

THE CONSTITUTION AND BYLAWS OF THE SOUTHERN KENTUCKY MODEL AERO CLUB, INC.

CONSTITUTION

ARTICLE I NAME: The name of this corporation shall be the Southern Kentucky Model Aero Club, Inc. The acronym SKYMAC shall be used for the club nickname.

ARTICLE II PURPOSE: The purpose of this club shall be to promote the building and flying of model airplanes, and to advance the sport of model aviation in such a manner as to bring credit upon this club, its members, and the sanctioning organization. All policies and regulations established by this club shall conform to the policies and regulations of the sanctioning organization. The corporation is formed exclusively for charitable, religious, educational, and scientific purposes under section 501 (c) (3) of the Internal Revenue Code of 1986 or the corresponding provisions of any future tax code or laws. See amendment A49 Pg109. SKYMAC and its members shall provide charitable contributions to the community.

ARTICLE III SANCTION: This club shall be sanctioned by the Academy of Model Aeronautics or any sanctioning organization chosen by the membership. This is deemed necessary to provide insurance and to aid in obtaining a club flying field.

ARTICLE IV MEMBERSHIP: All SKYMAC members who wish to fly must maintain an Open Membership in the Academy of Model Aeronautics.

ARTICLE V OPERATIONS: Operations and activities shall be conducted at the club owned facilities. This facility has been designated the Carson L. Stahl memorial Aerodrome and is located adjacent to the North Industrial Park. The address of SKYMAC is: 185 North Graham Avenue, Bowling Green, KY, 42101. Activities and operations may be conducted elsewhere by majority vote of the membership at a regularly scheduled meeting.

BYLAWS

ARTICLE I OFFICERS: The officers of this club shall be President, Vice- President, Secretary or Secretary/Treasurer, Safety Officer, and Field Marshall and Member at Large.

ARTICLE II AUTHORITY: Authority shall be vested in the board of directors to act on matters of general policy and shall act on urgent items of club business between meetings within the scope of these bylaws.

ARTICLE III DUTIES:

1. The President shall preside at all meetings of the club, act as spokesman for the club in all matters pertaining to it and shall also be the Chairman of the Board of Directors. The President shall appoint both temporary and standing committees as the need arises. Any such committees shall serve only for the term of the appointing President.

2. The Vice-President shall act as the President in his/her absence.
3. The Secretary shall keep the minutes of all meetings, provide meeting information for all the club members, handle all correspondence for the club and shall keep the attendance rolls.
4. The Treasurer shall collect all monies due and keep a record of monies received and disbursed by the club. All disbursements must be accompanied by SKYMAC Disbursement Form 2008.
5. The Safety Officer shall monitor club safety policies and activities to insure safe practices and compliance with club rules.
6. The Field Marshall shall monitor flying activities and individual department to insure compliance with club rules.
7. The Member at Large shall serve in the capacity of any absent officer should the need arise.

ARTICLE IV TERMS OF OFFICE: All officers of the club shall serve for two years starting on the first day of the year. Election of officers shall be held at the regular scheduled meeting in October of every other year. A committee appointed by the president at the September meeting will make nominations, at which time nominations will be accepted from the floor. Officers may be re-elected to successive terms.

ARTICLE V VACANCIES: If an officer is unable to complete a term of office the Board of Directors will appoint a replacement with such appointee terminating office at the next general election.

ARTICLE VI MEETINGS:

1. General meetings of the club shall be held on a regular basis at a place and time to be designated and agreed upon by the membership.
2. A quorum shall consist of members present at the general meetings.
3. Proxy presentation by one active member for another for voting purposes shall be allowed only upon receipt by the secretary of a signed authorization of the member being represented.
4. A majority of the Board of Directors shall constitute a quorum for a meeting of the board.
5. The Board of Directors may call special meetings for any reason deemed necessary.
6. On all expenditures proposed exceeding \$500.00, and are not part of the regular maintenance and operating expenses of the club, any member may call for a second reading. It shall be required of the chair to announce that a second reading of the motion will be made at the next meeting. It shall be required of the secretary to mail a copy of the motion to every member of the club advising that a vote will be taken at the next meeting. Such notice shall be postmarked

not less than seven days before the scheduled meeting.

ARTICLE VII DUES:

1. Dues shall be collected on an annual basis as prescribed by club rules. Membership shall expire annually on a date specified by club rules. The annual dues may be changed by a majority vote of the members present at any meeting, however there must be a second reading at the next months regularly scheduled club meeting and all members shall be notified of the second reading at least two weeks prior to the second reading.
2. No special assessment shall be levied upon club members as a whole except by prior notification and affirmative vote by majority of active members at a scheduled club meeting.

3. TERMINATION

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

4. EXPULSION

A. 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 AMA, or which is detrimental to the Club, the AMA, or Model Aviation. Before any such motion may be voted on, all club members shall be notified of the upcoming vote two weeks prior to the next regularly scheduled meeting.

B. If any member is expelled from membership in SKYMAC, all prepaid dues shall be forfeited.

ARTICLE VIII GRIEVANCE PROCEDURE (Flight and Safety Rules): The grievance procedure provides a mechanism to enforce existing Safety Rules by providing a progressive disciplinary system when needed. Though 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 by means of a Grievance Form (see attached) and turned into the Safety Officer. At least one witness is required to sign the Grievance Form.

1. The Board of Directors shall use its judgement in carrying out action on the following:

A. **FIRST VIOLATION:** Viewpoints of both complainant and accused will be considered. Complainants name will be disclosed. A Verbal Reprimand may be given to the accused by the Board of Directors. Any action taken by the Board of Directors will be recorded in the Club records.

- B. **SECOND VIOLATION:** Complainants name will be disclosed. The accused has the right to a written rebuttal to be reviewed by the Board of Directors. If the BOD so decides, the flying privileges of the accused may be suspended for thirty (30) days. Written notice of this determination by the BOD will be issued and a copy provided to the members present at the next following Club meeting.
- C. **THIRD VIOLATION:** The Board of Directors will notify the accused and the Club members via direct mail that the Club will vote on the expulsion of the accused at the next regularly scheduled club meeting. Said expulsion will last for a one-year minimum. Any 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 with ballots counted by three members of the BOD, and the results of the ballots divulged to the accused and the Club membership at that meeting. The results of the balloting and the outcome shall be reported in the Clubs minutes of that meeting. The expelled member may reapply for membership after the expiration of the expulsion time period and must receive a two-thirds (2/3) majority vote of the membership present at that meeting to be allowed to re-join the Club.
- D. The three actions will not be enforced unless they are accumulated within a two-year period of time.
- E. If any member is expelled from membership through the Grievance Procedure all prepaid dues shall be forfeited.
- F. Any member receiving a Grievance, who directs any retaliation action against the person filing said grievance, or to the Club, 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.

ARTICLE IX EVENTS: SKYMAC may host events on an annual basis for the purpose of camaraderie, fundraising and enhancing the sport of model aviation. To this purpose, all S.K.Y.M.A.C. events shall be structured in the following manner.

1. The current S.K.Y.M.A.C. President shall select an “Event Chairman” for each event to be held in the following year. In the event that the club has a new President on January 1st of the year, and the Event Chairmen of that years events have been selected prior to the new officers taking charge, the Event Chairmen shall remain until the assigned event is completed. The club will set a budget that will be the primary responsibility of the Event Chairman. All individual event expenditures must be approved by the Event Chairman and if additional funding is needed, the Event Chairman will notify the club at the next regularly scheduled meeting.
2. The Event Chairman will as soon as possible select four other club members to assist with the scheduling, promotion and duties of his assigned event. These five members shall constitute the “Event Committee” and with the direction of the Event Chairman, shall organize, arrange and

direct all the functions to complete the assigned event.

3. The Event Chairman will select a "Contest Director" for his assigned event from the available list of qualified S.K.Y.M.A.C. club Contest Directors. The Contest Director must be willing to attend all Event Committee meetings and attend all the days of the sanctioned event that he is assigned and ensure all A.M.A. and S.K.Y.M.A.C. field and flying safety rules are adhered to.
4. At the completion of each event, at the next regularly scheduled club meeting, (as long as the next regularly scheduled club meeting is at least two weeks following the completion of the event) the Event Chairman will present a full and complete Event Status Report with all of the events revenues and expenditures in total. In the case that a club meeting is scheduled within two weeks following an event, the Event Status Report shall roll over to the next regularly scheduled monthly meeting to give the Event Chairman time to arrange payments of all of the event expenses. A total event budget overview should be prepared and all expenses relative to that event shall be paid at that time and the club members may fairly evaluate the event to determine if that event should be scheduled again the next year. Minutes of all Event Committee meetings will be kept and copies given to the Board of Directors within seven (7) days after each meeting.

ARTICLE X SPECIAL FUNDS: The Treasurer is authorized to receive legal contributions of specially obtained funds from any source to be applied to the operation expenses of the club.

ARTICLE XI NEWSLETTER: The club shall publish a monthly newsletter if feasible. The newsletter shall serve as a meeting reminder, a method of contact with those members who may have missed a previous meeting and as a medium for providing information not normally available to most members. The newsletter shall be sent to all members, but family subscriptions will be combined as an economy measure.

If the finances permit, it shall be sent free to others deemed to be in the best interest of the club. The newsletter shall be free to members but will be available to interested parties by subscription for an amount sufficient to cover the cost of printing and postage.

ARTICLE XII CLUB COLORS: Club colors shall be blue and gold.

ARTICLE XIII AMENDMENTS: Amendments may be made to the constitution and bylaws at any regularly scheduled club meeting by a two-thirds vote of members present provided all members have been notified of the proposed amendment.

ARTICLE XIV LIQUIDATION OF ASSETS: In the event of disbandment of the Southern Kentucky Model Aero Club, any remaining assets after payment of all expenses and indebtedness will be donated to the Academy of Model Aeronautics to be used by them as required to the advancement of model aviation.

THIS CONSTITUTION AND BY-LAWS WERE APPROVED BY THE SOUTHERN KENTUCKY MODEL AERO CLUB ON AT THE GENERAL MEETING BY THE MEMBERS IN ATTENDANCE.

PRESIDENT _____ DATE _____

VICE-PRESIDENT _____ DATE _____

SECRETARY _____ DATE _____

TREASURER _____ DATE _____

SAFETY OFFICER _____ DATE _____

FIELD MARSHALL _____ DATE _____

MEMBER AT LARGE _____ DATE _____

SKYMAC DISBURSEMENT FORM

CLASS I: Expenditures requiring a club membership vote.

Check number _____ Amount _____ Date written _____

This expenditure was approved by the vote of the club at the meeting on _____

Secretary: _____

CLASS II: This expenditure is for a necessary facility repair that must be made now for the continued normal operation of the flying site, or to mitigate any possible further damage. This requires three (3) signatures of members of the Board of Directors and is limited to \$500.00

_____ Position _____

_____ Position _____

_____ Position _____

Explanation: _____

CLASS III: Expenditures for normal periodic expenses such as utilities, AMA fees, taxes, contractual agreements, or any fees that are levied by any governmental agencies that are not unusual shall be classified as CLASS III and can be made without this form.

SKYMAC CLUB GRIEVANCE FORM

Date: _____ Time: _____

Name of Complainant: _____

Name of Violator this Grievance is concerning: _____

Nature of Violation (please be as specific as possible): _____

Signature: _____

Witness: _____

Additional Witnesses: (not required) _____

