

GREENWOOD RADIO AIRCRAFT MODELER'S SOCIETY

I. Basic Organization

- A. The Greenwood Radio Aircraft Modeler's Society, hereinafter referred to as the "GRAMS" or the "Club", is a non-profit organization incorporated in the State of South Carolina. The GRAMS and its members are to be governed as set forth in these by-laws.
- B. The GRAMS shall at all times, maintain a charter in good standing with the Academy of Model Aeronautics, 5151 East Memorial Drive, Muncie, IN 47302
- C. The Club shall adopt and maintain By-Laws. The By-Laws should be reviewed annually to determine if amendment is necessary.

II. Amending of By-Laws

- A. These by-laws shall be amended by a quorum (which is defined as a 2/3 majority vote) of the write-in votes **and** of the active GRAMS club members in attendance at the meeting in which the by-laws are submitted for approval.
- B. Each club member gets only one vote for the item being voted upon.
- C. Absentee voting
 - 1. If a member would like to vote but is unable to attend the meeting in which the voting will take place, that member's vote will be counted if submitted to the club President, in writing, via postal mail prior to the meeting in which the voting is to take place. Alternately, the vote may be e-mailed to both the club President and Vice President prior to the meeting in which the voting is to take place.
 - 2. The written statement shall clearly indicate the voter's choice for each item being voted upon. There will be no discussion or if/then type statements.
 - 3. The author of each statement understands that anonymity, on their part, is forfeited as the submitted statements are subject to verification. This verification may be conducted by a club officer to ensure votes are not being submitted in another's name.
 - 4. The statements will be placed in with the ballots collected on the day of the meeting for tallying.
- D. The club President (or the President's designee) will either hand deliver or mail the proposed By-Law changes to each member at least 60 days prior to voting on the changes. Members will receive their mailing in the same manner as the club news/meeting minutes are distributed to them- ie. via e-mail or postal mail.
- E. The date of the meeting in which the by-law changes are to be voted upon will be clearly stated during each club meeting and in the meeting notes during the 60-day period.
- F. Amendment shall be by "line item" vote (ie. each proposed change shall be voted upon independently).
- G. The by-law changes shall become effective immediately upon approval.

III. Organizational Procedures and Regulations

- A. It shall be each member's personal responsibility to know and comply with regulations set forth in these by-laws. The Club will provide all current or prospective members with all necessary information regarding procedures, policies and rules. Information shall be provided either by mail, at Club meetings or by posting. If a member does not have all necessary information it shall be the member's responsibility to request such information. A current AMA membership and following all procedures and rules are the only conditions mandatory for maintaining membership in the GRAMS.
- B. It shall be each member's duty to enforce all regulations while at the airfield. If cooperation cannot be secured from offending party, the infraction should be reported to the Safety Officer or a Club Officer immediately.
- C. Trainees who are operating a licensed members' equipment are the liability of the licensed member.
- D. Current AMA Safety Rules shall be in effect at the airfield at all times.
- E. The frequency control board shall be used during all flight operations per instructions posted on the board.
- F. Club members shall make every effort to restrict noise levels of their aircraft. All engines above .049 displacement must have mufflers installed, preferably of the closed expansion type.
- G. Alcoholic beverages are not permitted to be consumed or visibly present at the field.
- H. Takeoffs, landings and passes over the runway must all be in the same direction. The direction is to be established by the Safety Officer on any given day depending on prevailing wind conditions.
- I. Prospective members or guests of members can fly at Ashley Field on three separate days in a calendar year without having to pay membership dues; the pilot, however, is required to possess a current AMA membership. A variance for this rule is granted for students who are training under the Introductory Pilot Program. In this case, the student has the duration of the Introductory Pilot training program (currently, 60 days) before having to apply to join the GRAMS club and obtain an AMA membership.

IV. Membership

- A. Membership in the GRAMS will not be limited in any manner except as noted under Section III, Paragraph A.
- B. Club membership status will be determined without regard to race, ethnic origin, gender, color, or age.
- C. The induction of all prospective members will be voted on by the membership body in attendance at a regular Club meeting. The membership will vote on whether to accept or deny membership at the regular meeting and the Club Secretary will notify the prospective member. The prospective member will not be present during the voting procedure.
- D. All members will submit an application and will confirm current AMA membership (per XV.A below) when paying dues and initiation fee.
- E. The GRAMS shall have two categories of membership.
 - 1. Senior member- Any member 18 years of age and older.

2. Junior member- Any member 17 years of age and under. Junior members will not be entitled to hold office or entitled to vote in GRAMS Club referendums and elections.
- V. Officers
- A. The GRAMS shall be governed by the elected officers, in accordance with established by-laws.
 - B. Elected Officers will be as follows:
 1. President
 2. Vice President
 3. Secretary
 4. Treasurer
 5. Safety Officer
- VI. Election of Officers
- A. Eligibility: Any Senior member in good standing for at least one year is eligible to be nominated and run for any elected office.
 - B. Nomination of officers takes place each year at the regular Club meeting in October. Nominees will be notified and election of officers will take place at the regular club meeting in November.
 - C. Any number of candidates for any office is allowable.
 - D. Voting will be by secret ballot. The candidate receiving the highest number of votes from the majority vote of those in attendance at the November club meeting is elected.
 - E. Elected officers will take office on January 1st each year.
- VII. Resignation of officers
- A. Vacancy of any office shall be filled by a majority vote of the remaining club officers; this appointment remains in affect until such time as an election can take place.
 - B. Election of officer will be in accordance with VI.A through VI.E above except that the nominations will be the month following the position becoming vacant and the voting will take place two months after the position becomes vacant.
 - C. Officer's term will begin immediately after votes are tallied and terminate December 31st of the current year.
- VIII. Relieving an officer of their duties
- A. Any officer must remain a GRAMS member in good standing for the term of the office.
 - B. Non-participation in 1/3 of the club activities or meetings are grounds for an officer to be relieved of their duties.
- IX. Duties of Officers
- A. The President's duties include but are not limited to:
 1. Preside at Club meetings.

2. Act as Spokesperson for the Club.
 3. Appoint committees and Chairpersons thereof.
 4. Assign duties as he sees fit; for example, assign the position of Safety Officer on any given day that the elected officer is not there.
 5. Be willing to provide an address (postal or e-mail) to which club members can send correspondence.
- B. The Vice President's duties include but are not limited to:
1. Assume all duties of the President in that person's absence.
 2. Assume all duties of the Secretary/Treasurer in that person's absence.
 3. He or she shall be responsible for the club meeting schedules and other club scheduled events that may be necessary or requested by the club officers or members.
 4. Appoint a Safety Officer for the day if the elected Safety Officer is not present.
- C. The Secretary's duties include but are not limited to:
1. If the vice president, for any reason, is unable to perform his or her duties, the secretary shall assist or take over the duties of the vice president as needed.
 2. Renew annually and maintain up-to-date records for the Club's AMA Charter.
 3. Record minutes of Club meetings.
 4. Enroll new members and provide them with information listed in Article II, Paragraph A.
 5. Keep these by-laws updated, provide all members copies and keep the membership informed of any changes.
 6. Inform the membership of time and location of all Club meetings and activities. Preferred method of advising members of Club activities is via a Club newsletter or club meeting notes. The Secretary may, at his or her discretion, enlist any Club member to write such a newsletter.
 7. Be willing to provide an address (postal or e-mail) to which club members can send correspondence.
 8. Deliver to their successor in office all books, papers, records and other property of club for which they are responsible.
 9. Appoint a Safety Officer for the day if the elected Safety Officer is not present
- D. The Treasurer's duties include but are not limited to:
1. Maintain, in the name of the Club, a regular checking account. Said checking account should use the address of the current Treasurer or President.
 2. Collect all dues, assessments, special fees and initiation fees due from the membership and keep an accounting.
 3. Collect and account for all Club income such as donations, raffles, air show proceeds, fuel sales, etc.
 4. Disburse funds and make purchases on Behalf of the Club.
 5. Pay all taxes and fees due, and annual lease payment.
 6. Submit a Treasury Report at the Club meeting each month.
 7. Deliver to their successor in office all books, papers, records and other property of club for which they are responsible.
 8. Appoint a Safety Officer for the day if the elected Safety Officer is not present
- E. The Safety Officer's duties include but are not limited to:

1. Educate the membership on safety practices at the flying field.
2. Enforce the safety rules adopted by GRAMS. Rules to promote safety of flyers or spectators shall be those dictated by the AMA in addition to any more stringent rules approved by GRAMS.
3. The Safety Officer has authority to discuss violations with offenders, and under certain circumstances, shall cause unsafe flying or activity to cease immediately.
4. Conduct, at least annually, a safety audit of club facilities, equipment, and grounds to ensure everything is in good working order and safe for normal use by members and the public. The GRAMS Safety Audit checklist shall be used as a guide for this inspection.
5. Act as a liaison with the local EMS/Fire Department.

X. Dues, Fees and Special Assessments

A. Regular annual membership dues are as follows:

1. Senior Member: \$75.00 per year, if paid by January 31st.
2. Junior Member: \$35.00 per year.
3. All membership dues are for the period of a calendar year, beginning January 1st and ending December 31st.

B. Initiation fees: \$20.00 initiation fee first time members and late charge.

C. Prorating of membership dues: Beginning with the month of February, yearly membership dues for a new member (only) shall be prorated. The prorating of dues will be at a rate of \$2.92 and \$6.25 per month for Juniors and Seniors, respectively. A "New member" is defined as an individual that has never been a member of the GRAMS club or an individual who seeks reinstatement of membership after a year or more of absence from GRAMS. The initiation fee is not to be prorated or forgiven when new members (seniors or juniors) join..

D. Special assessments may be levied on the membership subject to majority approval.

E. The Secretary-Treasurer is authorized to receive contributions or specially obtained funds from any individual or institution, to be applied to the operating expenses of the Club.

XI. Financial Audits

A. Semi-annual audit of finances is to be conducted by the club officers. Financial records are to be reviewed during a called meeting of the club officers during the last week in January and the last week in July. The audit findings are to be reported out to the club membership during the next regularly scheduled meeting after the audit.

XII. Member Conduct

A. Any member who knowingly and willingly acts in a manner that places another member's safety in jeopardy shall be subject to dismissal from the Club.

B. Any member who, after receiving a written warning from one of the club officers, continues to behave or act in a manner that is detrimental to the continued existence or prospering of the club shall be subject to dismissal from the Club. This is in part

- defined as conduct not in keeping with the goals or mission of the GRAMS club or the AMA. Dismissal would be by a majority vote at a GRAMS club meeting.
- C. Any member, who, while on the property leased by the club or attending any club activity, engages in unlawful activity, is subject to being dismissed from the Club. Unlawful activity includes, but is not limited to, violating federal, state or local statutes or ordinances.
- XIII. Rules of order
- A. The latest available edition of Robert's Rule of Order shall be recognized as the parliamentary authority governing the meetings of the Club or Committees in all instances wherein its provisions do not conflict with these Bylaws.
- XIV. Validation of Credentials
- A. Upon annual renewal of membership or initiation of new members, each member shall be required to submit physical evidence of current AMA membership.
- XV. Web-site
- A. Any addition or change to the website by the Webmaster must be reviewed by at least one of the club officers. This procedure does not apply to changes made to the "Classified" section of the website (changes to this section are addressed below).
- B. The Classified section of the website is a service for club members to advertise items they have for sale, would like to purchase, and/or trade. Posting of items is directly through the club's Webmaster. All items listed in the "Classified" section shall pertain to modeling activities and must be in keeping with GRAMS values and mission. The Webmaster or a club officer has the right to refuse posting or to seek removal of an item that doesn't conform to above stated policy.
- XVI. Dissolution of Club
- A. The duration of the club shall be perpetual. The club may be dissolved with the approval of two-thirds vote of the membership.
- B. Upon dissolution of club, the club's assets shall be donated to a registered charitable organization. Unless changed by a majority vote of the membership at a scheduled meeting, the assets are to be donated to the Hospice Care of the Piedmont.