



BY-LAWS OF THE ARCC

(Arnprior Radio Control Club)

Dated 01 MAR 2022

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1 ARCC OBJECTIVE

To provide a safe, enjoyable and collegial club appropriate for remote control aircraft flying activities. To promote the building and recreational flying of fixed-wing, rotary-wing radio-controlled model aircraft in the Ottawa area.

2 CONFORMANCE TO MAAC

The ARCC will conform to the general policies of the Model Aeronautics Association of Canada (MAAC) and its regulations governing model aircraft flying.

The ARCC will pay the yearly MAAC Club Fee, due the 31st of December each year. This membership is required to maintain an active club status and provides the Club with Group Liability Insurance. The ARCC's MAAC Identification Number is 260.

3 ARCC INFORMATION

The ARCC Flying field is located at 5556 Logger's Way, Arnprior, Ontario.

The Web Site URL is: ArnpriorRadioControlClub.com

4 ARTICLES OF INCORPORATION

The ARCC is not registered as a corporation.

5 ELECTION OF OFFICERS AND THEIR DUTIES

5.1 ELECTION

Officers will be elected. Upon vacancies, the President will provide a list of candidates at the next meeting. Nominations from the floor will be accepted. A member who receives a majority of the votes cast, shall be deemed to be elected.

5.2 TENURE

If a member brings forward a nomination an occupied position, the Executive shall hold a club vote for that position. A simple majority vote is required. If officers are running un-opposed, the officers will be elected by motion.

5.3 OFFICERS AND THEIR DUTIES

The officers are to be active members. The duties of the officers are as follows:



5.3.1 PRESIDENT

The President shall:

- Preside at all club meetings.
- Act as spokesperson for the club in all matters pertaining to club business.
- Act as liaison, or designate a club member, with other clubs and MAAC Zone Directors
- Prior to a regular meeting the President should verify bank account amounts.

5.3.2 VICE PRESIDENT

The Vice President shall:

- Act in all matters for the President when he/she is unable to serve.
- Act as parliamentarian at all club meetings providing official interpretation of the Bylaws as required.

5.3.3 SECRETARY

The Secretary shall:

- Keep the minutes and attendance at all club meetings and Board of Directors meetings.
- Provide written minutes of said meetings as the official record of the business of this club.
- Maintain the ARCC Bylaws.
- Be responsible for all MAAC related correspondence and documents.
- The club Secretary is responsible for maintaining the MAAC Club status.

5.3.4 TREASURER

The Treasurer shall:

- Collect all monies due the club.
- Keep a record of all moneys received and disbursed.
- Present a record of all transactions at each club meeting.
- Compile and maintain the membership list and member contact details.
- Make financial records available for inspection by any active club member upon reasonable notice.
- Notify members in arrears of dues or delegate this task to another member of the Executive.

5.3.5 Chief Flying Instructor / Safety Officer

The CFI / Safety Officer shall:

- Supervise club flying activity and monitor conditions involving the safety of members, guests and spectators at the club-flying site.
- Organize the training and certification of members in accordance with MAAC regulations and ARCC Club Rules.
- Ensure that training and certification records are maintained and reported in accordance with MAAC regulations.
- Be empowered to suspend flying privileges at the ARCC as required to ensure safety.



6 EXPENDITURES

- The President may spend up to \$100 without any approval - up to \$250 per calendar year.
- The Treasurer is authorized to pay the yearly lease to the landlord.
- The Treasurer is authorized to pay the grass cutting fees.
- Expenditures up to \$1,000 must be pre-approved with a majority vote by the Executive. This approval would typically be done by email.
- Expenditures above \$1,000 must be pre-approved with a majority vote by the membership at an announced club meeting.

7 MEMBERSHIP

The Executive retains the right to grant or deny membership to anyone. A member shall be defined as a person who has the following:

- Anyone who has an interest in radio-controlled model flying suitable to the ARCC facilities.
- Anyone who has met the pilot qualifications, or is a student pilot, as set forth by the ARCC CFI.
- Anyone who has met the pilot qualifications, or is a student pilot, as set forth by MAAC.
- Anyone who has an active MAAC membership.
- Anyone who has an active ARCC membership.

Membership is considered inactive until proof of MAAC membership is provided.

The types and fees of ARCC Memberships will be posted on the ARCC Web Site.

7.1 NEW MEMBERS

Any person may apply for membership via the ARCC web site by completing the membership application. Yearly membership fees will be posted on the web site. The Executive will review the application for acceptance. The Executive retains the right to refuse any application.

7.2 MEMBERSHIP REVOCATION PROCESS

The membership revocation process may be considered by the Executive when:

- a member does not meet the definition of membership in section 7, or
- a member repeatedly does not adhere to club regulations, or
- if after multiple safety incidents have been raised the member has not addressed the concerns.

To remove a member, the Executive must:

- A. Send a letter to the individual at least ten days in advance of the meeting at which the Executive will take a vote.



- B. Notify via email all active members of the impending action 48 hours in advance of the vote. Members will be asked to provide relevant information about the membership revocation for consideration by the Executive.
- C. Pass a majority Executive vote.

Any active member may request, once per year, that a revoked membership be re-instated. Re-instatement requires a majority vote by the Executive.

8 MEETINGS

8.1 QUORUM

For the purpose of conducting club business at a regular, special, or election meeting, at least 12 active members must be present, defined as a Quorum. For a Board of Directors meeting, all officers must be present.

8.2 VOTING

When agenda items are put to a vote by the President, voting will be by a show of hands or closed ballot at the discretion of the club officer presiding the meeting.

The President shall publish an agenda for any upcoming regular or special meeting. This agenda shall be emailed to all members. This agenda will list all items to be voted on at the meeting and major topics for discussion. Any items not on the agenda but brought before the meeting may be voted on at the Presidents discretion. The President may delay a vote until the next meeting, and announce the upcoming vote in the agenda for the next meeting. Any vote to change these Bylaws or to make a significant change to flying rules must be announced in a published agenda before the vote can be taken at a meeting. Emergency changes to flying rules may be declared by the President subject to approval at the next meeting.

8.3 REGULAR MEETINGS

A regular meeting shall be held in the Spring and in the Fall. The time and date will be announced by email and on the web site at least 10 days prior. Notice of regular meetings, including an agenda, shall be emailed whenever possible in the interest of encouraging attendance. No official action may be taken at a regular or special meeting without a quorum.

8.4 SPECIAL MEETINGS

Special meetings of the club shall be held at any convenient time upon request by the President, any member of the Executive or upon written request by any active member of the ARCC. The request must be issued at least 10 days in advance of the date set. No official action may be taken at a special meeting in the absence of a quorum.



8.5 ANNUAL ELECTION MEETING

Annual election meetings require that the general membership be notified by email prior to the date indicated. Failure of the officers of the club to notify the members in advance shall nullify any election so held, regardless of whether a quorum was present. In the event this occurs, a special meeting must be called by the general membership to elect the officers of the club.

9 CLUB EVENTS.

All club events should strive to make a small profit for the ARCC. All events will comply with the terms and conditions of our Lease, MAAC, ARCC Club Rules and ARCC By-Laws.

10 AMENDMENTS

These Bylaws shall not be changed or amended except as per the following procedures:

The proposed amendment shall be read at a club meeting at least one month prior to the meeting at which a vote is to be taken and emailed to all active members at least 10 days prior to the meeting at which the vote is to be taken.

Said copy of the amendment is to be accompanied by notice of the meeting time and place.

For acceptance of the amendment, an affirmative vote by two-thirds of the active members present at the meeting must be received.