

Charlotte AeroModelers, Inc.

AMA Charter # 710



Membership Handbook And By Laws

Table of Contents

Introduction to the Charlotte AeroModelers, Inc..... 3

Members' Responsibilities..... 4

Code of Conduct..... 4

Field Rules..... 5

About the
AMA..... 5

Model Inspection and General Safety..... 5

Information for Potential New Members..... 6

Application Procedures 7

Sponsor Requirements..... 7

Solo Flight Competency Test..... 9

Club Constitution and By-Laws..... 10

Introduction to the Charlotte AeroModelers, Inc.

Welcome to the Charlotte AeroModelers (CAM), a chartered club of the Academy of Model Aeronautics (AMA).

CAM was founded in 1972. We are a diverse group of people who have a common interest in the construction and safe operation of radio-controlled model aircraft and who share the desire for friendship and comradery that accompanies a club membership.

A Board of Directors governs CAM. The Board consists of four elected officers (President, Vice President, Secretary, and Treasurer) and one Member-at-Large (appointed by the President) and one appointed (Safety Officer). Officers are elected during the December meeting. The Board of Directors serves at the pleasure of the general membership.

The President also appoints several members as Committee Chairmen. There are four standing committees within CAM:

- Field Maintenance Committee
- Safety Committee
- Membership Committee
- Activities Committee

Each of these groups coordinates activities to support various club projects and functions. ***Each member of CAM is needed to actively participate in at least one committee throughout the entire year.***

Annual dues, initiation fees, income from entrance fees to AMA-sanctioned events, and donations finance operations of the club. Periodically, the Board may determine that an assessment of the membership in addition to annual dues is required to finance a special project.

“Little Field” is home for CAM located in Midland, NC. CAM leases 5 acres in an open space area. As such, the club has full control over the flying site.

The club and field are operated under guidelines established by the AMA and CAM. AMA is the governing body of model aviation in the United States and charters both, CAM and our flying site. AMA provides liability insurance for our members and the club; it co-insurers the owner of our flying site.

General membership meetings are held on the first Tuesday of each month at 7:00 PM unless otherwise published. The location for the meeting is announced through our newsletter and on our website www.charlotteaeromodelers.org. The Board periodically meets prior to the general membership meeting. All members and applicants are encouraged to attend general membership meetings to offer their suggestions and comments.

To join CAM, you must pay your CAM membership dues, possess and sustain a membership with the AMA (*see instructions in the section called, “About the AMA”*), and have a sponsor who is a CAM member in good standing (who will mentor you while you are qualifying for general membership) In order to have unrestricted flying privileges, you must be capable of satisfactorily completing a Solo Flight Competency Test.

If you are learning to fly, your sponsor will assist you in finding a qualified instructor. If you already know how to fly, please arrange with your sponsor to have one of our qualified instructors administer the Solo Flight Competency Test. Upon satisfactory completion of the Solo Flight Competency Test, you will be eligible for unrestricted flying privileges.

Members' Responsibilities

Being a member of the Charlotte AeroModelers is a privilege. With this privilege come certain responsibilities. Among these responsibilities is the need for every member to actively participate in running CAM.

All members must comply with our ***Code of Conduct*** and ***Field Rules***. These are intended to maximize everyone's enjoyment of the hobby/sport of model aviation and our club. Violations of the ***Code of Contact*** or ***Field Rules*** will be addressed and resolved by the Membership Committee. Repeated infractions will result in revocation of membership.

Finally, it is the responsibility of all members and applicants to treat each other with dignity and respect.

Code of Conduct

Our mission is to successfully and safely promote our club and the interests of model aviation. We will achieve this mission when all of our members work toward this common goal. As such, all members must comply with our ***Code of Conduct***. Members and applicants will:

1. At all times, demonstrate safe, good, and sound judgement.
2. Follow all club and field rules - no exceptions.
3. Support the interests of our club by helping with its administrative needs and lending assistance with club-sponsored events.
4. Regularly attend meetings.
5. Demonstrate good behavior that politely and professionally promotes the hobby/sport of model aviation. We will avoid using foul language and verbally or physically abusing each other. We will be particularly sensitive to good behavior in the presence of youth.

Club Core Values

Club Focus

- ◆ Safety first
- ◆ Open and honest discussion
- ◆ Family oriented in conduct and activities
- ◆ Have a passion for flying
- ◆ Inclusive of all members and of all flying interests

Member Focus

- ◆ Respect and dignity for each other
- ◆ Honesty and trustworthiness in all we do
- ◆ Fellowship
- ◆ Open to diverse ideas
- ◆ Helpful to all members

Community Focus

- ◆ Good neighbors and stewards
- ◆ Build goodwill and attract new members

Field Rules

We strive for the safest possible operation of our model aircraft. As such, the following **Field Rules** apply:

1. All pilots must be drug- and alcohol-free while operating model aircraft.
2. All pilots must fly from designated flight stations. A maximum of five aircraft is allowed in the air at the same time.
3. A current AMA license is required to enter the pit area.
4. Visiting pilots must have a current AMA license and be accompanied by a CAM member in good standing. A visiting pilot is allowed up to four passes per year.
5. No flying behind the pit area or spectator area is allowed. The initial turn after takeoff shall be away from these areas.
6. No spectators are allowed in the pit area. Children and pets must be under adult supervision at all times behind the pit area.
7. Pilots with a “dead stick” situation have the right of way.
8. Always clearly and loudly announce your intention to takeoff, land, or walk onto the runway.
9. All transmitters not in use must be impounded.
10. Mufflers are mandatory on all engines .10cc and above.
11. Model noise levels are limited to a max of 90 db measured @ 9 feet.
12. Helicopters and hand-launched aircraft should be flown from the designated flight station.
13. Aircraft being flown for the first time should be the only model in the air.
14. Safety is everyone’s responsibility - USE COMMON SENSE.

About the AMA...

The Academy of Model Aeronautics (AMA) is a world-class association of modelers organized for the purpose of promotion, development, education, and advancement of modeling activities. The AMA provides leadership, organization, competition, communication, protection, representation, recognition, education, and scientific/technical development to modelers.

To join the AMA, you may either call them at **1-800-435-9262** or visit their website at www.modelaircraft.org

**Academy of Model Aeronautics
5151 East Memorial Drive
Muncie, IN 47302**

Please note that most hobby shops carry AMA application forms.

Model Inspection and General Safety

One of CAM’s primary directives is to establish and maintain field and flight safety. Each member and applicant should become acquainted with and routinely apply the standards set by the **AMA Safety Code**.

Furthermore, all new models should be subjected to a safety inspection *before* the first flight. Someone other than the builder should do this inspection. The model may not be flown until it successfully passes a safety inspection. We recommend the following safety inspection:

1. Tug on each flying surface (elevator, rudder, ailerons) to make sure that they are secure and properly pinned in place.
2. All flying surfaces should move freely.
3. Jiggle the fin and stabilizer to make sure they are firmly attached.
4. Check the wing for warps.

5. Make sure that the engine is securely fastened to the motor mounts and that the muffler is securely attached to the engine.
6. The engine must have either a spinner or safety nut.
7. Check the propeller blade. There should be no nicks or cracks.
8. Look at the nose gear to make sure that it is properly aligned and at the correct height.
9. All pushrods must move freely, be free of warps, and be minimally flexible.
10. "Z" bends are recommended when attaching a pushrod to a servo wheel. In the absence of a "Z" bend, make sure that the fastener is tight. All clevises should be clamped with a piece of tubing or its equivalent. All control horns should be secure.
11. Check each servo to make sure that it is properly shock mounted and that all screws are tight.
12. The receiver and battery pack should be wrapped in foam and secured inside the fuselage so that they cannot move.
13. Make sure that the receiver antenna is fully extended and not frayed.
14. Ask the owner if the radio has been charged for at least 12 hours immediately prior to the flight.
15. Work the controls to make sure that each transmitter command matches the proper corresponding flying surface movement.
16. Conduct a range check. With the antenna collapsed, walk about 100' away from the model and make sure that each flying surface responds.
17. If applicable, attach the wing with #64 rubber bands (one for each ¾ lb. of weight).
18. Check the center of gravity and add balancing weight, if necessary.

The safety of our members, applicants, and guests is of paramount importance. The best safety tip is to always use common sense. Nevertheless, the following remarks are noteworthy:

- When an engine is running, make all needle valve adjustments from behind the rotating propeller.
- Keep your body and face out of line with the propeller. If a blade breaks, it could be thrown like a knife.
- A radio-controlled model that is being operated in a reckless manner (intentionally or unintentionally) can be a lethal missile. If you are in trouble while flying, loudly alert everyone around you.
- Landings should be parallel to the runway.
- Young children should not be sent to retrieve models.

Information for Potential New Members

There are many competitive specialties within the hobby/sport of radio-controlled model aircraft. They include aerobatics, racing, scale, sailing, jets, and helicopters. However, most pilots consider themselves "sport pilots" - those who simply enjoy flying a wide array of aircraft types without the pressure of competition.

Radio-controlled model aircraft should be treated as real aircraft. This requires competent and safe operation. The new pilot must first become proficient and learn to fly with a "trainer" type of aircraft.

To get started in the hobby/sport of radio-controlled model aircraft, an individual should *learn before investing*. We welcome and encourage potential new members to visit us at our flying field, attend our meetings, meet our instructors, and ask questions. Many local hobby shops are also good sources of information.

To join CAM, you must possess a membership with the AMA. You must have a CAM member serve as your sponsor, and pay all applicable dues to CAM. Once you have satisfied all of these requirements, you will be eligible for general membership and that will be voted upon during the next regular club meeting.

We will help you find a CAM member who is in good standing with the club to serve as your sponsor throughout the process. This individual will mentor you through purchasing the "right" equipment,

helping you to assemble/finish your model, selecting a qualified instructor, preparing you for your Solo Flight Competency Test, and presenting you to the general membership when it's appropriate for you to be voted into CAM.

The sponsor should also make sure that the applicant is familiar with all of our club and field rules. Each new member must thoroughly understand and abide by the contents of this *Membership Handbook*.

See the separate document, “Flight Instructor Guide” for your instruction requirements to solo as an RC Pilot.

We recommend that a new pilot stay with one instructor throughout the learning process to maximize the continuity of the learning process. It is also recommended that you schedule time with your instructor. Your instructor has volunteered time to teach you so please respect it. Please note that your sponsor and your instructor aren't usually the same person.

Application Procedures

The following list is intended to help a potential new member understand the procedures to follow to achieve general membership with CAM:

1. Join the AMA. (*See the section called, “About the AMA” for more details*). The AMA will send you proof of membership that you must present to CAM.
2. Get assigned a sponsor. This sponsor must be a CAM member in good standing. Your sponsor will mentor you throughout the application process until you are deemed ready for general membership. The Membership Committee will assign you a sponsor.
3. If you are learning to fly, your sponsor will help you to identify a qualified instructor. The instructor will teach you how to fly utilizing our Flight Training Program. (*See separate document.*) If you already know how to fly, speak with your sponsor about arranging for an instructor to administer our Solo Flight Competency Test.
4. To obtain full-unrestricted flying privileges, pass our Solo Flight Competency Test. (This is not a prerequisite to membership.) The intent of this test is to objectively establish your capability of safely controlling model aircraft. The instructor may or may not “pass” you on your first attempt at taking the test. If you do not pass, have the instructor coach you on your deficiencies, practice, and arrange with your sponsor to re-take the test at another date in the future. Once it is determined that you have “passed”, the instructor and your sponsor will sign the Solo Flight Competency Test.
5. Present the signed Solo Flight Competency Test to the President at the next regular meeting. Your instructor and sponsor will be asked to comment on your skills and your membership will be voted upon.

Sponsor Requirements

CAM sponsors perform a critical function for the club. The sponsor helps the applicant transition from just a keen interest in models to their safe and responsible operation. The sponsor also helps the new member to thoroughly understand his/her responsibilities to CAM.

Any CAM member in good standing can be a sponsor. However, the requirements for being a sponsor should be taken seriously. Sponsor requirements include:

- Being responsible for the conduct of the new member.

- Arranging for the new pilot to be trained by a qualified instructor.
- Instructing the new member in all aspects of club/field rules and general flight line etiquette.
- Serving as the new member's primary source of information concerning construction and equipment selection.
- Introducing the applicant to the general membership when a vote will be taken on the applicant's request for general membership.

Prior to recommending the applicant for general membership, the sponsor must vouch for the applicant's character. The sponsor will also attest to the applicant's understanding and application of the contents of the *Membership Handbook*.

Solo Flight Competency Test

Student Name: _____ AMA _____
 Instructor Name: _____ AMA _____
 Date of Solo Test: _____

Instructor's Observations	Y	N
1. Did the student impound the transmitter upon arriving at the field?	<input type="checkbox"/>	<input type="checkbox"/>
2. Did the student perform a pre-flight safety inspection, including a range check?	<input type="checkbox"/>	<input type="checkbox"/>

3. Was the A/C properly restrained during engine start and run up?		
4. Upon preparing to takeoff, did the student loudly announce it?		
5. Was the takeoff made into the proper wind direction?		
6. Was the first turn made away from the pit area?		
7. Did the student demonstrate proper control throughout the procedure turn maneuver?		
8. Did the student demonstrate proper control throughout the horizontal figure eight maneuver?		
9. Did the student demonstrate proper control throughout the square eight maneuver?		
10. Did the applicant demonstrate proper control throughout the slow flight maneuver?		
11. Was the recovery from uncontrolled flight successful?		
12. Was the simulated engine failure properly executed?		
13. Throughout each of the maneuvers flown, was the student capable of maintaining a satisfactory heading and altitude?		
14. Throughout the maneuvers did the student fly behind the flight line?		
15. Upon preparing for landing did the student loudly announce it?		
16. Did the model land into the proper wind direction?		
17. Did the student turnoff and return the transmitter to the impound area?		
18. Throughout the entire flight, did the student maintain satisfactory safe control over the model?		

Comments: _____

 Instructor Signature _____

Status: _____ Pass _____ Fail _____

Upon passing the Solo Flight Competency Test, the student should bring the test (with the instructor signature) to the next regularly scheduled club meeting and present it to the club president for change in club membership status (provisional to general membership).

Copies of the Solo Flight Competency Test are available from our qualified instructors.

Club Constitution and By-Laws

Article I – NAME

The name of the club shall be the Charlotte AeroModelers, Inc. (hereinafter referred to as, CAM).

Article II – PURPOSE

Section 1. The objective of this club shall be to promote construction and safe operation of radio-controlled model aircraft and to aid insofar as possible the national program of the Academy of Model Aeronautics (hereinafter referred to as, AMA) and other AMA activities in all its phases in the United States.

Section 2. All special or local enterprises of the CAM shall conform to the policies of the AMA and to the regulations of that organization governing model aircraft contests and other activities.

Section 3. CAM is organized and shall be operated for the pleasure, recreation, and other similar non-profitable purposes.

Section 4. No part of the net income of the CAM shall insure to the benefit of, or be distributable to, its members, directors, officers, or other persons except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions, in furtherance of the exempt purposes of the organization.

Article III – MEMBERSHIP

All persons shall be eligible for membership in the CAM, provided they meet qualifications prescribed by this club. Qualifications for general membership include the following:

1. Pay all applicable CAM membership dues and initiation fees, and
2. Possess and sustain a membership with the AMA, and
3. Abide by all club and field rules, and *applicants for general membership will be required to satisfy the following one additional prerequisite,*
4. Have a sponsor who is a CAM member in good standing.

Once an applicant for general membership has satisfied each of the requirements above, their status will be voted upon by a majority of a membership quorum vote. The membership year shall run from January 1 to December 31 each calendar year.

Membership shall be classified into three groups:

1. **General Membership** - shall be defined as any person ages 19 to 65 who has successfully satisfied all prerequisites of membership. General members have all the privileges and responsibilities of membership.
2. **Senior Membership** - shall be defined as any general member who will attain or exceed the age of 65 during the current calendar year. Senior members have all the privileges and responsibilities of membership.
3. **Junior Membership** - shall be defined as any general member who is the age of 18 or younger during the current calendar year. Certain limitations apply to junior members. Junior members do not have flying privileges unless a general member accompanies them. Furthermore, junior members cannot vote.

(B) **APPLICATION FOR MEMBERSHIP** - Application for membership must be submitted during a regularly scheduled club meeting. Approval of general membership shall be by a majority of a membership quorum at the next regularly scheduled meeting. If it is impossible for the prospective member to be present, the sponsor or instructor may present the application for vote. All new members will receive a Membership Handbook containing pertinent information regarding membership.

Article IV - BOARD OF DIRECTORS

A Board of Directors governs CAM. It shall be made up of a:

1. President
2. Vice President
3. Secretary
4. Treasurer
5. Member-at-Large (appointed by the President)
6. Safety Officer

The Board of Directors serves at the pleasure of the CAM membership. It provides leadership and decision making. The Board of Directors reports back to the membership on all decisions made. It may authorize expenditures up to \$500.00 without prior approval of the general membership.

Article V – OFFICERS

The officers of CAM shall be the:

1. President
2. Vice President
3. Treasurer
4. Secretary
5. Safety Officer

Article VI – DUTIES

The President shall preside at meetings of the club and the Board of Directors and shall act as spokesman for the club in all matters pertaining to it.

The Vice President shall act for the President when s/he is unable to serve.

The Treasurer shall collect all monies due and shall keep records of all monies received and disbursed by CAM. S/he shall be responsible for opening and maintaining a checking account at a designated bank. The President shall be required to countersign all checks greater than \$500.00. The Board of Directors shall approve all expenditures.

The Secretary shall keep the minutes of all meetings. S/he shall provide her/himself with an official minutes book for this purpose.

Article VII - TERMS OF OFFICE

Section 1. The term of office for all officers of CAM shall begin January 1 and end December 31 of the calendar year and will run for one-year intervals.

Section 2. The election of officers shall be held annually in December at the regularly scheduled meeting and the nominations shall be made by a committee appointed beforehand for that purpose or by individual members following the report of the nominating committee. No member's name may be placed in nomination without her/his consent.

Article VIII – VACANCIES

Vacancy in any office shall be filled by election at the next regularly scheduled meeting. This person shall serve until the end of the term to which her/his predecessor was elected.

Article IX – MEETINGS

Section 1. Regularly scheduled meetings will be held on a designated day each month. Special meetings of CAM may be called by the President or upon call signed by any ten general members of CAM provided that any such calls are issued to the entire general membership at least three day in advance of the date set.

Section 2. Robert's Rules of Order, Revised shall apply at all CAM meetings.

Article X - REGULAR BUSINESS

Section 1. The Board of Directors shall direct all regular business affairs and enterprises conducted by CAM.

Section 2. At any CAM meetings, a quorum shall be the lesser of: 25% of the total number of general members or 20 general members. A quorum shall not include junior members.

Article XI - DUES AND FEES

Section 1. The annual dues for membership to CAM shall be an amount recommended as appropriate by the Board of Directors and approved by a vote of a membership quorum during a regularly scheduled CAM meeting. Dues are payable by January 31 of the new year for renewal of existing membership or upon application for membership by new members. Dues received after January 31 will be deemed delinquent and will incur a \$5 penalty fee per month after that up to June 30. After that date, it requires a new membership application and applicable initiation fees.

Section 2. No special assessment shall be levied upon the CAM membership at any time, except by a vote of a membership quorum. Assessments will be due within 60 days of notification of such assessment.

Section 3. An initiation fee for new members of an amount to be designated as appropriate and voted upon by a quorum is required and payable upon application by new members.

Article XII - SPECIAL FUNDS

The Treasurer is authorized to receive contributions or specially obtained funds from any individual or institution to be applied to the operating expenses of CAM.

ARTICLE XIII – COMMITTEES

Section 1. The standing committees of CAM shall be:

1. The Field Maintenance Committee
2. The Safety Committee
3. The Membership Committee
4. The Activities Committee

The Chairman for each committee will be appointed by the President and serve until a new appointment is made.

Section 2. The general purpose of the standing committees shall be:

The Field Maintenance Committee - shall be responsible for procuring and maintaining an adequate flying site and all of the appendants thereof.

The Safety Committee - shall be responsible for the design and enforcement of all safety rules.

The Membership Committee - shall be responsible for assessing, indoctrinating, supporting, and maintaining each member.

The Activities Committee - shall be responsible for coordinating contests/community activities and providing technical sessions or other entertainment at each regularly scheduled meeting.

Section 3. Committee Chairmen may create subcommittees and designate subcommittee Chairmanships, as deemed appropriate. The term of these subcommittees will be throughout the tenure of the Committee Chairman or until a new appointment is made.

Section 4. The President can form additional ad hoc committees and appoint Chairmen to such committees as s/he deems appropriate. The terms of these ad hoc committees will be no greater than the term of the President's tenure of office or until a new appointment is made.

Section 5. Each member of CAM is needed to actively participate on at least one standing committee throughout his or her membership.

Article XIV - SAFETY CODE

Section 1. The CAM safety code is comprised of the AMA Safety Code and those additional Field Rules as deemed necessary and approved by the Board of Directors.

Section 2. CAM Field Rules shall be posted at the club flying sites.

Section 3. Visitors and guests who are current AMA members will be permitted to fly on no more than four occasions without CAM membership. Pilots who have not successfully completed the Solo Flight Competency Test are not entitled to full flying privileges and must be under the supervision of a qualified instructor.

Section 4. Violations of CAM safety rules will be brought to the attention of the Membership Committee and disciplinary action taken at the discretion of the Committee.

Article XV - TERMINATION OF MEMBERSHIP

Section 1. Membership shall be terminated on December 31 of the current year for failure to renew annual dues by December 31.

Section 2. Membership shall be terminated for failure to pay any assessment within 60 days of notification of a club sponsored assessment.

Section 3. Membership may be terminated for any reason following a recommendation by a majority of the Board of Directors and by a vote of a membership quorum. CAM will prorate and return any dues not used by a terminated member.

Article XVI- AMENDMENTS

Section 1. Amendments to this Constitution and its By-laws may be made at any regular monthly meeting of the club membership by a quorum, provided the membership has been notified in writing of the amendment to be considered at least seven days in advance of said meeting.