



## Northwest Houston Radio Control Club Bylaws

### Article I: Name

- A. Name  
Northwest Houston R/C Club
- B. Location  
Houston, Texas

### Article II: Purpose

- A. To further the sport of model aviation.

### Article III: Membership

- A. QUALIFICATIONS  
AMA membership required.
- B. DUES  
First Year Adult Member 19 years and older \$ 225.00  
Renewing Adult Member \$150.00  
Junior Member 16-18 years old \$ 40.00  
16 and younger free with adult guardian as member
- C. RESIGNATION  
Any member in good standing may resign his/her membership by giving written notice to the Club.
- D. TERMINATION  
If any member ceases to have the qualifications necessary for membership in the AMA, his/her membership in the club shall thereby terminate, subject to reinstatement upon restoration of eligibility.
- E. EXPULSION  
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 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.

F. REINSTATEMENT

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

#### **Article IV: Officers**

A. OFFICERS

President, Vice-President, Secretary, Treasurer

B. TERM OF OFFICE

Officers are elected annually

C. DUTIES

President shall preside at meetings, VP shall preside in absence of the president, Secretary records minutes of meeting, and Treasurer handles club funds.

D. APPOINTED OFFICERS

Safety Coordinator, Field Marshall, Events Coordinator

E. VACANCIES

Officer vacancies are to be filled by vote of the remaining officers.

#### **Article V: Meetings**

A. REGULAR MEETINGS

Regular meetings will be conducted once per month

B. SPECIAL MEETINGS

Special meetings shall be called by the president as needed

#### **Article VI: Record Keeping**

All records are passed on when new officers are elected.

#### **Article VII: Committees**

A. MEMBERSHIP COMMITTEE

Membership committee shall be the Executive Board consisting of president, vice-president, secretary, treasurer, and two members selected by Executive Board

B. SAFETY COMMITTEE

Safety Committee shall consist of Safety Coordinator and Executive Board

## **Article VIII: Nominations and Elections**

- A. NOMINATIONS  
Nominations for office shall be made at the October meeting
- B. ELECTIONS  
Elections will be held at the November meeting  
Officers will take office in January

## **Article IX: Miscellaneous Provisions**

- A. ROBERT'S RULES  
Robert's Rules of Order shall be used for conducting of club meetings
- B. FISCAL YEAR  
Fiscal year will be from January 1 to December 31
- C. CLUB NEWSLETTER  
Club newsletter name is The Plane Facts.  
Newsletter published once per month
- D. CLUB LOGO  
Club logo consists of circle with plane in middle surrounded by NWRC. Club logo to be used on club shirts, hats, etc.
- E. STANDING RULES  
All AMA rules apply as do club rules found in club Constitution.
- F. DISSOLUTION OF CLUB  
The duration of Northwest R/C Club shall be perpetual.  
The club may dissolve with the approval of two-thirds (2/3) vote of the membership

## **Article X: Amendment of Bylaws**

- A. PROPOSED  
Proposed amendments to Bylaws will be presented to club by officers. Members must be given notice of proposed amendments. Notice will be given through club newsletter prior to meeting in which amendments will be presented.
- B. APPROVAL  
Approval of proposed amendments will be by two-thirds (2/3) vote of members
- C. VOTING  
Voting on proposed Bylaw amendments will be at next regular meeting following the presentation of proposed amendments

## **Article XI: Grievance Procedure**

## **( Flight Safety Rules )**

The grievance procedure provides a mechanism to enforce existing 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 in to the Safety Committee Chairman. At least one witness is required.

The Safety Coordinator and Safety Committee shall use its judgment in carrying out action on the following:

- a. A grievance form will be filled out and turned in to the Safety Coordinator/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 Coordinator/Committee, and this will be recorded in the Club records.

- c. **SECOND VIOLATION**

Complainants name will be disclosed. The accused has the right to a written rebuttal, to be reviewed by the Club Safety Coordinator/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 Coordinator/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 re-apply for membership after the expiration of the expulsion time period.

The three actions will not be enforced unless they are accumulated with-in a two (2) year period of time.

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.

### Northwest Houston R/C Club Grievance Form

**Date:** \_\_\_\_\_

**Time:** \_\_\_\_\_

**Nature of Violation:**

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**Signature:** \_\_\_\_\_

**Witness:** \_\_\_\_\_

**Additional Witnesses (optional)**

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