



KAMLOOPS MODEL AIRPLANE SOCIETY CONSTITUTION

January, 2012

1. The name of this Society shall be **KAMLOOPS MODEL AIRPLANE SOCIETY**, incorporated under the Society Act of British Columbia, (1994).
2. The purposes of the Society are:
 - a) To promote and develop model aeronautics in the Kamloops area.
 - b) To maintain a quality model aircraft flying facility.
 - c) To design and implement training programs in model aeronautics.
 - d) To welcome visiting flyers, host special flying events, and accommodate sanctioned competitions.
 - e) To encourage others, especially youth, through virtual and real model aircraft flying to understand and enjoy aviation.
 - f) To participate in and contribute to community activities which allow for model aircraft demonstrations, display, and promotion.
3. The operation of the Society shall be chiefly carried out in the vicinity of Kamloops, British Columbia.
4. This Society is affiliated with the **MODEL AERONAUTICS ASSOCIATION OF CANADA** and is a charter member of said organization, hereinafter referred to as MAAC.

5. Any proposed revision of this constitution requires that notification in writing must be sent to all members prior to an Annual General Meeting. All amendments will then be put to the vote at that meeting requiring a 75% vote of the attending members to carry, a quorum being present.

6. On winding up or the dissolution of this Society, all assets remaining after all debts have been paid shall be transferred to a non-profit organization with objects similar to those of this Society.

7. Paragraphs 3, 4, 5, 6 and 7 of this Constitution are unalterable in accordance with the Society Act.

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KAMLOOPS MODEL AIRPLANE SOCIETY BY - LAWS

November, 2011

1. MEMBERSHIP

- a) A **Member** of this Society is a person who has paid current annual membership dues.
- b) A **Junior Member** category shall include persons, who were under the age of 18 years as of January 1st of that year, or any students registered full time in an educational institution, and who have paid the annual Junior membership dues as in effect for that year.
- c) Members shall be interested in the operation and/or the advancement of model aviation, expressing interest in the building or assembling of model aircraft, and participating in the flying and maintenance operations at KMAS flying facilities.
- d) All applicants for membership and those accepted into membership shall be bound by the By-Laws of the Society.
- e) All persons requiring flying privileges must be members of the **Model Aeronautics Association of Canada (MAAC)** or the Academy of Model Aeronautics (AMA).
- f) A membership year shall be the period from November 1st to October 31st.
- g) Persons can apply for membership into the Society through the Membership Coordinator. The joining procedure is sponsorship by two members, approval by the Executive Committee, and reporting the applicant's name to a general meeting.
- h) All new members must receive facility orientation, safety briefing and a check flight by a designated KMAS instructor before solo flight is authorized.
- h) A person named on the Society Life Member Honor List recognized for an initiating contribution to the Society is an **Honorary Member**.
- i) The Society may from time to time, as it deems fit, vote to award an **Honorary Membership** to individuals who have in some outstanding way supported the Society or promoted the hobby and sport of model aeronautics. Honorary Membership does not confer voting or flying privileges.
- j) By way of Special Meeting, the society number may be capped at a number not less than the number of paid (including Holding) members at the time it is capped.

2. RIGHTS OF MEMBERS

- a) Members have the right to vote at all general, special and annual meetings of the Society.
- b) Society members who have been members for one full year immediately prior to the Annual General Meeting shall have full rights to officership. They shall be elected in conformity with the By-Laws of the Society.
- c) Members may at any time, in writing to the Executive Committee, request information respecting the financial operation of the Society.
- d) Members have access to KMAS flying facilities for flying operations upon showing current MAAC or AMA membership. Maintaining flying rights is subject to compliance with MAAC and field safety guidelines.

3. INITIATION FEE, ANNUAL DUES, AND OTHER CHARGES

- a) Initiation fees, dues, and other charges shall be set out in the standing resolution fee schedule at the Annual General Meeting. All initiation fees will be deposited in the Capital Fund.
- b) Every member of the Society shall be assessed annual dues that shall be set at the Annual General Meeting and shall be in effect for the following year. In the event no dues are set at the AGM, such dues as were in effect in the immediate preceding year shall remain in effect.
- c) Society dues shall be payable by November 1st for the coming membership year.
- d) Any person who fails to renew an annual membership prior to November 30th terminates his/her membership. Payment after November 30th will be subject to a penalty of one half of the membership fee.
- e) Any member may request in writing to the Executive Committee a temporary withdrawal in annual membership. Such application, accompanied by the annual holding fee, must be received prior to November 30th. After permission is granted, that member may re-activate membership without penalty or re-initiation.
- f) Persons joining after July 31st will pay the Initiation fee plus one-half of the annual dues in effect for that year and any current assessments.

4. MEETINGS

- a) The Annual General Meeting shall be held during the month of October each year

at a time and place designated by the Executive Committee. The election of the officers of the Society shall be held at this meeting.

b) The Society shall hold regular meetings on a day, time, and place designated by the Executive Committee.

c) Special meetings may be called by the President, or in his absence the Vice President, or shall be called on a written request of twenty percent of the members giving full explanation of the reason for calling the meeting.

d) Fourteen days notice shall be given to all members advising them of a Special meeting.

e) At Special meetings of the Society only such business as described in the notice of meeting shall be considered, discussed, or acted upon.

5. QUORUM

a) At a General Meeting, Special or Annual General Meeting, twenty percent (20%) of all members shall constitute a quorum

b) At an Executive meeting, three officers where one is either the president or the Vice President shall constitute a quorum.

c) At a Committee meeting, three members of the Committee shall constitute a quorum.

6. VOTING

a) Only members and Junior members over the age of 18 shall have the right to vote

b) At the Annual General Meeting the vote shall be taken by secret ballot for the election of the officers and standing committees.

c) At all meetings, except as provided in 6.(b), the vote shall be by a show of hands unless in the opinion of the Executive Committee the matter is of sufficient gravity to warrant a vote by secret ballot.

d) All matters shall be decided by the majority vote (a quorum being present) at any meeting unless herein otherwise provided.

e) Special Resolutions shall require approval of three quarters of the members in attendance.

f) Proxy votes will be honored at the Annual General Meeting for the election of the

officers only. Proxy votes must be in writing.

g) In the event of a tie vote the presiding officer shall have the deciding vote, but this vote shall not be in addition to the vote he/she is entitled to as a member.

h) Email voting is permitted on Special Resolutions and must be directed to the Vice-President.

7. OFFICERS OF THE SOCIETY AND THEIR RESPONSIBILITIES

a) PRESIDENT

i) The President shall preside at all meetings of the Society.

ii) General management and supervision of the duties of the Executive Committee and welfare of the society shall rest within his/her office.

b) VICE PRESIDENT

i) The Vice-President shall preside at all meetings in the absence of the President.

ii) The Vice-President shall serve as the Chair of a Nominations Committee for election of officers. This committee shall consist of three members and will report to the membership at each Annual Meeting.

c) SECRETARY

The Secretary shall:

i) Prepare and keep a complete record of the proceedings of all general and executive meetings.

ii) Prepare correspondence as required and receive it.

iii) Distribute notices to the membership regarding meetings, special resolutions, or revised by-laws as required by the Executive Committee.

iv) File annual reports as required by the Registrar of Societies.

d) TREASURER

The Treasurer shall:

i) Receive all monies due to the Society; deposit it in the name of the Society in a Financial Institution that shall be designated by the Executive Committee.

ii) Disburse at the direction of the Executive Committee all the amounts necessary for carrying out the affairs of the Society by cheque, signed by two officers from among the President, Vice President and/or the Treasurer, or by cash with supporting receipts.

iii) Prepare and maintain all financial reports and records according to standard bookkeeping procedures.

iv) Prepare for submission at the Annual General Meeting a statement showing the financial standings of the Society for the past year ending September 30th.

v) Produce all books and records for the Executive Committee or the President at any time required or requested.

e) CHIEF SAFETY OFFICER

The Chief Safety Officer shall:

- i) Represent and enforce MAAC Safety Guidelines with the authority to determine and/or lift a temporary suspension of flying activity for an individual member or the entire field.
- ii) The Chief Safety Officer shall organize and implement an annual safety review for all members.

f) MEMBERSHIP COORDINATOR

The Membership Coordinator shall:

- i) Collect all membership dues and fees for deposit by the Treasurer while maintaining in good order the register of all members.
- ii) Coordinate member information, communicate membership responsibilities, sponsor procedures, waiver documents, current listings, and other internal communications.
- iii) Promote membership recruitment.

8. THE EXECUTIVE COMMITTEE

- a) The Executive Committee shall consist of six members elected annually: President, Vice President, Treasurer, Secretary, Chief Safety Officer, and the Membership Coordinator.
- b) The Executive Committee shall have control of the general direction and management of the Society's affairs and expenditures subject to the provisions of the Constitution and the approval of the membership.
- c) The Executive Committee shall be responsible for ensuring that the applicable costs of the flying field are paid, and the appropriate annual reports are submitted in accordance with the Society Act.
- d) No two family members may hold office in the Society at the same time.
- e) All committees report to the membership through the Executive Committee.

9. FLIGHT INSTRUCTION

- a) The Executive shall annually appoint a Chief Flight Instructor who will recommend an instructor roster for approval by the Executive Committee.
- b) The Instructors, chaired by the Chief Flight Instructor, shall give leadership in advancing the flying skills of all members especially new trainees and foster continuous improvement through an active training program consistent with MAAC standards.
- c) Wings Certificate flights must be administered by two flight instructors, one of whom must be the Chief Flight Instructor or his designate.

10. OTHER COMMITTEES

- a) The Executive Committee shall appoint any other committees that the membership finds necessary for the operation of the Society, and receive reports from such committees in a timely manner when deemed necessary.
- b) The President of the Society shall be ex-officio a member of all committees and shall receive from each committee a notice of committee meetings.

11. DELEGATES

- a) In the event that the Society requires representation to any meeting outside its jurisdiction, delegates shall be appointed by and be responsible to the Executive Committee.
- b) Delegates may continue to provide representation until the next Annual General Meeting or until the current executive terminates delegation, whichever occurs first.
- c) A person may have their delegation reinstated by the Executive following the Annual General Meeting.

12. BORROWING POWERS

The Society shall not borrow any money, incur any liabilities, or issue any debentures without sanction by Special Resolution.

13. OPERATING EXPENSES

- a) A balanced budget shall be prepared annually by Executive Committee for presentation to the Annual General Meeting.
- b) The Society shall maintain an operating bank account in a recognized financial institution.
- c) The Society shall have a Contingency Fund equal to the current year's budgeted operating expenses in its bank account at the beginning of each financial year.
- d) A Capital Fund account shall be maintained for future major repairs and replacements. 15% of the annual budget and all initiation fees shall be added to the account yearly.
- e) Non- budgeted expenses, "Contingency Fund" and "Capital Fund" expenditures must be approved by the membership at a Special Meeting.

14. REMOVAL OF OFFICERS

- a) Any officer in the Society may be removed from office by Special Resolution.
- b) The Executive Committee may temporarily fill vacancies to the Executive Committee by appointment. Any such appointments shall be approved by the membership at the next general meeting. Failure to approve an appointment will trigger nominations and a vote to fill the position at the next general meeting,

15. SUSPENSION

- a) The Executive Committee, after review with the member in question, shall be empowered to temporarily or permanently suspend the membership rights of any member.
- b) The Chief Safety Officer shall have the right to suspend the flying privileges of a member whose conduct at the field is judged by him to be contrary to safe MAAC and local flying procedures. This suspension shall remain in effect until reviewed by the Executive Committee.

16. EXPULSION

- a) A member suspended by the Executive Committee or the Chief Safety Officer has the right to present his/her case to the membership at the next general meeting or special meeting.
- b) In case the conduct of the suspended member shall be in the opinion of the membership injurious to the character of the Society, the member in question can be removed from the Society by a secret ballot vote of the members present at a general or special meeting. Only pro-rated Annual Dues will be refunded.

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KAMLOOPS MODEL AIRPLANE SOCIETY
Standing Resolutions

FEES, DUES, INITIATION FEES AND OTHER CHARGES

(By-laws Section 3. a) and b)

That annual Society dues payable (commencing November 1, 2011) are as follows:

Initiation Fee \$100

Dues - Member \$90

Dues - Junior Member \$25

Membership Holding Fee \$5

Gate Key Offset \$5 (One time only if key returned)

The Initiation Fee is waived for Junior Membership

A list of Honorary Members shall be maintained by standing resolution.

Non members may be maintained on the Society mailing list by payment of an annual \$5 fee.

A Family Rate applies to any immediate family member of an open member as follows:

- 1st family member regular dues plus initiation fee;
- 2nd adult - 50% of regular adult dues;
- each additional junior member at standard junior rate.