



# **EDGEWOOD FLYERS, INC.** **CONSTITUTION & BY-LAWS**

## **ARTICLE I - NAME**

The name of this organization is Edgewood Flyers, Incorporated (herein the Club). AMA Charter #3346. The club is incorporated in New York State as Edgewood Flyers, Incorporated

## **ARTICLE II - PURPOSE AND STRUCTURE**

The objective of the Club is to promote, coordinate and oversee flying of radio controlled model aircraft at the Edgewood property by members of the Club as spelled out in the By-Laws of the Club.

## **ARTICLE III - MEMBERSHIP**

Membership is limited to residents of New York State as spelled out in the By-Laws.

## **ARTICLE IV - GOVERNING BODY**

The Club shall be governed by a Board of Directors as prescribed in the By-Laws.

## **ARTICLE V - OFFICERS**

Officers of the Club are President, Vice-President, Secretary and Treasurer. They and other Board members are elected directly by the membership. Their duties are outlined in the By-Laws.

# **EDGEWOOD FLYERS, Inc. BY-LAWS & FIELD RULES**

## **Section 1. Membership**

- A. All members must meet the following requirements:
- 1) Be a resident of New York State.
  - 2) Be a member of the Academy of Model Aeronautics.
  - 3) Have paid initiation fees and dues as required to the Club.
  - 4) Be present and join at a regular club meeting. Any new member that cannot attend a Meeting will present a letter to the board detail why attendance is not possible and the Board will either approve or disapprove the new member at a regular club meeting.
- B. The total Club membership shall be limited by the New York State Department of Environmental Conservation, (NYSDEC) the site managers, as stated on the site permit.
- C. Termination of membership  
Membership in the Club may be terminated by:
- a) Non-payment of dues.
  - b) Flagrant and continued violation of field safety rules as determined by the Board of Directors.
  - c) Voluntary written resignation.
- D. Reinstatement of membership
- 1) Members who resigned in good standing may be reinstated provided they meet the requirements of “A” above and a vacancy is available.
  - 2) Persons dropped from membership at the direction of the Board shall not be considered for reinstatement.
- E. A junior member is an individual who is not yet 18 years old and has an active Club member as a sponsor. A junior member does not pay the initiation fee and pays one-half dues until 18 years old. At that time full dues will be paid. A proposed member under 18 years of age shall provide a letter from a parent or guardian giving permission to join the club.

### **F. Probationary Period**

All new members will be on a 12 month probation which will commence on the day they join the Edgewood Flyers. During this probation a new member will be expected to attend at least 3 meetings and help out at least one club function (Fun Fly, Clean-up etc) any new member that is found not complying with the club Bylaws and Field Rules will have his membership terminated at the discretion of the Board of Directors.

## **Section 2. Board of Directors**

- A. The Club shall generally be governed by a Board of Directors consisting of seven (7) members elected from and by the general membership for a term of two (2) years.
- B. The Board of Directors may spend up to \$500.00 without approval of the membership body.

# **EDGEWOOD FLYERS, Inc. BY-LAWS & FIELD RULES**

## **Section 3. Duties of Officers & Board Members**

A. The President shall:

- 1) Preside at all Board and General meetings.
- 2) Act as spokesman for the Club.
- 3) Appoint chairman of all committees subject to Board approval.
- 4) Assure a quorum of four (4) Board members for any required vote.
- 5) Call appropriate Executive groups as needed to carry out club business. Such groups need not be members of the Board.

B. The Vice-President shall:

- 1) Act for the President when he is unavailable or unable to serve.
- 2) Shall be in charge of all club activities including fun-fly's, shows, swap and field events.

C. The Secretary shall:

- 1) Keep the minutes of Board and General meetings of the Club.
- 2) Carry out official correspondence of the Club.
- 3) Maintain a file of Club correspondence, insurance records, charter papers, and so on.

D. The Treasurer shall:

- 1) Collect all monies due, disburse same and keep accurate records of all transactions.
- 2) Present a report of all transactions at Board meetings and, as required, at General Meetings.
- 3) Keep all Club funds in a checking account as approved by the Board.

E. The Membership Chairman shall:

- 1) Keep a record of members in good standing.
- 2) Collect dues and initiation money from membership. Turn same over to the Treasurer.
- 3) Issue a valid NYSDEC field-use permit upon receipt of proper fees and verification of valid AMA license.
- 4) Issue badges, keys and color ID CARDS as required.

F. The Field Manager shall:

- 1) Be in charge of the conditions of the field including cutting, fertilizing and any other need as deemed necessary.
- 2) Implement any changes to the field as agreed to by the general membership.

G: The Chief instructor shall be responsible for:

- 1) All instructor activity.
- 2) Selecting and approving of all instructors.
- 3) Field safety.
- 4) To set standards, requirements and certification rules for pilots and instructors.

## **Section 4. Election of Directors**

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The Board of Directors shall consist of seven (7) members. Each Director is elected for a two-year term. To maintain continuity of management, at the initial election of the Board, four Board members shall be elected for two years and three members shall be elected for three years. Lot shall draw each group. As each initial group's term expires, new elections will be held for a two-year term. Nominations for Board positions shall be made at the General meeting in November with elections held at the December club meeting.

## **Section 5.** (Intentionally blank)

## **Section 6. Meetings**

- A. General meetings shall be held on the second Wednesday of each month. The President shall give a brief report of Board activities and provide Treasury and other reports as needed.
- B. Special General meetings may be called by the Board of Directors when needed.
- C. The Board of Directors shall meet on the third Wednesday of the month or as deemed necessary by the President.
- D. The conduct of the meetings shall be basically in accordance with Parliamentary Procedure.
- E. At a General meeting a quorum to conduct business shall be fifteen members.

## **Section 7. Flying Rules and Regulations**

All flying activities shall be in accordance with AMA Rules and Regulations, as well as, with special rules as defined on the NYSDEC Edgewood field-use permit

## **Section 8. Dues**

- A. Annual membership dues shall be determined by the Board and approved by a majority vote of the members present at the meeting at which the vote is taken. A change in dues shall become effective on the first of January following the vote.
- B. No special assessments shall be levied except as recommended by the Board and approved by two-thirds of the General membership.
- C. The initiation fee shall be One-Hundred-Seventy-Five dollars.
- D. Dues shall be due January 1. (Current Dues \$30.00). Delinquent members shall forfeit rights and privileges of membership until paid. A grace period shall exist until February 15<sup>th</sup> after which the member shall be dropped from the Club.
- E. The Club shall pay Board of Director Officer's AMA License fees and yearly dues.

## **Section 9. Special Funds**

# **EDGEWOOD FLYERS, Inc. BY-LAWS & FIELD RULES**

- A. The Treasurer is authorized to receive contributions or specially obtained funds from any individual, group, organization or institution to be applied to the general treasury of the Club.

## **Section 10. Amendments**

- A. The General membership shall be notified in advance that amendments to the Constitution or By-Laws will be considered at a General meeting. Any member in good standing may propose amendments. Amendments to the Constitution require approval by a majority vote of members present at the meeting. Amendments to the By-Laws require a majority vote of members present at the meeting at which the vote is taken. Proposals for amendments must be submitted in writing at a meeting preceding the meeting at which the amendment is voted on. The general membership shall be notified in writing of the proposed amendment.

## **Section 11. Edgewood Flyers Grievance Procedure (Flight and Field Rules)**

This grievance procedure provides a mechanism to enforce existing safety rules by providing a progressive disciplinary system when needed. Although most complaints can be resolved informally, if a complaint is serious or cannot be resolved informally, the matter should be referred to the Safety Committee for its consideration by means of a Grievance Form to be filled out and turned into the Safety Committee Chairman. Any member may complete and turn in a Grievance Form and at least one witness is required to sign the Grievance Form. The completed Grievance Form will be turned in to any Board Member, who will then ensure it is given to the Head Instructor who is the Club Safety Officer.

Every Field Rule that has 2 Asterisks (\*\*) will be one that a Grievance form should be completed if a member is observed to be in non-compliance with that Field Rule.

The Safety officer/Committee shall use its judgment in carrying out action on the following Disciplinary Procedures (The Committee shall consist of at minimum the Safety Officer, One additional Board Member and a club Member in good standing)

### **PROGRESSIVE DISCIPLINARY PROCEDURES**

#### **FIRST VIOLATION**

Viewpoints of both complainants and accused will be considered. Complainant's name will be disclosed. A verbal reprimand will be given to the accused by the Safety Officer/Committee, and this will be recorded in the Club records.

#### **SECOND VIOLATION**

Complainant's name will be disclosed. The accused has the right to a written rebuttal, to be reviewed by the Club Safety Officer/Committee. If the Committee so decides, the flying privileges of the accused will be suspended for thirty (30) days. Written notice of this shall be issued and a copy published in the Club newsletter.

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## THIRD VIOLATION

Safety Officer/Committee will notify the accused in writing and the Club members via the Club newsletter that the Club will vote on the expulsion of the accused at the next meeting. Said expulsion will last for a one-year minimum. 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. The expelled member may reapply for membership after the expiration of the expulsion time period.

The three actions will not be enforced unless they are accumulated within a two-year period of time.

Any member receiving a Grievance, who directs any retaliation action against the person filing said grievance, 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 to be retaliatory by the Club Officers.

## FIELD RULES;

Field rules are set and governed by the Board of Directors

\*\*All aircraft shall be flown in accordance with the AMA Safety Code and these rules.

\*\*All Pilots shall be current AMA members.

\*\*Alcoholic beverages are forbidden at the field.

\*\*Pilots must have in their possession a current AMA membership card, an Edgewood Flyers membership card and a validated DEC-Edgewood flyer permit

\*\*All members shall:

1. Prominently display their club membership card either on their person or in plain view on their flight / field box.
2. Ensure that spectators are aware of restricted areas.
3. Supervise their children.
4. Keep the entire premises free of litter, airplane parts etc.

The owner of each aircraft shall be solely responsible for any and all liability caused By that aircraft.

\*\*Only qualified Pilots may fly alone at site.

## \*\*HOURS OF OPERATION:

Electric & Gliders:	8:00 AM till Dusk
Hi-Start Gliders:	8:00 AM -10:00 AM & 7 PM - Dusk
Combustion Engine	10:00 AM-7 PM

## SAFETY ITEMS

\*\*All flying shall take place on the Easterly side of the runway, away from the pit area.

\*\*Deliberate flying behind the flight line is prohibited.

\*\*Unqualified pilots must use a BUDDY-BOX with an instructor or experienced pilot.

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\*\*While starting the engine, the aircraft will be facing away from the runway and the aircraft will be Restrained by a mechanical device or another person other than the individual starting the engine.

## RADIO CONTROL ITEMS

\*\*Each Transmitter must have Frequency identification attached to the antenna.

\*\*Each pilot must have the correct frequency pin attached to the frequency control board before operating the transmitter. If deemed necessary an impound area will be established.

Anyone using a transmitter without the correct frequency pin on the board and causes the crash Of an aircraft by a pilot using the correct pin, is liable for damages resulting from that crash. The parties involved should determine monetary settlements.

Any accident involving personal injury or property damage other than models shall immediately be reported to a club officer or member of the Board of Directors.

All available channels are permitted.

All transmitters must be Gold Snickered as of April 1<sup>st</sup>, 1995.

All radio equipment must be narrow-band by July 1<sup>st</sup>, 1995.

## AIR TRAFFIC & NOISE CONTROL ITEMS

- A. \*\*Engines may not be operated before 10 AM or after 7 PM.
  - B. \*\*Two-stroke engines shall be equipped with an effective muffler.
  - C. \*\*Servicing engines on the runway is prohibited.
  - D. \*\*There shall be no more then (4) aircraft in the air at one time.
  - E. \*\*All flights shall be controlled from designated areas on the flight line, adjacent to the runway.
  - F. \*\*Aircraft shall be physically constrained while moving between pit area and the runway. Taxiing in the pit area is prohibited.
  - G. \*\*Pilots shall announce intent to enter the runway prior to doing so.
  - H. \*\*Pilots shall announce intent to land prior to doing so.
  - I. Aircraft stalled on runway shall be retrieved as quickly as possible. Intent to walk On the runway shall be announced prior to doing so.
  - J. Wind direction determines take-off and landing direction.
  - K. Landing aircraft have runway access in the following priority.
    - 1. Emergency landing
    - 2. Dead stick aircraft
    - 3. Sailplanes
- \*\*The following are prohibited from the field: R/C Cars & *Model Rockets*
- M. Frequency Control
    - 1. Each member shall carry his own frequency pin.
    - 2. The member will affix his pin to the frequency board, as his channel becomes available.
    - 3. The pin will be removed as soon as possible after landing.

## HELICOPTERS:

# **EDGEWOOD FLYERS, Inc. BY-LAWS & FIELD RULES**

- a) \*\*Fixed wing aircraft have priority over helicopters. Helicopters can only operate at the discretion of the fixed wing pilots present at the field.
- b) \*\*Helicopters are second rate and are required to relinquish the field to fixed wing aircraft.
- c) \*\*Helicopters are permitted to fly only when there are no fixed wing pilots flying or proposing to do so.
- d) In essence, Helicopters can fly when no one else is using the field.
- e) \*\*All helicopters will be placed on the field centerline for takeoff and will be landed on the field centerline, no takeoffs or landings of helicopters will be conducted from any other position on the field.
- f) \*\*A maximum of three helicopters will be allowed in the air at any given time.
- g) All helicopter training will be conducted from the northern most flight station and the pilot will position himself on or near the pilot station during the flight. During all training the helicopter must be flown in the northern most part of the field. ALL helicopter trainees must have a spotter while flying.
- h) A qualified helicopter pilot is a “Green Card” member who demonstrates a safe operation of the Helicopter by hovering and flying under control to the satisfaction of club instructors.

## **FLIGHT QUALIFICATION PROGRAM**

The objectives are to identify three (3) primary levels of pilot proficiency and to clearly define the requirements for advancement through these levels; Pilot Trainee, Qualified Pilot and Instructor Pilot. The appropriate colored Club Membership card identifies pilot status.

RED	Pilot Trainee
GREEN	Qualified Pilot
BLUE	Instructor Pilot

Progress through the training process should be at the individuals own pace, though it is advisable that he acquires as much flight time as possible during such training.

## **PILOT TRAINEE – RED CARD**

1. Pilot Trainees must be in possession of a current club membership card. All new members’ cards will be RED until passing the flight test. A new member that joins the Club will be issued a Green Pilot Card if they present at the time they join a current Pilot Card from an AMA chartered club. At any time during the member’s probation period they are observed by an Instructor or Board member that they in fact are unable to fly in a safe manner they will be given a flight test to demonstrate their ability fly. If they are unsuccessful they will have the Pilot Card revoked and be given a Student Pilot Card.
2. Pilot Trainees may not fly unassisted and must utilize a buddy box system during training flights. Any aircraft built or flown by a Pilot Trainee must pass an initial inspection by a Club Instructor Pilot prior to its first flight at the Club field.

## **QUALIFIED PILOT – GREEN CARD**

# **EDGEWOOD FLYERS, Inc. BY-LAWS & FIELD RULES**

To attain the level of Qualified Pilot, a candidate must successfully demonstrate, in the presence of two (2) Club Instructor Pilots, jointly or separately, his ability to:

1. Comprehend all Club Rules and regulations.
2. Range check radio system prior to flight.
3. Perform pre-flight check of aircraft.
4. Pass a flight test that includes:

## **FOR POWERED AIRCRAFT:**

- a) Start aircraft in a safe manner.
- b) Taxi aircraft to correct end of the runway while observing status of all other fliers (electric powered models and models without ground handling abilities).
- c) Take off and execute a procedure turn.
- d) Check trim of the aircraft for level flight.
- e) Fly a distance equal to two (2) lengths of the runway, maintaining constant altitude and heading.
- f) Demonstrate one (1) horizontal figure eight.
- g) Perform two (2) loops
- h) Perform one (1) Immelman turn.
- i) Land in the correct direction on the runway.
- j) Demonstrate the safe return of the aircraft to the pit area.

**NOTE:** These exercises may be demonstrated in any order, at the members discretion.

## **FOR NON-POWERED AIRCRAFT:**

- a) Launch or tow in a safe manner.
- b) Fly a distance equal to two lengths of the runway, maintaining constant altitude and heading.
- c) Land in the correct direction, on or adjacent to the runway.

## **INSTRUCTOR PILOT - BLUE CARD**

To become an Instructor Pilot, applicant must successfully demonstrate, in the presence of two (2) Club Instructor Pilots, jointly or separately, his ability to:

1. Perform a pre-flight check of new or rebuilt aircraft.
2. Quiz Trainee or Qualified Pilots as to their knowledge of Club rules and regulations.
3. Give verbal flight instructions in a clear, calm, easily understood manner.
4. Demonstrate flying proficiency equal to, or above that of the General Membership, by:
  - a) Properly trimming an out-of-trim trainer aircraft in flight.
  - b) Recovering a trainer aircraft from an unusual flight attitude.
  - c) Demonstrating dead-stick landing procedure.

Before applying for Instructor Pilot Status, candidate should be prepared to accept responsibility for their accessibility and their willingness to invest sufficient time to assist a reasonable number of Club Member in learning to fly radio controlled aircraft.

# **EDGEWOOD FLYERS, Inc. BY-LAWS & FIELD RULES**

## **TEMPORARY GUEST PERMITS**

Permits are available for guests of club members on a conditional basis. A guest permit can be issued to an individual that will allow the individual to visit the field and fly 6 times as a guest during a one year period from when the permit is issued. The permit will only be issued by the club president and must be obtained at least 24 hours from him prior to the guest flying at the field. When the guest has used the permit 6 times it will not be renewed unless the person resides out of state and a new permit may be issued at the discretion of the club president, a guest residing in the club area will be expected to join the club if they desire to continue flying at the field. The club member who is sponsoring the flier must accompany the guest while at the field, and the sponsor must complete the permit every time the guest fly's at the field. The sponsor assumes responsibility for the guest's actions while on the field. The guest will park his vehicle at the parking lot area on Commack Road, not at the field parking area. He may transport his equipment to the field before parking at the lot area.

Additional conditions which must be completed by the guest and sponsor:

1. Have a current AMA membership.
2. Posses a current PILOT card from an AMA chartered club.
3. Obtain and fill out a guest permit from the Club President at least 24 hours prior to the first use of the Guest Pass. A copy of the guests AMA card and current clubs pilot card must accompany the application when it is submitted for approval.
4. Comply with all Edgewood Flyers Field Rules.

## **BOARD MEMBERS**

President:	Tom Johnson	631-757-0756
Vice President:	George Mangakis	631-427-2601
Treasurer:	Tony Mazzei	631-586-4912
Secretary:	Steve Shataka	631-957-2950
Membership:	Paul Kaplan	631-667-0297
Field:	Eddie Meyer	631- 543-7627
Chief Instructor:	Chuck Davis	631-589-7690

# EDGEWOOD FLYERS, Inc. BY-LAWS & FIELD RULES

## AMENDMENTS

### 8/92 Add to Section 2.

B. The Board of Directors may spend up to \$100.00 without approval of the membership body.

### 2/93 Add to Section 8.

E. The Club shall pay Board of Director Officer's AMA License fees and yearly dues. Other Board members will have annual club dues paid only. (Members in office only.)

### 3/93 Changed Field Rules General Item 7.

FROM: 7) Flying not permitted if you are alone at site.

TO: 7) Only qualified Pilots may fly alone at site.

### 12/93 Add to Section 3. Duties of Officers

Added Membership Chairman position and redistributed job tasks as required.

### 5/94 Add to Section 1. Membership

E. A junior member is an individual who is not yet 18 years old and has an active Club member as a sponsor. A junior member does not pay the initiation fee and pays one-half dues until 18years old. At that time full dues will be paid.

### 5/94 Change Section 8. Dues

FROM: C. The initiation fee shall be eighty-five dollars.

TO: C. The initiation fee shall be One-Hundred-Seventy-Five dollars.

### 5/94 Change Section 2. Board of Directors

FROM: The Board of Directors may spend up to \$100.00 without approval of the membership body.

TO: The Board of Directors may spend up to \$500.00 without approval of the membership body.

### 8/94 Add Section 1. Membership

F. Members must make one meeting a year to pick up their Permit and Membership card.

Individuals without Permits are not permitted to fly. Hardship cases will be handled on an individual basis.

### 12/94 Change Field Rules - Radio Control Item 5.

FROM: 5. Even channels only.

TO: 5. All available channels are permitted.

A: All transmitters must be Gold Stickered as of April 1st, 1995.

B: All radio equipment must be narrow-band by July 1st, 1995.

### 9/98 Change Section I Membership

Delete Paragraph F

### 5/1999 Change Section I Membership

FROM: A. New members must meet the following requirements:

TO: A. All members must meet the following requirements:

# **EDGEWOOD FLYERS, Inc. BY-LAWS & FIELD RULES**

## 5/99 Change Section 8 Dues

ADD: Individuals who pay their dues by February 15<sup>th</sup>, but do not show proof of current AMA status, will have 30 days to provide proof before they are dropped from the club

## 9/99 Change Section 10 Amendments

FROM: a two-third total membership vote

TO: a majority vote of members present at the meeting.

## 9/99 Change Section Constitution Article V

FROM: They are elected from the board of Directors by the Directors and their duties....

TO: They and other Board members are elected directly by the membership. Their duties....

## DELETE: By-Laws Section 5-A

Officers are elected from the Board of Directors by the Board. (At the January Board Meeting)

## 6/99 Change to Section 3

FROM: Duties of Officers

To: Duties of officers & Board Members

B.-2, F 1-2 and G 1-4 added.

9/00 Added: “The club is incorporated in New York State as Edgewood Flyers, Incorporated “

10/00 Change to Section #8: deleted the following: “Other Board members will have annual club dues paid only. (Members in office only.)”

2/01 Added to section 1, Par E: A proposed member under 18 years of age shall provide a letter from a parent or guardian giving permission to join the club.

4/02 Deleted Section #8-D-2: Individuals who pay their dues by February 15<sup>th</sup>, but do not show proof of current AMA status, will have 30 days to provide proof before they are dropped from the club.

7/02 Deleted in section Air Traffic & Noise Control Items #1: Helicopters.

7/02: Added section in Field Rules permitting helicopters.

11/04: Revised membership dues to \$30.00 per year.

3/05: Revised Board Members

5/05: Revised Board Members

11/05: Revised Board Members

3/06: Revised Board Members

5/06: Revised Field Rules concerning Helicopters

7/06: Revised Board Members and added Grievance Procedure and updated Field Rules

# **EDGEWOOD FLYERS, Inc. BY-LAWS & FIELD RULES**

8/06: Revised Guest procedure and added Probationary Period

5/07: Revised Pilot card procedures for new members and added VP info

11/07: Revised membership requirements to require a new member to join at a regular meeting