

**BY-LAWS OF KINGSTON RADIO CONTROL MODELLERS**

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Updated with amendments and now in effect  
As of November 2004

Bylaws last updated: January 2009

# **Kingston Radio Control Modellers**

## ***Section 1 – By-Laws***

1. Each member of the “Corporation” has 1 (one) vote;
2. The “Corporation” shall be carried on without the purpose of gain for its members and any profits or other accretion to the “Corporation” shall be used in promoting its objects. The interest of a member is **not** transferable;
3. The Directors may pass By-laws to regulate:
  - (a) the admission of members;
  - (b) the fees and dues of members;
  - (c) the issue of membership cards and certificates;
  - (d) the suspension and termination of memberships;
  - (e) the transfer of memberships;
  - (f) the time for and the manner of election of Directors;
  - (g) the appointment and removal of agents, etc.;
  - (h) the time/place for meetings, the quorum at meetings;
  - (i) All other affairs of the “Corporation”.
4. All By-laws must be confirmed at a general meeting;
5. Proposed changes to the By-laws will be provided in written form to be discussed at any given meeting and voted on at the subsequent meeting;
6. **Notice** of time and place of the Annual General Meeting shall be sent **by mail**, 7 (seven) days in advance;
7. The Chairman of a meeting will have a **second vote** to break an equal vote;
8. A duplicate original, or a copy certified under the seal of the “Corporation”, or a charge, mortgage or other instrument of hypothecation or pledge made by the company to secure its securities shall be filed forthwith in the office of the Minister.

Updated with amendments and now in effect  
As of January 2009

**Section 2 – Auditors**

1. At the Annual Meeting, each year, 1 (one) auditor has to be appointed for the ensuing year;
2. Notice of this appointment has to be made to the Minister;
3. Qualification of Auditor:  
Cannot be: Director of the “Corporation”  
Cannot be: Officer of the “Corporation”
4. Annual Audit – The Auditor may attend and be heard at any meeting.

Updated with amendments and now in effect  
As of November 1999

### **Section 3 – Election of Officers**

1. The Annual Meeting for the election of Officers for the next year shall be held on the third Monday of December in each year and notice of the event shall be given in writing to all members at least 7 (seven) days in advance;
2. The Officers of the R/C Club are, President, Vice-President, Secretary, Treasurer, Chief Flight Instructor and Contest Director;
3. All nominations for the Officers referred to in Section 2, shall be by a motion of the members in good standing at the time of voting and present at the meeting called for such a purpose;
4. The election shall be by written ballot and must have a majority vote in each case of the members present and eligible to vote, with each member being entitled to only 1 (one) vote;
5. The President shall appoint two scrutineers' to count the votes and report the results of the ballot;
6. The Officers of the R/C Club must be in good standing (i.e. Club dues and M.A.A.C. must be paid on or before the January meeting);
7. The financial year shall end and the books shall be closed on November 30<sup>th</sup> of each year. The accounts shall be audited and a statement prepared by the Treasurer for review and approval by the membership at the December meeting.

Updated with amendments and now in effect  
As of January 2009

#### **Section 4 – Administration**

##### **Period of Service of Directors:**

1. The President, Vice-President, Secretary, Treasurer, Chief Flight Instructor and Contest Director shall serve for a period from 01 January to 31 December.

##### **Committees:**

2. Members of Committees shall serve such periods of time as decided by the President.

##### **Sanctioning and Approvals:**

3. "Use of the Kingston Radio Control Modellers (KRCM) name or logo in conjunction with any event or promotion, thereby implying that KRCM supports this activity, must be approved by the Club in advance. Member(s) of the Club Executive may provide such approval and then must notify the Club at the next formal Meeting. Those involved in organizing or participating in the activity are responsible for ensuring that all relevant MAAC (especially Safety and Insurance-related) and KRCM requirements are fully met. The Club will not accept any financial obligations resulting from the activity beyond those which may have been approved beforehand."

Updated with amendments and now in effect  
As of December 2007

## **Section 5 – Financial**

### **Membership Fees:**

1. All members of the R/C Club will pay annual dues as follows:
  - a) Junior Member (under 18 years as of 01 January) \$15.00
  - b) Open Member (18 years or over as of 01 January) \$65.00
  - c) Family Membership (Immediate Family Members Only)  
Pay full price for first junior member only, all additional junior memberships are free until they qualify for pilot wings
  - d) Open Member (18 to 25 years of age as of 01 January) and is a student enrolled in full time education and can prove such \$15.00
2. The fee after 01 September is 50% (fifty percent) of the said annual dues.

### **Payment:**

3. All members must pay their dues to the Treasurer on or before the first business day in January.

### **Expenditure Control:**

4. Any member of the R/C Club to whom authority has been granted to commit the R/C Club funds will:
  - a) ensure that the funds are not committed or expended beyond the amount, nor for purposes other than those authorized, and;
  - b) submit a detailed list of expenditures with receipts on a form supplied by the Treasurer.

### **Power of Expenditure:**

5. The President is empowered to authorize all recurring expenditures and all capital expenditures not in excess of \$250.00 (Two Hundred & Fifty dollars) for any one item or project, without the approval of the membership.

Updated with amendments and now in effect  
As of November 2005

### **Section 6 – Conduct of Meetings**

1. The Annual and Monthly Business Meetings shall be conducted in a manner following normal Parliamentary Procedure;
2. The meetings will take the following form:
  - Call to order;
  - Reading of the minutes of last meeting;
  - Financial reports;
  - Old business (report of any committees);
  - New business (from the agenda and from the floor);
  - Adjournment;
  - Intermission;
  - Workshop.
4. Voting shall be done by a show of hands by the members present and then a count of proxy votes, if any.

Updated with amendments and now in effect  
As of November 1999

### **Section 7 – Field Rules**

1. All persons flying at the Kingston Radio Control Modellers Flying Club site must be a current member of M.A.A.C. (for Americans – A.M.A.) and must be able to show proof;
2. The M.A.A.C. safety code and safety guidelines for field operations are the standards of operation of the Kingston Radio Control Modellers Club;
3. Flying or running of engines will not occur prior to 8 (eight) a.m. Monday through Friday inclusive and not prior to 9 (nine) a.m. Saturday and Sunday with the exception of special events which shall start no earlier than 8 (eight) a.m.;
4. The maximum number of radio control fliers shall be 5 (five) at one time unless operating under the rules of specific discipline (i.e. R/C Combat);
5. No engine shall exceed 98 DBA measured with engine at maximum RPM at a distance of 10 (ten) feet from the muffler;
6. All transmitters and receivers operating in the 72Mhz band (channels 11 through 60) must be narrow-band. These transmitters, as well as any which operate on other MAAC-approved channels, such as Amateur Band and 27 MHz, must be kept in the impound when not in use. Spread spectrum transmitters are not required to be impounded;
7. Operating instructions for the frequency boards will be located adjacent to the boards;
8. **All** members should report safety-related items to the Executive;
9. Any permanent changes to the field shall be approved by the field owners.

Updated with amendments and now in effect  
As of November 2007

**Section 8 – Test for M.A.A.C. “A” Wings**

All student members shall complete the K.R.C.M. training program and demonstrate the safe operation of his/her model by passing the test for M.A.A.C. “A” Wings.

**Note:** This test is described in the K.R.C.M. Flight Training course manual. The latest copy of which is available from any Club instructor or the Executive.

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***Section 9 – The Instructors role and test requirements.***

K.R.C.M. members designated as instructors shall have a complete understanding of the K.R.C.M. and M.A.A.C. rules, the K.R.C.M. R/C Flight Training Course teaching procedure and complete the test for Instructors Wings as outlined in the K.R.C.M. Flight Training course part II "Flight Training, the Instructors Role".

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### **Section 10 – Duties of the Executive**

1. The **Executive** is responsible for the chairing of the Annual and Monthly business meetings;
2. The **President** is responsible for the coordination of all events, meetings and activities of the R/C Club;
3. The **Vice-President** is responsible for the newsletter, coordination of workshops at monthly meetings and will act as President when the President is indisposed and liaise with M.A.A.C. and all other clubs;
4. The **Secretary** is responsible for the recording of the minutes of the Annual and Monthly business meetings. He/she is required to present the minutes of the previous meeting orally to the members. He/she is the custodian for all correspondence and shall be supplied with a copy of all R/C Club correspondence;
5. The **Treasurer** is responsible for the care of the funds belonging to the R/C Club, for the collection of dues and other accounts receivable and disbursements under the R/C Club By-laws. He/she is also responsible for a verbal monthly financial report and a written annual financial report;
6. The **Contest Director** is responsible for the organization of our “Annual Father’s Day Fun Fly Competition”.
7. The **Chief Flight Instructor** (C.F.I.) is responsible for:
  - Evaluating and testing the Flight Instructors
  - Briefing and registration of new students
  - Assigning Students to Flight Instructors
  - Monitoring all flight training ensuring that the K.R.C.M. Flight Training Course program is followed
  - Testing and evaluating Students for the M.A.A.C. “A” Wings, signing and issuing of M.A.A.C. “A” Wings certificate
  - Keeping a permanent record of all Students that receive the M.A.A.C. “A” Wings
  - Reviewing and maintaining the K.R.C.M. Flight Training Course manual, in conjunction with other Flight Instructors
  - Leading, training, coaching the Flight Instructors

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