

# Constitution and Bylaws of the Oklahoma Sooner Squadron, Inc.

## ARTICLE I: NAME

1. Name and Location: The name of this organization shall be known as the Oklahoma Sooner Squadron, Inc. of Guthrie, Oklahoma.
2. Definitions:
  - a. R/C shall be defined as radio control.
  - b. AMA shall be defined as the Academy of Model Aeronautics.
  - c. IMAA shall be defined as the International Miniature Aircraft Association.
  - d. Giant scale shall be defined per IMAA Bylaws in Article IV-Acceptable Aircraft, Section 1.
  - e. Club shall be defined as Oklahoma Sooner Squadron, Inc.

## ARTICLE II: PURPOSE

1. The purpose of the club shall be to aid, assist, and encourage the building and operating of Giant Scale radio control aircraft.
2. Mission Statement and objective: Promote the building and safe operation of radio control model aircraft, increase the public's interest in the sport, provide education and training to develop building and flying skills, and ultimately to increase the enjoyment for everyone involved in the sport of model aviation.

## ARTICLE III: MEMBERSHIP and Dues

1. Qualifications: All persons shall be eligible for membership with current AMA and IMAA membership. Furthermore, each member shall agree to abide by Club Constitution and bylaws, and those of the AMA and IMAA.
2. New members must complete and have notarized the release of liability document for our land owner before membership application is approved. New members will be classified initially as Probationary Members during their first year. The membership will grant Full Membership at the end of year one with a simple majority at a club meeting. Failure to obtain simple majority of the vote will result in extension of probationary period or not granting membership to the club.
3. Membership Dues: Dues are payable the first meeting of November and past due after December 31<sup>st</sup> of each year.

4. The gate combination will be changed on January 1<sup>st</sup> annually. Only members with dues paid in full and good standing will receive the new combination.
5. The member must display current AMA and IMAA to the Treasurer or club officer at time of renewal of club membership.
6. Membership Categories and fees:
  - a. Full and Family membership: \$100 per year. This includes the member, spouse, and children under the age of 18.
  - b. Junior Member is any high school student under the age of 18. There is no membership fee, but must have current AMA.
  - c. Probationary Membership: This will be the status of all new members for their first year as a member. Full Membership will be granted at the end of their first year with a simple majority vote of the membership at a club meeting.
7. A member shall be in arrears and shall not be considered active if his or her dues have not been paid as provided in Article III, Section 3.
8. The club membership shall be limited to a maximum of 50 (fifty) members. Reinstatement to the club for any reason shall be treated as a new membership application.
9. Types of membership and limits on the total number of members shall be determined by the Club officers and approved by a vote of two-thirds (2/3) majority of the members present at the Club meeting.
10. New Members will be considered if available membership numbers allows per Article III, Section 7. New applicants joining in July will pay \$50. Thereafter, rate will be decreased by \$5 monthly until renewal process occurs as defined in Article III, Section 3.
11. No special assessment shall be levied upon Club membership, unless it is approved by a vote of two-thirds (2/3) majority of the members present at the regular monthly meeting, and the members have been given five (5) days prior notice along with explanation of the assessment.
12. All new members must demonstrate their flying competency in front of two members. One must be the club designated Safety Officer. A total of three flights on three different days is required. Upon completion of this process, Full membership will be granted.
13. All members who fly radio control aircraft must be physically and mentally capable of operating a radio control aircraft in a safe manner. The Club reserves the right to request a medical endorsement from the members Health Care Provider if a physical or mental condition exists that could endanger person or property.
14. Any member receiving a safety grievance as stated in Article XII, who is involved in a 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 direction be placed on probation for one (1) year regardless of his or her tenure in the club.

ARTICLE IV: RESIGNATION, TERMINATION, DISCIPLINARY ACITON, EXPULSION, AND REINSTATEMENT OF MEMBERSHIP.

1. Any member in good standing may resign his or 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 or her membership of the Club shall thereby be terminated, 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 V, Duties Section of the Bylaws. Any individual may be expelled from membership from the Club by a two-thirds (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 Incorporation, Constitution and Bylaws, or the Rules of the AMA, IMAA, 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 two-thirds (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 V: BOARD OF DIRECTORS

1. Responsibilities: 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 two-thirds (2/3) majority vote or by quorum at a Board of Directors 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. Officers: The Board of Directors shall consist of a President, Vice-President, Secretary, Treasurer, Safety Officer, and Editor of Club Newsletter or Webmaster of the Club.
3. Duties:
  - a. President: The President shall preside at all meetings of the Club and shall act as a spokesperson in all matters pertaining to it. The President will also be the official contact person with AMA in case of questions, problems, or any other situations specific to club matters.
  - b. Vice-President: The Vice-President shall act for the President when he or she is unable to serve.
  - c. Secretary: The Secretary shall record minutes of each Club meeting and handle all correspondence pertaining to club activities.

- d. Treasurer: The Treasurer shall collect all moneys due and shall keep a record of moneys disbursed by the Club.
  - e. Safety Officer: the Safety Officer shall be responsible for chairing the safety committee and ensuring the existing safety rules are enforced. This includes processing the grievance forms and following the existing grievance procedure documented in the Bylaws.
  - f. Editor of Newsletter or Webmaster: The Editor of Newsletter or Webmaster is responsible for publishing the club news and will serve as the information officer to the membership and other AMA clubs. The person will also maintain the current Club membership list in collaboration with the Board of Directors.
- 4. Terms of Office: All elected officers of the Club shall serve for one (1) year. Officers are to be elected by a vote of simple majority of those present at the regular meeting in the month of November.
  - 5. Nominations: Nominations for officers shall be made at the October meeting. Nominations from the floor will be accepted at the time of election during the meeting in November. New Officers elected in November will assume office in December.
  - 6. A secret ballot is required for elections, for removal of a Club Officer, a member of the Board of Directors, and for expulsion of a member of the Club unless waived by a simple majority vote of the members present at the meeting.
  - 7. Vacancies: Vacancies in any office shall be filled by appointment by the remaining officers, and such appointee to serve until the end of the term for which his or her predecessor was elected.

#### ARTICLE VI: COMMITTEES

- 1. The President shall have the authority to appoint members from the Club to serve on any committees deemed necessary for Club operations.
- 2. Standing Committees include the Safety Committee and Field Maintenance Committees.
- 3. Special Committees of the Club shall be appointed 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 or her tenure of office.
- 4. All committees will function in an ex-officio capacity and possess no power, but acts in an advisory capacity only.

#### ARTICLE VII: MEETINGS

- 1. Regular monthly meetings shall be held at a time and place designated by the Club officers and published in the Club Newsletter or Website.

2. Special Meetings may be called by the Board of Directors with no less than five (5) meeting days prior written notice of a special meeting. The purpose of the special meeting shall be stated in written notice.
3. Quorum: At any Club meeting a simple majority shall be over fifty percent (50%) of the membership voting at the meeting.
4. Any 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 of Directors, or any other Board member, may have the matter paced upon the working agenda of the next Club meeting.

#### ARTICLE VIII: FINANCIAL ARRANGEMENTS

1. An Annual Budget will be prepared by the Board of Directors and presented by the Treasurer at the January Club meeting.
2. The Club fiscal year will begin January 1<sup>st</sup> and end December 31<sup>st</sup>.
3. The budget shall reflect and itemize the current year cash flows, debts, loans, and any other income to help assist newly elected officers determine an effective financial policy for the fiscal year. The budget will display all Club transactions on a standard form.
4. Dues will be reviewed annually by the Board of Directors and recommendations will be addressed to the membership if modifications in fees are desired.
5. Special funds: 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.
6. The Executive Board will have discretionary spending of up to \$500 without requiring Club approval.

#### ARTICLE IX: RECORD KEEPING

1. The records of the Club will be the responsibility of the Board of Directors.
2. The Secretary of the Club will be responsible for recording and providing up-to-date records of business of the membership and Club.
3. The President will be responsible for maintaining the records of historical and organizational significance.
4. The Editor of Newsletter or Webmaster will be responsible for archiving the newsletters or website for historical value.

#### ARTICLE X: AMENDMENTS OF THESE BYLAWS

1. Amendments may be made to the Constitution and these Bylaws at any general meeting of the Club, provided the members shall have been notified in writing at least five (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 two-thirds (2/3) majority vote of the members present at the regular monthly meeting.

#### ARTICLE XI: DISSOLUTION

1. The Corporation may be dissolved with the approval of a two-thirds (2/3) majority vote of the total membership.
2. Upon the dissolution of the corporation, the Board shall, after paying or making provision for the payment of all of the liabilities of the Corporation, dispose of all the assets of the Corporation exclusively for the purposes of the Corporation in such manner, to the AMA, or to such other organizations organized and operated exclusively for charitable, educational, religious or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(7) of the Internal Revenue Code of 1986, as amended, or to such other organization with purposes similar to the purposes of this Corporation, as the Board shall determine. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas (or similar court) of the county in which the principal office of this Corporation is then located, exclusively for such purposes and to such organization for organizations, as said court shall determine, which organized and operated exclusively for such purposes.

#### ARTICLE XII: GRIEVANCE PROCEDURE (FLIGHT AND GROUND SAFETY RULES)

1. Purpose: The grievance procedure provides a mechanism to enforce existing AMA, IMAA, and Oklahoma Sooner Squadron 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 one 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 will be filled out and turned into the Safety Committee Chairman. At least one witness is required.
  - b. FIRST VIOLATION:
    1. Viewpoints of both complainants and accused will be considered.
    2. Complainants name will be disclosed.
    3. A verbal reprimand will be given to the accused by the Safety Committee, and this will be recorded in the Safety Committee files.
  - c. SECOND VIOLATION:
    1. Complainants name will be disclosed.

2. The accused has the right to a written rebuttal to be reviewed by the Committee.
  3. 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 Newsletter or Website.
- d. THIRD VIOLATION:
1. Committee will notify the accused in writing and the Club members via written notice or website and the Club will vote on 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 Club meeting.
  4. Voting will be by secret ballot at a regular monthly meeting.
  5. The expelled member may reapply for membership after the expiration of the expulsion time period.
  6. The three actions will not be enforced unless they are accumulated within a two-year period of time.
  7. 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.

#### ARTICLE XIII: MISCELLANEOUS PROVISIONS

1. Robert's Rules: All business meetings of the Club will be conducted according to Robert's Rules of Order.
2. Use of Club name and logo: The use of the Club name and logo is forbidden without the written permission of the Oklahoma Sooner Squadron, Inc.
3. Club Field: The Guthrie Model Airpark located two and one-quarter miles (2 ¼ miles) east of I- 35 on Seward Road shall be designated the official club flying field. Use of the field shall be limited to club members and their guests in so far as possible. Rules for use of the field are posted on the bulletin board in the shelter area. Guests may visit and fly no more than three (3) times, or they must submit application for membership.
4. Quorum: At any Club meeting a simple majority shall be over fifty percent (50%) of the membership voting at the meeting.

Revised: 3/4/2013bh