

EAST COAST SWAMP FLYERS R/C CLUB, INC.

By-Laws

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Article I. - Name

The name of this corporation shall be the East Coast Swamp Flyers R/C Club, Inc.

Article II. - Purpose

The purpose of this corporation is to promote the safety and enjoyment of model aircraft building and flying and to establish, equip, and maintain a site for flying of model aircraft.

Article III. - Flying Field Regulations

The corporation shall institute regulations governing discipline and procedures to be followed at the flying site. A committee shall be formed to prepare Flying Field Regulations. The membership must be notified at least two (2) weeks prior to the business meeting in which the Amendment is to be voted upon. A simple majority vote of the membership present at this business meeting is required for approval. Approved changes to the Flying Field Regulations will be incorporated in these By-Laws and published on the ECSF web site (<http://www.swampflyers.org/by-laws/by-laws.htm>) and at the flying field before the next business meeting.

All members must read, understand, and follow the Flying Field Regulations for the safety of spectators and members alike. Any infringement of these regulations will be subject to action as set forth in Article XI.

Flying Field Regulations

1. Flying field hours:
 - a. Electric powered aircraft may fly any time during daylight hours
 - b. Fuel powered aircraft may fly:
 - Mon-Fri: 10:00am until dusk
 - Sat: 10:00am until dusk
 - Sun: 11:00am until dusk
 - Note: On Sunday, four stroke engines only may start at 10:00am.
 - c. Night flying: aircraft may be flown after sunset provided that:
 1. The aircraft is electric powered
 2. The aircraft is outfitted with sufficient lighting for safe piloting
 3. The pilot has at least one other member present
2. Frequency Control System
 - a. Narrow band transmitters only are to be operated at the field. Transmitters will be clearly marked with the owner's name.
 - b. The frequency control system consists of an impound box, a frequency control board with clips for each frequency and a Taxi Way slot.
 - c. All transmitters except those broadcasting on the 2.4Ghz band will be placed in the impound box whether they are to be used or not.
 - d. When a pilot is waiting to fly, he will clip his current AMA card in the back of the Taxi Way slot, located on the bottom right of the frequency board. The pilot whose card is in front is next in line to fly. If the frequency of the pilot next in line to fly is already in use, the pilot immediately behind him shall proceed.
 - e. When a pilot is ready to fly, he will clip his AMA card in the frequency slot corresponding to his transmitter before activating the transmitter. (Radios using the six meter band have their own frequency flags.)
 - f. A maximum of four (4) aircraft will be permitted to fly at any time, with the exception of special formal club events (combat, fun fly etc.)
 - g. Each member is responsible for his card and will not place or remove the card(s) of other members. Exceptions to this rule may be made at official club functions where a member may be delegated to manage the Frequency Control System.
 - h. To avoid delay and frustration, pilots are expected to be ready to fly when their current AMA card is in the "next to fly" position. When the flight is complete, the pilot will promptly return his transmitter to the impound box and remove his AMA card from the frequency board.
 - i. Frequency channel numbers and red ribbons must be displayed on non-2.4Ghz transmitters at all times.
3. Flying will be within the designated field boundaries. (See attached map.)
4. No flying is permitted over or behind the flight line. (See fig 1.)
5. Effective April 1 2014, all pilots are to wear on their person an ECSF issued membership badge at all times while at the field. The badge will display the member's name, AMA# and a date tag or label that shows the individual is a current member in good standing. Members who do not display their badge

will not be allowed to fly. New members and/or those who have lost their badge will be issued a temporary badge that is good until their permanent badge is received. Members displaying the temporary badge are to be considered Student Pilots, unless the badge is signed by an official club Flight Instructor or Club Officer, and must abide by the ECSF rules for Student Pilots.

6. All pilots are to stand in a pilot's station for the duration of their flight.
7. All take-offs and landings will be at least twenty (20) feet from the pilot line. Pilots must announce loudly their intention to do either. Planes on final approach have the right of way.
8. Only pilots and spotters are allowed on the pilot line. Non-flying guests and visitors are allowed only as far as the pit area and must remain behind the wooden telephone poles at all times.
9. Spotters are recommended for each aircraft when more than two (2) aircraft are in the air.
10. Students will not fly without a certified instructor as their copilot.
11. All fliers must openly display the current punched AMA card.
12. Mufflers are mandatory on engines of .09ci and larger.
13. AMA approved nuts or spinners must be used at all times.
14. Two (2) or more members may declare a plane unsafe to fly. The plane shall remain grounded until it is safe to fly.
15. A member may bring a guest but will be responsible for the guest while the guest is at the field. The guest must be advised of these regulations and agree to follow them. A guest is allowed three (3) visits a year in which he may fly.
16. Every effort must be made by members present to locate a lost plane. Contact a club officer in case of difficulty in retrieving a lost plane.
17. Members are expected to take away with them everything they bring to the field. Leave no litter. The burning of garbage or destroyed aircraft is prohibited.
18. Avoid spilling fuel. Collect overflow in a spare fuel tank (preferred), other suitable container or soak into a paper towel and remove from the field.
19. Model aircraft pilots will not operate model aircraft while under the influence of alcohol or while using any drug which could adversely affect the pilot's ability to safely control the model. Alcohol shall not be allowed in the pit area of the field during regular flying hours as defined in Article III Item 1 of these bylaws. Illegal drugs are not allowed at the flying site.

Any pilot in Violation of this Safety code shall have his or her membership immediately suspended and his or her membership status vote brought up at the next business meeting

20. In the event of damage to personal property, members involved are expected to arrange restitution between/among themselves.

Article IV. - Membership

1. Members

Membership of this corporation will be open. To be a full member, an individual must be at least nineteen (19) years old. A junior member must be under the age of nineteen (19). Members have the right to attend all meetings and participate in social as well as business functions of the club. To qualify for membership in this club an applicant must be a member of the AMA.

2. Membership Application.

An individual wishing to join the corporation will:

- a. Read and understand the By-Laws and acknowledge same.
- b. Complete the Application/Renewal Form and submit it to the Club Treasurer.
- c. Attend the next club meeting, if possible, when a vote will be taken on the acceptance, or not, of the applicant. An applicant must receive a simple majority of the members present to become a member. Applicants shall be asked to leave the room during the vote on his (their) membership. The applicant will be advised orally or, if not present, in writing of the results of the vote.
- d. All new members are required to pass and adhere to the AMA Training Test and Guidelines administered by the Head Flight Instructor, or his appointed delegate.

A new applicant for Full membership shall pay, in advance, a one-time initiation fee of fifty five (55) dollars plus seven (7) dollars for each remaining month of the calendar year. An applicant for Junior membership shall pay a fee one and a half (1.50) dollars for each remaining month of the calendar year. In addition, spouses of Full members shall be assessed the same fees as a Junior member.

Full members who return after an absence shall remit the full annual fee of eighty four (84) dollars, as well as any assessments incurred by the membership during that absence, in order to reinstate their membership for the remainder of the current calendar year.

Upon reaching nineteen (19) years of age, a Junior member has the option to become a Full member either immediately, or at the next renewal. If they so choose to become a Full member immediately, they shall be assessed the Full member initiation fee of fifty five (55) dollars and a fee of three and a half (3.50) dollars per month remaining in the calendar year. If the Junior member elects to wait until the next renewal, they are obligated to remit the Full member dues of eighty four (84) dollars, plus the fifty five (55) dollar initiation fee to the Treasurer, no later than December 31 of the current calendar year.

Junior members that have been in good standing for two or more years will have the initiation fee waived when ascending to Full membership. Junior members that are full time day students in an accredited university or college may elect to maintain their Junior status and fee level until they graduate. The Junior member shall remit their dues and a photocopy of a valid student ID card or current tuition bill to the Treasurer no later than December 31 of the calendar year.

An applicant may withdraw at any time and any money advanced will be refunded. Money advanced by an applicant who is not accepted by the corporation will also be refunded.

New members, upon acceptance, will receive a temporary badge with their name and AMA #. This badge must be worn at all times when at the field. Members with temporary badges are considered student pilots until signed off by a designated Flight Instructor or Club Officer. Upon being signed off and cleared to fly solo, the Instructor administering the test will sign the member's badge and notify the Treasurer that the member has passed the required flight testing and to issue a permanent membership badge.

Article V. - Meeting and Voting Procedure

1. Meetings

A business meeting will be held monthly on the third (3rd) Wednesday of the month at 7:00 p.m. A Board-of-Directors meeting will be held on the second (2nd) Wednesday of the odd months at 6:30 p.m. Should the normal meeting place not be available, members will be notified of the alternate meeting location orally or in writing by an officer of the corporation.

Meetings shall be conducted in an orderly and decorous manner.

The President or Vice-President and the Secretary must be in attendance at any business or Board-of-Directors meeting. If the Secretary is unable to attend, the presiding officer shall delegate another officer, or member, to record the minutes of the meeting.

A quorum of at least two (2) officers and eighteen (18) members must be present in order to conduct business.

The presiding officer will call the meeting to order at the appointed time and will follow an agenda in the following order:

- Old business to include minutes of the previous meeting(s)
- Treasurer' Report

- New business put forward by any member.
- Other items of interest.

The presiding officer shall maintain order and control discussion of agenda items so that any member wishing to speak has the opportunity to do so without interruption. Members who repeatedly speak out of turn or in other ways disrupt the discussion may be asked to leave the meeting.

The presiding officer will end the meeting upon a majority vote in favor of approving a motion to close.

An officer of the corporation may call a special meeting of the members no sooner than seven days after the membership has received notification of the meeting by oral, written or electronic media.

2. Voting Procedure

Each full member shall have one (1) vote. Votes will be decided by a simple majority of the members present. Motions shall be discussed before a vote is taken. Motions may be voted on at the meeting wherein presented or at a following meeting.

Article VI. - Dues, Assessments, and Penalties.

1. Dues

Dues for the following year shall be paid by December 31st. Failure to pay dues by April 1st of the following year will result in termination of membership.

Annual dues for full members, if paid before December 31st, shall be \$84.00. Dues paid after December 31st, shall be \$129.00. Annual dues for junior members / spousal members, if paid before December 31st, shall be \$18.00. Dues paid after December 31st, shall be \$24.00.

Members must fill in an Application/Renewal Form each year and submit it to the Secretary with the coming year's dues.

2. Assessments

Proposed assessments will be presented to the members in writing two (2) weeks prior to a vote for approval. An eighty (80) percent plurality of the members present and voting is required for adoption.

3. Penalties

A member delinquent in payment of an assessment will be notified of loss of membership if he has not paid the assessment within thirty (30) days of

notification of the assessment. Notification shall be in writing to his or her current or last known address.

Article VII. - Emergency Fund

The establishment of an emergency fund will be maintained and monitored by Treasurer. The guidelines for this fund are:

1. Ten percent (10%) of the yearly dues collected by the club will be put into the emergency fund.
2. Up to Five Hundred (500) dollars can be spent by the emergency committee without membership vote. However, one of the following must be present in order to use any of the funds without membership approval:
 - a. The road or bridge is impassable.
 - b. The field is unflyable.
 - c. The frequency control board is not functional.
 - d. The clubhouse or storage shed have sustained damage or vandalism

Article VIII - Officers, Directors, Elections & Vacancies

1. Officers

The officers of the corporation shall be President, Vice-President, Secretary, Treasurer and Safety Officer. Terms of office shall be two years. The officers shall perform duties customary to their office and in particular as follows:

President- Presides at club meetings, is an ex-officio member of all committees and appoints a sergeant-at-arms if necessary.

Vice President- Assumes the duties of the President if the President is absent. Assists and represents the President when so directed.

Secretary - Keeps a record of the proceedings of all meetings, maintains an official membership email contact list, notifies members in writing or by electronic media of special meetings, records the number present at each meeting, maintains custody of all documents, records, reports and communications connected with the business of the corporation with the exception of those pertaining to the Treasurer and conducts the correspondence of the corporation. Maintains and updates the by-laws and field regulations.

Treasurer - Receives moneys pertaining to the corporation, pays bills, presents financial reports at business meetings, maintains a balance sheet and other pertinent records and files tax returns as required by law. Maintains a membership roster. Sends, receives and processes all membership renewals and applications

Safety Officer - The Safety Office/Field Marshall shall be responsible for the overall safety environment at the Flying field. He has the responsibility and the authority to bar individuals with the agreement of another officer, whether club members or not, from using or continuing to use the club flying field if they do not adhere to the AMA and club Safety rules and procedures. Any person so barred from the use of the flying field may not fly from the club field until arrangements have been made with one or more of the club officers to correct the unsafe situation that caused him to be barred.

Directors - Three (3) directors will serve on the Board-of Directors with the corporate officers and will attend meetings of the Board. They will advise and assist the officers in their duties as requested. The terms of duty are two years.

Sergeant at Arms- A Sergeant(s) at Arms may be appointed at any time it is considered necessary. His (their) duty will be to maintain order and to prevent physical injury between persons during Club activities.

Statutory Agent- Though not an officer of the corporation, there shall be a Statutory Agent for service, as required by law, to perform the duties and responsibilities as set forth by the Statutes of the State of Connecticut.

2. Elections

Elections of officers and directors will be held every November of even numbered years. Nominations will be submitted at the October meeting. Installation of officers will occur during the January meeting following their election.

Elections shall be by written vote of those members present. A simple majority of those voting will prevail.

3. Vacancies

A vacancy of office shall be filled by a vote of the membership following written or electronic notification of a special election. The person elected shall serve until the end of the term for which his predecessor was elected. Any officer of the corporation may be removed for cause.

Appropriate notice of all vacancies and replacements will be filed with the Secretary of State for Connecticut

Article IX - Committees

Committees shall be formed from the membership on a voluntary basis and shall operate according to the authority vested in them.

Committees shall appoint their own chairman. Committee chairmen and/or committees will attend board meetings when requested.

Article X - Amendments

Proposed amendments to the {by-laws} must be presented in writing or by electronic media two (2) weeks prior to any vote for change. An eighty (80) percent plurality of members present is required for adoption of the proposed amendment.

Article XI - Discipline

Members and officers shall conduct themselves and perform their duties in a competent and courteous manner.

Any member may recommend that another member be suspended or expelled for gross misconduct or negligence. The accusation of improper conduct must be presented in writing to an officer of the corporation. The accused member will be given written notification of the alleged offense and the name of the accuser two (2) weeks prior to a hearing to take place at the next business meeting. In all cases of a disciplinary nature, a vote of the membership shall be required. Once the accused has been afforded a hearing, a vote will be taken by written ballot. A plurality of eighty (80) percent of the members present and voting is required for approval.

Article XII - Volume

At no time shall a decibel limit be set until such time that the town or the property owner requires a limit. There is a requirement for mufflers in Article III.

Article XIII. - Helicopter Regulations.

1. Helicopter Training Area Regulations:
The designated helicopter training area, located at the south end of the field is to be used for trimming the helicopter, and for all pilots learning to fly helicopters. When utilizing the training area, pilots are not allowed to fly the helicopters outside the designated helicopter training area. No helicopter pilot is ever allowed to fly their helicopter out of the designated helicopter flight area and enter the fixed wing airspace.

2. Helicopter Fixed Wing Airspace Regulations:

Helicopter Pilots that want to fly their helicopter in the fixed wing airspace must follow the following rules:

- a. Helicopter pilots must be capable of the nose-in hover maneuver.
- b. Helicopter pilots must stand in the far-left pilot station.
- c. Helicopter pilots must physically place their helicopter on the designated helicopter take-off and landing pad which is located (25' to the left & 10' forward) of the far-left pilot station. The Helicopter pilot must then return to the far-left pilot station, call out "take-off", and enter the pattern of flight.
- d. When landing, helicopter pilots must land their helicopters on the same take-off and landing pad.

In order for two helicopters to fly in the fixed wing airspace at the same time, the below conditions and rules must be followed:

- e. There must be no fixed wing aircraft with the intent to fly. "Intent" means that a fixed wing pilots AMA Card must be in their designated frequency slot on the frequency board, and their plane must be ready for flight.
- f. One of the two helicopter pilots must utilize the far left pilot station and the other helicopte pilot must utilize the far right pilot station.
- g. The helicopter pilot utilizing the far right pilot station must physically place their helicopter on the designated helicopter take-off and landing pad which is located (25' to the right & 10' forward) of the far-right pilot station. The Helicopter pilot must then return to the far-right pilot station, call out "take-off", and enter the pattern of flight.
- h. When landing, helicopter pilots must land their helicopters on the same take-off and landing pad.
- i. As soon as there is a fixed wing aircraft with the intent to fly, helicopters may only be flown from the far left pilot station when flying in the fixed wing airspace.

Article XIV:

In accordance to Article II of the bylaws, the use of our flying field is for Aircraft only. At no time will it be used as a shooting range. This includes any type of firearm (rifle or hand gun), bow and arrow, or crossbow or any weapon that can launch a projectile that can cause serious personal or fatal injury. Any member who discharges a weapon at the field for any reason will forfeit their membership for a period of one year without exception. During the year period the member will not be allowed on the property in any capacity. Permanent termination of the member's membership may also be put to a vote in accordance with Article XI of these Bylaws.

CHANGE LOG

July 2011 -Article III, Field Regulations – added impound exemption for 2.4Ghz transmitters

March 2012 – Article VI – increased membership late fee from \$16 (\$100 annual) to \$35 (\$129 annual)

August 2012 – Article III ,Item 18 – changed from “No alcoholic beverages are allowed at the flying site” to “ Model aircraft pilots will not operate model aircraft while under the influence of alcohol or while using any drug which could adversely affect the pilot’s ability to safely control the model. Alcohol shall not be allowed in the pit area of the field during regular flying hours as defined in Article III Item 1 of these bylaws. Illegal drugs are not allowed at the flying site. Any pilot in Violation of this Safety code shall have his or her membership immediately suspended and his or her membership status vote brought up at the next business meeting”

Nov 2013 – Article III & IV – added requirement post 4/1/2014 for all members to wear badges at the field. Updated bylaws throughout to reflect current technology, correct spelling, grammar etc. Added bridge and clubhouse to emergency fund exceptions, added requirement to use flight stations. Complete document of changes available from the Secretary as “ECSF bylaws 2014 proposal.pdf”1 – safety off