

BY-LAWS OF THE
NEW JERSEY PINE BARONS RADIO CONTROL CLUB, INC.

November 2013

ARTICLE ONE - Organization Name

- A. The name of this organization shall be the "NEW JERSEY PINE BARONS RADIO CONTROL CLUB, INC.", hereinafter called the "organization".
- B. The organization shall have an emblem which shall be in the following form:



ARTICLE TWO - Purposes

- A. This organization shall exist for the following purposes:
 - 1. To provide members and their guests with suitable facilities and safe opportunities to pursue all facets of radio controlled model aviation.
 - 2. To promote the growth of organized remote control model aviation activities.
 - 3. To provide the opportunity for social contact among members and their families.
 - 4. To introduce beginning radio control operators to the basic skills inherent in safe radio controlled model operation.

ARTICLE THREE - Membership

- A. Membership in this organization shall be open to all individuals who are active full members in good standing of the Academy of Model Aeronautics. Hereinafter called A.M.A. Full membership shall mean A.M.A. members who hold a membership for the remainder of the calendar year as Open, Extra Family, and Youth Member. Park Flyer and Trial memberships are not acceptable for Pine Barons Membership or other AMA memberships that are not yearly and fully insured.
- B. Requirements for membership consideration in the Open, Senior or Junior category are as follows:
 - 1. Applicants must complete an application form and have an AMA Membership along with the required dues.

- C. All members must comply with the following to remain in good standing.
 - 1. Annual organization dues must be paid in full by the end of January or said member will be considered a new member.
 - 2. Each member must comply with all organization by-laws and field rules as well as the A.M.A. Safety code.
- D. Any member not in good standing for causes other than non-payment of dues may be reprimanded suspended or expelled per the grievance procedure as shown on Attachment II.
- F. Member categories are as follows: Junior (under 19), Open (19 - 65), and Senior (over 65).

ARTICLE FOUR - Dues and fees

- A. Annual dues shall be paid in the amounts shown on the Application form and/or web site.
- B. The actual dollar amount of the dues may be adjusted by a two-thirds vote of the members present at a regular meeting.
- C. Additional fees and/or fee adjustments must be approved by a majority vote of the Executive Board, at a minimum three board members must be notified and agree. No Board member shall be given special consideration with regards to fees.

ARTICLE FIVE - Meetings

- A. Regular meetings shall be held at the place and date specified in the organization's newsletter and/or web site.

ARTICLE SIX - Voting, Election, and By-Law change.

- A. All votes at all meetings shall be voice votes with the exception of organization officers, which shall be by a written secret ballot.
- B. If the majority so requires, any questions may be voted upon by a written secret ballot.
- C. The President shall appoint a three member election committee prior to the start of any secret balloting. A member of the election committee may not be a candidate for office or have a special vested interest in the matter being decided.
- D. The election committee shall supervise and validate, in writing, all election results. Such written validation shall be presented to the President and affixed to the minutes of that meeting.
- E. These By-Laws may be amended or added to by a 2/3 affirmative vote of the entire Executive Board and a 2/3 affirmative vote of the members present at a meeting, after due notice has been given to the members at the previous meeting. The membership shall be notified prior to any vote via e-mail, web site and/or newsletter. The club shall make a reasonable effort to contact all members.

ARTICLE SEVEN - Order of Business

- A. The order of business shall be as follows:

- 1. Call to order

2. Treasurer's report
3. Membership report
4. Secretary's report
5. Committee report
6. Old business
7. New Business
8. Adjournment

ARTICLE EIGHT - Executive Board

- A. The Executive Board shall consist of all elected officers of the organization, and the President shall be chairman of the Board.

ARTICLE NINE - Officers

- A. The officers of this organization shall be as follows:

1. President
2. One or Two Vice Presidents
3. Secretary
4. Treasurer

Appointed Officers

1. Field Marshall
2. Flight Instructor

- B. Officers of the organization shall be elected for a term of one year. Officers may serve no more than two consecutive terms in an office and then must wait one year before assuming that office again. However, if no one is nominated for that post, he may choose to continue his office for the next term, pending approval of the membership. Up to two Vice Presidents may be elected. Vice Presidents shall be designated as First or Second according to the number of votes received by each in the election.

Duties of Officers

1. President
 - a. Shall preside at membership meetings.
 - b. Shall ensure that all standing committees are operating.
 - c. Shall ensure that all books, reports and certificates are properly kept or filed.
 - d. Shall establish an operating budget for the year.
 - e. Shall establish an audit committee, and make an annual audit of the club finances.
2. First Vice President or in his/her absence the Second Vice president shall:
 - a. Act as President in his/her absence and exercise all rights and privileges as such.
 - b. Succeed to the Presidency should the president resign or be unable to serve the remainder of the President's term.
 - c. Act as Chairman of the Flight Regulations Hearing Committee and make reports necessary to the Board.
3. Secretary
 - a. Shall keep the minutes and organization records.
 - b. Shall give and serve all notices to members of this organization.

- c. Shall be official custodian of all organization records and seals.
- d. Shall present to the membership any communications which are addressed to him/her as secretary.
- e. Shall attend to all organization correspondence and exercise all duties incident to the office of secretary.
- f. Shall maintain a Membership List of all active members.

4. Treasurer

- a. Shall have the care and custody of all moneys belonging to the organization.
- b. Shall sign all organization checks.
- c. Shall render monthly, a written account of the organization finances.
- d. Shall cooperate with the Audit Committee during their annual report.
- e. Shall prepare and present to the General membership an annual report and budget including financial statement, by the end of January of the year following his/her term in office.
- f. Shall exercise all duties incident to the office of Treasurer.

Appointed Officers

1. Field Marshal

- a. Shall be responsible for the safe implementation of all organization flying regulations. Disobeying an instructor or The Field Marshall shall be prima facie cause for disciplinary actions as outlined in these by-laws.
- b. Shall be responsible for field maintenance

2. Flight Instructor

- a. Shall be responsible for the selection, training and certification of all organization instructors.
- b. Shall establish programs to properly qualify new pilots in a prompt and efficient manner.
- c. Shall be responsible for the organization training programs for members.

Note: No salary or other compensation shall be paid to any officer by reason of their office. All records shall be relinquished each year to the incoming officers.

ARTICLE TEN - Nomination and Election of Officers

A. Nomination of Officers:

- 1. Nomination of officers will be at the October and November meetings each year.
- 2. Nominations of each officer will be from the floor and will require a second.

B. All officers will be elected for a period of one year starting on January 1 and ending on December 31.

ARTICLE ELEVEN - Committees

A. All committees of this organization shall be on a voluntary basis for a term of one year, and shall be appointed by the president as necessary.

B. The following shall be standing committees:

- 1. Events
- 2. Audit
- 3. Flight regulations hearing
- 4. By-laws

C. Each respective committee may choose its own Chairman.

D. Duties of appointed Committees

1. Events Committee - Responsible for the scheduling and efficient operation of such contests, socials, etc., and is required to fulfill the organization's purposes as outlined in ARTICLE TWO, and shall be appointed by the President.
2. Audit Committee - Responsible for the annual financial audit of all organization operations and report to the membership, and shall be appointed by the President.
3. Flight Regulations Hearing Committee - Responsible for hearing complaints of a member's misconduct and make recommendations to the President for further action. This committee is limited to three members, and shall be appointed by the President.
4. By-Law Committee - Responsible to review and to bring up to date the by-laws.

E. All committees shall perform additional duties as requested by the President or the general membership.

NOTE:

Field and General Safety Rules - Attachment A

The Attachment A to the By-laws shall not be restricted to the same change procedure. The procedure for rules changes shall consist of a board review and approval prior to submitting to the general membership for a vote.

NEW JERSEY PINE BARONS RADIO CONTROL CLUB, INC.

Attachment A

Field and General Safety Rules

All members and guests will comply with the following rules while at the field.

1. The field is for the exclusive use of the organization members only. Members may bring one guest flier per visit to the field. Guests will be limited to two visits per year. Guests must have a current A.M.A. Membership, and have proof of same. Members and guests must comply with A.M.A. safety code and organization rules. Hosts must be present and are responsible for their guest's actions.
2. All member fliers shall have a current membership card. Membership cards will be visibly displayed when in the pit area.
3. Spectators must stay in the spectator areas.
4. The running of engines shall be limited to the following times 9:00 AM to dusk.
5. No one shall stand on the active field except to launch or retrieve an aircraft. No startups in takeoff or landing areas are permitted.
6. All R/C transmitters must have proper frequency markers in compliance with the A.M.A. Guidelines.
7. Frequency control will be by the pin method. No one shall turn on a transmitter on the 72MHz frequencies without possession of the correct frequency pin attached. 2.4 GHz transmitters do not require a pin and may turn on as needed.
8. No R/C flyer will intentionally fly over the parking area, pits, or spectator area. Flight path will always consider the safety of pilots, spectators and aircraft. (When full scale aircraft are in the immediate area, flying is limited to 150 feet).
9. A novice flyer shall not be permitted to fly without assistance unless his/her flying ability has been checked out by a designated, qualified, organization check - out pilot or instructor.
10. The charging of Lipo batteries or the like shall be done in a safe manor to minimize the likelihood of Fire or explosion.
11. Flying shall be from the flight line and pilot must be behind the fence. It is recommended that only one pilot per flight station is preferred. Exceptions shall be given for formation flying, combat, and other special events.
12. No alcoholic beverages are allowed to be consumed at the field. No pilots shall be allowed to fly if it is determined they have consumed alcoholic or other drugs that may inhibit their abilities.
13. Members are reminded that this is a family type of club and all members should be courteous and respectful to others. Unacceptable behavior by an individual member or members may result in there being expelled from membership from the club.

14. Engine break-in shall be done at the far ends of the field.
15. Mufflers are required on all engines. The intent of this rule is that all aircraft should attempt to meet with A.M.A. guidelines for noise control.
16. A pilot on landing approach has the right of way over any other activity such as takeoff or flying. The exception is a flyer who declares an emergency. Make your intentions known so there can be no misunderstandings.
17. Small items may be placed in trash cans. However, Members and Spectators are responsible for removing their own larger items, such as crashed models, boxes, fuel containers, etc.
18. All authorized frequencies are allowed at the field. Transmitters and receivers must meet the A.M.A. Guidelines.
19. Airplane hold backs must be used during startup and engine run-up prior to take off. This requirement can be satisfied by having an assistant hold back the airplane. Electric powered aircraft and Helicopters do not require hold backs if equipped with an electronic/manual safety device that prevents a motor startup. The method used shall meet with approval of the field marshal.

Note: A separate document entitled "FIELD AND GENERAL SAFETY RULES" shall be posted at the field.

Attachment II

GRIEVANCE PROCEDURE (FLIGHT AND SAFETY RULES)

The grievance procedure provides a mechanism to enforce existing 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. The Safety officer/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 Officer/Committee Chairman. At least one witness is required.

B. FIRST VIOLATION

Viewpoints of both complainants and accused will be considered. Complainant's name will be disclosed. A verbal reprimand will be given to the accused by the Safety Officer/Committee, and this will be recorded in the Club records.

C. SECOND VIOLATION

Complainant's name will be disclosed. The accused has the right to a written rebuttal, to be reviewed by the Club Safety Officer/Committee. 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

Safety Officer/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. Said expulsion will last for a one-year minimum. A 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 at a regular monthly meeting. 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 Club Officers.

See attached Grievance Form

NJ Pine Barons Club Grievance Form

Date: _____ Time: _____

Nature of Violation: _____

Signature: _____

Print Name _____

Additional Witnesses (not required):

Signature: _____

Name Print _____

Signature: _____

Name Print _____

