

# London Model Aircraft Club



## Constitution & Bylaws

# LONDON MODEL AIRCRAFT CLUB

## INDEX

GENERAL PHILOSOPHY

CONSTITUTION

BY-LAWS:

ARTICLE 1: MEMBERSHIP

ARTICLE 2: EXECUTIVE COUNCIL

ARTICLE 3: EXECUTIVE COUNCIL RESPONSIBILITIES

ARTICLE 4: ELECTION OF EXECUTIVE COUNCIL MEMBERS

ARTICLE 5: MEETINGS

ARTICLE 6: FINANCES and EXPENDITURES

ARTICLE 7: FIELD USE BY NON-MEMBERS

ARTICLE 8: FLYING INSTRUCTION

ARTICLE 9: FIELD RULES

APPENDIX 1

STANDING RESOLUTIONS

# LONDON MODEL AIRCRAFT CLUB

## GENERAL PHILOSOPHY

The principal reason for the existence of the Club is to provide its members with the facilities needed to pursue radio controlled flying.

**The Club's basic philosophy is simple; it assumes its members are mature, responsible people, fortunate enough to be "afflicted" with a love for things that fly and that all Club activities should be as informal as possible.**

Given that we are drawn together by this malady and that we are generally content in our madness, the matter of unacceptable practice by anyone is rarely an issue. However, it must be recognized that the hazardous nature of radio controlled flying requires some degree of regulation. A helpful and courteous spirit among the membership is essential.

The Club relies on the integrity, goodwill and common sense of its members. Never the less, it should be understood that **all members are expected to familiarize themselves with the Club Constitution, By-laws and Field Rules, and to comply with them as a continuing condition of membership.** For the safety of its members, spectators and others, violation cannot be tolerated by the Club (see Article 1.5 Revocation of Membership).

Considering the benefits of membership, Club members should feel a need to "give something back" - that's what we're all about. Therefore, it is expected that each member will lend a hand at one of the many tasks or events that is necessary for the operation of the Club be it field maintenance, Club meetings, special projects etc. It is encouraged that the members also make themselves available for Executive Council duty from time to time.

# LONDON MODEL AIRCRAFT CLUB

## CONSTITUTION

1. The Club was incorporated July 3, 1979 as a not-for-profit, non-share capital corporation under Ontario Corporation Number 417476, and under the name "London Model Aircraft Club"
2. London Model Aircraft Club is chartered Club #145 of the Model Aeronautics Association of Canada.
3. The emblem of the Club shall be as set out below:



4. The purpose of the Club is to provide suitable facilities for radio-controlled flying, to assist new members in their pursuit of model aeronautics, and to promote the development and knowledge of model aeronautics in the London, Ontario area.
5. The Club shall hold meetings to be scheduled for 7:30 p.m. the second TUESDAY of each month.
6. The Constitution, By-laws and Field Rules of the Club are subject to revision by a written proposal presented at any monthly Club Meeting. The proposal will be distributed in advance to all Members then in good standing, to be voted on at the next following monthly Club Meeting after distribution. A 2/3 vote by the Members then present at the Club meeting is required to pass the proposal.

# LONDON MODEL AIRCRAFT CLUB

## BY-LAWS

### Definitions

"Executive Council" means LMAC Members who are also members of the LMAC Executive Council

"LMAC" and the "Club" mean the London Model Aircraft Club.

"MAAC" means the Model Aeronautics Association of Canada.

"Member" means a Member in good standing who has, and continues to satisfy on an ongoing basis, the eligibility requirements of the Club in Article 1.2, and has paid the required membership fee for the then current membership year.

"Standing resolution" means a resolution which amends the LMAC Constitution, By-laws or Rules and listed in the Standing Resolutions at the end of these By-laws.

## ARTICLE 1: MEMBERSHIP

### 1.1 Membership Year

The membership year shall be the calendar year commencing with the first day of January and ending with the thirty-first day of December of that year.

### 1.2 Eligibility

Membership shall be open to any person with an interest in radio controlled flying, and as a continuing condition of eligibility, that person agrees to be governed by, and continuously complies with, the MAAC and LMAC Constitution, By-laws, Field and Safety Rules, as well as all Federal, Provincial and Municipal laws applicable to LMAC equipment and facilities.

Members shall not do anything which might be detrimental to the interests of the Club or that may result in the loss of use of the flying field facility by the Club.

### 1.3 Membership

(a) Adult Members are 18 years of age or over as of January 1<sup>st</sup> of the membership year and must choose to be in one of the following classes:

- i. Participating Member (Flying and expected to contribute to the Club activity the Member has chosen from those listed in their membership application)
- ii. Flying only Member (Flying and not expected to contribute to Club activities)
- iii. Social Member (Non-flying, MAAC not required)
- iv. Honorary Lifetime Member (At discretion of the Executive Council, MAAC required if flying)

(b) Junior Members must be under 18 years of age as of January 1<sup>st</sup> of the membership year.

(c) Club membership dues will be as set out in the Standing Resolutions.

# LONDON MODEL AIRCRAFT CLUB

## 1.4 Rights and Responsibilities of Members in good standing

Each Member in good standing shall:

- a) have the right
  - i. To participate in and vote at club meetings
  - ii. To be nominated for, and elected to, an Executive Council position
  - iii. To nominate an adult Member for election to the Executive Council
  - iv. To use of the Club field and facilities in accordance with LMAC and MAAC By-laws, Field and Safety Rules or Codes.
  - v. To receive a club membership card for the current membership year
- b) have the responsibility
  - (i) To assist in ensuring that the club field and facilities are used in a safe and lawful manner and in accordance with LMAC and MAAC By-laws, Field and Safety Rules or Codes
  - (ii) When aware of other conduct or activities which may be detrimental to the Club, to take reasonable steps to act in protection of the Club from such conduct or activities.
  - (iii) To contribute to the Club activity the Member has indicated on their membership application.

## 1.5 Revocation of membership

- a) Membership in the club may be revoked if the Member breaches Article 1.2 or 1.4(b).
- b) **Termination with notice** may be made under the following conditions: A Member shall be given a verbal warning for a first infraction of Article 1.2 or 1.4(b) by a member of the Executive Council; a second infraction will result in a written warning from the Executive Council; and a third infraction shall result in a revocation vote by the membership at the next monthly club meeting. The proposal to revoke a membership shall be made by motion, with a majority vote of the members then present at the meeting required to pass the motion.
- c) **Immediate termination without notice** may be made by the Executive Council, without prior warning to a Member, where in the opinion of a majority of the Executive Council, the Member has committed a serious breach of Article 1.2 or 1.4(b). The decision of the Executive Council shall be final.
- d) On revocation of membership, the former member will be reimbursed by the club for membership dues calculated on a pro rata basis by the proportion of calendar months remaining in that membership year after the month of revocation.
- e) For a terminated member to qualify for membership for the following membership year, the terminated member must show cause to the Executive why they should be readmitted to membership in the Club.

## 1.6 Membership limitation

The number of club Members may be limited in the discretion of the Executive council.

## ARTICLE 2: EXECUTIVE COUNCIL

### 2.1 Mandate

The Executive Council conducts the business of the Club and ensures that the Constitution, By-laws, Codes

# LONDON MODEL AIRCRAFT CLUB

Rules and Regulations of LMAC or MAAC are complied with by club Members.

## 2.2 Positions

The Executive Council of LMAC shall consist of a President, Secretary, Treasurer, four Directors and a Field Officer.

## 2.3 Eligibility

Only Members for the current membership year may serve on the Executive Council.

## 2.4 President

One Director shall be elected to be Club President by majority vote of the Members of the Executive Council.

## 2.5 Abandoned position

An Executive Council Member who misses 4 consecutive months of meetings (both Executive and Club meetings) may be declared by majority vote of the Executive Council as having abandoned their position on the Executive Council.

## 2.6 Appointment of member

In the event of an Executive council Member resigning, being removed or abandoning their position prior to the end of the then current membership year, the Executive council may appoint a Club Member to fill the vacant position, but the appointee must stand for election at the club's next December meeting to remain on the Executive Council.

## ARTICLE 3: EXECUTIVE COUNCIL RESPONSIBILITIES

### 3.1 President

- a) Is an Officer of the Club
- b) Implements the policies and rules of the Club.
- c) Provides leadership and initiative for Club activities.
- d) Chairs Executive Council Meetings and will cast a tiebreaking vote when necessary at Regular Club Meetings.
- e) Helps develop monthly agenda for club meetings by attending monthly Executive meeting
- f) Collects membership applications and dues to be handed in to the Treasurer, and ensures each member has MAAC membership.
- g) Co-signs for club cheques.
- h) Is the Club's spokesperson for communications with external organizations

### 3.2 Director

- a) Acts as Chairperson for the monthly club meeting on a rotating basis with the other two Directors
- b) Helps develop agenda for monthly club meetings by attending monthly Executive meeting
- c) Collects membership applications and dues to be handed in to the Treasurer, and ensures each member

# LONDON MODEL AIRCRAFT CLUB

has MAAC membership.

- d) Assists the President, Secretary and Treasurer in discharging the duties of those offices, or may assume one of those offices if necessary until the incumbent is capable for resuming those duties, or an election is held for a successor.
- e) Assists with organizational efforts towards club activities and events such as Fun Flys, Swap Meet, Demonstrations and other club activities as needed.
- f) Is able to take over the Chairperson's role for club meetings should the need arise.
- g) Provides leadership with regard to the observance of MAAC and LMAC By-laws and Rules

### 3.3 Secretary

- a) Is an Officer of the club
- b) Ensures annual club registration is submitted to MAAC.
- c) Ensures annual lease payment is submitted to City of London and for ongoing renewal of field lease agreement.
- d) Ensures annual filings are submitted for the corporation.
- e) Records the minutes of Executive and Regular Club Meetings and prepares meeting agendas or appoints a substitute.
- f) Organizes club meetings.
- g) Responsible for club correspondence and communications.
- h) Co-signs LMAC cheques.
- i) Circulates LMAC information to membership, such as club meeting notices, special resolution documents etc.
- j) Collects membership applications and dues to be handed in to the Treasurer, signs membership cards, and ensures each member has MAAC Insurance.
- k) Arranges for the timely execution of all elections

### 3.4 Treasurer

- a) Is an Officer of the club
- b) Collects membership applications and dues, signs membership cards, enrolls new members and ensures each member has MAAC Insurance.
- c) Maintains the Club's banking and financial records (N.B. see Club Finances below).
- d) Initiates approved expenditure of Club funds.
- e) Co-signs LMAC cheques.
- f) Maintains up to date Club membership information

### 3.5 Field Officer

- a) Is appointed and removed by majority vote of the elected members of the Executive Council.
- b) By their appointment to this position, is a member of the Executive Council.
- c) Collects membership applications and dues to be handed in to the Treasurer and ensures each member has MAAC Insurance.

# LONDON MODEL AIRCRAFT CLUB

- d) Organizes maintenance duties at the field (e.g., Arrange for grass cutting, maintenance of parking area etc.) as required to assure the smooth operation of the field.
- e) May make an expenditure of club funds up to a maximum amount value as stated in the standing resolutions, for each expenditure deemed necessary by the Field Officer in their sole discretion, to keep the flying field operational and safe.
- f) May make recommendations to the Executive Council regarding any expenditure no greater than a maximum amount value as stated in the standing resolutions, regarding long term operational viability and safety of the flying field.

## **ARTICLE 4: ELECTION OR REMOVAL OF EXECUTIVE COUNCIL MEMBERS**

### **4.1 Nominations**

- a) Any member who has served on the Executive Council for five consecutive years must stand for re-election at the end of the fifth year (with the exception of the Field Officer).
- b) Nominations for election to fill position(s) on the Executive Council shall be made at the November Club meeting.

### **4.2 Election of Executive Council members:**

- a) A vote for each vacant position on the Executive council (with the exception of the Field Officer) will be by secret ballot at the December Club meeting
- b) Members will have one vote for each vacant Executive Council position.
- c) The candidate with the majority of votes for a position will be declared elected.
- d) In the event of a tie vote, the current President of the Executive Council will cast the tie-breaking vote.
- e) If the President's position is vacant at the time of election, in the event of a tie vote, the current Secretary (or current Treasurer if the Secretary's position is then vacant) of the Executive Council will cast the tie-breaking vote.
- f) A Member who is declared elected shall commence their position on the Executive Council January 1 of the next calendar year.

### **4.3 Removal of an Executive Council member:**

- a) A written request proposing the removal of a member of the Executive signed by at least ten Members must be presented to the Executive Council, who then must call a special vote of the membership to consider the removal of that member of the Executive, at the next following regular club meeting,
- b) Written notice of the special vote must be sent to all Members prior to the next regular club meeting.
- c) Members then present at the meeting will each have one vote and the majority decision of the Members present at that meeting shall be final.

## **ARTICLE 5: MEETINGS**

### **5.1 Executive Council meetings:**

- a) The Executive council shall hold an Executive meeting at a time and place of their mutual convenience prior to each monthly Club meeting, or whenever necessary, to discuss Club business and activities or

# LONDON MODEL AIRCRAFT CLUB

prepare an agenda for the next monthly Club meeting.

b) A quorum shall be five Executive Council Members.

## 5.2 Monthly club meetings:

a) Regular monthly club meetings will be held on the second Tuesday of each month during the membership year.

b) The club meetings will be chaired by a Director or the President, on a rotating basis with each of the other Directors, for each club meeting.

c) A quorum shall be 20% of the Members.

d) Voting of the Members shall be by show of hands (with exception of Executive Council elections).

e) Motions must be presented by a Member present at the meeting, seconded by another Member also present at that meeting, to be put to a vote of the membership present.

f) For motions involving regular club business or a potential expenditure up to an amount value as stated in the standing resolutions, a simple majority of the Members then present at the meeting is required to pass the motion.

g) For motions involving club business entailing a potential expenditure having an amount value greater than the amount as stated in the standing resolutions, or changes to the club Constitution or By-laws, a 2/3 majority of the Members then present at the meeting is required to pass the motion.

## ARTICLE 6: FINANCES and EXPENDITURES

### 6.1 Financial Year

The club financial year will be the same period as the membership year.

### 6.2 Club Account

The Treasurer will deposit club funds in an interest bearing bank chequing account, maintain monthly financial statements regarding Club income and expenses, and provide an income and expense report at each monthly club meeting.

### 6.3 Independent Audit

Two members in good standing will be appointed by the Executive Council at the November Club meeting to audit the account of the Club for that membership year and provide an audit report to the membership at the December Club meeting in that year.

### 6.4 Executive Council expenditures

The Executive Council may, by a majority vote of the Council Members, in its discretion enter into arrangements on behalf of the Club for goods, services or other matters having an amount value not greater than the amount as stated in the standing resolutions,.

### 6.5 Field Officer expenditures

a) The Field Officer may make an expenditure of club funds having an amount value not greater than the

# LONDON MODEL AIRCRAFT CLUB

amount as stated in the standing resolutions, for each expenditure deemed necessary in the sole discretion of the Field Officer, to keep the flying field operational and safe.

- b) The Field officer may make recommendations to the Executive Council regarding any arrangement or expenditure having a maximum value as stated in the standing resolutions regarding long term operational viability and safety of the flying field.

## 6.6 Expenditures requiring membership vote

Proposals for arrangements or expenditures having an amount value greater than the amount as stated in the standing resolutions shall be voted on by Members at a monthly club meeting prior to the club entering into the arrangement or expenditure.

## 6.7 Disposition of Club funds on Dissolution

If for any reason the Club is dissolved, any funds remaining in the Club account after all outstanding Club debts have been settled, are to be paid to MAAC for the funding of the MAAC student bursary award.

## ARTICLE 7: FIELD USE BY NON-MEMBERS

From time to time a Member may extend an invitation to a non-member to use the Club facilities as a guest. This is a "good-faith" initiative on the part of the LMAC Member and no permission or consultation is necessary.

The Member shall be present at the field with the guest at all times to ensure that his guest observes the Club's Field Rules, especially those pertaining to frequency regulations, MAAC insurance and flight line etiquette.

## ARTICLE 8: FLYING INSTRUCTION

### Note to Students:

It is not realistic for "the book" to anticipate all possible contingencies with regard to flying instruction. The number of instructors, the number of students, the extent of help required, the rate of progress and so on may contribute to a situation demanding considerable patience from the student and instructor alike.

Remember that whilst you can't learn without the instructor's help, he can't teach without yours - learning to fly R/C is very much a combined effort.

**Students shall not fly any model aircraft at the LMAC field without an LMAC flying instructor present and assisting.**

### 8.1 FIXED WING

- a) The instructors will teach student Members the required skills sufficient to fly their model aircraft in a safe and competent manner.
- b) The instructors will assist all Members with the checkout and/or flying of new models when required.
- c) The instructors will assist all Members in upgrading their flying skills and safety awareness.

## LONDON MODEL AIRCRAFT CLUB

- d) Members shall fly models that are within their capabilities or seek help from an instructor or other qualified member.
- e) The instructor's judgment shall prevail in any matter pertaining to training procedures.
- f) Copies of the Wings Program prepared by MAAC are available for new flyers. Members interested in the Wings program should contact one of the executive or instructors for a copy of this.
- g) Students shall be determined "safe" to fly by themselves once a panel of two instructors has deemed that the student has achieved the necessary skill level. Once deemed to have achieved the necessary skill level, the student will be entitled to receive their "wings".

### 8.2 HELICOPTER

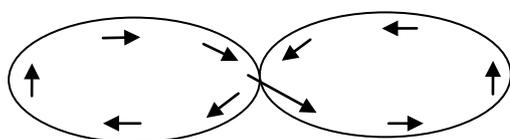
- a) Setup - The student Member's helicopter and radio setup must be inspected by an instructor with the student, and any necessary set up changes will be made prior to flight testing. The student is to gain an understanding of basic radio and model setup.
- b) Auto-rotation - The procedure of performing an auto-rotation landing will be explained by the instructor prior to flight to provide the student with a good understanding of the concept should a dead stick landing be required while in flight.
- c) Flight Test - The instructor will flight test the students helicopter in the "hover pit" to test air worthiness prior to the student flying the model.
- d) Controlled Flight - The student will demonstrate "tail in" hovering abilities, eventually controlling the helicopter "tail in" forward, backward, and side to side, in the "hover pit".

(Note: Once the student can demonstrate the technique outlined in this stage, at the instructors' discretion the student may fly in the "hover pit" on his own.)

- e) Four Point Hover - The student will demonstrate the ability to hover in a controlled manner, four orientations, no less than ten seconds each, in the "hover pit". The required orientations are as follows:
  - i. Nose away
  - ii. Nose left
  - iii. Nose right
  - iv. Nose in

After accomplishing the above 5 stages the student may graduate to flight in the main flying field, but only when no other pilots are flying and only while accompanied by an instructor. Once the instructor has determined the pilot to be competent in flight, the student may fly without instructor accompaniment in the main field when no other pilots are flying.

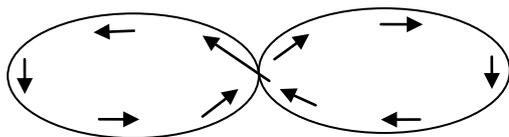
- f) Figure Eight Flight - The student will demonstrate the ability to perform controlled forward flight in a figure eight pattern, side to side, in two orientations.
  - i. Turning away from the pilot.



LMAC Constitution and By-laws

# LONDON MODEL AIRCRAFT CLUB

ii. Turing toward the pilot.



Following successful completion of the above 6 stages the student will be eligible to receive their MAAC helicopter flight wings, and will be permitted to fly solo in the main field area.

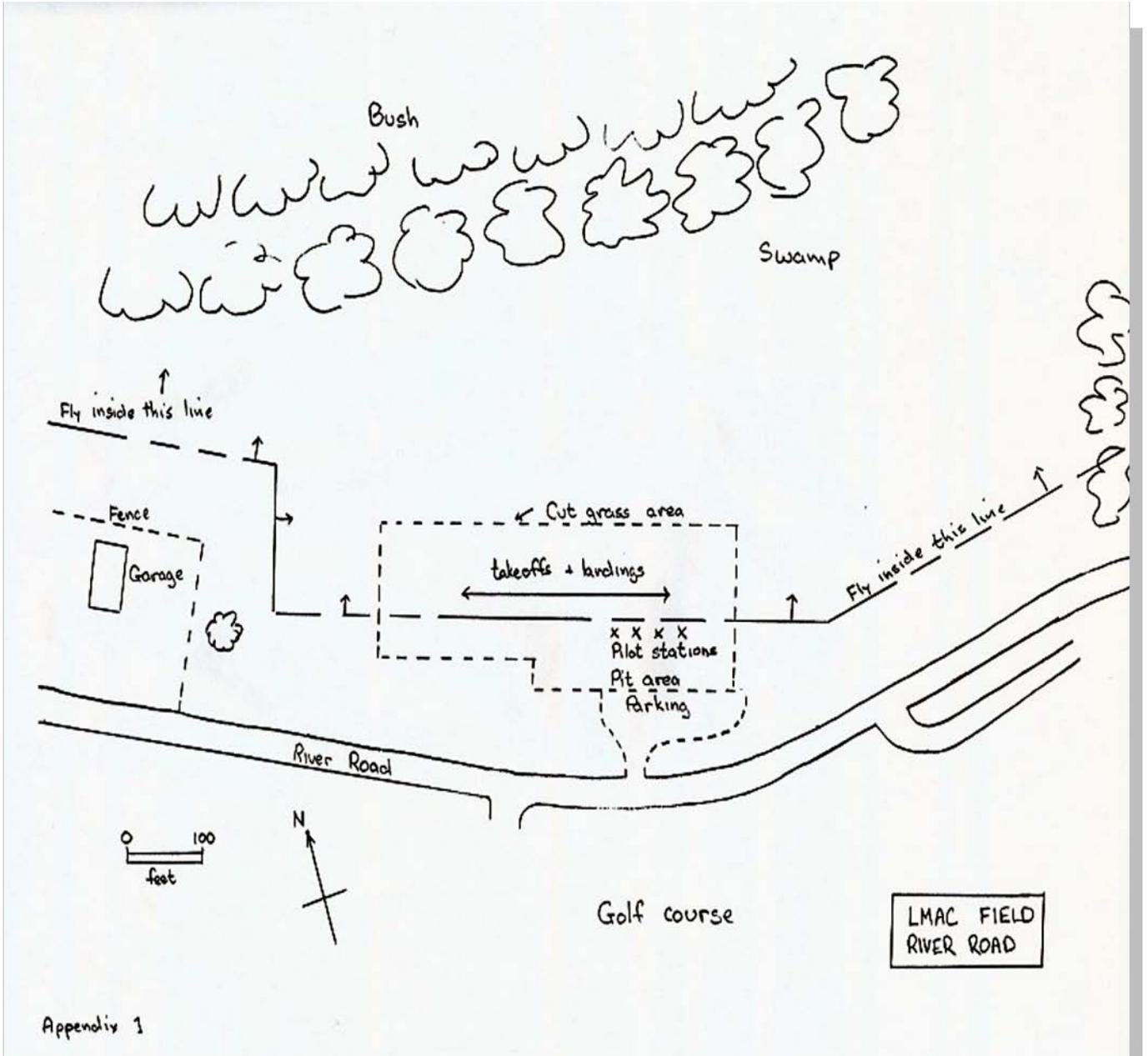
## ARTICLE 9: FIELD RULES

(See Appendix 1 for flying field layout. )

1. Flying is prohibited before 9:00 A.M., except for un-powered or electric powered craft.
2. Any Member flying at the field is required to:
  - (a) Openly display a current LMAC and MAAC membership card on the exterior of their field box
  - (b) Use a legal aircraft frequency.
  - (c) Have appropriate D.O.C. Radio License if applicable.
3. Comply with the rules as specified in the MAAC Safety Code, including Field Operations and Field Etiquette Rules.
4. If applicable, to clearly indicate their radio frequency channel number using a **designated Club frequency pin** clipped to their transmitter, and to use the Frequency Board, when three or more members are flying .
5. **Where a frequency pin is required, it is the responsibility of the pilot - before turning on their transmitter - to:** place at the assigned position on the Frequency Board, a frequency pin identified with his or her name and the radio frequency; remove from the board, the **designated frequency pin** with the appropriate frequency channel number and place it on their transmitter antenna. **DO NOT - under any circumstances - turn on a transmitter unless it is identified with a correct frequency pin.** It is the responsibility of the pilot to return the pins to their appropriate positions following the flight.
6. In the event of a fun-fly or contest, all pilots required to use a frequency pin shall make use of the radio impound to assist in frequency control.
7. Flying behind the "flight line" or over the "pit area", "parking area" and "over the golf course" is strictly prohibited.
8. Do not fly higher than 130 m. (400 ft.)
9. Do not "take-off" from the "pit area" or "flight line".
10. A noise limit of 96db at 3.3 m. (10 ft.) from the engine on the muffler side is to be observed.

# LONDON MODEL AIRCRAFT CLUB

## APPENDIX 1



# LONDON MODEL AIRCRAFT CLUB

## STANDING RESOLUTIONS

### S.R. #2010-1 Membership Dues

Membership dues for the LMAC membership year shall be:

- a) Participating Member (Flying and expected to contribute to Club activities) \$60
- b) Flying only Member (Flying and not expected to contribute to Club activities) \$90
- c) Social Member (Non-flying, MAAC not required) \$40
- d) Honorary Lifetime Member (at discretion of the Executive Council) \$0
- e) Junior Members (under 18 years of age as of January 1<sup>st</sup> of the membership year) \$30
- f) For membership applications received on or after September 1 of the membership year \$30

### S.R. #2010-2 Expenditure amounts

Expenditure amounts are:

- a) Articles 3.5(e), 6.5(a): \$100
- b) Articles 3.5(f), 5.2(e), 5.2(f), 6.4, 6.5(b), 6.6 : \$250