

# **CASA DE AERO**

## **CONSTITUTION**

(Revised April 2014)

### **Art. I - NAME**

The name of this Club shall be **CASA DE AERO**

### **Art. II - OBJECT**

The purpose of the **CASA DE AERO** (CDA) Club shall be a non-profit Club to practice, encourage and develop radio-controlled model flying and to provide facilities to accomplish such.

### **Art. III - MEMBERSHIP**

Membership shall be four classes:

- Senior - Age 18 and over
- Junior - Under age 18
- Family - Spouse or immediate family member of a Senior member living in the same household.
- Embry-Riddle - Full or part-time enrolled student, faculty member or employee of Embry-Riddle Aeronautical University.
- Associate - A paid-up member of another AMA-chartered R/C Flying Club. He/she will have all the privileges of a Senior Member except for voting and holding an elected office.

### **Art. IV - OFFICERS**

Sec. 1 - The officers of this Club shall be a President, Vice-President, Secretary, Treasurer, Chief Flight Instructor and Safety Officer. These officers, plus two members elected (or appointed by the President with the approval of the Executive Board), shall constitute the Executive Board.

Sec. 2 - The officers shall be elected at the election meeting for a term of one year, and shall continue in office until their successors are elected.

Sec. 3 - New officers shall take office at the next membership meeting after the election.

### **Art. V - MEETINGS**

Sec. 1 - An annual election meeting shall be held in early October of each year for the purpose of electing the club officers for the following year.

Sec. 2 - A nominating committee shall be appointed in August by the President for the purpose of presenting a slate of nominees for consideration. The resulting slate of nominees shall be presented to the membership at the September meeting. At that time, nominees from the floor, if any, will be added to the slate.

Sec. 3 - At the election meeting, officers shall be elected by affirmation or any polling method deemed appropriate by the President under the specific circumstances.

Sec. 4 - If there is only one candidate for an office, the Secretary may cast the elective ballot for that nominee.

Sec. 5 - Nominees shall be Senior, Family or Embry-Riddle members in good standing.

### **Art. VI - AMENDMENTS**

This constitution may be amended at a membership meeting by a two-thirds vote of those present, providing a two week notice was sent to Club members indicating the date, time, place and reason for the meeting. All proposed amendments shall be in writing.

### **Art. VII - BY-LAWS**

The accompanying By-Laws are a part of this Constitution.

## **CASA DE AERO**

### **BY-LAWS**

(Revised April, 2013)

#### **Art. I - MEMBERSHIP**

Sec. 1 - Candidates for membership shall be judged by the following standards:

- A. Good character.
- B. Interest in participating in R/C flying.
- C. Agreement to abide by all the Club rules, the Flying Field Regulations and the AMA Model Aircraft Safety Code.

Sec. 2 - Candidates must have a current **OPEN** membership in the Academy of Model Aeronautics (AMA).

Sec. 3 - Candidates under 18 years of age shall have the written consent of a parent or guardian.

Sec. 4 - Junior candidates shall be sponsored by a current member of the Club.

Sec. 5 - A Senior member is one who has reached his 18th birthday by September 30th.

Sec. 6 - A Junior member is one who has not reached his 18th birthday by September 30th.

Sec. 7 - A Family member is a spouse or immediate family member of a Senior member living in the same household.

Sec. 8 - An Embry-Riddle member is a full or part-time student, faculty member or employee of Embry-Riddle Aeronautical University.

Sec. 9 - A member in good standing must be current in AMA membership and current in CDA dues.

Sec.10 - Junior members must have a current Senior or Family Club member present and supervising their run-up and flying activities.

Sec.11- An Associate Member must be a current, paid-up member of another AMA-chartered R/C Flying Club who desires to participate in CDA Club activities. An Associate Member may not vote in CDA elections or hold any elected CDA office.

#### **Art. II - INITIATION FEES AND DUES**

Sec. 1 - All aspects of the fees and dues structure shall be determined by the executive board. This may include amounts, "dues year", proration, special assessments, and under what conditions fees, dues, and assessments are refundable. All changes would be subject to a 2/3's vote of those present at a regular membership meeting.

#### **Art. III - CURRENT MEMBERSHIP**

Sec. 1 - A current member is a member who is current with the AMA and current in CDA dues.

Sec. 2 - A current member shall display evidence of AMA currency or show proof on request when engaging in flying field activities.

Sec. 3 - A member whose dues are in arrears for a period of thirty days from the due date shall automatically cease to be a member.

Sec. 4 - Membership may be revoked or reinstated by action by the Executive Board. A lapse in membership for delinquent dues may be reinstated by paying all delinquent dues plus a fine of \$2.00 per month for the delinquent period or by paying a new initiation fee.

Sec. 5 - A leave of absence in excess of one year may be requested in writing, in advance of absence, without penalty or dues obligation.

#### **Art. IV - MEETINGS**

Sec. 1 - Membership meetings shall be held quarterly, or more often as requested by the membership.

Sec. 2 - Meetings of the Executive Board shall be held as decided by the Board members or the President. At the Board meetings, the majority of the Board shall constitute a quorum.

Sec. 3 - Special membership meetings may be called by the President at the request of five members of the Club.

#### **Art. V - DUTIES OF OFFICERS**

Sec. 1 - President

- A. Call meetings to order.
- B. Preside at all meetings.
- C. Announce business in its proper order.
- D. State all questions and put to vote.
- E. Appoint committees.
- F. Work with other officers to benefit the Club.
- G. When possible, represent the Club at functions.

Sec. 2 - Vice-President

- A. Preside at meetings in the absence of the President.
- B. Work with other officers to benefit the Club.

Sec. 3 – Secretary

- A. Keep a record of minutes of all meetings.
- B. Handle all Club correspondence.
- C. Be custodian of Club records.
- D. Be liaison with the AMA.
- E. Notify members of dues payment.
- F. Process new and renewal membership applications.

Sec. 4 - Treasurer

- A. Keep financial records of the Club.
- B. Disburse funds at the request of the Executive Board.
- C. Report in detail the financial condition at each meeting.

Sec. 5 - Chief Flight Instructor

- A. Act as Chairman of the Flight Committee and appoint Committee members.
- B. Qualify members to be Flight Instructors.
- C. Post a list of qualified Flight Instructors for member contact.

Sec. 6 - Safety Officer

- A. Act as Chairman of the Safety Committee and appoint Committee members.
- B. Report Committee action to the Executive Board.
- C. Be responsible for posting Safety Rules.
- D. Initiate action to insure safe Flying Field operations.
- E. Receive safety suggestions from Club members and pass on to the Executive Board for action.

#### **Art. VI - EXECUTIVE BOARD**

Sec. 1 - The Executive Board shall have control and management of the Club property as well as management of the organization subject to the will of the membership.

Sec. 2 - The Executive Board shall attend to the affairs of the Club during the interim between general membership meetings.

## **Art. VII - COMMITTEES**

- Sec. 1 - Committee chairmen for all activities shall be appointed by the President subject to the approval of the Executive Board.
- Sec. 2 - The President and Vice-President shall be ex-officio members of all committees.

## **Art. VIII - GOVERNMENT**

- Sec. 1 - The proceedings of the organization shall be carried out according to the modified Robert's Rules of Order.
- Sec. 2 - Payment requests over \$50.00 shall be approved by the Executive Board before payment by the Treasurer.
- Sec. 3 - Vacancies in any office shall be filled for the remaining term by vote of the membership. The President shall appoint a temporary officer until an election can be held.
- Sec. 4 - The Past President may meet with the Executive Board, as an advisor, for a period of one year.
- Sec. 5 - The Safety Committee can:
  - A. Request a member to cease a Flying Field activity that violates the Flying Field Regulations or the AMA Model Aircraft Safety Code.
  - B. Impose action, such as a flying restriction, on a member who flagrantly violates the Flying Field Regulations or the AMA Model Aircraft Safety Code.
  - C. Recommend, to the Executive Board, the revocation of a membership for continuous violations of the Flying Field Regulations or the AMA Model Aircraft Safety Code.

## **Art. IX - DELEGATIONS**

- Sec. 1 - Delegations or special committees shall be appointed by the President to represent the organization at any convention, meeting or assembly.
- Sec. 2 - Such delegates shall exercise only those powers vested in them by the Executive Board.

## **Art. X - AMENDMENTS**

- Sec. 1 - These By-Laws may be amended at a membership meeting by a two-thirds vote of those present, providing a two week notice was sent to the Club members indicating the date, time, place and reason for the meeting. All proposed amendments shall be submitted in writing.