**Tidewater**

**Radio Control**

**Incorporated**

***ARTICLES OF INCORPORATION***

***MISSION STATEMENT***

***BYLAWS***

***WORKING RULES***

***December 3, 2015***

**CONTENTS**

**PART I**

ARTICLES OF INCORPORATION TIDEWATER RADIO CONTROL, INC . . . . . . . . . . . . . . 2

**PART II**

TIDEWATER RADIO CONTROL MISSION STATEMENT . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 2

**PART III**

BYLAWS OF TIDEWATER RADIO CONTROL INC . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3

ARTICLE I. REQUIREMENTS FOR MEMBERSHIP . . . . . . . . . . . . . . . . . . . . . . . . . . . 3

ARTICLE II. FEES AND DUES PAYABLE . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3

ARTICLE III. EXECUTIVE COUNCIL . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 3

Executive Council's Duties and Responsibilities . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4

ARTICLE IV. DUTIES AND RESPONSIBILITIES OF OFFICERS . . . . . . . . . . . . . . . . . 4

President's Duties and Responsibilities . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 4

Vice-President's Duties and Responsibilities . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 5

Secretary's Duties and Responsibilities . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 5

Treasurer's Duties and Responsibilities . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 5

ARTICLE V. DUTIES AND RESPONSIBILITIES OF APPOINTED OFFICIALS . . . . . . 6

Field Marshall/Master at Arms' Duties and Responsibilities . . . . . . . . . . . . . . . . . . . . . . . 6

Newsletter Editor Duties and Responsibilities . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 6

ARTICLE VI. GENERAL MEMBERSHIP MEETINGS . . . . . . . . . . . . . . . . . . . . . . . . . . . 7

ARTICLE VII. NOMINATIONS AND ELECTIONS . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 7

Officers . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 7

Executive Council General Members . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 8

Special Elections . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 8

ARTICLE VIII. IMPEACHMENT OF ELECTED OFFICERS . . . . . . . . . . . . . . . . . . . . . . . . 9

ARTICLE IX. REGISTERED AGENT . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 9

ARTICLE X. AMENDMENTS AND ADDITIONS TO THE BYLAWS . . . . . . . . . . . . . . 9

ARTICLE XI. FIELD TRANSITION/RENOVATION FUND . . . . . . . . . . . . . . . . . . . . . . . 9

**PART IV**

WORKING RULES OF TRC, INC . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 10

ARTICLE I. DUES AND FEES . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 10

ARTI CLE II. FIELD SAFETY REGULATIO NS . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 11

ARTICLE III. GENERAL FIELD REGULATIONS . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 12

ARTICLE IV. NEWSLETTER . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 14

ARTICLE V. PROPERTY CUSTODIAN . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 14

ARTICLE VI. ELECTION TABULATION COMMITTEE . . . . . . . . . . . . . . . . . . . . . . . 15

ARTICLE VII. AUDIT COMMITTEE . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 15

ARTICLE VIII. WORKING PARTIES . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 16

ARTICLE IX. CHECK PILOT-INSTRUCTOR PILOT PROGRAM . . . . . . . . . . . . . . . . . 16

ARTICLE X. AMENDMENTS AND ADDITIONS TO THE WORKING RULES . . . . . 16

ARTICLE XI. AWARDS . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 17

Outstanding Member of the Year . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 17

Plane of the Month . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 17

**PART I**

**ARTICLES OF INCORPORATION**

**TIDEWATER RADIO CONTROL, INC.**

A non-profit, non-stock corporation, Tidewater Radio Control, Incorporated is formed pursuant to Chapter 2 of Title 13.1 of the Code of Virginia of 1950, as amended.

The purposes for which the corporation is organized are:

* To promote and advance the hobby of radio controlled aircraft and helicopters.
* To provide the radio control modeler with adequate liability protection.
* To provide a suitable flying site for all its members.
* To lend assistance to all aviation radio control modelers.

Membership in the corporation will be open to any individual, regardless of age, gender, or race, as long as the individual has an interest in radio control aircraft and helicopters.

The corporation will have as its officers a President, Vice President, Secretary, and Treasurer. The corporation will also have an Executive Council that will consist of the above stated officers plus the immediate past President and five (5) elected members of the corporation.

No part of the income of the corporation shall be paid or distributed to or for the exclusive benefit of any member, director, or officer except that a reasonable reimbursement may be made to any member for expenses incurred while performing his elected or appointed duties.

**PART II**

**TIDEWATER RADIO CONTROL MISSION STATEMENT**

The mission of Tidewater Radio Control, Inc. (TRC) is to enhance its members' enjoyment of radio control aviation modeling by:

* Providing a safe and secure flying facility that will meet the membership's present and future requirements.
* Providing assistance to all radio control aviation modelers.
* Annually achieving the Gold Leader Club Award, the AMA's ultimate award for club leadership, through civic involvement and responsibility.
* Promoting camaraderie and fellowship in the pursuit of radio control aviation modeling as a recognized sport and worthwhile recreation activity.

We recognize that adequate flying sites are essential for our success in this endeavor. It is the goal of TRC to provide funding, on an annual basis, for the acquisition of adequate flying sites for its members.

**PART III**

**BYLAWS OF TIDEWATER RADIO CONTROL INC.**

**ARTICLE I. REQUIREMENTS FOR MEMBERSHIP**

1. Must be a current member of the Academy of Model Aeronautics (AMA).

2. Must pay dues to Tidewater Radio Control, Inc. (TRC).

3. Must sign an agreement that he/she will abide by all AMA and TRC safety, working, and field regulations as outlined.

4. Any member not abiding by the rules of TRC will be subject to disciplinary action by the Executive Council of TRC.

5. Any member whose membership is revoked for disciplinary reasons forfeits his/her membership in TRC without refund in dues or fees.

6. Any member whose membership is revoked may not re-apply for membership within one (1) calendar year from the time of the revocation.

7. Associate Member: Any person, who wishes to participate in the hobby and support TRC but does not fly, is eligible for associate membership. Associate members are exempted from the AMA membership and TRC dues requirements in items 1 and 2 above. They enjoy all the privileges of TRC membership except he/she may not fly at any TRC flying site and he/she would not be covered by AMA insurance. Associate members would, however, be required to abide by all TRC safety, working, and field regulations. Candidates for associate membership shall make written application to the TRC Executive Council. The application shall be worded to indicate that he/she would abide by all AMA and TRC safety, working and field regulations. The TRC Executive Council will review the membership status of each associate member annually.

**ARTICLE II. FEES AND DUES PAYABLE**

Dues for all types of TRC membership will be specified in the Working Rules. Any TRC member who fails to pay annual dues by **July** of the year in which they are due and payable shall be dropped from the membership rolls.

**ARTICLE III. EXECUTIVE COUNCIL**

The members of the Executive Council of TRC shall consist of the President, Vice-President, Secretary, Treasurer, immediate past President, and five (5) elected members from the general membership.

**A. Executive Council's Duties and Responsibilities:**

1. The Executive Council will oversee the disbursement of TRC funds and must approve all non-budgeted expenditures prior to their disbursement.
2. The Executive Council will be responsible for managing the affairs of TRC.
3. All motions passed must be presented to the general membership for approval at the next general membership meeting. If approved by a simple majority or if the motion requires a two-thirds (2/3) vote, of members present at the next general membership meeting, they shall be effective that date. All motions concerning money and By-Laws shall require a 2/3 majority vote to pass except as stated in number 4 below.
4. The Executive council has the authority to spend money for emergency TRC incurred expenses, and for day to day operations. The expenditure/s shall require approval by the Executive council without a general membership vote. Funds used in this manner shall not exceed more than $500.00 between general membership meetings and will be reported to the club.
5. The Executive Council will be responsible for rendering decisions on all disciplinary matters.
6. The Executive Council will suggest, discuss, investigate, and vote on all aspects of TRC business in the best interests of the General Membership.
7. Executive Council members will bring forward at the next Executive Council meeting any issue requested by a specific member.

a. Unless the member specifically wishes not to be named, the member's name must be brought up when discussing that issue.

**ARTICLE IV. DUTIES AND RESPONSIBILITIES OF OFFICERS**

**A. President's Duties and Responsibilities:**

1. Will preside over all General Membership and Executive Council Meetings.
2. Will be responsible for the appointment and oversight of all committees except for the Nominating Committee.
3. Appoint two (2) members to the Election Tabulation Committee who shall not be members of the Executive Council.

1. Will promote programs and projects to stimulate interest within the club.
2. Will see that all elected officers are functioning as per the TRC Bylaws and Working Rules.
3. Will appoint a replacement for any elected officer or council member who cannot fulfill his/her commitment to that office.
4. Will perform other duties as required by the Executive Council.

**B. Vice-President's Duties and Responsibilities:**

1. Will preside over meetings in the absence of the President.

2. In the event that the President is unable to complete his/her term of office, the

 Vice-President will assume the office of President for the remainder of the term.

3. Will monitor the Election Tabulation Committee.

4. Will serve as custodian of all TRC property.

5. Will act as the coordinator of all instructor programs.

6. Will perform other duties as required by the Executive Council.

**C. Secretary's Duties and Responsibilities:**

1. Will take minutes at both General Membership and the Executive Council meetings.

2. Will read all minutes of the previous General Membership and Executive Council meetings to the membership and note any additions or corrections to the minutes.

3. Will provide a summary of the meetings' minutes to the Newsletter Editor for publication in the next newsletter.

4. Will receive and reply to all TRC correspondence under the direction of the President with the possible exception delineated in Article IX of the Bylaws.

5. Will perform the following AMA functions:

a. Prepare the club charter list annually.

b. Apply for all new memberships to the AMA.

c. Apply for flying site insurance from the AMA.

6. Will keep current copy of the following material on file at all times for the use of TRC

 members:

a. All minutes of both General Membership and Executive Council Meetings.

b. All Correspondence.

c. Virginia State Corporation certificate.

d. Federal Tax Exemption certificate.

e. Insurance certificate.

7. Will execute all legal documents as required by law.

8. Will perform other duties as required by the Executive Council.

**D. Treasurer's Duties and Responsibilities:**

1. Will receive all monies paid to TRC.

2. Will issue receipts up request.

3. Will deposit all monies received in the appropriate TRC account(s) within seven (7) calendar days of receipt.

4. Will maintain sufficient records to support all sources and uses of TRC funds.

5. Will balance the checking and savings accounts, verify the bank statements within seven (7) calendar days of receipt, and report any discrepancies to the bank and to the Executive Council.

6. Will maintain a current file of paid members of TRC and issue membership cards.

7. Will provide a current Treasurer's report at each General Membership and Executive Council meeting in accordance with generally accepted accounting principles.

8. Will perform other duties as required by the Executive Council.

**ARTICLE V. DUTIES AND RESPONSIBILITIES OF**

**APPOINTED OFFICIALS**

**A. Field Marshall/Master at Arms' Duties and Responsibilities:**

1. The immediate past President of TRC will be designated as Field Marshall and Master at Arms.

2. Will coordinate enforcement of field safety and will address reported violations.

3. Will receive member comments involving safety and make reports to the executive council.

4. After investigating any safety violation, the Field Marshall will make a report with recommended action/s to the Executive Council.

5. The Master at Arms is responsible for keeping order at all general membership meetings.

6. The Field Marshall/Master at Arms will perform other duties as required by the Executive Council.

**B. Newsletter Editor Duties and Responsibilities:**

1. Is responsible for preparing and distributing the newsletter in a timely manner each month.

2. Will have reasonable editorial authority subject to the following:

a. All material in the newsletter will be edited to ensure readability, spelling and general neatness.

b. All material in the newsletter will be edited as to language and content.

 (1) No vulgar or profane language.

 (2) No airing of petty differences between members.

c. All upcoming events of TRC will be duly noted.

d. All material in the newsletter will be of general interest to the membership.

3. Any questions regarding format or controversial matter should be presented to the

 President and, if time permits, to the Executive Council prior to publication.

**ARTICLE VI. GENERAL MEMBERSHIP MEETINGS**

1. TRC will have a General Membership meeting at least once a month at a time, place, and date designated by the Executive Council except when precluded by unforeseen circumstances, as determined by the President.
2. The President will have the authority to call a special meeting of the General Membership with written notice mailed no later than five (5) days prior to meeting. The reason for the special meeting must be stated in the notice, and the special meeting may conduct only the stated business.
3. Any motion may be passed by a simple majority vote of the members present at any General Membership or special meeting except those items requiring a two-thirds (2/3) vote.

**ARTICLE VII. NOMINATIONS AND ELECTIONS**

Each year TRC will hold an election of officers and five (5) general members of the Executive Council. These persons will hold their respective offices for a period of one (1) year and will be elected in the following manner.

**A. Officers:**

1. At the September General Membership Meeting, the membership will elect a two member Nominating Committee. This committee will nominate a minimum of one (1) candidate for each officer position.
2. At the October General Membership Meeting, the Nomination Committee will present a slate of candidates to run for the elected office. At this time, any member may nominate any other member for any of the offices from the floor. At this meeting, the President will appoint an Election Tabulation Committee consisting of two (2) members. The Vice-President will monitor this committee.
3. All nominations will be published in the October newsletter. The newsletter will publish a voting ballot. An option to utilizing the newsletter ballot will be an internet survey. These will be the only methods to vote.
4. The ballot may be brought to the November General Membership Meeting and placed in the ballot box, or
5. The ballot may be mailed to the official TRC mailing address.

(1) The ballot must be in a sealed envelope and received at least two (2) days prior to the election.

(2) The ballot must have the voter' s name and the word "Ballot" marked clearly on the outside of the sealed envelope.

1. The ballot may be collected via internet survey (Survey Monkey, etc.). If this option is utilized, the web master will automatically be considered one of the voting tabulators.

4. Election of officers will be held at the November General Membership Meeting. The Election Tabulation Committee will collect and tabulate the votes and present the results to the President.

5. The newly elected officers will take office at the December General Membership Meeting at the completion of old business.

**B. Executive Council General Members:**

1. To provide continuity on the Executive Council, the five (5) general members on the Council will be elected yearly at the June General Membership Meeting.

2. Nominations for the five (5) positions and one (1) alternate will be accepted from the floor.

3. Each member present will be allowed to vote for a candidate to each position.

4. Votes will be tabulated by the club officers and the results announced. The five (5) members receiving the most votes will be seated on the Council and the sixth as an alternate at the next Council meeting.

**C. Special Elections:**

1. In the event that both the President and Vice-President are unable to carry out their duties, the Executive Council will have the authority to call a special election which will be conducted as follows:

a. Nominations for President will be received from the floor.

b. Voting will be conducted by written ballot.

c. Votes will be tabulated by the officers present; if no officers are present, tabulation will be conducted by members of the Executive Council who are present.

d. The individual receiving the most votes will assume the office of President immediately and will hold office until the next general election.

**ARTICLE VIII. IMPEACHMENT OF ELECTED OFFICERS**

1. Any elected officer of TRC accused of malfeasance may be subject to impeachment. Impeachment of any elected officer will follow these procedures:

a. Any member of TRC may bring charges against any officer by delivering the charges

in writing to any member of the Executive Council. The member of the Executive

Council who receives the charges against the charged officer must then call a special

meeting of the Executive Council to hear the charges.

b. The accused officer will be brought before the Executive Council, who will hear the

charges against that officer. If the charges are ruled justified by a two-thirds (2/3)

vote of the Executive Council, the officer will be brought before the General

Membership at the next regular General Membership Meeting.

c. If the General Membership declares by a two-third (2/3) vote of members present that

the officer has neglected his/her duties, then that officer will be removed from office.

**ARTICLE IX. REGISTERED AGENT**

TRC will have a registered agent at all times to receive correspondence from the Virginia

Corporation Commission. He/she will be responsible to see that all correspondence is forwarded

to the proper officials of the corporation.

**ARTICLE X. AMENDMENTS AND ADDITIONS TO THE BYLAWS**

1. Any amendment or addition to these Bylaws must be passed by the Executive Council and presented to the General Membership for review at the next General Membership meeting. The amendment or addition will again be presented at the following General Membership meeting for a vote and will require a two-thirds (2/3) majority of the members present for passage.

2. The proposed amendment or addition to the Bylaws must be published in the newsletter immediately preceding the General Membership when the proposal will be voted upon.

**ARTICLE XI. FIELD TRANSITION/RENOVATION FUND**

We recognize that adequate flying sites are essential for our success in this endeavor. It is the goal of TRC to provide funding, budgeted annually, for the maintenance and improvement of its current site and to provide for possible transition or establishment of new locations.

1. A separate accounting will be established for funds set aside for the establishment of new flying sites and will be known as the "Field Transition Fund." This establishment may consist of either the transition to a new site due to loss of currently existing sites or the establishment of a new site.

2. These funds may be used to make major improvements and or renovations to the current site when deemed prudent and necessary for the continued safe operation, enjoyment of the site and security of club equipment. Funds used in this manner from the Field Transition/Renovation Fund shall require the approval of a two thirds (2/3) majority of the Executive Council and members present at a General Membership meeting.

3. The Field Transition Fund shall not drop below $25,000.

a. Annually, (31 December) funds in excess of the current annual budget shall be used to reduce the next annual budget.

4. The Executive Council shall evaluate the adequacy of the Field Transition/Renovation Fund every year and adjust the budgeted amount with the approval of a two thirds (2/3) majority of the members present at a General Membership meeting.

a. Should it be necessary to increase the funds in the Field Transition Fund, monies in excess of the years’ operating budget and the emergency fund will be added to the Field Transition/Renovation Fund.

**PART IV**

**WORKING RULES OF TRC, INC.**

**ARTICLE I. DUES AND FEES**

1. Dues for members are payable at a rate of:

* $100.00 Single adult 20 years or older on 1 February.
* $70.00 Senior citizen 65 years or older on 1 February.
* $55.00 Additional family members who are dependent’s and people between the ages of 16-20 years old on 1 February.
* $00.00 Juniors under 16 years old on 1 February (to match AMA).

a. New members who have never been on the club' s membership rolls, joining after June 30 will be pro-rated at one twelfth (1/12) the annual rate for each month remaining in the fiscal year.

b. The fiscal year end is 31 May.

c. An associate member is not required to pay dues but his/her membership status must be reviewed annually.

2. Any special assessment, as determined by the Executive Council, will be binding on all members subject to a majority vote of the General Membership as specified in the Bylaws; Article III. A.3.

3. Members who have not renewed by the July meeting will be dropped from the membership. Members dropped from the roster will need to requalify as a pilot upon renewal of their membership. There will be no proration of dues for members rejoining after being dropped from the roster.

4. Any TRC member may, upon submission of a written request, be eligible for a reduction or proration of dues for health, humanitarian, or change of domicile reasons at the discretion of the Executive Council.

5. Each year at the May General Membership Meeting, TRC will accept proposals from individuals, companies, or club members for providing services to cut, trim, edge and maintain the Wildhorse site for the following year. All equipment, fuel and repair of TRC owned equipment will be provided at no additional cost for their use. Proposals will be reviewed by the Executive Council and approved at the May Executive Council Meeting. TRC reserves the right to cancel at any time the maintenance agreement for non-compliance.

**ARTICLE II. FIELD SAFETY REGULATIONS**

1. Members of TRC will pit their aircraft in such a manner that they will not endanger any other member or spectator while starting or tuning their aircraft.

2. Members are strictly prohibited from flying their aircraft over non-designated flight areas.

3. Members shall refrain from flying model aircraft over public roads below 100 feet of altitude.

4. Members will not attempt to fly model aircraft without the proper pre-flight checks. The first flight of such models should be conducted by a certified check pilot, and others present shall be notified that a check flight is being conducted.

5. The use of alcoholic beverages or drugs is prohibited.

6. Members will not fly model aircraft in such a manner as to endanger fellow members or spectators.

7. Members will pit only in the designated pit area and fly from the designated pilot area. A maximum of four (4) pilots will be allowed to fly simultaneously, not to exceed one (1) per designated pilot box.

8. Use of the fields ' frequency control systems are required at all times and only those frequencies authorized by TRC will be allowed.

a. TRC will not authorize any frequency that has not been previously approved by the Federal Communications Commission and the Academy of Model Aeronautics.

b. TRC reserves the right to specify frequencies that may be used at its flying sites.

9. Members will take off and land into the prevailing winds as long as this does not require flight over prohibited areas.

10. In the event there is no wind or a dead crosswind, pilots present will decide among

 themselves which direction is to be used.

11. Abusive or vulgar language is prohibited.

12. Members experiencing an "emergency situation will notify other members immediately.

 And have field priority.

13. Members will check to insure that the runway is clear of model aircraft and people and will check for model aircraft in the landing pattern prior to attempting to take off or taxi onto the runway.

14. Members will warn all others when experiencing control difficulties.

15. Members will make sure by announcing their intentions that the runway is clear of other

 model aircraft and people before attempting to land.

16. Members walking onto runway will announce their intentions and announce again when

 they are clear of the runway.

17. All AMA Safety Regulations will be enforced at all times. TRC working rules become a

 part of the AMA Safety Regulations, the Safety Code.

18. Operation of any type of surface model is strictly prohibited at the flying field.

19. It is the responsibility of each member to report any flagrant violations of the safety

 regulations or General Field Regulations to the Field Marshall.

20. Members will be required to pit in the designated area. There will be **NO SMOKING**

 **WITHIN 15 FEET** of the designated area. The member will have an approved fire

 extinguisher in the pits

**ARTICLE III. GENERAL FIELD REGULATIONS**

1. Flying at any TRC sponsored flying site is restricted to members and guests of members.

a. To qualify as a guest of a member, the guest must meet current AMA requirements; including proof of current AMA membership (original AMA card is the only acceptable proof).

b. An individual may be guest for a total of three (3) times before TRC membership is required.

c. A guest of a member must be accompanied by that member at all times.

2. Any member of any AMA chartered club located beyond a 75 mile radius of our field may have reciprocal privileges.

3. All members will wear their TRC badges and AMA badges while flying at any TRC sponsored site. All TRC badges will include the member' s name and AMA number.

4. Every operator must display a correct frequency indicator of an AMA approved type on his/her transmitter, if using 72 Mhz frequencies.

5. Every operator must utilize the impound rack provided for his/her transmitter unless they are operating radios with a 2.4 Ghz operating system.

6. Each operator must furnish a "clothespin" for his/her frequency with the channel number for that frequency and his/her name imprinted on it unless using a 2.4 Ghz operating system.

a. Transmitters may not be operated unless the operator's "clothespin" is solely attached to the frequency control board in the appropriate place for that frequency unless they are using 2.4 Ghz. operating system.

b. Pins may be attached to the respective lines' staging board to indicate the order of those persons waiting to fly on that line. The respective order may change depending on which frequencies clear first.

7. Non-certified pilots must not fly unassisted.

8. Each member is responsible to keep the flying site as clean and free of litter as possible. They agree that they will carry off any trash that they might have with them upon departing, or place it in one of the trash receptacles.

9. Any member that brings children or pets (pets should be kept on a leash unless members are made aware the pet will be off the leash) will keep them off the runways, taxiways, pit areas, and the parking lots. They will also control the children or pets in such a manner as not to endanger any pitted aircraft, or distract any pilot and/or helper.

10. No member of TRC will fly his/her model aircraft while any maintenance operation is being

 conducted on the runway.

11. Mufflers are required on all engines over 0.15 cubic inch displacement unless the engine is a

 four-cycle engine.

12. Helicopter/Mulit-Rotor (non-fixed wing) Procedures for Wild Horse Flying Site: A helicopter pad is located to the east of the taxiway/pit area near the South East comer of the field for helicopter/multi-rotor operation. A spotter is highly recommended to stand near the pilot. All such flying will take place to the South of the Helo pad. Helo/multi-rotor pilots may fly from the existing pilot boxes as long as they can safely fly in the pattern and will not interfere with fixed wing operations. Fixed wing pilots shall have priority on the main field.

13. A total of 4 pilots may fly from the fields current pilot boxes at any one time in addition to 2

 Helo/multi-rotor pilots flying from the Helo pad on the South East corner of the field.

**ARTICLE IV. NEWSLETTER**

1. TRC will publish a monthly newsletter and deliver via electronic means a copy to each member prior to the next scheduled General Membership meeting. Members currently receiving the newsletter via Postal mail will continue to do so. The newsletter will also be posted on the club' s web site.

2. Each issue of the newsletter will contain:

a. The minutes of the previous Executive Council and General Membership meetings.

b. The current telephone number and name of each Executive Council Member and Instructor Pilots.

3. The issue published after the October General Membership Meeting will contain a list of nominees for club office. Also the October issue will contain the official ballot for the November Election of Officers and mailing instructions for those who wish to mail their ballots.

4. The newsletter will be open to the General Membership and will publish all inputs from members as long as the submitted material is not profane, vulgar, or airs petty differences between members. The newsletter will consist of news and articles of general interest to the membership.

5. The newsletter may be used to advertise articles for sale by members (non-business) at no charge and commercial dealers at a rate to be determined by the Executive Council. All advertising copy is to be furnished by the advertiser and paid in advance.

**ARTICLE V. PROPERTY CUSTODIAN**

1. The Vice-President will act as TRC's property custodian. He/she will be responsible to keep a current inventory of all TRC owned items and perform all maintenance necessary to keep said property in good working order. TRC items and supplies will be issued to members in the following manner.

a. Each member requesting the use of TRC property must complete a Use Voucher and submit the voucher to the property custodian.

b. The property custodian will retain the Use Voucher until the property is returned in good working order.

**ARTICLE VI. ELECTION TABULATION COMMITTEE**

1. The Election Tabulation Committee will consist of two (2) members appointed by the President. This committee will be responsible for the tabulation of election ballots in the following manner:

a. Collect all mail-in ballots and record the names of members that choose to vote by mail. This information will appear on the outside of the sealed envelope containing the ballot.

b. Collect the ballots from members present at the November General Membership Meeting, taking precautions to note that no member who has voted by mail also votes in person.

c. Open all mailed-in ballots in a manner as to not divulge the candidate selection and deposit the ballot in the ballot box.

d. Remove all ballots from the ballot box and tabulate the vote.

e. If an internet survey is utilized for the collection of ballots, the web master will automatically be considered a member of the tabulation committee. He will present the results of the internet tabulation to the other member of the committee and they will tabulate the internet votes and mailed in/written in ballots.

f. Notify the President of the results of the election.

g. The actual number of votes per candidate will not be announced to the General Membership. Interested persons may request this information directly from the Tabulation Committee only at the November General Membership Meeting after the results have been announced by the President.

**ARTICLE VII. AUDIT COMMITTEE**

1. This committee will consist of three (3) non-officer members appointed by the President. This committee will be responsible for audit of TRC books and records annually. The audit for the previous fiscal year shall be conducted in the period between March and April General Membership Meetings. Any discrepancies will be reported to the President as soon as possible after the audit. The audit will be conducted in the following manner:

a. Verify that all bank statements were properly balanced, verify that all money in the cash box matches the amount of receipt duplicates not deposited and verify all arithmetic.

b. Verify that all receipt duplicates were numbered sequentially and that all deposit tickets and checks (including those voided or returned) are present in the appropriate file.

c. Conduct any non-scheduled audits as may be requested by the Executive Council.

**ARTICLE VIII. WORKING PARTIES**

1. All members of TRC are required to participate in at least one (1) working party annually. The President is responsible to maintain a roster of participants for the current year.

2. Members who may not be able to participate in an assigned working party may contact the President at least five (5) days prior to the assigned date to arrange a replacement. These members will be assigned at a later date.

3. Members may volunteer to work a specific assignment or to provide a special service to club in lieu of being assigned to a working party at the discretion of the President.

**ARTICLE IX. CHECK PILOT-INSTRUCTOR PILOT PROGRAM**

1. TRC will maintain a cadre of Check Pilots and Instructor Pilots to assist beginner pilots.

To qualify as a Check Pilot or Instructor Pilot, one must:

a. Instructor Pilot:

(1) Request certification.

(2) Perform a required performance test.

(3) Be recommended by three (3) Instructor Pilots and one (1) Check Pilot. (There is a preprinted form letter to be used for Instructor Pilot certificate available from the President, Vice-President, or Field Marshall.)

b. Check Pilot:

(1) Any Instructor Pilot who has been active continuously for at least two (2) years may request to be certified as a Check Pilot. Due to the responsibility involved, this request must be submitted in writing to the Executive Council via the Vice-President. The Executive Council will weigh the experience and flying ability of the applicant.

**ARTICLE X. AMENDMENTS AND ADDITIONS TO THE**

**WORKING RULES**

1. Any amendment or addition to these Working Rules must be passed by the Executive Council and presented to the General Membership for review at the next General Membership meeting. The amendment or addition will again be presented at the following General Membership meeting for a vote and will require a two-thirds (2/3) majority of the members present for passage.

2. The proposed amendment or addition to the Working Rules must be published in the newsletter immediately preceding the General Membership Meeting when the proposal will be voted upon.

**ARTICLE XI. AWARDS**

**A. Outstanding Member of the year:**

1. Criteria: Annually, during the election of club officers, members may nominate the one member, for that year, whose exceptional accomplishments were instrumental in TRC achieving its mission and making it a better club. The member receiving the most nominations shall receive the award for Outstanding Member of the year.

1. Award: The Outstanding Member of the Year shall receive an inscribed plaque. The award shall be presented at the December meeting/banquet.

**B. Plane of the Month:**

1. Criteria: The members present shall vote monthly, at the general membership meeting, for Kit and/or ARF aircraft of the Month.

2. Eligibility: Entries must be built by the member submitting the aircraft. It must be ready for flight with all radio gear installed. Each aircraft shall only be voted on once for the award. Only aircraft not previously considered for this award will be allowed.

3. Award: The Kit aircraft of the month winner shall receive a gift certificate in the amount of $15.00 redeemable at the specified business.

4. Award: The ARF aircraft of the month winner shall receive a gift certificate in the amount of $10. 00 redeemable at the specified business.