

**BAYOU CITY FLYERS CONSTITUTION and BYLAWS**  
As of January 9, 2021

**ARTICLE I: NAME, LOCATION and STATUS**

SECTION 1: The name of this club shall be: BAYOU CITY FLYERS and hereinafter be referred to and designated as BCF.

SECTION 2: The principal location of the club shall be Houston, Texas with its flying field located in George Bush Park, West Houston. (Mailing address: 17260 Westheimer Pkwy., Houston, Texas 77082) Geographic coordinates: LONGITUDE: 95° 42'09.62"W, LATITUDE: 29° 43'47.84"N.

SECTION 3: The BCF club shall maintain a 501(c)(3) non-profit status.

SECTION 4: The club shall be and remain an ACADEMY OF MODEL AERONAUTICS (AMA) chartered club (AMA Charter 901).

SECTION 5: The Academy of Model Aeronautics (AMA) Safety Code and all amendments thereto, shall be adopted by the club in both intent and principle.

**ARTICLE II: PURPOSES**

SECTION 1: To promote interest in the hobby and sport of Radio Control(R/C) Model Airplanes.

SECTION 2: To secure and maintain a suitable flying site/field.

SECTION 3: To encourage assistance, cooperation, and interchange of ideas and techniques of radio control model building and flying among members.

SECTION 4: To promote education, safety, proficiency, and competitive sportsmanship in flying radio control model airplanes.

**ARTICLE III: MEMBERSHIP**

SECTION 1: Any individual who indicates an interest in the building or flying of model aircraft or in furthering the purposes of the club shall be eligible for membership. There shall be FOUR (4) classes of membership in the club.

- A. OPEN MEMBERSHIP: A person shall be eligible for Open Membership if he or she: Is of the age of 18 years or older as of 1 July, and:
1. Is a member of the ACADEMY OF MODEL AERONAUTICS (AMA).
  2. Pays to the Club Treasurer (or other Club Officer) the club initiation and/or dues as set forth in the By-Laws.

3. Completes a club membership form, and agrees to abide by the Club Constitution, By-Laws, and Standing Rules.
  4. The number of Open Memberships shall be unlimited.
- B. FAMILY MEMBERSHIP: Family memberships are available for those families having more than one flying member, and are designed to promote family participation. A person shall be eligible for a Family Membership if he or she meets all requirements of an Open Membership as stated above in Article III, Section 1, A.
1. The number of Family Memberships shall be unlimited.
- C. JUNIOR MEMBERSHIP: A person shall be eligible for Junior Membership in the club if he or she meets the requirements of an Open Membership as stated above in Article III, Section 1, A., and with these variances:
1. Is less than 18 years of age as of July 1st.
  2. Is sponsored by a current Open Member.
  3. Completes a club Membership Form which includes a parent or guardian's signature.
  4. The number of Junior Memberships shall be unlimited and have a reduced dues fee.
- D. LIFE MEMBERSHIP: Life Memberships are provided to those individuals desiring to demonstrate their support for the furtherance of model aviation by investing in the goals of the club and the endeavors of the club membership. A person shall be eligible for a Life Membership if he or she meets all the requirements of an Open Member as stated above in Article III, Section 1, A.
1. Life Members shall pay a one-time fee as stated in the By-Laws and thereafter shall never pay another dues or fees. All Life Members are required to submit an annual application showing their AMA Number and any changes to address and telephone number.
  2. Life Memberships are non-transferable.

## **ARTICLE IV: RIGHTS OF CLUB MEMBERS**

### **DEFINITIONS**

'Visitor' - is a non-BCF member flyer

'Guest' - is any person accompanying a BCF club member or visitor.

'Spectator' - is any person unable to produce a current AMA membership card.

**SECTION 1: OPEN MEMBERS:** Open Members shall be entitled to all rights of club membership, including the right to vote and hold club office. All Open Memberships shall entitle all of the member's immediate family to use of the club flying site, and other club facilities as may from time-to-time be provided, except flying privileges, unless the Open

Member has a "Family Membership" as explained in Section 2 below. "Immediate Family" shall include: Member's spouse, and unmarried children living in the same household.

- A. The Open Member shall be responsible for the conduct of family members when they are in attendance at club functions or at the club flying site.

**SECTION 2: FAMILY MEMBERSHIPS:** Family Memberships shall entitle all "AMA registered flying members" of the immediate family to all the rights of club membership, including the right to vote. To hold a club office, the family member must meet the age requirements of an Open Member. All Family Memberships shall also entitle all of the members, non-AMA registered, immediate family to use of the club flying site and such other club facilities as may from time-to-time be provided. "Immediate Family" shall include: member's spouse, and unmarried children living in the same household.

- A. The sponsoring Member shall be responsible for the conduct of family members when they are in attendance at club functions or at the club flying site.

**SECTION 3: JUNIOR MEMBERS:** Junior Members shall be entitled to all the rights of club membership except those of holding club office.

- A. Junior Memberships shall not be deemed "Family Memberships." Parents, family members, shall be deemed guests, as defined in the By-Laws.

**SECTION 4: Life MEMBERS:** Life Members shall be entitled to all the rights of club membership as stated under Article IV, Sections 1 and 2.

- A. Life Members shall be recognized by a specially provided laminated ID name badge with their AMA License Number, and special recognition items as may be provided by the club from time to time.

## **ARTICLE V: RESIGNATION, TERMINATION, DISCIPLINARY ACTION, EXCLUSION, EXPULSION and REINSTATEMENT**

**SECTION 1:** Any member in good standing may resign their membership by giving notice in writing to the Executive Committee.

**SECTION 2:** If any member ceases to have the qualifications necessary for membership in AMA or the club, their membership shall thereby terminate, subject to reinstatement upon restoration of eligibility.

**SECTION 3:** Any individual may be expelled from membership by a two-thirds (2/3) (currently 4 of the 5) majority vote of the Executive Committee if, in the Executive Committee's determination, such individual willfully commits any act or omission which is in violation of any terms of the AMA Safety Code, club Constitution and Bylaws, or Standing Rules. Expulsion from membership is subject to the following procedures and rights.

- A. The member shall be personally notified by the club President of their alleged misconduct or omission at least thirty (30) days before any action is taken by the Executive Committee to either suspend or revoke membership. This notification shall include the date, time, and place where action is to be considered by the Executive Committee.
- B. All members shall have the right to appear before the Executive Committee to defend their alleged actions. If, upon review of the conduct and circumstances, the Executive Committee finds that expulsion or disciplinary action is required, the general membership shall be notified. At the next regular meeting, the conduct, circumstances, and recommended disciplinary action (membership suspension or revocation) will be presented to the membership.
- C. Any member who is expelled from membership may be reinstated to membership only by a two-thirds (2/3) majority vote of the Executive Committee.

## DISCIPLINARY PROTOCOL

### FIRST NOTICE OF SAFETY VIOLATION

Verbal warning issued. Without using names, all type of events will be discussed and minuted during Safety Report of the next Club Meeting.

### SECOND NOTICE OF SAFETY VIOLATION

Written warning issued by Safety Committee. Accused has the right to a written rebuttal to be reviewed by the Executive Committee. If Executive Committee so decides, the flying privileges of the member will be suspended for thirty (30) days. The details of the offense as well as the offenders name will be disclosed during the Safety Report of the next Club Meeting.

### THIRD NOTICE OF SAFETY VIOLATION

In the event a third violation is encountered within a two-year period, the Executive and Safety Committees shall notify the accused in writing of the pending expulsion protocol. The Agenda for the next meeting will include a New Business item " Potential Expulsion of Club Member", without naming the party involved.

A member may be expelled from the Club only upon a two-thirds (2/3) majority vote of the membership present at the meeting. Voting will be by secret ballot at a regular monthly meeting, results reported as a POST MEETING NOTE to the Minutes.

Said expulsion will last for a one-year (minimum) period, after which the expelled member may reapply for membership.

NOTE: Any member receiving a Notice of Safety Violation who directs any retaliation action against the person raising the violation, or any member of the Executive or Safety Committee, will be subject to immediate expulsion from the Club. This is to include threats, intimidation, physical harm, intentional equipment damage, or any other action deemed retaliatory by the Club Officers.

## **ARTICLE VI: DUES AND FEES**

SECTION 1: The Executive Committee shall set initiation fees, special assessment fees, and dues for all classes of membership. Any member who fails to pay either the fees or annual dues within thirty (30) days after they are due and payable shall be dropped from the membership rolls. Fees and dues are further explained under the Standing Rules of the Bylaws.

## **ARTICLE VII: CLUB OFFICERS AND COMMITTEES**

### **SECTION 1: CLUB OFFICERS:**

The officers of the club shall consist of a PRESIDENT, VICE-PRESIDENT, SECRETARY, TREASURER, and one position AT-LARGE. All of the officers shall be elected except for the person AT-LARGE who is appointed by the President.

### **SECTION 2: NOMINATIONS and ELECTIONS:**

- A. At the OCTOBER meeting the President shall appoint a Nominating Committee consisting of three (3) members to recommend officers for the next year. At least one (1) member of the Nominating Committee shall not be a current officer of the club.
- B. At the NOVEMBER meeting, the Nominating Committee will make its report to the membership and such report shall be recorded in the club minutes, but a vote shall not be called at this meeting.
- C. At the DECEMBER meeting, the names placed in nomination shall be read to the members and a vote called. Before each office is voted upon, the President shall call for other nominations from the membership. All elections shall be either ballot, or motion and majority vote. The candidate receiving the largest number of votes shall be considered elected to fill the office. A motion and majority vote may instead be made to accept the approved nominations, as presented and/or amended, for the club office positions.
- D. The elected officers shall be installed at the JANUARY meeting and immediately qualify and serve until their successors are installed as herein stated.
- E. Each outgoing officer shall transfer all documents and information to their successor and inform that person of any requirement(s) necessary to fulfilling the responsibilities of that position. Maintaining continuity of knowledge and club business is essential during the election and change over process.

SECTION 3: THE PRESIDENT: It shall be the duty of the President to preside at all meetings and meet with all committees or action groups, as his convenience permits.

- A. The President may sign written contracts and obligations which are approved by the club, and perform such other duties as necessary to promote the continuation and well-being of the club.

- B. The President may appoint members to fill unexpired terms of officers who vacated their offices, except the office of the President, which shall be filled by the Vice-President as herein stated.
- C. The President shall administer the Membership Committee.

SECTION 4: THE VICE-PRESIDENT: The Vice-President shall, during the absence or disability of the President, act in the President's stead. In the event of the resignation, retirement, incapacity or death of the President, he shall become President for the unexpired term of office.

- A. The Vice-President shall plan, direct, and administer all field and competition activities, special programs, and social functions.
- B. The Vice-President shall administer the club Safety Program. He shall appoint, with Executive Committee approval, at least four (4) Open Members to serve as recognized Field Safety Officers. At least some Field Safety Officers shall be part of the Safety Committee and all will be provided unique means of recognition, i.e., Safety Officer Hats, Jackets, Armbands, etc.
- C. The Vice-President shall administer the Instructor Committee.

SECTION 5: THE SECRETARY: The Secretary shall record and report minutes of each meeting, and maintain accurate records of all club matters including the club membership roster. He shall coordinate all reports by committees or action groups as directed by the President. The Secretary shall coordinate and administer the club awards and recognition programs.

SECTION 6: THE TREASURER: The Treasurer shall keep accurate financial records, be responsible for all funds collected and disbursed, and keep club funds in a commercial bank account under the club name as designated by the Executive Committee. The Treasurer shall file the renewal forms for the club AMA Charter and AMA Insurance, and file the renewal forms for State of Texas franchise tax exemption for the club as a non-profit, 501(C)(3).

- A. The club shall have a fiscal year of January 1st to January 1st.
- B. The Treasurer shall report the financial condition of the club at each regularly scheduled meeting, and provide a detailed accounting and bank statement bi-annually to the Executive Committee for publication to the general membership.
- C. Funds shall be disbursed only by approval of the Executive Committee or by membership vote approval, with all disbursements being duly recorded.

SECTION 7: THE WEBMASTER: The Webmaster shall direct and manage the layout and content of the Bayou City Flyers website . He shall coordinate with the Executive Committee for timely announcements of club business, events, and other news.

SECTION 8: THE OFFICER AT LARGE: The Officer At Large (usually the Past President) shall be selected and appointed by the Executive Committee. He will assist in the club's

direction, goals, and objectives by providing experienced advice to the Executive Committee.

**SECTION 9: THE EXECUTIVE COMMITTEE:** The Executive Committee shall consist of the PRESIDENT, VICE-PRESIDENT, SECRETARY, TREASURER, and one position AT-LARGE. The Executive Committee shall direct the affairs and business of the club. The work, developments, and coordination of all other committee's or action groups are subject to approval of the Executive Committee.

**SECTION 10: THE MEMBERSHIP COMMITTEE:** The Membership Committee shall consist of the President, Secretary, Treasurer and two (2) other Open Members, both of whom shall be appointed by the President.

- A. The Membership Committee shall develop a standardized membership application form, review all membership applications, and administer membership activities and participation.
- B. They shall provide a Membership Roster to the Executive Committee as required, and make rosters available to the general membership.

**SECTION 11: THE INSTRUCTOR COMMITTEE:** The Instructor Committee shall consist of the Vice-President, one (1) other member of the Executive Committee and at least two (2) Open Members approved by the Executive Committee to be Flight Instructors.

- A. The Instructor Committee shall provide flight instruction and education of the sport to new members and beginning flyers as required. They shall develop and administer a standardized pilot certification program with the objective of producing safe and competent solo flyers.
- B. As recognition for their many hours of assistance to other members, these instructors shall not be required to pay club annual dues. Additionally, Club Flight Instructors will be provided unique means of recognition, i.e., Flight Instructor Hats, Jackets, Patches, etc.

**SECTION 12: THE SAFETY COMMITTEE:** The Safety Committee shall consist of the Vice-President, one (1) other member of the Executive Committee, and at least two (2) other Open Members appointed by the Executive Committee to be Safety Officers.

- A. The Safety Committee shall coordinate with all BCF Safety Officers to ensure that the Dick Scobee Memorial Field safety rules are being adhered to by ALL flyers using the field. They will ensure that infringements are recorded and addressed as necessary.
- B. As recognition for their many hours of assistance to other members, these Safety Officers shall not be required to pay club annual dues. Additionally, Club Safety Officers will be provided with unique means of recognition. i.e., Safety Officer Hats, Jackets, Patches, etc.

SECTION 13: OTHER COMMITTEES/ ACTION GROUPS: The Executive Committee shall appoint such other committees and action groups as may seem necessary or desirable to conduct club business and activities.

## **ARTICLE VIII: MEETINGS AND VOTING QUORUMS**

SECTION 1: Regular meetings of the club shall be conducted on the First Saturday of each month, at such time and place as the Executive Committee may, from time-to-time designate.

SECTION 2: A quorum (10% of voting-eligible club members), shall be necessary at any club meeting to transact business. A majority vote of the quorum shall be required for motion/business approval.

SECTION 3: ROBERTS RULES OF ORDER shall be the official conduct guide for meetings.

SECTION 4: A meeting agenda shall be coordinated by the Secretary, in advance of each regular meeting. Any member wishing to have a specific topic discussed during the meeting shall contact the Secretary no later than one (1) week prior to the meeting date.

## **ARTICLE IX: CHANGES IN THE CONSTITUTION AND BY-LAWS**

SECTION 1: The Constitution, By-Laws, and Standing Rules may be changed or amended by a majority vote of a quorum present at any regular meeting of the club provided that the proposed change(s) were read to a quorum of club members attending the last or previous meeting.

SECTION 2: Any change shall be noted by an asterisk (\*) and date of change at the appropriate place in the Constitution or By-Laws where the change is made. An original copy of the Constitution and By-Laws, together with a Record of Change, shall be maintained by the Secretary. The constitution and/or By-Laws shall be completely revised or updated whenever 25% of either document has been changed or amended.

## **STANDING RULES TO THE BYLAWS OF BAYOU CITY FLYERS**

### **A. Relating to Article III. MEMBERSHIP:**

1. The club shall have a membership year of January 1st to January 1st.
2. Members seen to be in good standing are those members that have paid their fees and dues and that participate in some form of club support, e.g., meeting attendance, field maintenance, flight instruction, administrative support, event coordination/support, competitive participation, or community/membership support.
3. Membership applicants shall complete the club Membership Form, and either mail it, along with the appropriate fees and dues, or present it in person to a member of the Executive Committee at a regularly scheduled club meeting or at



the flying field. Application for membership can also be completed online using the BCF website.

4. Members shall be responsible for providing the Executive Committee with changes in mailing address, phone number, and family member status changes related to membership. Members retain responsibility for renewing AMA memberships.

## B. Relating to ARTICLE VI. DUES AND FEES

### 1. SPECIAL ASSESSMENT FEES:

- a. By majority vote approval of the general membership at any regularly scheduled membership meeting, a special assessment fee, not to exceed the amount of the annual dues, may be levied once a year only. This fee shall be used for emergency club operating costs, or other major expenditures deemed to be in the best interest of the club. Memberships cannot be cancelled for non-payment of any special assessment fee.

### 2. ANNUAL DUES:

- a. OPEN MEMBERS shall pay annual dues of \$75 per year. FAMILY MEMBERSHIPS shall pay annual dues of \$75 per year. JUNIOR MEMBERS that are not part of "Family Memberships" shall pay annual dues of \$20.00 per year. LIFE MEMBERS shall pay a one-time dues fee of \$750.
- b. No portion of such annual dues shall be refundable.
- c. Annual dues are payable in advance, on or before January 31<sup>st</sup> of each year.
- d. Annual dues shall be reduced for NEW OPEN MEMBERSHIPS. Any person joining after October 1<sup>st</sup> will pay \$75 and receive membership for the remainder of the year and the full following year.
- e. If any member has not paid their dues, on or before the February club meeting date, after due notice and in the absence of sufficient cause as determined by the Executive Committee, such member's membership shall be revoked.

## D. DICK SCOBEE MEMORIAL FIELD SAFETY RULES

### GENERAL RULES:

1. The AMA Safety Code and all amendments thereto is adopted by the club in intent and principle and will be adhered to and enforced
2. Flyers must be CURRENT members of AMA. Current BCF club membership ID or AMA membership ID MUST be prominently displayed.
3. Any and all AMA waivers (e.g. turbine, pulse jet, overweight planes) shall be available for presentation upon request.

4. Flying while intoxicated or having alcoholic beverages at Scobee Memorial field is strictly prohibited.
5. SAFETY and Policing the field (trash control), is every member's and field user's obligation.
6. Flyers are responsible for the conduct of family members and guests.
7. No spectators are allowed inside the fenced area at the field.
8. All pets must be on a leash.

#### FREQUENCY CONTROL:

1. 2.4 MHZ and above transmitters are exempt from frequency control requirements
2. Flyers using transmitters with a frequency less than 2.4 MHZ shall establish a frequency control system with other low band width flyers at the field

#### FLYING RULES:

1. Flying over any NO-FLY ZONE (roads, pit area, parking lot, picnic area, etc.) is STRICTLY PROHIBITED. All aircraft MUST remain within line of sight.
2. BCF officers reserve the right to inspect and judge the air worthiness of a NEW or recently REPAIRED airplane.
3. Pilots must stay behind designated pilot line and within pilot/gaggle stations while flying.
4. Pilots will ANNOUNCE and ACKNOWLEDGE take-offs, landings, on runway, dead-sticks, and other pertinent information while flying.
5. TAKE-OFFS and LANDINGS will normally be performed into the wind.
6. The runway should primarily be used for TAKEOFFS and LANDINGS. PASSES directly over the runway must ALWAYS be on the east side of the runway away from the pilot stations and beyond the yellow centerline. 3D hovering type maneuvers should ALWAYS be performed over the grass area east of the runway.
7. Start engines only in the PIT area, NOT UNDER COVERED WORK AREA. Electric motors should only be energised in the PIT area.
8. Minimize ground running time on engines in the Pit area (Be aware of impact of high noise on flight line communication).
9. Break-in running and extended tuning MUST be done away from the pit area (on test stands behind the clubhouse).
10. Be considerate of prop-wash and jet wash when running up engines in Pit area
11. Pilot station maximum occupancy will be three (3) people.

#### GENERAL SAFETY RECOMMENDATIONS:

1. The use of "chicken sticks" or electric starters are recommended for starting engines; DO NOT use bare fingers/hands.

2. Painting propeller tips with a bright color is highly recommended.
3. Protective eye wear is recommended when working around engines.
4. ALWAYS make engine adjustments from "behind" propellers.
5. Smoking around flammable fuels (gasoline) and airplanes is not recommended.

Any violation of these field rules should be addressed by ANY club member observing an infringement. OTHER club members present should provide necessary support and all incidents should be reported to a Club or Field Safety Officer. If a person persists, they will be asked to leave the field. If they refuse, appropriate law-enforcement officers should be called.

Repeated safety offenses by club members shall be handled in accordance with the Disciplinary Protocol detailed in Article V of the Constitution and By-laws

**IT IS EVERYONE'S DUTY TO ABIDE BY THESE RULES  
AND AID IN THEIR ENFORCEMENT!**

**BE SAFE AND HAVE FUN!!!**