

York County Flyers, Inc. Bylaws



Article I: Club Name & Address

Name: York County Flyers, Inc. also known/dba as "YCF"

Mailing Address: P.O. Box 4556
Rock Hill, SC. 29732

Field Physical Address: 240 Langrum Branch Rd
York, SC. 29745

Web Address: <https://yorkcountyyflyers.com/>

Article II: Purpose

YCF was founded as a non-profit social group of model aviation enthusiasts organized for the recreational enjoyment of flying, building, promoting, supporting, and educating Safe Operation of Radio Controlled Model Aircraft. YCF is a chartered member of the Academy of Model Aeronautics in which they are the only organization in the United States recognized to represent model aviation to the Fédération Aéronautique Internationale, the world governing body for all air sports.

Article III: Membership

The Club is open to all persons interested in building and/or flying Radio Controlled Model Aircraft, also known as UAV, UAS, Multi-rotor, or Drones.

A. Qualifications

- 1) All Club members MUST maintain membership in the [Academy of Model Aeronautics](#) (AMA), unless otherwise stated.
- 2) AMA membership is the sole responsibility of each individual Club member.
- 3) Members must comply with the official AMA Safety Code as published in the current AMA Membership Manual.
- 4) Prospective members shall apply either via the [YCF website](#) with online payment or submit a [hardcopy Application](#), with payment of dues to a current Club Officer.
- 5) A temporary membership card is issued, via email, upon verification of the applicants AMA membership number through the Academy of Model Aeronautics. An official club membership card will be issued within 30 days of verification.
- 6) Each new member will be entitled to receive a Membership Card, and a copy of the Club Bylaws & Club Safety & Field Rules. Club Bylaws and Club Safety & Field Rules are available on the [YCF website](#).

B. Membership Period

All YCF memberships are for a 1-year period, January 1st to December 31st and all renewing membership dues are payable by January 1st per the following membership levels.

C. Member groups and dues

See the [YCF website](#), or [Membership Rates](#) for due amounts for each group.

- 1) **Regular Membership**; (ages 19 – 64)

Senior Membership: (65 and over)

Junior Membership: (under 19 years of age by January 1st): Free

Family Membership: up to 2 adults per household and unlimited Children/Grandchildren that are under the age of 19 by Jan 1st: Each listed Child/Grandchild shall also maintain AMA Membership.

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- 2) New memberships dues will be prorated as follows:
January – March: Full listed dues, April - September listed dues are prorated for months left in member period. Example: member joins in July; dues would be one half published rate for that membership level.
October – December: Full listed dues to include the next member period year.

Lifetime Membership: Free – must have been a Regular, Senior, or Family member and be nominated and approved by the club. Lifetime has Flying Privileges and must maintain AMA membership.

Honorary Membership: Free - must have been a Regular, Senior, or Family member and be nominated and approved by the club. Honorary does not have Flying Privileges, AMA membership is not required.

- 3) If dues are paid prior to January 1st a discount will be applied to the Regular, Senior, or Family Membership rate, see the [YCF website](#), [Membership Rates](#) or a [hard copy application](#) for membership rates per Membership Group. Members have two 15 day grace periods to renew their dues at the full published rates.
- 4) [Membership Rates](#) shall be reviewed annually or as needed by the Officers/Board of Directors, and adjusted if required. If any Membership Rates are to be adjusted all changes/adjustments shall be presented to the members a minimum 15 days prior to a member vote to approve changes/adjustments. A two - thirds (2/3) majority vote of the membership at any official membership meeting is required for any Membership Rates changes/adjustments, and if approved shall be effective immediately.
- 5) Memberships are non-transferable.
- 6) Membership Voting Rights
All Regular, Senior, Life Time, and Family (Bundle Admin only) members in good standing, have the right to cast one vote per membership. Junior, Honorary, Lapsed, or Suspended members do not have voting rights.

D. Resignation

Any member in good standing may resign their membership by giving notice to any Club Officer, no refund for Membership dues will be given of any membership period left.

E. Lapsed & Suspension

- 1) Any YCF Member more than 15 days in arrears on YCF dues, their membership will become Lapsed and shall be notified either in writing or via email.
- 2) Any YCF Member more than 30 days in arrears on YCF dues, their membership and flying privileges will be Suspended and shall be notified either in writing or via email.
- 3) Any YCF Member with Flying privileges in which their AMA Membership is no longer valid or ceases to have the qualification necessary for membership in the AMA, their membership in YCF shall therefore be Suspended,
- 4) Any YCF Members status that is Suspended shall have all rights and privileges of membership revoked until reinstated.

F. Reinstatement (YCF Dues or AMA membership only)

- 1) **AMA Lapsed/Suspended Membership:** subject to reinstatement and validation of AMA Membership.
- 2) **YCF Dues/Fee related:** Any membership reinstatement within the same year dues/fees are in arrears the member is required to pay the full (non-discounted) amount in arrears for that membership level or any other qualifiable member level and/or any other fees in arrears. If a member has been suspended for more than one full membership period, then they can reapply for membership as a "New Member".

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Article IV: Nominations, Elections

- 1) Officer/Board of Directors nominations shall be taken during the November club meeting.
- 2) Officer/Board of Directors elections will be held during the December meeting.

Article V: Officers/Board of Directors

- A. Elected Officers/Board of Directors positions and responsibilities
President (also acts as Chairman of the Board), Vice President, Secretary, Treasurer shall also act as Board Members. The Officers/Board of Directors shall establish policies and operational procedures to ensure the safe and lawful operations of YCF.
- B. Officers/Board of Directors requirements
Any member that wishes to be nominated to an Officer/Board of Directors shall have been a member in good standing for a minimum of two (2) years.
- C. Term of Office
Officers/Board of Directors are elected for a 1-year term that coincides with the Clubs fiscal year starting January 1st to December 31st. Officers/Board of Directors are limited in holding the same officer position to a maximum two terms, and at which time they must sit out a minimum of one year before they are eligible for re-election to the same officer position. An exception to the two-term maximum would be if an individual replaces an officer vacancy during the regular officer term.
- D. Elected Officers/Board of Directors Duties
 - 1) President, shall act as Chairman of the Board and shall preside over meetings, and has the authority and responsibility as needed to direct the overall affairs of the Club and to sign commitments on behalf of the Club.
 - 2) Vice President shall fulfill the duties of the President when the President is absent or otherwise unable to conduct the duties of the Presidency.
 - 3) Secretary records minutes of any official club meeting, as well as preparing and sending official club communications, notices, emails, etc. The Secretary shall also maintain the club membership roster and memberships within the YCF membership site and all roster and communications as required with AMA, to include annual Club Charter and Insurance renewal. The Secretary shall review any new YCF members AMA number for validity and enter any hard copy applications into the YCF membership site, and print out membership card(s) as needed.
 - 4) Treasurer shall maintain and manage all club funds/money in a suitable financial institution, which may include any checking, saving, or credit/debit card account(s), and keep necessary/required financial records, as well as report out at each monthly meeting any expenses, obligations, and/or receipts received since the prior report out. Checks drawn on any Club Account must have the signature of the Treasurer or President.
- E. Simultaneous Office
An Officer/Board of Director may hold two (2) offices simultaneously; however, the time frame one individual may hold Simultaneous Offices/Board of Directors positions shall be minimized until such time as one of those positions can be filled per section G below.
- F. Appointed Positions
 - 1) Safety Coordinator
 - 2) Committee Chairman (as needed)
 - 3) Web Master
 - 4) Newsletter Editor, Club Historian will be filled by volunteers as needed.

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G. Vacancies

- 1) Any Elected Officer/Board of Director vacancies that occur after elections/during the year, are to be filled by member nominations and a majority member vote at the next regular club meeting.
- 2) Any Appointed Position vacancies shall be filled by appointment of the Officers/Board of Directors at the next regular club meeting.

H. Conflicts of Interest

Officers/Board of Directors shall take no action that creates private/personal advantage from Club resources, violates Local, State or Federal requirements, or exceeds the spending authorities provided by the Club.

I. Contracts

The Officers/Board of Directors shall have authority over legally binding agreements or contracts between the Club and any individual, organization or government entity.

J. Yearly Budget

A detailed budget for Club operating expenses must be submitted in February for membership review and shall be voted upon in the March membership meeting, a majority approval is required. Officers/Board of Directors may purchase any listed item within the yearly budget without any additional approval from the membership. If an expense is not listed within the approved budget, and is over the \$150 spend limit, it shall be presented to the membership for majority approval prior to purchase.

K. Liabilities

No Officer/Board of Director for York County Flyers shall be personally liable for any liens, debts, or any other financial liability and/or other obligation(s) of the Club.

Article VI: Meetings

A. Regular Meetings

Scheduled to be held the first Saturday of each month, however they are subject to change as needed, and notification to members shall be provided via the [YCF website Event listings](#) and/or email. A meeting quorum is 12 voting members plus a minimum of 3 officers, if a quorum is not met, all agenda items shall be tabled for the next regularly scheduled meeting.

B. Each member in good standing, excluding Junior, and Honorary Memberships, are eligible to vote. Members must be present during the meeting to vote.

C. Special Meetings

Officers/Board of Directors may call a special meeting as needed; notification shall be via the [YCF website Event listings](#) and/or email. Other Appointed Coordinators or Committee leaders may also call a special meeting with their group, counterparts and/or with the Officers as needed.

D. Officer/Board of Directors Meeting

The President shall have an officer's meeting a minimum of once per term, additional meetings may be scheduled by the President as needed.

Article VII: Record Keeping

All votes and items discussed at each meeting shall be duly noted and kept with the minutes of the meeting. Other records/documents such as; financial/accounting, contracts, agreements, Articles of Incorporation, Bylaws, Safety and Field rules, other documents that may be designated by the Officers/Board of Directors, shall be retained for a minimum of five (5) years. Hard copies shall be stored in a locked file cabinet at the YCF field building, electronic copies shall be maintained on the YCF website file structure or cloud storage location(s) as defined by the club or any other hard

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device (USB sticks, hard drives, etc.) and maintained by a club officer. Documents required to be filed with Local, State, or Federal agencies are to be kept permanently in either hard copy or electronic format. Club documents may be accessed by appointment by any Club member or any legally authorized entity. All records are passed on when new Officers/Board of Directors are elected.

Article VIII: Committees

May be appointed by the President on an As Needed basis, i.e. Standing Committees, Maintenance Committee, Membership Committee, etc.

Article IX: Miscellaneous Provisions

- A. Robert's Rules
The club will use Robert's Rules as a general guide for conducting meetings.
- B. YCF Logo
Any changes to the YCF Logo(s) shall be submitted to the Officers/Board of Directors for review and approval.
- C. Dissolution of Club
The duration of the club shall be perpetual. The club may be dissolved with the approval of two – thirds (2/3) vote of the membership. In the event of dissolution of the Club, assets of the Club shall be liquidated to the extent possible, expenses and outstanding obligations paid, and any residue shall be donated to a charity.
- D. Member spend/reimbursement
Up to \$150.00 can be spent for the clubs operating expenses without a membership vote with prior approval from any Officer/Board of Director. All other items over \$150.00 shall be submitted to the Officers/Board of Directors for review and be presented to the membership for majority approval, unless expenses have already been reviewed and approved within the Yearly Budget.

Article X: Amendment and/or changes of the Bylaws and/or Safety and Field Rules

- A. Proposed
The Bylaws, Safety and Field Rules shall be reviewed annually or as needed if any amendment or change is required pre or post the annual review. Any proposed additions, deletions, or changes shall be submitted to the Officers/Board of Directors for initial review.
- B. Review & Approval
If no changes are needed, the Bylaws and/or Safety and Field Rules shall continue in effect. Once changes have been submitted to the Officers/Board of Directors for review, a draft document(s) shall be updated to reflect any updates/changes and then shall be submitted to the YCF membership via email for review at least 30 days prior to the next regular membership meeting for a vote.
- C. Voting
A two - thirds (2/3) majority vote of the membership attending the announced meeting may approve any submitted changes and the approved document(s) shall be effective upon approval unless otherwise stated. Each member in good standing, excluding Junior, and Honorary Memberships, are eligible to vote. Members must be present during the meeting to vote.

Article XI: Grievance Procedure

- A. This grievance procedure provides a mechanism to enforce existing Safety and Field Rules by providing a progressive disciplinary system when needed. Although most complaints can be resolved informally, if a complaint is serious or cannot be resolved informally, the matter should be referred to the Safety Coordinator and/or the Officers/Board of Directors via a completed [Grievance](#)

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[form](#) for review and judgment in carrying out any action as listed below. At least one witness is required to sign the Grievance Form for any Safety and Field Rules violation.

1) First Violation

The Safety Coordinator and/or the Officers/Board of Directors shall notify the accused of the submitted Violation as soon as possible. Viewpoints of both complainants and accused will be considered. A verbal reprimand will be given to the accused by the Safety Coordinator and/or the Officers/Board of Directors, and this will be recorded in the Club records.

2) Second Violation

The Safety Coordinator and/or the Officers/Board of Directors after reviewing the submitted grievance shall notify the accused of the second (2nd) Violation as soon as possible, at which time the accused has the right to submit a written rebuttal within 10 days, as to be reviewed by the Safety Coordinator and/or the Officers/Board of Directors. If the Safety Coordinator and/or the Officers/Board of Directors, within 10 days of receipt of the rebuttal so decides, the flying privileges of the accused will be suspended for thirty (30) days from notification. Notification shall be issued either in writing or via email and the membership shall be notified of the individual's suspension.

3) Third Violation

The Safety Coordinator and/or the Officers/Board of Directors after reviewing the submitted grievance, shall notify the accused of the third (3rd) Violation as soon as possible either in writing or via email and shall also notify the membership via email that the club will vote on the expulsion of the accused at the next regular membership meeting. Said expulsion will last for a one (1) year minimum. A member may be only by expelled by a two - thirds (2/3) majority vote of the membership present at the meeting, voting will be by secret ballot. The expelled member may reapply for membership after the expiration of the expulsion time period.

B. Bylaws or Other Violations

This section provides for enforcement of the Bylaws and/or any other unacceptable behavior by an individual member or members. Any individual may be expelled from YCF by a two - thirds (2/3) majority vote of the membership at any official membership meeting, if in the officers' determination, such individual(s) willfully commits an act of omission, theft, and/or a violation(s) of the terms of the YCF Bylaws (other than Membership dues Article III, section F), and/or which is detrimental to YCF, AMA, or to model aviation. The President shall notify the member(s) in question prior to the Expulsion vote, and after the Expulsion vote of the outcome, either in writing or via email.

C. Enforcement

The next progressive disciplinary action/step shall only be enforced if the next violation occurred within one (1) year of the prior disciplinary action/step.

D. Retaliation

Any member receiving a Grievance, who directs any retaliatory action against the person filing said grievance, will be subject to immediate expulsion from the Club. This is to include threats, intimidation, physical harm, intentional equipment damage, theft, or any other action deemed to be retaliatory by the Officers/Board of Directors.

E. Reinstatement

Member reinstatement for any past expulsion for any Safety, Bylaws (other than Membership dues Article III, section F), or other violations, a two - thirds (2/3) majority vote of the membership at any official membership meeting is required for reinstatement to YCF.

[YCF Grievance Form](#)