



Chapter 48 of IMAA Club By-laws



ARTICLE 1: DUTIES

1. *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 (2/3) majority mail vote or by 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.
2. *President:* The President shall preside at all meetings of the Club and shall act as a spokesperson in all matters pertaining to it.
3. *Vice-President:* The Vice-President shall act for the President when he / she is unable to serve, and is to maintain an accurate record (including place of storage) of all Club Assets.
4. *Secretary:* The Secretary shall record minutes of each Club meeting and handle all correspondence pertaining to Club activities. He/she will also be the Clubs contact person with AMA in case of questions, problems or situations.
5. *Treasurer:* The Treasurer shall collect all moneys, due and shall keep a record of moneys disbursed by the Club.
6. *Safety Committee Chairman/Safety Officer:* The Safety Committee Chairman/Safety Officer shall be responsible for chairing the safety committee and ensuring existing rules and regulations are enforced. This includes processing the grievance forms and following the existing grievance procedure documented in the by-laws.

ARTICLE 2: AUDIT

1. The President or his appointees will make a periodic audit of the Treasurers books.

ARTICLE 3: TERMS OF OFFICE

1. All elected officers of the Club shall serve for one (1) year from the date of election. Officers are to be elected by a vote of simple majority of those present at the regular Spring Fly-IN or designated meeting and the mail in or E-mail votes by members. New officers will take office immediately after the meeting. Personnel will be appointed by the elected officers and confirmed by a simple majority vote of those members present during a regular meeting; I.e. Newsletter Editor, Contest Director, etc.
2. Nomination of Club officers shall be made at the general membership meeting during the Spring Fly-In Meeting. Nominations for office may be made by any active Club member holding voting rights, either in person or by submitting a proxy nomination to an existing officer.
3. The removal of a Club officer, a member of Board of Directors, or expulsion of a member from the Club can be by a majority vote of the board of directors or by a simple majority vote of the members present at the meeting.

ARTICLE 4: VACANCIES

1. Vacancies in any office shall be filled by appointment by the remaining officers, such appointee to serve until the end of the term for which is predecessor was elected.

ARTICLE 5: COMMITTEE

1. The Committee of the Club shall be by appointment by the President and may be approved by a simple majority vote of the members present at a meeting (if a vote is requested), to serve throughout the term, or less, of his tenure of office. Standing Committees are the Safety Committee, etc.

ARTICLE 6: MEETINGS

1. Regular meetings shall be held at a time and place designated by the Club officers and published in the Club newsletter.

2. Club officers may call special meetings with no less than five days prior written notice of a special meeting. The purpose of the special meeting shall be stated in the written notice.

3. At any Club meeting a simple majority shall be over 50% of the members voting at the meeting.

4. Any member or probationary member of the Club may initiate a formal request for action by the Board of Directors by submitting a written proposal to the President. The proposal shall include a written description of the nature, type, and extent of the Board action recommended. The President of the Board shall forward copies of the proposal to other members of the Board of Directors for their consideration. Either the President, or any other Board member, may have the matter placed upon the working agenda of the next Club meeting.

ARTICLE 7: DUES AND MEMBERSHIP

1. The annual dues to be paid to the Club shall be determined by the Club officers with the approval of a simple majority vote. Dues are non-refundable, except under extraordinary circumstances, which will be determined by the Board of Directors on a case-by case basis. Dues are to be paid in January.

2. No special assessment shall be levied upon the Club membership, unless it is approved by a vote of (2/3) majority of the members present at the regular meeting, and the members have been given (5) days prior notice along with an explanation of the assessment.

3. New members who join in January through October will pay a full annual dues. This will cover the membership dues until the end of the year. Dues paid in November or December will be applied to the following year.

4. A member shall be in arrears and shall not be considered active if his/she dues have not been paid as provided in Article 7, Section 1. Any member who allows their membership to lapse beyond March 1 of any year shall be considered a new member when renewing their membership and will not be given preference over any other applicant should a membership waiting list be in existence.

5. Types of membership and limits on the total number of members shall be determined by the Club officers and approved by a vote of 2/3 Majority of the members present at the meeting.

ARTICLE 8: MEMBER STANDING

1. All persons shall be eligible for membership, and shall agree to abide by the Clubs bylaws, and those of the AMA and IMAA.

2. The membership fee shall be considered also as the landing fee for the Spring Fly-In.

3. Flying members will be required to hold and maintain a license issued by the AMA and IMAA. All first time members will be required to show proof of membership in AMA and IMAA.

4. Any member receiving a safety grievance as stated in Article 16, who is involved in non-flying violations, or who has key information of a non-flying violation and withholds it from the Board of Directors, may at the Board of Directors discretion be placed on probation for (1) year regardless of his or her tenure in the Club.

ARTICLE 9: RESIGNATION, TERMINATION, DISCIPLINARY ACTION,

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 thereby terminate, subject to reinstatement upon restoration of eligibility.
3. This section provides for enforcement of the Safety Rules that are related to flying activities. Any other unacceptable behavior by an individual member or members, as defined by the Board of Directors, become the responsibility of the Board of Directors as stated in Article 1, Duties, Section 1 of the Bylaws. Any individual may be expelled from membership from the Club by 2/3 majority vote of the Board of Directors if, in the Board of Directors determination, such individual willfully commits any act or omission which is a violation of any of the terms of these Articles of the Bylaws, or Rules of the AMA, or which is detrimental to the Club, the AMA, IMAA, or to model aviation.
4. Any member who is expelled from membership may be reinstated to membership only by 2/3 majority vote of the Board of Directors.
5. The Board of Directors shall have the discretionary authority to provide for and to impose disciplinary action for such acts or omissions, which do not justify expulsion from membership.

ARTICLE 10: AMENDMENTS

1. Amendments may be made to the Constitution and these bylaws at any general meeting of the Club membership, provided the members shall have been notified in writing at least 5 days in advance that the amendments are to be considered. Copies of the proposed amendments shall be provided to all members as part of the notification. Amendments shall be approved by no less than 2/3 majority vote of the members present, at the regular meeting.

ARTICLE 11: SPECIAL FUNDS

1. The Treasurer of the Club is authorized to receive contributions or specially obtained funds from any individual or institution, to be applied to the operating expenses of the Club.
2. The President will have discretionary spending, of up to \$200.00 without requiring Club approval.

ARTICLE 12: DURATION

1. The duration of this Club shall be perpetual.

ARTICLE 13: DISSOLUTION

1. The Club may be dissolved with the approval of a 2/3 majority vote of the total membership.
2. Upon the dissolution of the Club, The Board shall, after paying or making provision for the payment of all the liabilities of the Club, disburse of all the assets of the Club in a manner determined by a majority vote of the membership at a special meeting of the membership. The members must be notified of this meeting and its purpose 5 days before the date of the meeting.

ARTICLE 14: LOGO

1. The official Club logo shall be the one we now have. (May 26, 2002).

ARTICLE 15: GRIEVANCE PROCEDURE (FLIGHT AND GROUND 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 Committee for its consideration by means of a Grievance form to be filled out and turned into the Safety Committee Chairman. At least 1 witness is required to sign the grievance form.

2. Safety Committee

The Safety Committee shall use its judgment in carrying out action on the following:

- (a) A grievance form (see page 7) will be filled out and turned into the Safety Committee Chairman. At least 1 witness is required.
- (b) FIRST VIOLATION
 - a. Viewpoints of both complainants and accused will be considered.
 - b. Complainants name will be disclosed.
 - c. A verbal reprimand will be given to the accused by the Safety Committee, and this will be recorded in the Committee files.
- (c) SECOND VIOLATION
 - a. Complainants name will be disclosed.
 - b. The accused has the right to a written rebuttal, to be reviewed by the Committee.
 - c. 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.
- (d) THIRD VIOLATION
 - a. 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.
 - b. Said expulsion will last for a one-year minimum.
(Longer if deemed necessary by the Board of Directors.)
 - c. A member may be expelled from the Club only upon a two-thirds (2/3) majority vote of the membership present at the meeting.
 - d. Voting will be by secret ballot at a regular meeting.
 - e. The expelled member may reapply for membership after the expiration of the expulsion time period.
- (e) The 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.

Central Indiana Chapter 48 of the IMAA Grievance Form

Date: _____

Time: _____

Nature of Violation:

Signature: _____

Witness: _____

Additional Witnesses (not required):
