

East Side Radio Controlled Club

Constitution

The purpose of this club is to act as a social organization for those persons having an interest in building and flying radio-controlled model aircraft. The club is an internally funded non-profit organization. The board of directors and officers elected annually by the general membership shall govern the club. The club shall be a chartered club of the ACADEMY OF MODEL AERONAUTICS and all members shall also be members of the AMA. This constitution may be amended by a majority vote of the membership attending a regular meeting per section 8(D) of the by-laws.

BY-LAWS

REVISED MARCH 26, 2003

These by-laws shall govern the normal operation of the club except where they may conflict with the constitution.

1. NAME

The club shall be known as the "East Side Radio Control Club". It shall also be known as "ESRC".

2. PURPOSE

The purpose of this club is to promote the building and operation of radio control models and to promote public acceptance and good will towards this sport/hobby.

3. MEMBERSHIP

- A. Membership shall be open to all qualified AMA members regardless of sex, race, creed, color, or age. A membership period is from January 1st through December 31st.
- B. Prospective members shall show their interest to join by visiting the field and by attending a meeting. They shall pay an initiation fee of \$10.00. The membership chairman has the authority to accept new applications. The membership chairman cannot disapprove an application without the Board of Directors approval. A previous club member that lets his or her membership lapse for one or more years does not qualify for the new member pro-rated membership fee. A previous club member that lets his or her membership lapse for two or more years must also pay the ten-dollar initiation fee.
- C. A member will be immediately removed from the club roster for the following reasons:
 1. Aggressor in a fight/physical altercation
 2. Threatening or verbally abusing another club member, spectator or individual using the area for other recreational purposes.
 3. Flying without a current AMA membership.
 4. Flying over the homes or private property north of the field (see attached drawing)
 5. Consuming alcohol or illegal substances at the field.
- D. A member may be removed from the club roster by a majority vote of the members present at a regular meeting upon the recommendation of the clubs Board of Directors after the following progressive steps have been taken to correct the problem or violation.

Step 1

The person is first told of the problem or violation and is given time to correct the problem, with the length of time dependent on the violation.

Step 2

A major violation will be brought before the Board of Directors for discussion. If the board agrees with the charges, a certified letter is sent to that violator. If the violation is repeated, all flying privileges will be suspended for the violator.

Step 3

The board brings the problem or violation before the membership at a regular meeting to recommend the person be voted out of the club. (Note: any person that is charged with a violation has the right to go before the board at any time to tell his/her side of the problem).

4. OFFICERS AND BOARD

- A. A president, vice president, secretary and treasurer shall be nominated at the October meeting and elected at the November meeting, and shall serve beginning the next 1 January and serve through 31 December.
- B. One at-large board member shall be nominated and elected for every 15 to 20 current club members. This shall take place at the December club meeting, and those elected shall serve from 1 January through 31 December of the year following the December meeting.
- C. The officers in section 4A and the at-large board members in section 4B shall comprise the Executive Board of Directors.
- D. Vacancies shall be filled by a special election when deemed necessary by the Executive Board of Directors.
- E. An officer may be removed from office by a majority vote of the membership present at a regular meeting as per section 8(D) on voting.

5. DUTIES OF THE OFFICERS

- A. Board of Directors: the management of the affairs of the Club shall be vested in the Board of Directors who shall have the authority to establish and administer its policies. Official decisions may be made by a simple majority vote of a quorum at a Board of Director meeting. A quorum shall consist of at least 50% of the current Board members. Official decisions shall be consistent with the stated purposes and objectives of the AMA as set forth in its Bylaws and, where those Bylaws are not specified, vested in the sound discretion of the Board of Directors.
- B. The President shall be responsible for the organization of the club meetings and shall preside over club meetings and board meetings. He shall arrange for outside speakers, programs or films for club meetings. He shall be responsible for the organization of any club banquets or social activities. He shall be the spokesman for the club. The president may appoint committee heads, liaison officers, public relations officers or others as deemed advisable by the board of directors.
- C. The Vice President shall be responsible for the organization and administration of all major club events such as contests swap meets, and fun flies. He should formulate the general contest schedule but is subject to abide by the vote of the club on the plans submitted. He shall substitute in the absence of the president.

- D. The Secretary shall be responsible for meeting minutes and all club correspondence, except that to the AMA and SIU, which is the responsibility of the President. The Secretary will also maintain a master record of all meeting minutes.
- E. The Treasurer shall be the principle financial officer of the club and shall render an accurate account of financial condition of the club at the monthly meeting of the membership. He shall oversee all club dues collected; assessments owed to the club and deposit it to a bank account in the clubs name. He shall discharge all financial obligations of the club as approved by the board of directors or membership of the club. The books shall be audited annually by at least (2) members appointed by the President.
- F. One or more Safety Officer(s) shall be elected/appointed at the December meeting and shall have the responsibility of maintaining a safe flying environment at our flying field. He shall report at each meeting as needed on how the membership is adhering to the adopted safety rules and regulations. The safety officer has the responsibility to inform any individual misusing any of the clubs facilities to cease flying due to violations of either the AMA safety code or a code adopted by the club. Any major violation should be documented and reported to the board of directors at the next available club meeting.
- G. The Membership Chairman shall be appointed by the club President and approved by the Board of Directors in January and shall have the following duties:
 1. Primary contact for membership information
 2. Handles all applications for membership (new or renewal)
 3. Provides monthly status of membership at club meetings
 4. Maintains membership roster and supporting paper-work
 5. Maintains waiting list if applicable
 6. Collect all dues
 7. Provide new membership orientation
 8. Distributes membership packets

6. MEETINGS

The ANNUAL meeting of the club membership shall be held in the month of January each year on the day to coincide with the regular monthly meeting. The club officials elected at the October regular monthly meeting are automatically installed and will conduct this meeting.

The REGULAR monthly meetings shall be held on a date, time and place determined by the President. Regular meetings may be omitted as determined by the board of directors providing not more than three consecutive months pass without a regular meeting.

A SPECIAL meeting of the membership shall be called by the President or the Board of Directors or at any time ten or more members in good standing request such a meeting.

The BOARD of directors shall meet before the annual meeting and as needed before each regular meeting at a time and place determined by the President. Any member may attend an executive board meeting as an observer.

A QUORUM IS DEFINED AS TEN PERCENT (10%) OF THE PAID MEMBERSHIP PLUS 2 ELECTED OFFICERS AT ANY MEETING OF THE MEMBERSHIP.

7. DUES

- A. The amount of dues shall be set by the club membership upon the recommendation of the out-going treasurer.

- B. Special assessments, if needed, are payable when assessed. The membership must be advised of any such assessment, by mail, and approved by a majority vote.
- C. Non-student membership dues are 45 dollars the first year and 50 dollars for renewals. Non-student members who pay their annual renewal fees before March first are to reduce their payments to \$45.00 as an incentive to submit timely payments. Full-Time students shall be charged a membership fee of \$15.00 annually. A Full Time student is defined as 25 years of age or less and a full time student in an elementary school, secondary education, high school, or at an accredited college/university with 12 or more credit hours per semester.
- D. First time members joining from January 1st through September 30th will be assessed dues on a pro-rated basis of the calendar year. First time members joining from October 1st through December 31st will pay the full annual dues and be credited for dues through December 31st of the following year.
- E. The dues shall be waived for the four elected officers and the Membership Chair Person for the calendar year immediately following a completed 12-month year of service.
- F. Any members who have not paid their dues by March 1st shall lose their flying privileges until the dues are paid.

8. VOTING

- A. All members in good standing are entitled to one vote and must be present to vote.
- B. Unless otherwise stipulated, a simple majority vote will determine the issue.
- C. Normal voting procedure is defined as follows. When a resolution or motion is made at a meeting and it is seconded, it is then open for discussion. After discussion, a vote is taken to pass or reject the resolution or motion.
- D. The procedure for changes to the constitution, by-laws, safety code, rules and or the removing of a club member from the club for cause, is by a majority vote of the members present at two out of three consecutive monthly meetings. In the event that a member is being removed from the club, that member need not be present at any of the meetings discussing removal, but will be notified of such action by certified letter.

9. SAFETY CODE AND RULES

The following safety rules were established by the membership and adopted by the Board of Directors. These rules are intended to insure the continued safety and enjoyment of our hobby. Any member is welcome to propose additions or revisions to these rules at a regular meeting. All of the members have the responsibility to serve as deputy safety officers. Alert minds and cooperative attitudes are necessary to maintain a safe flying field.

A. RULE VIOLATIONS

The field Safety Officer and all current members shall have the responsibility to enforce the rules stated herein. In most cases, a simple warning will remedy a situation. However, if a member deliberately refuses to comply with a specific safety rule, the Safety Officer or club member will report the facts to the club president as soon as possible. Sponsoring members of guest flyers are responsible for the guest's actions and are subject to this policy. If a safety issue is identified, the offending member must cease the activity immediately. If a member deliberately refuses to comply with the safety rules, the incident shall then become club business for discussion and appropriate action at the next regularly scheduled club meeting.

B. GROUND OPERATION AND SAFETY RULES

1. All pilots (except accompanied guests) of R/C aircraft shall be current members of ESRC and the AMA.
2. Non-members may fly 3 times per year (as a guest) when accompanied by a current club member. Guests must display a current AMA membership card or a temporary AMA permit. Guests must abide by the AMA and ESRC safety codes. The sponsoring ESRC member is responsible for his/her guests' compliance to the AMA and ESRC safety codes.
3. Before turning on your transmitter or flying, place your frequency paddle on the frequency board. The paddle is placed on the channel corresponding to the channel of your radio. No more than one paddle per channel is permitted at one time. No paddle - no frequency allocation - no substitutes. A frequency paddle is defined as:
 - (a) A common paint stirring paddle or substitute approximately 1" wide and the length to be clearly visible from 50 feet, but not too long as to cover up other channel numbers. The paddle should have a ¼" hole at one end so it may be hung vertically on the frequency board under the proper channel.
 - (b) The paddle is to be primarily red in color, bearing your name.
4. Flying is permitted after 8 am daily until 1 hour after sunset. Caution should be exercised during early morning hours when the sun is on the east horizon.
5. All flyers must fly from the designated pilot stations with the following exceptions:
 - (a) Helicopter pilots should fly from the helicopter area located at the south or north end of the field, in line with the pilot stations.
 - (b) Pilots are permitted to stand behind their aircraft for takeoffs; announce, "man on runway" and advance to pilot station immediately after takeoff.
6. All flyers shall start their aircraft in the pit area, using a safety restraint or a helper and keep the craft positioned toward the runway.
7. Non-club members without an AMA membership are not allowed in the pit area during engine runs or flight operations. Even when flying/engine runs are not taking place members must stop all casual observers from entering the pit area and request that they remain behind the barrier. If you invite a casual observer or personal guest into the pit area you are responsible for them and any damage they cause to other members aircraft or field equipment. The only exception to this policy is when the club is conducting official orientation flights for civic groups or prospective members. The individual receiving the orientation flight will be under the direct supervision of a club instructor pilot or designated member at large.
8. A club member must visibly display his/her I.D. badge on their person while participating in R/C aircraft activity at the club field.
9. All aircraft transmitters will be clearly marked with its proper channel number as per AMA rules.
10. Any member under the age of 18 years and flying at the club field, must have and carry in their flight box, a Medical Emergency Treatment form. A copy of this form is also to be sent to the club President to be kept on file. The form will be updated as per notification by a parent or guardian. All members below the age of 16 must be accompanied by a parent or guardian while participating in flying activities.
11. Members will not allow visitors to fly without current AMA membership cards. The only exception to this rule is the AMA one time flight rule, which allows a visitor

one 15-minute introductory flight per calendar year. This introductory flight must be with a qualified member controlling the flight with a buddy box..

12. The usage of any substance that could impair a person's ability to safely operate a Radio Controlled aircraft, helicopter, etc. is prohibited from the flying field.
13. All gas and glow fuel engines must have an effective muffler. Aircraft deemed damaged or unsafe by the safety officer must be grounded until it is repaired.
14. If two or more people are on the same channel, a 20-minute time limit will apply.

C. FLIGHT OPERATION AND SAFETY RULES

1. The official AMA safety code and all safety rules contained in the AMA Regulations book shall be applicable to all flying activity at the field.
2. Takeoffs and landings are to be on the runway or on the far grassy area and never towards or from the pit or spectator area.
3. Do not taxi into the pit area. Stop the engine before crossing the pilot line.
4. Flight of aircraft is to be conducted in such a manner as to prevent flight over the pit, spectators, and parking areas. Avoid low-level flight over the roadway east of the field. Avoid low-level aerobatic flight within 25 ft of runway if more than one aircraft is airborne.
5. Any pilot may declare an emergency (including dead stick) by voice. Once declared, he/she has the right-of-way over all aircraft. There will be no takeoffs or landings until the emergency is terminated and aircraft is retrieved. Pilot must declare "man on the field".
6. Flying is not permitted when the grass is being mowed.
7. Pilots shall not fly in a hazardous manner. Examples of hazardous flight include, but are not limited to, flying towards ultra-lights, low level full size aircraft, cars or birds flying in the vicinity of the airfield.
8. Pilots taking off or landing have priority over others flying. Announce to the other pilots when taking off or landing.
9. No more than five pilots are permitted to fly at any given time and must fly the proper pattern designated by wind direction.
10. Thursday evenings are set aside to give beginners help. Beginners and their instructors will be given priority. Non-beginners must yield the right of way to beginners.
11. Pilots should land and takeoff (touch-n-go included) in the same direction. On non-wind days, takeoffs to the south are mandatory.
12. If two or more people are on the same channel, a 20-minute time limit will apply.
13. When landing to the south, pilots will maintain sufficient altitude crossing the street to safely clear all automobiles by a minimum of 50 feet.
14. All club members are to be alert for pedestrians and vehicles in the areas of the east to west access roads immediately north and south of the field. Any member without a plane in the air will immediately announce the presence of such a hazard to all pilots with planes in the air. All pilots will immediately avoid low level flying in the area of the hazard. Take-offs are prohibited until the hazard is cleared. Landings are to be avoided if possible until the hazard is cleared. Landings before the hazard is cleared must be made at a safe distance from the hazard. When feasible, members without planes in the air are advised to politely alert the offending individual to the risk and

recommend moving to a safer area. Announce “all clear” when it is safe to resume normal flying patterns. The assisting member is to avoid a confrontation with an individual that refuses to move. In this case the assisting member is to advise all pilots to suspend all flights. If an offending individual becomes deliberately reckless or belligerent the members are advised to consider a call to the campus police. The campus police telephone number is normally posted on the bulletin board.

10 GRIEVANCE PROCEDURE FOR VIOLATIONS OF THE SAFETY RULES

1. PURPOSE

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 officer or an elected officer for consideration by means of a Grievance Form. This form is to be filled out and turned into the president. At least one witness is required to sign the Grievance Form.

2. BOARD OF DIRECTORS

The Board of Directors will respond to the grievance. They shall use their judgment to consider the viewpoints of the complainants and the accused in carrying out the following progressive actions if they find the complaints to be justified:

(a) FIRST VIOLATION

1. Complainant's name will be disclosed.
2. A verbal reprimand will be given to the accused by members of the Board of Directors and this action will be documented in the club records.

(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.
3. If the Board 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

1. The Board of Directors 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.
2. Said expulsion will last for a one-year minimum. (Longer if deemed necessary by the Board of Directors).
3. A member may be expelled from the Club only upon a two-thirds (2/3) majority vote of the membership present at the meeting.
4. Voting will be by secret ballot at a regular monthly meeting.

(e) These 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 Board of Directors.

