

## **WRCC CONSTITUTION**

### **ARTICLE I... NAME AND LOCATION**

**The name of this organization shall be the Wichita Radio Control Club abbreviated as WRCC, chartered by the Academy of Model Aeronautics, abbreviated as AMA, incorporated in the State of Kansas as a 501(C) 3 Non-Profit Educational Organization and located in and serving the Wichita metropolitan area.**

### **ARTICLE II... PURPOSE**

**The purpose of the club shall be to educate, aid, assist and encourage the building, operation and enjoyment of radio controlled models.**

### **ARTICLE III... OFFICERS**

**The elected officers of this organization, as elected by Members in good standing, shall be: President, Vice-President/President Elect, Secretary, and Treasurer. A minimum of two Members in good standing should be nominated for each office. In the event there is only one nominee, he or she can be elected by acclamation provided there is two-thirds (2/3) majority consent. If there are more than two nominees and no single candidate receives a majority vote, a runoff election will be held between the highest ranked candidates whose combined vote total exceeds 50%.**

**Officers shall be elected at the November meeting and shall assume office at the January meeting. The term of office is one year with the Vice-President/President Elect advancing to President for the following year and Past President the year after. Special elections will be held to fill any vacancy.**

**The AMA requires that each club have a designated Safety Coordinator. This position will be appointed by the Executive Council subject to approval by majority vote of the club. Other positions, such as Field Marshall, Newsletter Editor, etc., may be filled by volunteers, appointment or election from time to time as the need or requirements dictate.**

### **ARTICLE IV... MEMBERSHIP**

**Membership in this club shall be open to anyone interested in the control of models by radio and has paid their dues in accordance with Section III of the by-laws. Those who participate in actual radio control operations shall have a current AMA membership, regardless of the type of Club membership in Section III.**

### **ARTICLE V... QUORUM**

**A quorum consists of 50% of the Membership or 20 Members, whichever is smaller. A quorum shall be required to conduct business and vote on all motions and elections.**

## **ARTICLE VI... AMENDMENTS**

**The constitution and by-laws may be amended or revised by a two-thirds (2/3) majority vote providing the amendment or change has been read at the previous meeting and published in the Newsletter or other forms of media. No discussion of the proposed change will be allowed at the first reading. The complete revision can be moved and approved if there is unanimous consent. If not unanimous, each article and section change will be voted individually and may be debated prior to that vote. If a change fails to pass, revisions to the article or section may be proposed and debated for consideration by the By-Laws Committee. Such revisions will again follow the same reading and voting procedure.**

## **ARTICLE VII... MODEL COUNCIL**

**Representatives to the Wichita Area Model Council shall consist of the elected officers for the current and preceding year. Current year elected officers or their designees are the only voting representatives of the Wichita Radio Control Club.**

## **BY-LAWS**

### **SECTION I... DUTIES OF OFFICERS**

**(a) The President shall preside at all meetings of the club and of the Board and Executive Council and shall be a member ex-officio of every committee. The President shall arrange for any raffle prizes to be given away at regular meetings.**

**(b) The Vice President/President Elect shall assume the duties of the President in the absence of the president, act as program chairman for all activities after the regular business meeting, chair the Steering Committee and report recommendations there from, and arrange for meeting refreshments and meeting room access.**

**(c) The Secretary shall keep minutes of all meetings of the club and of the Board and Executive Council. Minutes of regular meetings will be published in the Newsletter. The Secretary shall notify Members of special meetings, file an annual report to retain Incorporation status, submit all required AMA documentation and assist the Vice President/President Elect with refreshment and meeting arrangements.**

**(d) The Treasurer shall collect all money due, keep a record of all money received and disbursed, annually renew the AMA Club Charter and field insurance, and provide insurance documentation to the site owner. Only one approved signature shall be required on all checks issued for disbursements. Those authorized are the Treasurer, Vice President and the President.**

**(e) Appointed officers such as Safety Coordinator, Field Marshal, Newsletter Editor, Committee Chairman, Program Chairman, etc. may be selected by the Executive Council.**

**(f) All records are to be passed on to each succeeding years slate of officers for historical and archiving purposes.**

### **SECTION II... TIME OF MEETING**

**Club meetings will be on the last Thursday of the month at 7:00 pm unless announced otherwise. Special meetings may be called at the discretion of the Executive Council. Meetings may be postponed or omitted by a majority vote at any regular or special meeting. Meeting time, day and location will be posted in the newsletter and on the web site.**

### **SECTION III... DUES**

**A two-thirds (2/3) majority vote shall be required to change the dues structure. The regular dues amount can be changed at any time for the following full year. Any action relative to the dues structure will first require that a detailed allocation of the expenses to be covered by the dues be submitted to the Executive Council for audit and then presented to the Club at a regular meeting prior to the vote being taken. Dues shall be as follows:**

- (a) Junior (16 and under) and Auxiliary Members; FREE, but have no voting privileges.**
- (b) Single Membership; Regular dues per year. Refer to the Club minutes for the current amount.**
- (c) Family Membership; Additional memberships for individuals living in the same household of a Regular dues paying Member are two-thirds (2/3) of the regular dues amount for each additional membership and carry full voting privileges.**
- (d) Dues are payable January 1 and delinquent on March 1. New members, joining during the year, will be assessed a pro-rated amount. Delinquent renewals will not be pro-rated.**

**Dues of the current year elected officers and the immediate Past President are waived. Dues of other individuals may be waived by majority vote at a regular Club meeting.**

### **SECTION IV... EXECUTIVE COUNCIL/STEERING COMMITTEE**

**The Executive Council and Steering Committee shall consist of the elected officers and the Past President. Any interested Club members may attend Executive Council and Steering Committee meetings. Notification of meeting time and place will be announced at the Club meeting and/or published in the Newsletter whenever possible. The Executive Council shall meet to discuss and make recommendations on items of a serious nature. The Steering Committee shall meet to plan regular meetings, special meetings, and to also consider and make recommendations to the Club. Minutes of each meeting of the Executive Council shall be kept and read at the next regular meeting of the Club. No formal minutes are required for the Steering Committee, but reports to the Club shall be made as deemed appropriate. No official action can be taken by the Executive Council or the Steering Committee except after a majority vote of the Club.**

**Other committees may be formed by volunteers or appointed by the president as the need arises.**

### **SECTION V... NEW MEMBERS**

**Persons may become Members at any time by making the appropriate dues payment and producing a current AMA license.**

### **SECTION VI... AUXILIARY MEMBERS**

**Auxiliary Members are those who do not engage in actual radio control of models (boats, cars, rockets, planes, etc.) and, therefore, do not require AMA Insurance coverage. Members of the immediate family living at the same address of a paid-up Member may become Auxiliary Members upon request. An Auxiliary Member may gain full voting privileges by paying dues per Section III.**

## **SECTION VII... BUSINESS MEETING**

**Robert's Rules of Order shall be used as a guide for all business meetings. The business meeting shall last a maximum of 1 hour. The point of business under discussion at the end of 1 hour shall be finished with other business being carried over to the next meeting. The maximum time allotted per item for discussion or presentation of Items of interest (Show and Tell) will be 5 minutes. Those who complete their presentation within the allotted time will receive one free raffle ticket. This will be followed from time to time by a planned entertaining and educational program of 20 to 30 minutes duration. The regular order of business will be as follows:**

- 1. The call to order.**
- 2. Treasurer's report.  
Approval vote not required if no objections.**
- 3. Minutes of the last meeting.  
Approval vote not required if no objections as published or as corrected.**
- 4. Recognition of visitors.**
- 5. Reports of officers and committees.**
- 6. Old business.**
- 7. New business**
- 8. Announce time and place of next Council and/or Steering Committee meeting.**
- 9. Open discussion, announcements  
  
(One hour time limit to this point in the meeting.)**
- 10. Break and refreshments**
- 11. Show and Tell (Items of interest)**
- 12. Attendance and raffle drawings**
- 13. Educational/Entertainment program**

**The regular order of business for a meeting may be modified at that meeting by a majority vote.**

## **SECTION VIII... BOARD OF DIRECTORS**

**The board of directors shall consist of the four elected officers for the current year.**

## **SECTION IX... VESTED AUTHORITY**

**No individual or group may speak for, obligate or commit the Club in any way to some action or official Club position with other individuals or organizations without prior membership approval or authorization.**

## **SECTION X... ACCOUNTABILITY**

**Budget estimates for all events expected to exceed \$500 in advance funding shall be submitted to the Club Treasurer a minimum of 3 months prior to the event. The Treasurer shall submit the said budgets to the membership at the next regularly scheduled meeting for discussion and approval.**

**All Contest or Event Directors of activities sanctioned by and supported by the Club are required to submit a detailed accounting of the funds dispersed for and the funds received from said event within two months of the completion of said event. All funds dispersed and received are to be processed through the Treasury.**

## **SECTION XI... MEMBERSHIP TERMINATION**

### **(a) Resignation**

**Any Member in good standing may resign his/her Membership by giving written notification to the Club. Current year dues will not be refunded.**

### **(b) Termination**

**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. Current year dues will not be refunded.**

### **(c) Expulsion**

**Any individual may be expelled from membership in the Club by a two-thirds (2/3) majority vote 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 the AMA, or which is detrimental to the Club, the AMA, or to model aviation. A pro rated refund of the current year's dues will be made.**

### **(d) Reinstatement**

**A two-thirds (2/3) majority vote is required for reinstatement to the Club.**

**SECTION XII... GRIEVANCE PROCEDURE  
(FLIGHT AND SAFETY RULES)**

**This procedure provides a mechanism to enforce existing safety rules by providing a progressive disciplinary system if 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 Executive Council for its consideration by means of a Grievance Form submitted to the Safety Coordinator.**

**The Form shall contain the following:**

**Date:                      Time:  
Nature of Violation:  
Signature of submitter:  
Witness (at least one required):  
Additional Witnesses (if any):**

**The Safety Coordinator/Executive Council shall use its judgment in carrying out action on the following:**

**(a) FIRST VIOLATION**

**Viewpoints of both complainants and accused will be considered. Complainant's name will not be disclosed. A verbal reprimand will be given to the accused by the Safety Coordinator/Executive Council, and this will be recorded in the Club records.**

**(b) SECOND VIOLATION**

**Complainant's name will be disclosed. The accused has the right to a written rebuttal, to be reviewed by the Safety Coordinator/Executive Council. If this group so decides, the flying privileges of the accused at any club controlled field will be suspended for thirty (30) days. Written notice of this shall be issued and a copy published in the Club Newsletter. Owners or those persons in charge of non-club controlled fields in the area will be given written notice of the club's action.**

**(c) THIRD VIOLATION**

**Safety Coordinator/Executive Council will notify the accused in writing and the Club Members via the Newsletter that the Club will vote on the expulsion of the accused at the next meeting. Said expulsion and revocation of flight site access will last for a minimum of one year. A Member may be expelled from the Club only upon a two-thirds (2/3) majority vote by secret ballot at a regular monthly meeting. The expelled Member may reapply for membership after the expiration of the expulsion time period. Owners or those persons in charge of non-club controlled fields in the area will be given written notice of the club's action.**

**(d) These three actions will not be enforced unless they are accumulated within a two-year time period.**

**(e) 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 Officers.**

### **SECTION XIII... DISSOLUTION OF CLUB**

**The duration of the Club shall be perpetual. The Club may be dissolved with the approval of two-thirds of the total Membership, voting by mail ballot. Any funds and/or assets will be donated to an appropriate charity or other similar organization to be selected by the Executive Council with a majority approval of the membership present at the last official meeting.**

### **SECTION XIV... OFF SCHEDULE BUSINESS CONDUCT**

**Notwithstanding any other provisions in this document, the WRCC Board is authorized to conduct business on behalf of the Club during the month between official Club meetings. The TOTAL of such items of business conducted shall have a limit of \$500.00. This board (a total of nine persons) shall consist of the current officers, the immediate past president and 4 volunteer club members plus one alternate to cover an absence. Before any Club monies can be used, a unanimous vote of all board members must be obtained. The specific details of any Club business accomplished in the above manner shall be reported fully at the next scheduled Club meeting.**