

CLUB 4752 AEROMODELLERS M.A.A.C. CHARTER CLUB CONSTITUTION AND BY-LAWS

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REVISION	DESCRIPTION	ISSUED BY	ISSUE DATE
001	Initial Draft	Carl Layden	Oct. 20, 2009
002	First Revision	Jamie Morgan	Nov 27, 2010
003	Amendments from March 2015 Meeting	Jamie Morgan	Mar. 29, 2015
004	Updated map and signage in Appendix A	Jamie Morgan	Jan. 25, 2023

CONSTITUTION

Article 1 Name

The name of this organization shall be “**Club 4752 Aeromodellers**” hereinafter referred to as the “Club” or “Club 4752”.

Article 2 Affiliation

This Club is affiliated with the “Model Aeronautics Association of Canada” as per their constitution; and is a Chartered Affiliate Member of said organization hereinafter referred to as “M.A.A.C” or “MAAC”.

This Club is provincially incorporated as a not-for-profit in the province of Newfoundland and Labrador under the name “**Club 4752 Aeromodellers Inc.**”

Article 3. Purpose

The Club purpose is promoting aero-modelling activities as a chartered affiliate member of the Model Aeronautics Association of Canada (MAAC).

Article 4. Manner of Revising Constitution

Any revision to this Constitution requires notification in writing, presented to all members prior to or during the Annual General Meeting or during a Special Meeting called for the purpose. All amendments will be put to a vote at that meeting, and require a two thirds majority vote of the attending members to carry. The quorum for this vote shall be 80% of the Open membership, in good fiscal standing (current paid membership).

BYLAWS

Article 1. Membership

1. Membership year
 - i. The membership year shall be from January 1 until December 31 of the same year.
2. Definition of Membership
 - i. Paid membership in the Club or exemption from payment of such fees as granted by the membership.
 - ii. Current M.A.A.C. membership.
3. Classes of Membership
 - i. Junior member - under age 18 as of January 1st
 - ii. Open member - age 18 and over as of January 1st
4. Admission to Membership
 - i. Potential new members must complete an application form and pay the prescribed fee per the policy and rules guide (See Appendix A).
 - ii. Continued membership is subject to annual fees renewal, adhering to club rules and policies, and actively contributing in a positive manner to support the Club’s purpose.
5. Rights of Members

- i. Members in good standing abiding by the Club rules shall receive full Club privileges including the Club publication, right to vote on all Club issues and those benefits accruing from membership in M.A.A.C.
6. Certificates and Insignias
 - i. Club members in good standing shall be issued parking placards for the club flying site.
7. Limitations
 - i. Member(s) rights & privileges may be limited at the discretion of the Executive Committee in the event the said member is acting in a manner detrimental to the best interest of the club.
8. Expulsion of Members
 - i. A membership may be cancelled because of actions detrimental to the interests of the Club. Before the Executive Committee meets to consider cancellation, the member shall be informed in writing, by registered mail, of the alleged infraction. Cancellation can be done only after a majority decision by the membership. The member involved will be informed by registered mail that the expulsion has occurred.
9. Suspension of Flying Privileges
 - i. Flying privileges may be suspended by any Executive Committee member or CFI for any action considered detrimental to the Club. Suspension remains in effect until the case is reviewed by the Executive Committee. This review shall take place within thirty-one days, and the member shall be informed in writing within fourteen days of the Executive Committee decision.

Article 2. Organization

1. Officers

The Officers of the Club shall be as follows:

 - i. President (elected)
 - ii. Vice President/Secretary/Treasurer (elected)
 - iii. Chief Flying Instructor (appointed by elected executive)
 - iv. Immediate Past President

Other appointments may be made by the Executive Committee as required. Such appointments shall be for a term of up to one year, ending at the annual general meeting.
2. Elections
 - i. Officers of the Club shall be elected each year at the annual general meeting.
 - ii. Voting for officers shall be by a show of hands with nominees (optionally) being excused from the room during the voting.
3. Duties of Officers
 - i. President
 - a) Supervise and direct the activities of the Executive.
 - b) Promote the aims of the Club and provide leadership.
 - c) Preside at all Club meetings and establish any committees required to conduct specific Club activities.
 - d) Act as a Signing Officer for the Club.

- e) Act as a liaison between M.A.A.C. and the Club.
 - f) Receive and distribute Club correspondence.
- ii. Vice President/Secretary/Treasurer
 - a) Carry out in the President's absence all the duties of that office in accordance with the President's wishes.
 - b) Take charge of all Club promotional activities.
 - c) Keep minutes of all meetings and if unable to attend, appoint a proxy to keep an accurate record which will then be added to the Secretary's record of minutes.
 - d) Maintain an inventory of all Club assets.
 - e) Collect, record and administer the revenues and expenditures of all Club funds.
 - f) Produce an up-to-date financial report as requested.
 - g) Process and maintain accurate financial records of the membership.
 - h) Act as a signing officer for the Club
 - iii. Chief Flying Instructor
 - a) Administer the Club Flight Training Program including the approval and appointment of instructors.
 - b) Promote all phases of safety within the scope the Club's regulations.
 - c) Immediately take appropriate action when aware of unsafe operation by a Club member endangering other members or the general public.
 - d) Report to the Club Executive Committee and receive direction for action on any repeated unsafe practices by Club members.
 - iv. Immediate Past President
 - a) Provide executive continuity to the best of his/her ability
 - b) Carry out in the absence of the President and the Vice President the duties of those offices in accordance with the President's wishes.
 - c) This role is not a named director of the incorporation.
4. Executive Committee
- i. The Executive Committee shall be composed of all the Officers of the Club specified in Article 2, subsection 1 and shall have full authority to conduct the business of, and promote the aims and interest of the Club.
5. Committees:
- i. Committees may be appointed by the President as required to conduct specific Club activities.
6. Removal from Office:
- i. Any Officer can be removed from office provided the following conditions are adhered to:
 - a) A special meeting to consider the removal of an Officer must be called by the Executive Committee upon a written request signed by a minimum of five Club members.
 - b) Written notice of this special meeting must be sent to all Club members.
 - c) The majority decision of the membership present at that special meeting shall be final.

7. Filling of Vacancies:
 - i. Should for any reason any office become vacant during the Club year, it shall be left to the discretion of the Executive to appoint the most suitable member to fill the vacancy on a temporary basis until the first regular meeting, at which it is possible to hold an election to fill the vacancy.

Article 3. Meetings

1. Regular Meetings
Regular meetings shall take place at a location, time, and date chosen by the Executive for the current year.
2. Annual Meetings
The Annual General Meeting shall take place at a location, time, and date chosen by the Executive and shall be held within three months after the end of the fiscal year.
3. Special Meetings
These may be called at the discretion of the Executive Committee.
4. Voting at Meetings
All voting at meetings shall be by a show of hands with a simple majority carrying. A secret ballot may be employed if this is the unanimous wish of the Executive Committee. Members may give proxies in writing to other members to vote on their behalf at either Club or M.A.A.C. functions. Each Proxy shall be valid for use on one single specified date.
5. Email Voting
Before voting on any topic can occur there must be a motion, a member must move and another member must second. The Mover and Seconder will be assumed to be in favour of the motion and need not vote again. When an email vote is conducted Members will have 48 hours to respond (publicly or privately to the chair) after the motion has a second. No action is to be taken regarding the motion until all members have responded or the allowed time for responses has expired. If a member does not respond within the allocated time his/her vote is considered an abstention. The President or acting President will chair the email voting process. There are no proxies for email voting.
6. Quorum
Except for changes to the Constitution, a quorum shall be 25% of the Open membership, in good fiscal standing (current paid membership).

Article 4. Finance

1. Financial Year
The fiscal year shall be January 1st to December 31st.
2. Fees
 - a) Membership applicants are responsible for financial penalties incurred by the Club as a result of processing their payment. Membership is not valid until applicant's payment has cleared.
 - b) A budget is to be prepared annually and submitted to the membership for approval. Expenditures exceeding more than 10% of total budget require further membership approval.

- c) Membership fees are determined in accordance with the Club Policy/Rules.
- 3. Banking
 - a) Cheques drawn on the Club account must be signed by any two elected Club officers.
 - b) All revenues, disbursements, etc., of Club funds shall be properly recorded and documented by means of acceptable business practices.
 - c) Payment by electronic funds transfer (ie: Interac) is preferred. Recipient details will be available from club executive.

Article 5. Flying and Safety Rules

The flying site rules of the Club shall be the current Club Policy/Rules. These shall be posted in a prominent location at the field and distributed to all members for their use. Failure to follow flying rules will lead to immediate suspension from the Club.

Members are also expected to adhere to the M.A.A.C. rules and guidelines for their modelling discipline.

Article 6. Dissolution of Club

Should it be necessary to disband the Club, a special general meeting will be held and all Club assets shall be divided equally among members in good standing.

APPENDIX A: Club 4752 Aeromodellers Policy & Rules

Effective Date: March 29, 2015

Membership Approval Date: March 29, 2015

Version: 007

Policy Document Revision Log

REVISION	DESCRIPTION	ISSUED BY	ISSUE DATE
001	Initial Draft	Carl Layden	Oct. 20, 2009
002	First Revision	Carl Layden	Jan 7, 2010
003	Amendments from AGM and document formatting	Jamie Morgan	Nov. 27, 2010
004	Inserted section 3, item 4 per email vote results, Dec 7 2010.	Jamie Morgan	Dec. 7, 2010
005	Amendments to membership section 6.	Jamie Morgan	Nov. 25, 2012
006	Amendments from March 2015 Meeting	Jamie Morgan	Mar. 29, 2015
007	Update field map and signage (figures 1&2)	Jamie Morgan	Jan. 25, 2023

Method of Amending Club 4752 Policy & Rules

Any proposed revision to the Club 4752 Policy & Rules may occur at any regular or special meeting of Club 4752. All amendments will be put to a vote and require a simple majority.

General Rules

When operating any model aircraft Club 4752 Members & their guests will adhere to the following:

1. I will follow the established Club 4752 Policy & Rules.
2. I will follow the MAAC Safety Code & Guidelines.
3. I will fly within the established Flying area when flying at Club 4752 events or fields.
4. I will ensure that all garbage & waste material is removed from the flying site when leaving for the day.
5. I will not fly a model aircraft at Club 4752 events or fields without a current Club 4752 Flying Endorsement.

Kilbride Flying Site

When operating models at the Kilbride Flying Site, members, guests and spectators will adhere to the following:

1. Follow the MAAC Safety Code Guidelines
2. No alcohol or illegal drug use permitted
3. Observe designated parking areas
4. Flying begins at 9AM (10AM on Sunday)
5. Use engine starting stands or suitable restraint
6. Fly from pits/spectator side of flight line
7. Fly only in designated flying area (see map)
8. Avoid flight when people working in flying area
9. Always yield right of way to manned aircraft
10. Announce intentions or difficulties while flying
11. Cease flying at the request of field owners
12. Pets must be leashed; clean up after them
13. Member is responsible for guests or spectators

Figure 1: Kilbride Flying Site Map



Figure 2: Kilbride Flying Site Signage



CLUB 4752
Aeromodellers

MAAC Club ID: 728

Emergencies Dial 9-1-1
Gould's Fire Hall: (709) 758-3240

232 Old Bay Bulls Rd, Kilbride, NL

GPS:
47° 29' 42.0" N
52° 46' 20.95" W




FLYING SITE RULES

MAAC and Club 4752 Memberships Required

- ◆ Follow the MAAC Safety Code Guidelines
- ◆ No alcohol or illegal drug use permitted
- ◆ Observe designated parking areas
- ◆ Flying begins at 9AM (10AM on Sunday)
- ◆ Use engine starting stands or suitable restraint
- ◆ Fly from pits/spectator side of flight line
- ◆ Fly only in designated flying area (see map)
- ◆ Avoid flight when people working in flying area
- ◆ Always yield right of way to manned aircraft
- ◆ Announce intentions or difficulties while flying
- ◆ Cease flying at the request of field owners
- ◆ Pets must be leashed; clean up after them
- ◆ Member is responsible for guests or spectators

Keep Our Flying Site Clean!



Flying Endorsement

1. Club 4752 Executive reserve the right to revoke flying privileges from any member at any time.
2. Members learning to fly will have their flight test evaluated by a Club 4752 instructor.
3. If required a flight test can be scheduled at any time when a Club 4752 Instructor is available.
4. Members are encouraged to complete advanced wings test if flying giant scale, aerobatic or high performance aircraft.

General Wings Test Requirements

Wings Program

Club 4752 has adopted the following programs as the standard flight training material (aka "Wings Program") of the organization:

1. "Up and Away: The BMFA Approved Flying Training Manual for R/C Power Flying, Fourth Issue – September 2002"
2. "Electric Up and Away: The BMFA Approved Flying Training Manual for R/C Electric Glider Flying, April 2004"

This section outlines general skills evaluated in typical "Wings" testing. These may be used as a guide during flight tests by the Chief Flight Instructor (CFI) or a delegate.

Basic

Candidates must demonstrate on two successive attempts during their examination period his ability to:

1. Demonstrate safe aircraft starting procedure.
2. Take off and land unassisted.
3. Maintain straight and level flight parallel to the runway.
4. Perform a figure eight.
5. Rectangular Approach.
6. Land under power.

Advanced

Candidate must demonstrate on two successive attempts during the examination period his ability to:

1. Demonstrate safe aircraft starting procedure.
2. Take off.
3. Stall turn.
4. Two consecutive horizontal turns.
5. Immelman Turn.
6. Cuban 8.
7. Straight inverted flight.
8. One outside loop.
9. Landing.

Instructors

Candidate must demonstrate on two successive attempts during the examination period his ability to:

1. Demonstrate safe aircraft starting procedure.
2. Fly maneuvers of Basic & Advanced wings test
3. Fly controlled figure 8 circuit with rudder deflected (i.e. cross control)
4. Demonstrate a controlled "over-shoot" (i.e. Aborted landing attempt)
5. Complete a Dead-Stick Landing.
6. Instructor wings endorsement subject to interview with CFI.

Fees

Open Membership

Annual Open membership fee is determined annually based on budget. If member joins after September 1st, membership will be valid to following year December 31st.

Junior Membership (age criteria per MAAC)

Junior Membership fee is 50% of Open membership fee. If member joins after September 1st the membership will be valid to following year December 31st.

Field Maintenance

Mowing

1. A mowing schedule will be maintained by the club.
2. Members are expected to participate in the field mowing schedule, unless otherwise exempted by club executive.
3. Members are expected to utilize, and maintain in good condition, the club owned mowing equipment and fuel provided. Equipment to be safely stored following use.

General Maintenance

1. All members are expected to keep flying sites clean and free of debris.
2. All members are expected to use club flying site(s) are current MAAC guidelines.
3. Any issues regarding conforming to safety, damage or adhering to MAAC guidelines should be reported to club executive for resolution.