
6. **Communications Officer:** Shall maintain the Club website. Edit, publish, and distribute the Club newsletter. Communicate to the members at the request of the President or Board any special notices, meetings, etc. as required by way of the website, email or postal mail.

## ARTICLE XII – AMENDMENTS TO THE CONSTITUTION AND BYLAWS

1. These Bylaws may be amended by a 50% +1 majority vote of the Club

membership at a regular or special meeting.

### **ARTICLE XIII – DISSOLUTION OF CLUB**

1. The duration of the club shall be perpetual. The club may be dissolved with the approval of a 50% +1 majority vote of the membership.
2. In the event that the “Tracy Skyliners” Club should dissolve, ownership of all assets, including monies, equipment, and all records shall be transferred to the national organization for aero-modeling, the “Academy of Model Aeronautics”, 5151 East Memorial Dr., Muncie, IN 47302-9252

### **ARTICLE XIII – GRIEVANCE PROCEDURE (FLIGHT AND SAFETY RULES)**

1. The purpose of the grievance procedure is to provide 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 (attached) to be filled out and turned into the Club Safety Officer. At least one witness is required to sign the Grievance Form.
2. The Board of Directors shall use its judgment in carrying out action on the following:
  - a. A grievance form will be filled out and turned into Club Safety Officer. At least one witness is required.
  - b. FIRST VIOLATION
    1. Viewpoints of both complainants' will be considered
    2. Complainant's name will be disclosed
    3. A verbal reprimand will be given to the accused by the Safety Officer, and this will be recorded in the Club files
  - c. SECOND VIOLATION
    1. Complainant's name will be disclosed
    2. The accused has the right to a written rebuttal, to be reviewed by the Board of Directors.
    3. If the Board of Directors so decides, the flying privileges of the accused will be suspended for 30 days. Written notice of this shall be issued and a copy published in the Club newsletter.
  - d. THIRD VIOLATION
    1. The Board of Directors will notify the accused in writing and the Club member via the Club newsletter that the Club will vote on the expulsion of the accused at the next meeting.
    2. A member may be expelled from the Club only upon a 50% + 1 majority vote of the membership present at the meeting.
    3. Voting will be by secret ballot at a regular monthly meetings
  - e. The third violation will not be enforced unless accumulated within a two (2) year period.

**Tracy Skyliners**

**Grievance Form**

Tracy Skyliners Constitution and By-Laws , Article XIII

**COMPLAINANT:**

\_\_\_\_\_

Print Name

**ACCUSED:** \_\_\_\_\_

Print Name

**Date:** \_\_\_\_\_ **Time :** \_\_\_\_\_

**Nature of Violation:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Signature:** \_\_\_\_\_

**Witness:** \_\_\_\_\_  
**Print Name**