

# MISSION WINGS MODEL FLYING CLUB CONSTITUTION

Up dated 2012

## NAME

The name of this organization shall be "Mission Wings Model Flying Club" (MWMFC)

## PURPOSE

The purpose of this organization shall be:

- To promote and encourage interest in the construction, operation and enjoyment of model aircraft.
- To arrange contests and award prizes to members and invited competitors.
- To provide sporting, recreation and social functions for the entertainment and education of its members.
- To provide instruction for the building and flying of model aircraft.

## POLICIES AND REGULATIONS

- 1) This organization shall be a chartered club as prescribed by current Model Aeronautics Association of Canada (MAAC) regulations.
- 2) All flying sanctioned by this Club, its officers, or any one member or group of members, shall be in accordance with MAAC and club regulations
- 3) If for any reason the membership votes to disband the Club, all of the Club assets consisting of cash, real and personal property, etc. will be liquidated and disposed of in accordance with Existing local, Provincial laws and regulations

## MEMBERSHIP

- 1) Any person with a bonafide interest in the construction and flying of model aircraft may become a member of MWMFC providing that membership does not exceed fifty (50) members. Any person under suspension or expulsion by another club is not eligible for membership.
- 2) Open membership is defined as a person 18 years and over. An open member in good standing shall have voice and vote at all M.W.M.F.C. meetings and activities, full privileges regarding M.W.M.F.C sponsored functions and full use of facilities.

- 3) A Guest is defined as an individual who is a member in good standing of a club other than MWMFC. Guests are allowed the use of MWMFC facilities no more than six (6) times per year.
- 4) Membership renewal shall be completed by January 31<sup>st</sup> each year.
- 5) Members are required to have MAAC insurance before operating their model aircraft and are required to comply with the MAAC safety code and club rules.

### MEMBERSHIP CONDUCT

- 1) Members are required to abide by all rules and regulations of MWMFC in order to maintain good standing.
- 2) Membership will be terminated for the following reasons:
  - a) Non-payment of dues.
  - b) Lack of current MAAC membership
  - c) Misconduct or flagrant disregard of MWMFC or MAAC rules.

### PROCEDURE FOR TERMINATION

Any membership can be canceled by the executive for noncompliance with Club rules or for any action, which in the opinion of the executive is not in the best interests of the club.

### EXECUTIVE OFFICERS

The officers of this organization shall be the President, Vice President, Treasurer, Secretary and past president.

The Past President's term of office is for one year and this is to ensure a smooth transition into office for the newly elected President.

### ELECTION OF OFFICERS

- 1) Prior to the Annual General Meeting (AGM) in Feb., the President shall appoint two (2) members to constitute the nomination committee. At the AGM meeting, this committee shall present a slate of candidates drawn from members in good standing. The chair shall also call for Nominations of additional names for each office from the floor at that meeting.
- 2) The candidate for the office of President shall be a member of good standing with a minimum of one year's prior membership.

3) The annual election shall be by secret ballot at the AGM meeting. The candidate receiving the most votes cast shall be elected, and shall be installed effective March 1. The term of office for all elected officers shall be for one year, starting on March 1. All officers shall hold office until their successors have been elected and installed.

#### VACANCY OF OFFICE

1) If a vacancy in any office occurs, the vacancy shall be filled by the vote of the membership, such electees to serve the duration of the term of the individual being replaced.

2) Officers shall be elected from a slate of candidates submitted by the nominating committee. Nominations may also be made from the floor at the election meeting.

3) A simple majority vote of members present in good standing shall be required for election. In the event there is no majority, a runoff vote shall be held immediately between candidates with the most votes.

#### DUTIES OF OFFICERS

1) The President shall preside at all regular and special meetings of the MWMFC, shall act as spokesman for the M.W.M.F.C. in all matters pertaining to it, and shall appoint all committees. In addition, the President shall supervise the Treasurer in the handling of all financial matters pertaining to the M.W.M.F.C.

2) The Vice President shall act for the President when he is unable to serve, and shall act as ex-officio member of all committees.

3) The Treasurer shall receive, record and deposit in the bank/credit union designated by the club all club monies, including dues, contest receipts, loans, subsidies, bequests, etc. He shall keep a record of all dues paid and shall keep the membership informed of delinquent dues. He shall give a written account to the membership of the condition of the treasury at each meeting.

4) The Secretary shall keep accurate minutes of the Club and Executive meetings for permanent records of the MWMFC. He shall notify the membership of meetings at least fourteen (14) days prior to the meeting. Also notify as many members as possible by e-mail and post a notice on the club website. He will process all official Club mail and MAAC correspondence. He shall maintain a current membership list along with such information about each member as may be required for Club affairs.

#### REMOVAL FROM OFFICE

Removal of executive officers will be handled as follows:

- 1) An officer may be removed from office for the following reasons: non-performance of duties, flagrant violation of rules and resignation.
- 2) A request of removal for cause must be presented at a regular membership meeting, submitting reasons for the request and signed by at least six (6) members in good standing. A two-thirds majority vote of members present is required for removal.
- 3) Resignation from office shall be submitted in writing and may be accepted by a simple majority vote of all members present at a regular meeting.

## MEMBERSHIP FEES AND DUES

### 1) Initiation fee:

The initiation fee is \$55 for all new members. The initiation fee is payable along with the first application for membership.

### 2) Membership Dues:

a) Dues to the Club for each member is the full membership fee.

b) Membership dues for new members enrolling after October 31st will be 50% of the membership fee.

3) Dues are payable in a single annual installment not later than January 31<sup>st</sup> of the year for which payment is due. All members must furnish proof of latest MAAC membership at the time dues are paid. New members must furnish proof of MAAC membership with their Club dues payment.

4) No refunds will be given to members upon leaving the club.

5) The annual membership dues of the Club shall be established, and can be revised, by an affirmative vote of two-thirds of the membership present and voting at any regular membership meeting at which not less than a quorum consisting of twenty percent (20%) of the members is present and includes two executive officers.

## BUSINESS

1) The business affairs of the Club shall be conducted by the Executive at club meetings and they shall attend to the affairs of the Club during the interim between meetings, but in no event shall the actions of the Executive conflict with the expressed interest of the Club.

2) The Executive shall have the authority to make monthly expenditures of up to \$250.00 for any single and unrelated expenditure. Any expenditure in excess of \$250.00 shall be decided by a majority vote of the membership present and voting at any regularly scheduled or special meeting of the members.

3) Any major Club policy changes or decisions which directly affects the internal or external affairs of the Club shall be decided by a majority vote of a quorum consisting of twenty percent (20%) of the membership in good standing and includes two executive officers.

### CLUB MEETINGS

1) The rules procedure at meetings of the members of the Club shall be in according to Robert's Rules of Order, Newly revised, in brief, 2nd edition.

2) One regular meeting of M.W.M.F.C. shall be held per year at a time and location decided by the Executive.

One other meeting is the AGM which is to be held in February each year.

3) A Special meeting may be called at any time by the direction of the President or by a written petition signed by six members in good standing presented to the executive. Business conducted will be restricted to that for which the special meeting was called.

4) In order to conduct business at regular and special meetings, a quorum consisting of twenty percent (20%) of the membership in good standing and at least two executive offices must be present to constitute a quorum. A quorum must be present before any meeting may conduct business.

5) Only current members of the M.W.M.F.C. are allowed to attend club meetings unless invited by the executive for a special purpose.

(6) The order of business at meetings shall be:

- 1.Call to order
2. Introduction of *special* guests or speakers
- 3.Reading of the minutes of the previous meeting
- 4.Treasurer's report
- 6.Executive report
- 7.Old and unfinished business
- 9.New business
- 10.Adjournment

### FINANCES

1) Money collected shall be used to further the interest of the M.W.M.F.C. Income will not accrue to individual members.

2) Financial accounting for M.W.M.F.C. shall be the responsibility of the Treasurer.

3) A financial statement will be issued at each regular and AGM meeting setting forth income and expenditure amounts along with bank balance and cash on hand. Such written financial statements will be available to all members at the meeting.

4) All cheques must be signed by two of the following executive officers:

1. President, 2. Vice President, 3. Treasurer, 4. Secretary

### INSURANCE

1) All members must be covered by MAAC insurance.

2) The club shall maintain the charter agreement with MAAC and register each flying field to ensure that the owners of the property are covered under the MAAC insurance policy.

### LIABILITY

1) No member may obligate the MWMFC without prior authorization of the membership.

2) If an individual member obligates this organization, the obligation must be for the sole benefit of the organization. If such benefit is solely for the use and benefit of an individual member (or members), then that member will be held liable to the MWMFC.

### CONSTITUTIONAL AMENDMENTS

1) Proposals to amend this constitution may be made at the Annual General Meeting. Copies of the proposed amendment(s) shall be provided to all members prior to the AGM.

Amendments will be voted on at the next AGM and shall become part of the constitution by a quorum consisting of twenty percent (20%) of the membership in good standing and at least two executive offices present at the meeting.

### AUTHORIZATION AND SIGNATURES

The President and Vice President do hereby set their hand in witness to this Constitution in Effect as of \_\_\_\_\_, 20\_\_\_\_

Pres. \_\_\_\_\_ V.P. \_\_\_\_\_