

# COLLIER FUN FLYERS

March 21, 2009

## *CONSTITUTION AND BY-LAWS*

### ARTICLE I - NAME & LOCATION

- 1.0 The name of this corporation shall be Collier Fun Flyers, Inc. The Collier Fun Flyers (hereinafter referred to as "Club") is a not-for-profit corporation organized under the provisions of Chapter 617 of the Florida Statutes. The Club is chartered by the Academy of Model Aeronautics (AMA), Charter Number 3412.
  - 1.1 The principle location of the Collier Fun Flyers shall be in the City of Naples, County of Collier, State of Florida.

### ARTICLE II - PURPOSE

- 2.0 The primary purpose of the Club is to actively promote the construction and flying of all types of radio controlled aircraft.
  - 2.1 The Club endeavors to encourage the Club membership, both individually and collectively, to expand its knowledge of aerodynamics and the related arts and sciences. Thus, the skills necessary for the construction and flying of model aircraft will be improved throughout the membership of the club.
  - 2.2 The Club will provide a suitable flying site for the use of the members and their guests.
  - 2.3 The Club will set standards for safety, stay current with and vigorously enforce these standards in an effort to ensure the personal safety and that of the property of its members, their guests and spectators.
  - 2.4 The Club will endeavor to promote a feeling of comradery and respect between all members, regardless of the aero-

modeling interests or skill level so that each member will value his/her association with the Club and fellow members.

### ARTICLE III - MEMBERSHIP

#### 3.0 QUALIFICATIONS

Prospective membership in the club is open to any person, with an initial probationary period of six months, who is interested in the design, construction and/or flying of any and all types of radio control model aircraft. By signing the annual membership/renewal form, each member accepts the responsibility of adhering to the entire constitution and all by-laws, field and safety rules, AMA rules and all updates from the Board. All new members, no matter what their skill level, will be required to fly a demonstration flight before a Club instructor to ensure their ability for solo flying. Club members with invited guest flyers are solely responsible for that guests' flying ability and knowledge, understanding and adherence to Club rules. In particular, especially in the absence of a Board Member and/or Safety Office, ALL members are obligated to accept responsibility for safety.

3.01 All CFF Club members shall be members of either AMA or MAAC.

3.02 A prospective member may not sponsor any non-member for membership or invite a non-member to fly as a guest.

3.03 After at least six (6) months, a Prospective member shall be voted on for full Membership in the CFF. Club.

#### 3.1 CLASSES OF MEMBERSHIP

3.10 There will be six (6) classes of membership in the Club. Each class will carry with it full field privileges and the responsibilities that go with these privileges.

##### 3.11 PROSPECTIVE MEMBERSHIP

- a. Any new member shall be deemed a Prospective Member for the first six (6) months of membership as a probationary period before being voted on by the general membership for acceptance into the club. During the initial

six (6) month period of Prospective Membership, the prospective member's application to the Club may be revoked without cause by the Board of Directors. Expulsion from the Club during the six month probationary period will result with the applicants dues being returned to them in pro-rata from the time of initial membership.

### 3.12 REGULAR MEMBERSHIP

- a. The regular membership will be open to those persons nineteen (19) years of age or older who offer proof of current AMA (Academy of Model Aeronautics) membership, have paid their dues and have signed a current membership application/renewal form for the year and whose membership has been approved by the general membership.
- b. All new members will receive a copy of the Club's constitution and By-laws, a membership placard showing the year that dues have been paid through and a copy of the Club's field safety rules. Renewing members can request one copy of the constitution and By-laws at no charge.
- c. Regular members in good standing will have full voting privileges on all items voted on by the general membership.
- d. The acceptance of general membership charges the member with the responsibility of complying with and helping enforce the Club's field and safety rules and at all times acting in the best interest of the Club and its members.

### 3.13 FAMILY MEMBERSHIP

- a. To qualify for family membership, one of the family members must be an adult of twenty-one (21) years of age or older and all family members must be immediate family and live in the same house. Dues must be paid at the same time. A fifty percent (50%) discount will be applied to subsequent family memberships after the first member has paid full dues. For example, with three (3) qualifying members: First member pays full dues. Second member pays one half (1/2) of the full dues. Third member pays

one half (1/2) of the full dues. Total is twice the full dues, paid at the same time.

### 3.14 JUNIOR MEMBERSHIP

- a. The junior membership will be open to those persons between the age of sixteen (16) and eighteen (18) with a parent/guardian signed membership/renewal form and paid dues.
- b. All other eligibility requirements, responsibilities and privileges of a regular membership will apply (see regular membership).

### 3.15 SUB-JUNIOR MEMBERSHIP

- a. The sub-junior membership will be open to persons Fifteen (15) years of age or younger. There will be no dues charged to this class of membership but they must have a membership/renewal form signed by a parent or guardian.
- b. Sub-junior members have no voting privileges.
- c. All other eligibility requirements, responsibilities and privileges of a regular membership will apply (see regular membership).

## 3.2 MEMBERSHIP DUES STRUCTURE

- 3.21 Annual dues will be established by the Board of Directors.
- 3.22 Regular, family and junior membership dues are payable January 1 of each year.
- 3.23 Sub-junior members are not charged for dues.
- 3.24 New member prorating: new members will be prorated in accordance to the month that the membership begins. For each month of membership after January 31 of the year, the new member will be charged one twelfth (1/12) of the annual membership fee.

## 3.3 RESIGNATION

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

### 3.4 TERMINATION

3.41 If any member ceases to have the qualifications necessary for Membership in the AMA, his/her membership in the lob shall therefore terminate, subject to reinstatement upon restoration of eligibility.

### 3.5 EXPULSION

3.51 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 members attending a membership meeting where a quorum has been established, if in the officers' determination, such individual willfully commits any act or omission which is a violation of any of the terms of these By-laws, or the Rules of the AMA, or which is detrimental to the Club the AMA, or to model aviation.

### 3.6 SUSPENSION

3.61 The appointed Safety Officer or any elected officer has the Right and responsibility to suspend the flying privilege of any member or non-member for the remainder of the day for any safety violation after being warned of such violation. Any further suspension to be handled by Section 3.62.

3.62 The Board of Directors reserves the right to temporarily Suspend the privileges of any member whose behavior and or actions are determined by a majority of The Board of Directors as a threat to the safety standards required by The Club and or AMA. The suspension shall be limited to a period not to exceed one month.

### 3.7 REINSTATEMENT

3.71 A two-thirds (2/3) vote of those members attending a

Membership meeting, either in person or by proxy, where a Quorum has been established, is required for reinstatement in the club.

#### ARTICLE IV - GUESTS

4.1 Guests may fly at the Collier Fun Flyers field only in accordance with these by-laws and upon presentation of a current AMA or MAAC membership card to a member in good standing and demonstrates solo flying capabilities to a member of the Board and a Safety officer or club instructor.

4.2 The club will extend field privileges to the guest for one week free of charge. Thereafter, any guest wishing to continue utilizing the field will be required to make application for a full membership as per section 3.1. The guest must pass our equipment inspection, and solo pilot flight test before being able to fly. This inspection and test must be administered by at least two members consisting of board members, club instructors, and/or safety officers. This same guest may not be a guest again in the same calendar year, or in following years.

4.3 In the event another AMA club in Southwest Florida has to temporarily close their field for whatever reason, their members may fly at our field free of charge until their field reopens. The club officers may, at their discretion, decide how long this may be in effect before requiring them to join our club.

4.4 Family members of current members may fly for free at our club for up 2 weeks per year. The family member must live fulltime outside of the state of Florida, and follow all rules as stated in section 4.1.

#### ARTICLE V - BOARD OF DIRECTORS

5.01 The Board of Directors shall be five (5) in number.

5.02 The composition of the Board of Directors shall be as follows: President, Vice• President, Treasurer, Secretary, and Director at Large.

5.03 Each Board member will have a term of one (1) year.

##### 5.1 DUTIES OF THE BOARD OF DIRECTORS

5.11 Will have control and management of the affairs and business of the club.

5.12 As, such the board will act in the name of the Club only when convened by the

President after adequate notice to all officers.

- 5.13 A majority of the Board will approve the annual budget, Establish annual membership fees and any emergency special assessment necessary for payment of any unforeseen operational expenses that exceed the budget revenue.
- 5.14 The Board will promote Club activities, events, projects, and Long range goals.
- 5.15 Vacancies arising during the year will be filled by a member Appointed by a majority vote of the Board for the remainder of the term.
- 5.16 The Board of Directors shall see that an annual Audit is Conducted. The Audit shall be done by three (3) members at Large, and shall be overseen by the President. In the event that three (3) volunteers cannot be found, then the Club President shall appoint enough Members at Large to make up the committee of three (3) to take the Audit.

## 5.2 INDIVIDUAL OFFICER DUTIES

### 5.21 President

- A. Preside and direct all meetings.
- B. Appoint all committees, permanent & temporary
- C. May be one of the Club's bank account Signatories.
- D. Is empowered to spend up to \$500.00 with approval Of two other board members, over the course of One year.
- E. Is the chairman of the Board of Directors
- F. Can act on behalf and as official contact in all Matters involving Club business.

### 5.22 Vice-President

- A. Assume all duties of the President in his/her absence.
- B. In charge of membership recruitment program.
- C. Sends appropriate materials to new members.

### 5.23 Treasurer

- A. Maintain the Club's bank account.
- B. May be one of the Club's bank account signatories.
- C. Make regular financial status reports to the membership.
- D. Report all expenditures and income to the Club.
- E. Responsible for all accounts receivable and payable.

### 5.24 Secretary

- A. Be the custodian of the Club's non-financial records.
- B. Be responsible for all the Club's correspondence & Present to the membership all correspondence.

- C. Keep the minutes of all meetings of the Board of Directors and of the general membership.
- D. Record the attendance at each meeting.
- E. Maintains the Club's membership roster.
- F. Is responsible for maintaining an e-mail Distribution list.

#### 5.25 Director at Large

- A. Coordinates the Club's social and annual events.
- B. Assists the Vice-President with recruiting potential Candidates for standing and temporary committees.
- C. Responsible for the Club's newsletter.

### 5.3 BOARD MEETINGS

- 5.31 Board meetings will be called by the President or a majority of The directors.
- 5.32 A majority of the board (3) must be present to constitute a Quorum.
- 5.33 Each member has one vote, and may vote by proxy.
- 5.34 In the event of a tie vote, the President will cast the tie breaking vote.

### 5.4 ELECTION OF BOARD OFFICERS

- 5.41 At the regular monthly meeting for January, nominations will Be presented by the Nominating Committee, and additional nominations will be accepted from the general membership. Nominees must be in good standing in the Club. Nominees must agree to serve before a nomination is made. Nominees must be able to attend 75% or more of both Board and General meetings unless special circumstances arise.
- 5.42 At the December monthly meeting, the order of elections will Be stated above.
- 5.43 Before each election, nominees will be given the opportunity to Address the membership present, if they so desire.
- 5.44 Those nominees receiving the most votes will be seated. In the Event of a tie, the two nominees will compete in a run-off election and the nominee with the greater number of votes in that election will be awarded the position.
- 5.45 The Board of Directors will elect their own officers by a Majority vote of the Directors.

### 5.5 APPOINTED OFFICERS

5.51 The Board of Directors, by majority vote, will appoint a Safety Officer and an Assistant Safety Officer and a Field Maintenance Officer and an Assistant Field Maintenance Officer.

5.52 Appointed Officers will not have voting privileges.

## 5.6 COMMITTEES

5.61 The President, on advice of the Board of Directors, or the General Membership, will appoint Special Committees, and Standing Committees. The purpose of these committees will be to formulate, prepare, and direct social activities. Model Airplane activities, and functions.

5.62 Special Committees will be established as needed, and will be Disbanded when the need for them is over.

5.63 The Chairman of any Committee will be prepared to report to The officers or the General Membership of the Club, when Requested to at a General Meeting.

## ARTICLE VI - MEMBERSHIP MEETINGS

### 6.1 QUORUM

6.10 No vote may be taken at any general meeting, whether it be Regularly scheduled or called for a special purpose, unless a Quorum, consisting of 20%, of the general membership, in good standing, is present.

## 6.2 VOTING PROCEDURE

- 6.21 "Show of Hands" voting will be adequate for all issues raised except for the election of officers, which will be one by a written ballot.
- 6.22 A majority of members present may request a secret ballot on Any issue.
- 6.23 Voting privileges are extended to members present in good Standing (except sub-junior and prospective members), but may be withdrawn from those who are in arrears in their dues, at the discretion of the Board of Directors. Voting privileges may be restored by the Board when the member has met their financial obligation to the Club.

## 6.3 REGULAR MEETINGS

- 6.31 The Officers of the CFF club shall hold regular monthly Membership meetings at a time and place designated by them. The Officers of the Club may also suspend the monthly membership meeting if the majority of the Board, upon canvassing, agree that the need for any given monthly membership meeting does not exist.
- 6.32 The meeting shall consist of formal club business and of social Or non-business activities of the club.
- 6.33 This Constitution, By-laws, and Roberts Rules of order shall Govern the meetings.
- 6.34 CFF General business will be decided by a 50 +1 majority Vote of members, in good standing, where a quorum has been established in good standing at a regular scheduled membership meeting.
- 6.35 Special Assessments for capital improvements, shall be by a Majority (50 + 1) vote of a quorum of a regular membership meeting, after a written notice and written Ballot have been given to all members whether in person or by mail, at least (30) days in advance of the meeting.
- 6.36 All Ballots must be received at the meeting or before it begins.

## 6.4 SPECIAL MEETINGS

- 6.41 The President is empowered to call special meetings of the Membership or board as he deems necessary.
- 6.42 The minutes of all meetings shall be read at the next regular Meeting.

#### ARTICLE VII - DISSOLUTION

- 7.0 The duration of the club shall be perpetual. The Club may be Dissolved and any such dissolution will be authorized by an affirmative mail vote of two - thirds of all the members in good standing.

#### 7.1 DISTRIBUTION OF ASSETS AND CAPITAL

- 7.11 After paying and/or adequately satisfying all liabilities, the Treasurer will auction all tangible assets at a Special meeting called for such purpose.
- 7.12 All members of the club will receive a statement of total Remaining capital of the Club. Said statement will be mailed by regular mail to all active members of the Club within seven days of the special meeting.
- 7.13 At the special meeting, the membership will discuss and vote On a plan to distribute all remaining liquid assets to charities or other not-for-profit organizations engaged in the promotion of model aviation. In the event consensus on distribution of assets can not be reached at the special meeting, the Treasurer will make a donation consisting of all the Club's assets to the AMA in the name of the Club.

#### ARTICLE VIII - AMENDMENTS

- 8.1 Amendments to the constitution and by-laws must have a two• thirds (2/3) majority vote of the members present where a quorum has been established.
- 8.2 Proposed amendments must be introduced in written form at a regularly scheduled monthly meeting, with a copy provided to all members present and mailed to all active members not present at the meeting.

- 8.3 The vote on the proposed amendment will be taken at the next regularly scheduled monthly meeting after the appropriate discussion on the amendment has taken place.

**ARTICLE IX: GRIEVANCE PROCEDURE  
(FLIGHT AND SAFETY RULES)**

- 9.0 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, 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. The Safety Officer / Committee shall use its judgment in carrying out action on the following:
- 9.1 A grievance form will be filled out and turned into the Safety Officer/Committee Chairman. At least one witness is required.
- 9.2 **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.
- 9.3 **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.
- 9.4 **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 for the Club only upon a two-thirds (2/3) majority vote of the membership present at the meeting where a quorum has been established. 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.
- 9.5 The three actions will not be enforced unless they are accumulated Within a two (2) year period of time.

9.6 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 members.

COLLIER FUN FLYERS CLUB GRIEVANCE  
FORM

Date:

Time: Nature of violation

Signature:

Witness Signature:

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