

BYLAWS
GREATER SOUTHWEST AERO MODELERS, INCORPORATED
AMA CHARTERED CLUB 1140
FORT WORTH, TEXAS 76120

ARTICLE I: NAME The name of this club is Greater Southwest Aero Modelers, Inc. (GSWAM) and may be referred to herein as “the club”.

ARTICLE II: PURPOSE The club shall aid, assist, and encourage building and flying of model aircraft.

- A. Our goal is to provide a safe, secure, and enjoyable modeling environment for pleasure, recreation, and other non-profitable purposes.
- B. The club is set up to operate in accordance with the guidelines of the Community Based Organization known as the Academy of Model Aeronautics (AMA).

ARTICLE III: MEMBERSHIP

- A. Qualification for new members: A member shall be in good standing with the AMA.
- B. Club Member: An individual in good standing with the AMA and the club.
- C. Member Types:
 - a. Adult: Adult over 18 years old.
 - b. Extra Family: An individual who resides in the same household as a current adult member.
 - c. Park Pilot: Adult who flies aircraft 2 pounds or less and below 60 mph.
 - d. Youth: Children and young adults under 18 years old. (Non-family member.)

Note: The types above are recognized by the AMA and shall possess a valid AMA card. No AMA card is required for the following types:

- e. Supporting: Non-flying, non-keyholding, non-voting member.
 - f. Emeritus: Shall be permanently designated by the President with dues waived, no gate key, no flying or voting privileges.
- D. Dues and fees: All members shall pay appropriate dues and fees as set forth on the club Membership Application form which is found on the club website. Dues are nonrefundable and include a gate key.
- E. Officers' dues: Are waived the year following a full term (12 months) in office.

- F. Resignation: Any member in good standing may resign their membership by written notice to the club. There will be no refund of dues. Club card and gate key must be returned.
- G. Suspension: If a member fails to maintain all qualifications for club membership they shall be suspended, subject to restoration of eligibility.
- H. Expulsion: Any individual may be expelled from membership in the club, if in the clubs' determination, such individual willfully commits any act or omission which is a violation of any of the terms of these bylaws or any governing document, or is detrimental to the club, or to model aviation. Expulsion must be done by a two-thirds majority vote of a quorum at a monthly meeting and shall be for a minimum of one full year from the date of expulsion.
- I. Reinstatement: After a term of expulsion has expired, a two-thirds majority vote of a quorum at a monthly meeting is required for reinstatement.

ARTICLE IV: BOARD OF DIRECTORS (BOD) Shall be comprised of the following officers:

A. OFFICERS and major duties:

1. PRESIDENT

- a. Shall be the chairperson at all meetings of GSWAM when possible.
- b. Shall be the spokesperson to the media in all matters pertaining to the club.
- c. Shall report the status of state and IRS filings at the May club meeting or earlier.
- d. Shall ensure that "Appointed Positions" are filled in a timely manner.

2. VICE PRESIDENT

- a. Shall act in the same capacity as the President when the President is absent, or unable to serve the complete term.
- b. Shall be responsible for field maintenance.
- c. Shall ensure that the "Application for Insuring Flying Site Owner" is submitted for club flying events which are not held at our field.
- d. Shall procure Name Badges as requested.
- e. Shall orchestrate the changing of the gate locks on 31 January and obtain gate keys and master keys necessary for club operation.
- f. Shall perform other duties as assigned by the president.

3. SECRETARY

- a. Shall record the minutes of all business meetings.
- b. Shall maintain the current club roster.
- c. Shall announce scheduled and special business meetings.

- d. Shall coordinate with and process correspondence between GSWAM and AMA as necessary to satisfy AMA administrative requirements.
- e. Shall maintain the master copies of the Bylaws, the Field Rules, grievance forms, and other club governing documents. Approved changes to said documents must be incorporated in a timely manner.
- f. Shall provide membership applications, cards, and keys to the hobby shops processing membership applications.
- g. Shall perform other duties as assigned by the President.

4. TREASURER

- a. Shall collect all money due to GSWAM (dues, fees, special assessments, donations, contest entry fees, auctions, raffles, etc.)
- b. Shall pay all club debts and maintain an accurate record of money received and disbursed.
- c. Shall make financial records available for all members' perusal when requested.
- d. Shall submit/file the required documentation annually to the state and IRS to maintain non-profit status.
- e. Shall perform other duties as assigned by the President.

5. SAFETY OFFICER (aka Safety Coordinator)

- a. Shall ensure that modeling activities will be conducted in accordance with all governing documents, including the Fort Worth lease, AMA's National Model Aircraft Safety Code, the FAA UAS rules for model aircraft, the club noise rules, and the club Field Rules.
- b. Shall promote and encourage a climate of safety awareness within the club.
- c. Shall complete an annual 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. Provide audit findings to the membership and to the club secretary for filing.
- d. Shall update the emergency action plan as needed to handle serious accidents/incidents.
- e. Shall conduct safety meetings or special classes as necessary, and review emergency procedures with club members annually.
- f. Shall perform other duties as assigned by the president.

- B. Officers are elected annually and terms of office shall expire at the end of the calendar year.
- C. Nominations for the BOD shall be made in October at a monthly meeting. Nominations may be from the floor or by letter.
- D. Primary elections shall be in November at a monthly meeting using a paper ballot.
- E. Special Elections shall be held to fill a vacated office as necessary using a paper ballot.
- F. A quorum is required for elections and the winner shall be determined by a simple majority.
- G. A two-thirds majority vote of a quorum at a monthly meeting is required to recall an elected officer.

ARTICLE V: MEETINGS

- A. Monthly meetings shall be on the 2nd Tuesday at 7:30 PM, at a place to be determined by the membership.
- B. Special meetings may be called by the President, or 50% of the membership.
- C. Notification of meetings shall include date, place, time, and agenda. A reasonable effort shall be made to notify all members of the meeting not later than 7 days prior to the meeting.
- D. Minutes shall be recorded and published so all members are aware of the meeting's outcome. Published minutes shall be voted on for approval at the next meeting.
- E. In the event that a quorum is not met, the meeting may either be held or rescheduled at the discretion of the president.
- F. If the meeting is held, no voting matters that require a quorum will be considered.
- G. Robert's Rules of Order-Simplified shall apply during all GSWAM meetings.

ARTICLE VI: FLYING FIELD The flying field is located at 6903 Randol Mill Road, Fort Worth, TX 76120 on property owned and controlled by the city of Fort Worth.

- A. The field shall be open to all members in good standing.
- B. Field rules - Club members shall comply with the rules and regulations for model aircraft. The term 'Field Rules' in this document refers to the GSWAM Safety and Operational Rules plus other field governing documents. Details and links to the Field Rules can be found on the club website.

- C. An expenditure for field maintenance up to \$500 must be approved by 3 club officers. Expenditures over \$500 must be voted on by the club members, approval is by a simple majority.

ARTICLE VII: APPOINTMENTS/COMMITTEES

- A. Shall be appointed, or formed by the President. They may be for a special project and terminate upon completion, or they may be for a period of time. All appointments shall expire at the end of the calendar year.
- B. The new President shall reappoint/reaffirm all appointments/committees by, or during February's business meeting.
- C. Appointed positions and major duties.
 - Training Coordinator: Shall oversee new pilot training and ensure club training equipment is maintained.
 - Webmaster: Shall maintain the club website.
 - Field Event/Activity Coordinator: Shall maintain and coordinate the club event schedule. Shall procure Event/Contest Directors as needed. Shall request event sanctions from the AMA to ensure that our events are added to their calendar.
 - Newsletter Editor: Shall assemble, edit, print, and email the club's newsletter so all members receive the newsletter not later than 7 days prior to the next scheduled business meeting.

ARTICLE VIII: AMENDMENTS to the bylaws requires two-thirds approval of a quorum at a monthly meeting. A reasonable effort shall be made to notify all members of the proposed amendment(s) not later than 14 days prior to the day the amendment will be considered for approval.

ARTICLE IX: MISCELLANEOUS PROVISIONS

- A. Modifications or changes to this document and other club governing documents shall be voted on at a monthly meeting. If not specified elsewhere, changes require a simple majority of a quorum for approval.
- B. A quorum shall be 15 voting members in good standing in attendance of a monthly, or special, meeting.
- C. Dues and fees may be changed by two-thirds approval of a quorum and with the approval of the city of Fort Worth.
- D. These Bylaws represent the non-profit 501(c)(7) Code of Regulations of the club.

- E. Governing documents for the club can be found on the GSWAM website at: <https://flygsw.org/>
- F. The calendar year shall be from January 1 through December 31.
- G. A member in “good standing” is the status assigned to a club member who is current on all dues and fees and has fulfilled all requirements for membership and who has not voluntarily resigned, been expelled or suspended from the club.
- H. The duration of the club shall be perpetual. The club may be dissolved with a two-thirds approval vote of the total active membership. A reasonable effort shall be made to notify all members of the meeting to dissolve the club not later than 14 days prior to the meeting. Upon dissolution of the club, assets shall be disposed of according to applicable laws then in effect. This may include returning some assets to all active members, or donating some assets to the Academy of Model Aeronautics.

ARTICLE X: GRIEVANCE PROCEDURE Provides a progressive disciplinary system to enforce flight and safety rules, or any other unacceptable behavior by an individual member. If a complaint is serious or cannot be resolved informally, the matter should be referred to either the Safety Officer or BOD, depending upon the nature of the violation, for consideration. A Grievance Form will be filled out and turned into the appropriate entity. At least one witness is required to sign the Grievance Form. See the club website for the form. The Safety Officer or BOD shall use its judgment in carrying out action on the following:

- A. **FIRST VIOLATION** Viewpoints of both complainants and accused will be considered. Complainant’s name will be disclosed. A verbal reprimand will be given to the accused by the Safety Officer or BOD and this will be recorded in the club records.
- B. **SECOND VIOLATION** Complainant’s name will be disclosed. The accused has the right to a written rebuttal, to be reviewed by the Safety Officer or BOD. If the Safety Officer or BOD so decides, the flying privileges of the accused will be suspended for thirty days. Written notice of this shall be issued and a copy published in the club newsletter.
- C. **THIRD VIOLATION** The Safety Officer or BOD will notify the accused in writing and the club members via the club newsletter that the club will vote on the expulsion of the accused at the next monthly meeting. A member may be expelled from the club only upon a two-thirds majority of a quorum at the meeting. Voting will be by secret ballot. Expulsions will last for one full year

minimum beginning on the date of expulsion. The expelled member may reapply for membership after the expiration of the expulsion period.

D. The three actions will not be enforced unless they are accumulated within a two-year period of time from the first occurrence.

E. Any member receiving a Grievance, who directs any retaliatory action against the person filing said grievance, the club, club facilities or property, will be subject to immediate expulsion from the club. This includes threats, intimidation, physical harm, intentional equipment damage, property damage, theft, or any other action deemed to be retaliatory by the club officers.

REVISION:

These bylaws are in effect as of _____(Date) and operational until such time as they have been properly amended.

Date approved: _____

President: _____

Secretary: _____

After completion this document will be provided to the Secretary and retained with the club records.