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**DESERT HAWKS RADIO CONTROL CLUB, INC.  
BY-LAWS OF OCTOBER 8, 2022**

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Desert Hawks RC Club, Inc.  
PO Box 1469, Lake Havasu City, AZ 86405

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# DESERT HAWKS RADIO CONTROL CLUB INC.

## BY-LAWS

### ARTICLE I: NAME

#### Section 1

##### Name

This organization shall be known as the Desert Hawks Radio Control (RC) Club Inc. herein after referred to as the Club or DHRCC.

#### Section 2

##### Purpose

The Club is organized to achieve the following objectives:

1. To promote the wholesome hobby/sport of radio control modeling in the Lake Havasu City, Arizona, area.
2. To encourage safe operation and safe use of radio control models and associated equipment by following the rules and guidelines of the Academy of Model Aeronautics, herein after referred to as AMA.
3. To increase public knowledge and acceptance of the hobby/sport of radio control modeling by:
  - (a) Participation and sponsorship of appropriate community activities;
  - (b) Information programs to introduce newcomers, spectators, and the general public to the benefits of radio control modeling;
4. Acquisition and maintenance of a suitable site for the operation of radio control models.
5. To provide, through our AMA charter, liability insurance for individual members and the DHRCC as well as landowner and lessee, relating to the operation of radio-controlled models.

#### Section 3

##### Organization

The Club shall be nonprofit, nonpartisan, and nonsectarian. In keeping with the worldwide appeal of the hobby/sport of radio control modeling, no distinctions shall be made on the basis of race, sex, religion, or national origin. It is organized as a Non-Profit with a membership elected Board of Directors. The By-Laws are Tier I of the requirements to operate the club and are voted on by the membership. Tier II are Working Instructions (WI) with detailed processes that make recurring activities more easily worked. All members and visitors will behave in a pleasant and respectful manner. Rude, offensive and vulgar behavior is unacceptable and can be resolved informally or using the Incident Report (By Law Article VII); safety violations will be handled in the same manner.

### ARTICLE II: MEMBERSHIP

#### Section 1

##### Qualifications

Any person having a constructive interest in the objectives of the DHRCC shall be eligible to apply for membership. The Membership Chairman or his committee will provide a membership

form for this purpose.

No one shall operate an RC model at DHRCC (Jim Sterling Memorial RC Complex) without current, verifiable membership in the AMA. Additionally, all RC operators must adhere to the Club Safety Rules, By-Laws, and AMA Safety Code.

## **Section 2**

### **Dues**

Dues shall be assessed Annually from January 1, to December 31 each year. The amount of dues shall be determined by a vote of the general membership during the last quarter of the preceding year and publicized on the club website and by email notification at least 30 days prior to the assessment date. Each dues paid member is entitled to one vote.

## **Section 3**

(Blank- reserved for later use)

## **Section 4**

### **Types of Members**

Members will be categorized into one of two groups:

1. Regular Member or Family Members. Any AMA member over the age of 19 years on or after July 1 of the current calendar year-who pays dues at the prescribed rate.
  - (a) Regular Members are entitled to 1 (one) vote.
2. Junior Member: Any AMA member under 19 years of age prior to July 1 of the current calendar year and will be assessed dues as described on the membership application.
  - (a) Junior Members are not eligible to vote.

Membership is extended to Regular Members, Junior Members and Family Membership. A Family Membership shall consist of each qualified adult in the household being a Regular Member and each qualified junior being a Junior Member. No restriction on the number provided all members are living in the same household.

## **Section 5**

### **Application Process**

Application for a new and a renewal membership (Regular, Junior or Family) shall be made to the Membership Chairman or membership committee. The annual dues and proof of membership in AMA shall accompany said application.

## **Section 6**

### **Membership Acceptance**

Upon receipt of a completed membership application, confirmation of the applicant's AMA status, and annual dues the applicant will receive a welcome letter with a gate code and access to the members only area on the website where required reading will be:

- (a) By-laws.
- (b) The DHRCC Safety Rules.

Membership Identification will be presented at the next general membership meeting.

**Section 7  
Resignation**

Any member in good standing may terminate their membership by giving written notice to the Club.

**Section 8  
Termination**

If any member ceases to have the qualification necessary for membership in the AMA, his/her membership in the Club shall thereby terminate, subject to reinstatement upon restoration of eligibility.

**Section 9  
Expiration**

All dues are due prior to January 1<sup>st</sup> to avoid being dropped from Club roles.

**Section 10  
Expiration Reinstatement**

If a regular member is dropped due to late payment of Club dues, reinstatement in the Club will be payment of dues (no proration) and proof of current AMA membership. Dues will not be considered received and membership identification will not be issued until AMA membership is verified as described above.

**ARTICLE III: MEETINGS**

**Section 1  
General Membership Meetings**

General Membership Meetings of the Club shall be held at monthly intervals at a time and place to be decided by the Board of Directors. During the months of June, July, August, and September there may not be any general meetings.

**Section 2  
Quorum**

A quorum shall consist of 10% of members with a majority of the Board of Directors.

**Section 3  
Board of Directors Meetings**

The Board of Directors shall meet once a month to conduct the Club's business. A majority of the Board of Directors will constitute a quorum. Current members may attend Board meetings. June, July, August, and September meeting may be canceled or held as needed.

**ARTICLE IV: OFFICERS**

**Section 1  
Term of Office**

Elected officers shall hold office for one (1) year January 1 through December 31. There is no stipulation on the number of consecutive terms a member can hold office.

## **Section 2**

### **Nominations**

At the November meeting of the Club, nominations for Club officers for the upcoming Club year (January 1 through December 31) will be accepted from the Nominating Committee and from the floor from any member. A new Club member may not hold any elected Officer or Board of Directors office until they have completed six months of membership in the Club. This rule may be waived in the event no member with six months or more tenure is running for the position.

In order for nominations to be accepted from the floor, the person being named from the floor must have agreed in advance to have their name placed in nomination and must be seconded by another member other than the one doing the nominating at the November meeting. The names of the candidates shall be recorded in the meeting minutes and published in the November Club newsletter and/or Club's web site.

At the December meeting, nominees for office shall be introduced and given an opportunity to make a brief 5-minute statement. A secret vote shall be taken on ballots provided by the Secretary. Votes shall be counted by the Vice President and the Treasurer, unless they themselves are candidates, in which case the President shall appoint two non-candidate members to this duty. The ballots shall be counted, and the results announced at the December meeting as recorded in meeting minutes and published in the next Newsletter and/or the Club's Website.

## **Section 3**

### **Elected Officers**

Nominations will be accepted for each of the following offices:

1. President, whose duties are:
  - a. To serve as the Executive Head of the Club, and shall preside at all regular and Board of Directors meetings.
  - b. To be an ex officio member of all committees.
  - c. With the advice of the Board of Directors, appoint all other committees. (Article V Section 1)
  - d. Preside over Incident Procedure. (Article VII)
  - e. In accordance with AMA Guidelines, the President shall appoint the replacement of any office which becomes vacant during the year.
2. Vice-President, whose duties are:
  - a. To preside at meetings in the absence of the President.
  - b. To perform the duties of any officer in their absence.
  - c. To perform additional duties as required.
  - d. To perform the duties of Membership Chairman.
  - e. Regulatory requirements are met, and associated forms filled in and filed.
  - f. Be or appoint a Statutory Agent for the club, as provided for in Arizona Revised Statutes Sections 10-3501 through 10-3504.
3. Secretary, whose duties are:
  - a. To keep minutes of the Club and Board of Directors meetings.

- b. To keep on file all of the Club's records, and a current Membership Roster.
  - c. To be responsible for the Club's relations with the AMA for all matters concerning the Club's charter, insurance, or other programs (excluding event contest sanctions).
  - d. To be responsible for all Club correspondence; the notification of the Board of Directors of all correspondence received and the preparation of correspondence as designated by the Board of Directors.
  - e. The Secretary position may be combined with the Treasurer position.
4. Treasurer, whose duties are:
- a. To be responsible for collecting dues and assessments.
  - b. To be responsible for maintaining written records of funds received and distributed.
  - c. To maintain Club funds in appropriate Club accounts.
  - d. To give a report to membership at regular meetings.
  - e. The Treasurer position may be combined with the Secretary position.
5. Club Safety Officer, whose duties are:
- a. To be responsible for the publication, notification and adherence to DHRCC Safety Rules.
  - b. Advises the Board of Directors on safety issues requiring its attention and recommends solutions and or programs to correct, maintain or assure the safe enjoyment of our hobby.
  - c. Assures Club compliance with AMA Safety Code and guidelines.
  - d. Serve as Chairman of the Safety Committee.
6. Member At Large, whose duties are:
- a. The Member At Large has no other assigned responsibilities besides being a nonpartisan voting member of the Board of Directors.
  - b. The member at large will participate in all Board of Director functions.

#### **Section 4**

##### **Club Webmaster and Club Historian**

The Club Webmaster and the Club Historian will be responsible to the membership and Board of Directors for the maintenance and upkeep of the Club Website and historical data respectively.

1. The webmaster will have authority to assist the club to keep current the activities of the membership both on the website and social media.
2. The role of Historian is to assist the membership in keeping a current history of the club and its activities.
3. The Club Webmaster has full authority to edit any content they feel is not in the best interest of the club, any such action shall be reported to the Board of Directors within a reasonable amount of time.
4. Posting of club newsletter and other documents to Club web page as directed by the Club Secretary.



## **Section 5**

### **Board of Directors**

The current President, Vice-President, Secretary, Treasurer, Safety Officer and Member At Large shall compose the Board of Directors. Each of whom has a single vote.

The duties of the Board of Directors are as follows:

1. The Board of Directors shall have control and management of the affairs of the club.
2. The Board of Directors and newly elected Officers, immediately after election, shall prepare the Club's Operating Budget for the forthcoming term. The budget shall be completed and ready to present to the Club's Membership for approval at the January General Membership Meeting.
3. Total yearly unbudgeted expenditure in excess of one thousand dollars (\$1,000.00) must be submitted and approved by a two-thirds (2/3) majority of the members present at any regular meeting before proceeding.

## **Section 6**

### **Removals**

Officers elected by the membership may be removed from office by a two-thirds (2/3) vote of the members present at any meeting called for that purpose and posted on the Club web site at least 10 days prior to that meeting with an email notification to the club membership.

## **ARTICLE V: APPOINTED POSITIONS**

### **Section 1**

#### **Appointments**

The President, with the approval of the Board of Directors shall appoint all Committees and Committee Chairpersons and establish goals. The President shall identify such committees as are deemed necessary to carry out the programs of the Club and recorded in the club minutes. The President, also with the Board of Directors approval, can terminate or change any ad-hoc committee at any time.

### **Section 2**

#### **Responsibilities**

No action by a committee, member, or officer shall be binding on the Club until it is approved by the Board of Directors.

### **Section 3**

#### **Standing Committees**

The Standing Committees and Event Chairs shall be (but not limited to):

- Safety Committee
- Field Maintenance Committee
- Flight Instructor Committee
- Nominating Committee
- Membership Committee
- Race Tracks Committee
- Webmaster Committee
- History Committee

The Chairperson of committees may be called upon to attend the Board of Directors meeting as non-voting members.

## **ARTICLE VI: FINANCES**

### **Section 1**

#### **Duties of the Treasurer**

The Treasurer shall promptly deposit all monies paid to or raised by the Club in the Club's account(s) in the name of the Desert Hawks R/C Club, Inc. Any Club account shall be set up to require the checks to be signed by any of three [3] Club officers, Treasurer, President or another designated officer. Three (3) Bank Cards may be given to three Club Board members by authority of the Board of Directors.

### **Section 2**

#### **Disbursement of Funds**

Disbursement of funds shall be by check or Bank Card by the Treasurer as is necessary for the continued satisfactory operation of the Club as authorized by the Board of Directors and these By-laws.

### **Section 3**

#### **Preparation and approval of the Operating Budget:**

The current committee chairmen requiring funds to carry out their duties shall meet with the Board of Directors to plan and budget for the coming physical year. The Treasurer shall have prepared a schedule of estimated cash flows, indicating funds available for various projects, work and activities. The Board of Directors shall, taking into consideration the requests of the chairmen, and recognizing its own funding requirements, arrive at a proposed operating budget (by quarter and by work item) for the period January 1 through December 31.

The President shall present the proposed budget to the members present during the January General Membership Meeting of the Club members. After discussion, amendments, changes and approval of the Operating Budget by a majority of those in attendance at the meeting, the various chairmen may commence with the designated budgeted work items as scheduled in the approved Operating Budget. Any increase in expenditures over 10% of the budgeted amount shall be approved by a majority vote at any regular meeting of the Club.

At any regular meeting, members can make motions from the floor to amend budget amounts, or to spend unbudgeted funds. These motions must be approved by a majority of the members present.

### **Section 4**

#### **Audits**

At the December Club meeting, the President, or in his absence the Vice President, shall appoint a Club member in good standing, to perform an audit of the Treasurer's books. The audit to be completed by January and/or to coincide with turnover of the books to the incoming Treasurer.

**Section 5  
Assessment**

If the Board of Directors determines that an assessment of the membership is necessary, such an assessment may be levied by a two-thirds (2/3) majority vote of the members at an announced General Membership Meeting held for that purpose.

**ARTICLE VII: INCIDENT PROCEDURE**

The incident procedure provides a mechanism to enforce existing DHRCC 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 any Board of Director member for consideration by means of an Incident Report to be filled out and submitted to the Board of Directors. At least one witness is required to sign the Incident Report. The Club president is a good first contact and presides over the Incident Report process.

The Board of Directors shall use its judgment in carrying out action on the following: An Incident Report form will be filled out and turned into the Board of Directors. At least one witness is required. Criminal activity should be referred to the local authorities.

**1. 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 Board of Directors, and this will be recorded in the Club records.

**2. SECOND VIOLATION**

Complainant's name will be disclosed. The accused has the right to a written rebuttal, to be reviewed by the Board of Directors. If the Directors so decide, the club 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.

**3. THIRD VIOLATION**

The Board of Directors 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.

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

5. Any member receiving an Incident Report, 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.

## **ARTICLE VIII: REVISIONS**

These By-laws will be initially adopted and may be amended by a (2/3) majority of the members present at any regular meeting, provided notice of the proposed amendment is included in an email to the membership a minimum of 7 days prior, and posted on the Club's Web site, preceding the meeting. Any proposed amendment must be submitted to a Club officer, in writing, at least 10 days prior to any general membership meeting.

## **ARTICLE IX: DISSOLUTION**

The duration of the Club shall be perpetual. The Club may be dissolved with the approval of two-thirds of the membership.

The Club shall use its funds only for the purposes and objectives specified in these By-laws, and no part of said funds may be distributed to the members of the Club generally. On dissolution of the Club, any funds remaining after settlement of debts shall be donated to the charity to be named at the time by the Board of Directors.

## **ARTICLE X: JIM STERLING MEMORIAL RC COMPLEX**

### **Section 1**

#### **Usage**

The Jim Sterling Memorial RC Complex shall be limited to:

1. Operation of RC models
2. Other activities as determined by the Board of Directors
3. Desert Hawks RC Club Members in good standing with proof of AMA Membership
4. Operators (Visitors and Guests) possessing a current and valid AMA card

### **Section 2**

#### **Safety Rules**

DHRCC Safety Rules and AMA Safety Code are posted on the Bulletin Board. It shall be the duty of all Members, Guests, and Visitors to comply with these Safety Rules and Code. It is a requirement that all DHRCC Members enforce these Rules and Code when necessary.

### **Section 3**

#### **Frequency Control**

1. All transmitters must have the proper identification for the frequency and channel in accordance with AMA guidelines.
2. A positive method of frequency control (honor system frequency board) will be established and maintained.
3. 2.4 GHz radio operation is exempt from above.

### **Section 4**

#### **AMA Visitors and Guests (Non-Desert Hawks RC Club Members)**

Visitors and Guests with proof of AMA Membership may operate RC models at Jim Sterling Memorial RC Complex up to two (2) times for free, however they must be signed in at the Bulletin Board by an active DHRCC member and enter Guest RC operators' personal

information on the sign in form. Guest RC operators must become members after their two (2) free facility usages. Observers are always free.

During Club Sponsored Events or Special Events, “fees” shall be determined by the Event Committee. Fees may be charged to all participants at an event as determined by the Event Committee.

(End of By-Laws)