

# **BY-LAWS OF THE TEXAS CITY RADIO CONTROL CLUB, INC.** *Revised May 27th, 2023*

**1.0 Membership dues** represent the chief source of funds for the operation of the TCRCC. These dues are \$140.00 per year for active voting members, \$90.00 for active voting members 65 and older, and \$5.00 for members 18 and younger and are payable on January 1 *with a grace period to the last day of February*. New members that join the organization after March 31 shall have their annual dues assessment pro-rated on a quarterly basis. This pro-rated assessment is the responsibility of the Treasurer.

**2.0 Donations** to the TCRCC may be transferred to the Treasury at any time. Donations may be allocated for a specific purpose or for use in the general budget.

### **3.0 Membership categories:**

**3.1 Special family membership** rates are available for active voting members with children and/or grandchildren who are student pilots or who show a special interest in the programs of the TCRCC. Request for special family membership rates should be made to and approved by the Board of Directors.

**3.2 Spousal membership: Active voting or non-voting spousal membership** shall be available to the married partner or significant other of any active voting member of the TCRCC. If the spousal member has no special interest in piloting model aircraft but desires to affiliate with the programs of the TCRCC, then no membership fees shall be assessed. In this case the spousal member shall have no voting privileges. If the spousal member is a student pilot or an accomplished pilot then the membership fee shall be one half the assessed annual fee for active voting members. In this case the spousal member has voting privileges and is considered an active member.

**3.3 Honorary memberships** can be bestowed upon deserving active voting members *by the Board of Directors*. In special deserving cases the status of honorary membership can be bestowed upon a non-member by recommendation of the Board of Directors plus a majority vote of members attending a monthly business meeting. The Board of Directors shall determine the terms of honorary membership in each case. Maximum benefit shall *not exceed* one year.

### **4.0 Membership**

**Delinquent members** are members who have failed to pay their annual dues by February 28<sup>th</sup>. **Non-Members** are individuals that have either never been members of TCRCC or Delinquent members for the previous one calendar year. The Board shall notify delinquent members in February of their delinquency status. If their dues are not paid in full by the last day of February then their active membership status is terminated automatically. The individual will no longer have flying rights at TCRCC (except as a participant in a TCRCC event that is open to all AMA members) until membership has been renewed. Delinquent members cannot fly as a guest. The individual will remain in delinquent status for one calendar year if dues were not paid, then moved to Non-Member status at the end of the year. Renewal of active voting membership requires full annual dues payment regardless of the month of the year. No quarterly pro-rate shall be provided to delinquent members unless due cause is presented in writing to the Board of Directors. Any delinquent member having for example, financial, work, family, or health issues can make an appeal to the board.

#### **4.1 Membership Dues Proration**

Dues for Non-Members will be prorated quarterly at the current regular or senior rates.

**5.0 Active members shall have flying privileges** of model aircraft at Holland Park, the TCRCC flying site. **Nonmembers** may *not* fly model aircraft at Holland Park except as a guest of an active member that is present at the time the guest is flying. In this case the guest must show a current AMA membership card. In the interest of safety an active member of the TCRCC shall have no more than two guests flying radio-controlled aircraft. **Delinquent members cannot fly at Holland Park** except as a participant in a TCRCC event that is open to all AMA members. Holland Park is a public facility within the domain of the Texas City Parks Department; however, the park is maintained and regulated for safety and enjoyment by the TCRCC. The public is welcome whenever the gates are unlocked. No unauthorized persons are allowed beyond the fence that divides the pit area from the spectator area. In the event there is a legitimate reason for a non AMA member to venture beyond the fence, they must be accompanied by a TCRCC member at all times.

**6.0 TCRCC members shall abide by the AMA Flight Safety Code and the TCRCC Safety and Operational Rules** at all times. The **TCRCC Field Rules and Guidelines** are posted at the flying site. The AMA Safety Codes and the TCRCC Safety Guidelines shall be appended to this document. Safety is paramount. Infractions of safety regulations should be corrected and reported to a Club Officer.

**7.0 Enforcement:** This grievance procedure provides TCRCC a mechanism to enforce AMA Safety Codes, TCRCC Safety and Operational rules as well as member conduct prejudicial to TCRCC by providing a disciplinary system. All written complaints given to any club officer by a TCRCC member or from a Texas City official shall begin the process. Complaint must describe prejudicial conduct, state which Club Safety and Operational Rule, or AMA Safety Code is violated, evidence shall be included. It is the Complainant's responsibility to prove that a violation occurred. Within 30 days, Board of Directors shall meet to hear complaint. Complainant and Accused may attend or send written comments. Signed written witness statements will be accepted. Board of Directors will contact witness if needed for clarification. If 2/3 majority of the Board agrees with complaint, the following applies.

**7.0.1 First Violation:** Written warning will be issued to the member.

**7.0.2 Second Violation:** Member will be suspended for 60 days.

**7.0.3 Third Violation:** Member will be immediately expelled for 2 years.

Violations must have occurred during the previous 2 years.

All violations will be recorded in the club records and a copy published in the club minutes.

Suspended or Expelled member may not fly as a guest of another member and may not participate in any TCRCC events.

**7.1 Expulsion:** Any member who directs or otherwise causes any retaliatory action against any person will be permanently expelled from the club using process in **7.0 Enforcement** above. This is to include but not limited to; harassment, threats, intimidation, physical harm, intentional equipment damage, postings on social media, false written statements or any other action deemed to be retaliatory by the club officers.

**8.0 Regular meetings** of the active membership shall be called monthly at the advice and consent of the Board of Directors. **Special interim meetings** may be called in emergency situations. The monthly meeting site is at the flying field on the last Saturday of the month. The board of directors may need to schedule the November and December club meeting on a date other than the last Saturday of the month to avoid conflict with Thanksgiving, Christmas, and New Year's.

**9.0 The monthly meetings** of the TCRCC shall consist of a business meeting plus an educational seminar at least six months per year if feasible. The format for the meetings shall be at the

discretion of the presiding officer. Official business cannot be conducted unless a quorum is present as defined in Article VI of the Constitution; however, Section reports, special communication, and educational seminars do not require a quorum.

**10.0 Section Chiefs** shall call meetings of their respective groups as indicated by the mandates of the operation of the TCRCC. The Section Chiefs shall report on activities, accomplishments and problems to the Board of Directors and to the active membership at the monthly meetings when indicated by the President or the President's appointee.

**11.0 The Elected Officers** of the TCRCC shall consist of the *President*, the *Vice-President*, the *Secretary*, the *Treasurer*, and two *Members-at-Large*. *The Members-at-Large function as the elected representatives of the membership to the Board of Directors.* The term of office for each officer is one year. The term of office begins on January 1. Elections are held annually (Article VII of the Constitution). All duties of office are on a volunteer basis. Essential expenses of elected office should be reimbursed by the TCRCC to the officer.

**12.0 The President** or the President's designee shall preside at the meetings of the Board of Directors and at the monthly meetings of the active membership. The President is responsible for administration of the TCRCC. It is recognized that Presidential administrative styles vary from year to year; however, the President sets the course of the Club's activities. The President shall appoint the Section Chiefs each year as outlined in Article V of the Constitution.

**13.0 The Vice-President** shall function closely with and as back up to the President in all administrative matters.

**14.0 The Secretary** shall function as the primary source for communications with the AMA and with other Clubs and special interest organizations such as the International Miniature Aircraft Association (IMAA). The secretary is responsible for re-chartering the TCRCC each year. The Secretary shall record minutes and prepare documents of record as needed. The secretary shall assume responsibility for maintaining documents of record for the corporation and shall continually provide current and updated copies of all documents, passwords, etc. to the current club President. The secretary may perform this vital function or may assign a specified individual of integrity with organizational skills for this task.

**15.0 The Treasurer** shall conduct the financial transactions of the TCRCC and shall prepare the annual budget for deliberation and approval by the Board of Directors. The Treasurer shall present the budget to the active membership by the March meeting. At this meeting the membership can request discussion, clarification, and move to amend. The final annual budget shall be voted on by the April business meeting by the membership requiring a majority vote for approval. The Treasurer or the Treasurer's appointee shall maintain a current active membership database for use by the Board of Directors in planning and management of the budget. A new membership application form shall be available when applying for new membership. This data shall help ensure an accurate membership database. The Treasurer shall interface with all government agencies that are necessary to maintain the not-for-profit status. Fiscal management of the TCRCC is the responsibility of the Board of Directors (Article V of the Constitution). Access to the bank accounts shall be confined to the Treasurer and the President. The officers with access to the corporate bank accounts shall be bonded. The Treasurer shall prepare a monthly financial report to the membership and the Board of Directors for approval.

**16.0 The Goals or Objectives** for the TCRCC shall be determined by the Board of Directors and approved by vote of the active membership each year at the business meeting of the budget presentation. Amendments to the recommended goals can be made from the active membership at

this meeting by proper legislative process. If significant conflict arises the Chairperson should table the motion for action at a later date, but action must be taken within eight weeks.

**17.0 Amendments** to the By-Laws or to the Constitution shall follow the proper legislative process as outlined in Article VI of the Constitution. Amendments shall be proposed in the form of a motion, recognized by the Chairperson, and discussed under the direction of the presiding officer. Equal time shall be given to opposing views. If the amendment represents a significant change in the structure or function of the corporation the motion shall be published in the minutes before the vote is called.

**18.0 In the event of loss of the flying site** the membership shall convene to decide upon the best alternative strategies. These alternatives shall be formulated by the Board of Directors and presented to the membership for deliberation and action. One alternative is to form a task force to search out and secure an alternative flying site. Another alternative is to elect to terminate the corporation and divide the assets equally among the active voting membership. A third alternative is to employ legal counsel and probate the corporation by a Declaratory Judgment Act.

**19.0 Ownership** in the Texas City Radio-Control Club, Inc., is endowed equitably upon each active voting member. No public ownership accrues outside of the status of active voting membership in the corporation.

### **Constitution and Bylaws Amendments**

1. Due date for dues changed to last day of February. Aug 2003
2. The constitution edited to change mailing address and verbiage. Oct 2007.
3. By-Laws changed to give voting rights at directors meeting to elected officials only. The Vice President is given the responsibility of safety officer. Removed the statement giving club hats to new members at the time of joining. Oct. 2007
4. Changed quorum required to 15% of voting membership and Safety Officer an appointed position. Nov.20th, 2008
5. Changed dues structure from \$60.00 to \$80.00 for voting members, \$40.00 for 65 and over and 16 and younger. Dec. 15, 2008
6. Deleted "Deductions are tax deductible" statement from article 2 of the Bill of Rights, August 29, 2009.
7. Article 5 fiscal management. Add the wording: Any expenditure exceeding \$200 that is outside of approved annual budget requires membership approval by a majority vote of a quorum.  
Expenditures  
up to \$200 are limited to an annual maximum of \$1000 in aggregate and must be approved by the Board of Directors. The Board of Directors shall have the ability to declare an emergency during an event that is deemed detrimental to the club. The Board of Directors shall be unanimous in their vote to declare an emergency. Once an emergency has been declared, the Board of Directors shall have the authority to spend the necessary funds to minimize further damages or rectify the emergency at hand. Annual audits of treasurer's records should be conducted. The president shall ask for a volunteer to perform this task during the October meeting.  
Article 6 Legislative process. Change the word newsletter to minutes.  
Article 7 Nomination of officers. Change the wording to read: Nomination of officers shall be recognized and accepted from the active voting membership at the October business meeting and  
posted to the membership in the October minutes. Election of officers shall be conducted in the November business meeting of each year. The process of voting shall consist of a majority vote of the active membership present in the November meeting. Where more than one nominee is running for the same position, ballots shall be handed out to the membership present at the meeting for voting

during the meeting. In this situation, two persons shall be appointed by the President during the November meeting to tally votes. Elections by acclamation, where the incumbent or nominee is unopposed, are held at the November meeting and require a majority vote by the quorum.

Section 5.0 Change and add wording to read: No unauthorized persons are allowed beyond the fence that divides the pit area from the spectator area. In the event there is a legitimate reason for a non

AMA member to venture beyond the fence, they must be accompanied by a TCRCC member at all times.

Section 8.0 Regular Meetings. Change and add the wording: The monthly meeting site is at the flying field on the last Saturday of the month. The board of directors may need to schedule the November and December club meeting on a date other than the last Saturday of the month to avoid conflict with

Thanksgiving, Christmas, and New Year's.

Section 12.0 Change to read: The President or the President's designee shall preside at the meetings of the Board of Directors and at the monthly meetings of the active membership. The President is responsible for administration of the TCRCC. It is recognized that Presidential administrative styles

vary from year to year; however, the President sets the course of the Club's activities. The President shall appoint the Section Chiefs each year as outlined in Article V of the Constitution.

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secretary shall assume responsibility for maintaining documents of record for the corporation. The secretary may perform this vital function or may assign a specified individual of integrity with organizational skills for this task.

Section 15.0 Change to read: The Treasurer shall conduct the financial transactions of the TCRCC and shall prepare the annual budget for deliberation and approval by the Board of Directors. The Treasurer shall present the budget to the active membership at the March meeting. At this meeting the membership can request discussion, clarification, and move to amend. The final annual budget shall be voted on during the April business meeting by the membership requiring a majority vote for approval. The Treasurer or the Treasurer's appointee shall maintain a current active membership database for use by the Board of Directors in planning and management of the budget. A new membership application form shall be available when applying for new membership. This data shall help ensure an accurate membership database. The Treasurer shall interface with all government agencies that are necessary to maintain the not-for-profit status.

Section 17.0 Amendments. Change the word newsletter to minutes.

Renumber the by law sections that previously skipped from 13 to 17.

17 will become 14

18 will become 15

19 will become 16

20 will become 17

21 will become 18

22 will become 19

Amendments passed Sept 24, 2011 by a vote of 20 for and 0 against

**8.** August 2013 Fiscal Management amended to clarify the need for membership approval to spend greater than \$200 unless it is part of the approved annual budget or an emergency.

Under Legislative Process clarification that motions to change structure will be accepted "during a monthly club meeting"

Clarification for Delinquent and Active members defining delinquent members and their rights.

Allows them to only fly at TCRCC during a paid event for the period they are delinquent.

**9.** Section 1.0 Membership dues. Updated to the correct dues amount and removed the 60 days

wording from the grace period to reflect a February deadline.

Section 3.3 Honorary Membership. Added Board of Directors to the first sentence for active voting members and removed the word “to” from the last sentence.

Section 14. Added wording that the secretary shall continually provide current and updated copies of all documents, passwords, etc. to the current club President.

**10.** Changed dues structure from \$100 to \$120.00 for voting members, \$60.00 to \$70 for 65 while \$5.00 for 18 and younger remains as is. June 23, 2020.

**11.** Section 7.0 deleted and replaced as shown along with sections 7.0.1, 7.0.2, 7.0.3 and 7.1

***12.*** Changed dues structure from \$120 to \$140.00 for voting members, \$70.00 to \$90 for 65 while \$5.00 for 18 and younger remains as is. October 29, 2022.