

CONSTITUTION  
and  
BY-LAWS  
OF THE  
BELEN AREA RADIO CONTROLLERS



Adopted March 2001, revised November 2005

## **ARTICLE I - ORGANIZATION**

### **SECTION 1. Name**

The name of this organization shall be the "BELEN AREA RADIO CONTROLLERS." (BARC)

### **SECTION 2. Purpose**

The purpose of this organization shall be to promote radio controlled model aircraft building and flying in the general Belen, NM area. To aid in so far as possible, the National Program of the *Academy of Model Aeronautics* (AMA), and to support the continuing advancement of model aviation in all phases for the purpose of education, pleasure and recreation, on a non-profit basis.

### **SECTION 3. Office**

The principle office of this organization shall be located at the current secretaries address.

## **ARTICLE II - MEMBERSHIP / FEES & DUES**

### **SECTION 1. Membership**

Active membership shall be granted to all individuals provided the following requirements are met:

- (a) Be nominated by a club member and voted in by a majority of members in good standing at any official meeting.
- (b) Have paid all fees and/or dues including A.M.A. dues.
  - 1). An associate membership is a person and spouse\business owner and spouse that sponsors BARC by donating \$100 or more annually. The associate member will receive an advertisement in the monthly newsletter. Non-flying status does not require A.M.A. membership.
  - 2). An associate member may hold office and operate RC equipment providing all other membership requirements have been met and AMA is kept current.
- (c) Agree to abide by all duly constituted rules, regulations and procedures adopted by this organization.
  - 1). Effective January 1, 1996, all members must indicate agreement to comply with this section in writing by signing the BARC Membership Roster.
  - 2). A member must sign only one time so long as his/her membership remains in good standing as defined in Article II, Section 4.

### **SECTION 2. Dues / Fees**

- (a) There shall be a one-time initiation fee paid by all members beginning January 1991. See BY-LAWS, Sec 5b
- (b) Juniors (age 18 and under) will pay 1/2 the initiation fee and dues in effect for adult members.
- (c) A junior member who converts to regular membership will not be required to pay an additional initiation fee provided all other membership requirements contained herein are met and have not lapsed.
- (d) Members joining after July 1, of any calendar year will pay one half (1/2) the annual dues for the balance of the year, The full initiation fee must be paid.

### **SECTION 3.**

- (a) Annual Dues and initiation fee's shall be determined on a yearly basis and voted on during the November annual Meeting.
- (b) Any approved change in the dues/fee structure will become effective on January 1, of the following year.
- (c) Annual dues - See BY-LAWS, Section 5.

## BARC Constitution

### ARTICLE II (continued)

#### SECTION 4.

(a) All dues must be paid by February 1, and become delinquent if not paid by that date. A delinquent member is not entitled to vote, take or hold office or use BARC facilities for any purpose until current dues are paid in full.

(b) A delinquent member may not pay pro-rated dues for a partial year. The full amount in effect as of January 1st of the calendar year in question is required.

(c) A delinquent member is not a member in good standing.

(d) A member who does not remit dues prior to the last day of February of the appropriate calendar year will be dropped from the club roster on March 1<sup>st</sup> of that year.

#### SECTION 5.

Former members who have been dropped for non-payment of dues and who wish to regain their membership must:

1). Comply with all provisions of Section 1 of this Article.

2). Pay the *total* dues accrued since January 1st of the year they were removed from the club roster for non-payment of dues

**And**

A) Be accepted by majority vote at an official meeting.

#### SECTION 6.

##### Membership Termination:

(a) VOLUNTARY:

1). Non-payment of dues. (Art. II, Sec. 4d). This is automatic and considered a voluntary termination of membership.

2). By written notice to any Club officer at any time. NOTE: Initiation fee(s) will not be refunded.

In the event that a member resigns from BARC prior to April 1st, after having paid dues, such member will be entitled to a refund of 1/2 the paid amount and be dropped from the Club roster immediately.

(b) INVOLUNTARY:

1). Flagrant and/or repeated violations of safety rules and/or any regulations.

2). Use of highly abusive or obscene language at a club function.

(c) Implementation of Section 6 b, (1) or 2, of this Article must be in accordance with the procedures specified in **Appendix I**, which, by reference, becomes part of this document.

### ARTICLE III – OFFICERS

#### SECTION 1.

(a) The officers of this organization shall consist of a President, Vice President, Secretary and Treasurer.

(b) These officers shall have been members in good standing, prior to taking office, for a period of one year or more. (Temporarily waived for 1992 at NOV 1991 meeting.)

#### SECTION 2.

The President, as required by New Mexico Corporation Commission regulation(s), will appoint Three (3) Directors.

## **BARC Constitution ARTICLE III (Continued)**

### **SECTION 3. Duties of Officers**

#### **(a) PRESIDENT**

- 1). Preside at all official meetings, as dictated by Roberts Rules of Order.
- 2). Call Special Meetings as deemed necessary.
- 3). Appoint chairperson(s) and committees as required.
- 4). Authorize emergency or special expenditures not to exceed \$100.00 in any one instance or \$200.00 in the aggregate for any one month.
  - a) Any funds thus expended must be reported at the next official meeting.
- 5). Appoint replacement(s) for officer(s) who are not able to complete their term of office.
- 6). Provide a 1-paragraph or longer note of guidance to the Newsletter editor by the 1<sup>st</sup> of each month to be published.

#### **(b) VICE PRESIDENT**

- 1). Act for the President in his absence or at his request.
- 2). Assume the office of President for the remaining term, should the elected President vacate that office for any reason.
- 3). Provide a 15-minute informational topic or speaker for each monthly meeting.

#### **(c) SECRETARY**

- 1). Keep the minutes of all official meetings and provide them to the Editor by the 1<sup>st</sup> of each month.
- 2). Carry out all club correspondence.
- 3). Maintain a file of all correspondence, records, leases, insurance policies, Constitution /Bylaws, etc.
- 4). Insure that each flying member is a member in good standing with the A.M.A.

#### **(d) TREASURER**

- 1). Collect all moneys due, disburse same and keep accurate records of all transactions.
  - 2). Present a report of all transactions to the President and be prepared to report, as required at all regular meetings.
  - 3). An annual financial statement must be submitted to the membership at the November Annual meeting.
  - 4). Keep all club funds in a club checking account. All checks must be signed by the Treasurer and one other club officer, i.e. President, Vice-President or Secretary. (Directors may not co-sign checks).
- (e) Necessary expenditures incurred by club officers pursuant to duties enumerated herein are to be reimbursed by BARC.

## **ARTICLE IV - ELECTIONS AND MEETINGS**

### **SECTION 1 - Elections**

- (a) All officers shall be nominated at the October or November meeting and be elected by secret ballot at the November regular meeting.
- (b) Nominations from the floor or in writing will be allowed.
- (c) Election by acclamation is permitted *provided*:
  - 1). 100% of members in good standing present approve a motion to dispense with balloting and elect by acclamation.
- (d) Ballots will not be required for an uncontested election.
- (e) Elected officers will officially take office in January 1 of the following year for a term of one (1) year.

## BARC Constitution (continued)

### SECTION 2. Meetings

MEETINGS will be held at a date, time and place as determined by majority vote. See BY-LAWS, Section 5c.

1). A *Quorum* must be present. Ref: By-Laws. Sec. 4.

(b) SPECIAL MEETINGS, called for by the President must be announced to the membership by the most expeditious means possible.

1). A special meeting may deal solely with the specific subject(s) for which it was called and may not be used to circumvent or alter a decision made by majority vote at any official meeting.

2). Decisions made at a SPECIAL MEETING are binding on BARC provided:

A) Said meeting qualifies as an Official Meeting, **and**

B) At least 51 % of all *members in good standing* were notified of the Special Meeting and it's purpose.

(c) EXECUTIVE MEETINGS may be called at any time by the President to discuss matters of importance to BARC.

1). Matters discussed, or actions taken, pursuant to an EXECUTIVE MEETING, are, in no way binding on BARC or its membership unless brought before the membership during a duly constituted meeting and acted upon accordingly.

2). An EXECUTIVE MEETING may be attended by:

A) The officers prescribed in Art. 111, Sec. 1, and, *at the discretion of the President*,

B) Directors.

### ARTICLE V –AMENDMENTS

(d) A QUORUM for any official meeting will consist of 7 (seven) members in good standing, including the Presiding Officer.

(e) Meeting protocol. (See BY-LAWS, Section 4).

### SECTION I

(a) This Constitution may be amended at any official meeting by a 2/3 (two-thirds) majority vote of the members present, provided:

1). The subject amendment was submitted in writing at an official meeting at least one month prior to the meeting during which the vote will be taken, **and**,

2). All requirements, as to the type of meeting, contained elsewhere in these regulations are met.

### SECTION 2. Exceptions

(a) All rules contained in the BY-LAWS section are amendable upon *majority* vote taken at any official meeting as provided for in this document.

1) The requirement that all people, *including guests* who operate RC equipment at the flying field, *hold current A.M.A. membership* cannot be amended except in accordance with Section 1, of Article V.

(b) Article IV, Sec. 2 (a), (meetings) is amendable upon a majority vote taken at any official meeting as provided for in this document. Art. V. Sec. 1, (a), (written notice) does not apply.

## **BARC Constitution SECTION 2 (continued)**

### **ARTICLE VI - PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Robert's Rules of Order, newly revised, shall govern the Conduct of Business in all cases to which they are applicable and in which they are not inconsistent with these Regulations, or any special Rules of Order, which this organization may adopt.

### **ARTICLE VII - NEWSLETTER**

The club newsletter will be the official BARC publication and must be mailed to each member once per month so as to arrive no later than three (3) days prior to regular meetings. It must contain date, time and agenda (if known) of the next meeting, and may also contain other information of interest to club members.

The newly elected President will appoint the Newsletter Editor annually, at the November meeting after the election vote for the following year.

Reasonable publication expenditures, such as for stamps, paper and copying costs, will be reimbursed to the Editor by the club.

Failure to include *specific agenda details* in the Newsletter will not invalidate action taken if all parliamentary requirements are met.

### **ARTICLE VIII - DISSOLUTION**

Upon the dissolution or final liquidation of the BARC any remaining assets shall be donated to the A.M.A.

## **BY-LAWS**

### **SECTION 1 -Field Rules**

(a) All model aircraft operations shall be conducted in accordance with these special club rules and the official A.M.A. safety code.

1) *All pilots must be a current member of the A.M.A.* and be prepared to show a current A.M.A. membership card to any club member upon request.

2) Alcoholic beverages are strictly forbidden at the club flying field.

3) Guests of club members may fly 3 sessions annually at the club field before having to become a member, not including club sponsored events, providing:

A) The inviting member is present at all times.

B) The member will be responsible for their actions.

C) They are made aware of BARC Field Rules and regulations.

D) They must possess proof of current A.M.A. membership.

(b) All members must:

1) Ensure that all spectators are aware of restricted areas.

2) Leash their pets.

3) See that their pit areas are free from litter, airplane parts, etc. **DISPOSE OF YOUR OWN TRASH!**

### **SECTION 2. Safety**

(a) A single straight line (the flight line) shall be established for all flying activity; one side of which is for flying, and the other side for pilots and helpers.

## **BY-LAWS SECTION 2. Safety (continued)**

- (b) Spectators must remain behind the pit area. Only those persons essential to aircraft operation and retrieval will be permitted on the flying side of the flight line or in the pit area.
- (c) Deliberate flying behind the flight line or over the pit area is prohibited.
- (d) Pilot trainees may fly only with experienced and qualified pilots (instructors).
- (e) Any accident involving personal injury or damage to property must be reported immediately to a club officer or a member of the safety committee.
- (f) Starting or servicing of aircraft and/or engines on the runway is strictly prohibited.
- (g) No model of any kind may exceed a noise level of 97 decibels at three (3) meters distance.
- (h) All radio controlled aircraft flights must be controlled from a *designated* point on the flight line adjacent to the runway.
- (i) All aircraft must be physically constrained while moving to and from the pit area.
- (j) Pilots shall ensure safe clearance onto the runway by looking both ways, then loudly announcing their intent to enter the runway prior to doing so. Suggested: "ON THE RUNWAY".
- (k) Pilots shall loudly announce their intent to land prior to doing so. Suggested: "LANDING! FROM THE (direction) ".
- (1) Landing aircraft shall have access to the runway with the following priorities: Pilots should loudly announce...
  - 1) Emergency landings.
  - 2) Dead stick landings.
  - 3) All other landings.

### **SECTION 3. Special Rules**

- (a) All transmitters must be placed in the impound area with their identification pins attached.
- (b) Identification pins must be placed on the frequency board while the transmitter is in use.
- (c) Each transmitter must have an A.M.A. frequency approved for aircraft use.
- (d) No transmitter will be turned on, *for any reason* without the pilots I.D. pin being in the proper frequency position on the frequency board.
- (e) Sheltered areas are provided for the benefit of members, not aircraft. Aircraft must be removed from the shade whenever sufficient people are present to warrant doing so.
- (f) The total number of pilots flying, aircraft in the air, or transmitters turned on, at any one time may not exceed 5 (five).

### **SECTION 4 -Meeting Protocol**

- (a) The meeting will be called to order promptly at the designated time.
- (b) A *quorum* must be present and so recorded in the official minutes.
  - 1) If a *quorum* is not present, the presiding official will so note and announce that an official meeting may not take place.
  - 2) If anyone then present has knowledge that a member(s) not yet present had expressed the intention to attend;
  - 3) The presiding official may delay the Call to Order for a period not to exceed fifteen (15) minutes.
  - 4) If, after this additional period of time has elapsed, a *quorum* still is not present, the presiding official will so state and no official meeting may take place.
- (c) If, after the convening of an official meeting (a *quorum* was present) and less than a *quorum* remains, the meeting may not continue to conduct official business and must be terminated. Actions taken while a quorum was still present are valid.
- (d) An applicant for membership who completes all requirements for membership may count towards a 1) *quorum* immediately upon said completion but not retroactively.

## **BY-LAWS (continued)**

Preferred Order of Business (\*Where Applicable)

- 1) Call to Order
- 2) Recognition of Guests\*
- 3) Officer's Reports
- A) Minutes of Last Meeting
- B) Treasurer's Report
- 4) Induct New Members\*
- 5) Old Business
- A) Committee(s) Report(s)\*
- 6) New Business
- 7) Adjourn
- 8) Special Presentations\*

### **SECTION 5**

Annual dues, as established under Article 11, Section 3, are hereby set as follows:

- 1) Regular membership dues will be set annually. (Currently \$25.00)
- 2) Junior membership is any person under 18. Dues of 50% of regular membership (Currently \$12.50)
- 3) Family (household) membership includes spouse and Children under 18 and dues will be set annually. (Currently \$35.00)
- 4) An associate membership is a person or business owner and spouse that sponsors BARC by donating \$100 or more annually and will receive an advertisement in the monthly newsletter (non-flying status) does not require A.M.A. membership.
- 5) Initiation Fee. Effective: January 1, 1991 is: \$25.00.
- 6) Regular Meeting: Date: Third Tuesday of each month except December. Time: 7:00 PM  
Location: As stated in the club newsletter

## **APPENDIX I**

### **SECTION 1 - Procedure**

Involuntary Termination of membership will be effected as follows:

- (a) Any BARC member in good standing may, either by motion from the floor at an official meeting, or, in writing at any time, invoke the provisions of ARTICLE 11, Sec. 6 b by clearly and completely alleging all pertinent information.
- (b) The *Allegation* must contain:
  - 1) Name of offender.
  - 2) Precise nature of the offense.
  - 3) Date, Time, and Place of the offending action.
- (c) The member charged will be notified on the pending action in an expeditious manner.
- (d) A 2/3 vote of members present is required to remove anyone from the membership roles of BARC pursuant to ARTICLE 11, Section 6 b.
- (e) This vote may be taken at any official meeting as provided for in these regulations.
- (f) The meeting and vote must be held within 90 days of the infraction or incident giving rise to the removal proceedings, or, *within 90 days of the time such cause becomes known*.
  - 1) There is no minimum time period required prior to taking action.
  - 2) The person making the *Allegation* may not preside at a meeting during deliberations pertaining to removal proceedings.
- (g) No vote may be taken until the matter, *in its entirety as known*, has been openly discussed at the appropriate meeting.

## **BY-LAWS (continued)**

- (h) A member who is subject to these removal proceedings will be provided an opportunity to speak in his/her behalf or to provide a written statement, whichever the member chooses.
  - 1) Any written statement provided will be read at the meeting by the presiding official.
- (i) The subject member is not allowed to be present during the actual vote.
- (j) Anyone who is removed from BARC membership *under the provisions of ARTICLE //, Section 6b:*
  - 1) Will not be refunded any portion of dues or fees paid prior to removal.
  - 2) Will not be permitted to rejoin BARC for a period of one year.
  - 3) The one year period commences on the first day of the month which follows the termination proceedings.
- (k) If, after at least one year has elapsed, such person reapplies for BARC membership:
  - 1) All provisions of ARTICLE 11, Sec.1 will apply *Except;*
  - 2) A 2/3 majority vote of members attending the appropriate meeting will be required for approval.
- (l) If any proposal to involuntarily remove a member fails to carry, the member may not again be subject to removal proceedings based solely upon the *same* incident.