

NANAIMO FLYING CLUB

BYLAWS

Effective 19 June 2011

ARTICLE 1 – NAME

SECTION 1:1

The name of this Corporation, as provided by the Club Charter, shall be “**Nanaimo Flying Club**”.

ARTICLE 2 – PURPOSE

SECTION 2:1

The purpose of this Corporation (hereinafter called the “Club”) shall be to advance and promote flying and to engage in such other activities and ventures, for the benefit of the Club and its members, as is permitted by the Club Charter.

ARTICLE 3 – MEMBERSHIP

SECTION 3:1

All applications for membership in the Club shall be forwarded to the Membership Committee for review of completeness and preparation of membership packages. The membership fee and the appropriate dues should be submitted with application for membership.

SECTION 3:2

The Membership Committee will present each application to the Board of Directors who will make recommendations to the Club membership. Acceptance shall be by a majority vote of the Club membership at a regular general meeting and acceptance shall be subject to receipt of payment.

SECTION 3:3

Every new member will be presented a Clubhouse key and a copy of the Club Bylaws with up-to-date amendments at the meeting following acceptance.

SECTION 3:4

Membership in the Club is not transferable and shall cease to exist upon the death of a member, or when a member shall cease to be a member by resignation or otherwise in accordance with the Bylaws in effect at the time.

SECTION 3:5

All joint owners in an aircraft shall be members of the Club.

SECTION 3:6

All charges to a member's account are due and payable by the 1st day of the following month. Annual dues are payable by January 31st.

SECTION 3:7

Members with accounts in arrears for thirty (30) days or more shall lose all privileges in the Club until such time as the account is paid in full.

SECTION 3:8

Members with accounts in arrears for sixty (60) days or more may be terminated by the Board of Directors without notice.

ARTICLE 3 – MEMBERSHIP (cont'd)

SECTION 3:9

A leave of absence may be granted by the Board of Directors for a period of one (1) year. Application must be made in writing and reason stated.

SECTION 3:10

A leave of absence may not exceed two (2) years.

SECTION 3:11

A member may resign by submitting written notification to the Club secretary.

SECTION 3:12

The following conditions of membership shall apply, as set forth in the Club Charter:

A - Sustaining Members

Sustaining Members shall be persons admitted as such by the Board of Directors, who have paid the entrance fee fixed by the Board of Directors, which shall not be less than the sum of \$25.00 (Twenty Five dollars), and who pay such annual fees as may be fixed, from time to time, by the Board of Directors. Each Sustaining Member shall be entitled to one (1) vote at each meeting of the Corporation.

B - Life Members

Life members shall be persons admitted as such by the Board of Directors, who have paid the entrance fee fixed by the Board, which shall not be less than the sum of \$100.00 (One Hundred dollars) and an annual fee as specified in the Club fee schedule. Each life member shall be entitled to one (1) vote at each meeting of the Corporation.

C - Honorary Life Members

Honorary Life Members shall be persons admitted as such by the Board of Directors provided, however, that the number thereof, at any one (1) time, shall not exceed three (3). Each Honorary Life Member shall be entitled to one (1) vote at each meeting of the Corporation.

D - Flying Members

Flying Members shall be persons admitted as such by the Board of Directors for the purpose of receiving instructional training and who have paid such annual and other fees as may be fixed, from time to time, by the Board of Directors, but who shall not be entitled to be present or to vote at any meeting of the members. Flying Member applications will also be considered for the purpose of promoting flying and aviation in general.

SECTION 3:13 Moved to Section 5:A:1

SECTION 3:14 Moved to Section 5:A:3

SECTION 3:15

All members are encouraged and expected to attend at least (2) General membership meetings per calendar year.

ARTICLE 4 – OFFICERS

SECTION 4:1

Members in good standing shall elect, by secret ballot, four (4) officers to the Club Executive at the Annual General meeting.

ARTICLE 4 – OFFICERS (cont'd)

SECTION 4:2

Officers of this Club shall be: President, Vice-President, Secretary, and Treasurer.

SECTION 4:3

Officers elected shall hold office for a term of one (1) year effective January 1st.

SECTION 4:4

Persons engaged in any type of aviation related business, including planning and administration, shall not be permitted to become President or Vice-President of the Club.

ARTICLE 5 – DIRECTORS

SECTION 5:1

Members in good standing shall elect, by secret ballot, two (2) Directors on even years and three (3) Directors on odd years to the Board of Directors at the Annual General meeting.

SECTION 5:2

The Board of Directors shall consist of the five (5) Directors and the four (4) Officers.

SECTION 5:3

All Directors shall hold office for a term of two (2) years.

SECTION 5:4

Any Director unable to complete his or her term of office shall be replaced by a new Director elected by secret ballot of members in good standing at a general meeting. The term of office of such elected Director shall be only for the remaining term of the departed Director.

SECTION 5:5

No more than one (1) person engaged in any type of aviation related business, including planning and administration, shall be permitted to be a Director, Treasurer or Secretary of the Club at any time.

SECTION 5:6

The Board of Directors shall be governed and conduct all business in accordance with the Club Bylaws and such conduct shall not violate the Club Charter or the rights of the Club membership to participate in, and direct decisions. The Board of Directors shall manage routine business and property between General meetings.

SECTION 5:7

The Board of Directors shall present a proposed *Annual Club Operating Budget* to the membership no later than one month prior to the election of new Officers and Directors.

ARTICLE 5 – DIRECTORS (cont'd)

SECTION 5:8

All routine expenditures of funds for supplies and services shall be approved by the Board of Directors. All non-routine and capital expenditures will be subject to prior approval by the Club membership, including budget and non-budget items.

SECTION 5:9

The Board of Directors shall present the actual Annual Operating Budget to the membership for approval no later than one (1) month following elections.

ARTICLE 5A – EDITOR

SECTION 5A:1

The Editor shall be elected by secret ballot, during the month of November.

SECTION 5A:2

The Editor shall hold position for a term of one (1) year.

SECTION 5A:3

The Editor shall have voting privileges as a member only.

SECTION 5A:4

The Editor has authorization to attend all or any Director's or Committee meetings.

SECTION 5A:5

Members in good standing shall elect an Editor for the club newsletter at the Annual General meeting. [Formerly Section 3:13]

SECTION 5A:6

The Editor shall be entitled to attend all club meetings but will have no special voting privileges. [Formerly Section 3:13]

ARTICLE 5B – WEBMASTER

SECTION 5B:1

Sections 5A:1 to 5A:6 inclusive shall apply to Webmaster, replacing the word "Editor" with "Webmaster".

ARTICLE 6 - ELECTIONS

SECTION 6:1

Each Club member in good standing shall be entitled to one (1) vote.

SECTION 6:2

Nominations for Club Officers, Directors, and Editor shall be called during the regular Club Membership meeting preceding the Annual General meeting.

SECTION 6:3

Nominations for President shall close immediately prior to voting for President.

SECTION 6:4

Nominations for Vice-President, Secretary and Treasurer shall close immediately prior to voting for these positions.

SECTION 6:5

Nominations for Director shall close immediately prior to voting for these positions.

SECTION 6:6

Nominations for Editor shall close immediately prior to voting for Editor.

SECTION 6:7

Nominations for Webmaster shall close immediately prior to voting for Webmaster.

ARTICLE 7 – MEETINGS

SECTION 7:1

General Club membership meetings shall be held once (1) every month.

SECTION 7:2

Directors meetings shall be held once (1) every month.

SECTION 7:3

Notice of meetings shall be posted on the Club bulletin board at least ten (10) days in advance of each meeting.

SECTION 7:4

Any Club business may be transacted by a quorum of members, except as otherwise stipulated by the Club Charter dealing with borrowing money, issuing debentures and mortgaging Club properties, etc.

SECTION 7:5

Club, Directors and Committee meetings shall be held at the Club clubhouse, unless unusual circumstances dictate otherwise. In the event a meeting is not held at the Clubhouse, all members concerned shall agree to the time and place of such meeting.

SECTION 7:6

Special General Meetings may be called by the President to deal with matters of urgency. The Club membership must be advised of any special meeting, including the time, place and reason of such meeting.

ARTICLE 7 – MEETINGS (cont'd)

SECTION 7:7

The November General Meeting of the Club shall be designated as the *Annual General Meeting*.

SECTION 7:8

Special Rule of Order Limiting Debate: Members are limited to two speaking periods of a maximum of three (3) minutes each for any item of discussion. This limit can be extended by a "motion to extend the limit of debate". This motion must be seconded and requires a two-thirds vote.

ARTICLE 8 – QUORUM

SECTION 8:1

Twelve members in good standing shall constitute a quorum for a membership meeting.

SECTION 8:2

A majority of Director's and or Officers in good standing shall constitute a quorum for a Board of Director's meeting.

ARTICLE 9 – AMENDMENTS TO BYLAWS

SECTION 9:1

Bylaws of this Club may be adopted, amended and repealed by a two-thirds majority vote of members in good standing at any General meeting of the Club subject to all provisions of Section 9.

SECTION 9:2

All members of the Club shall be sent or be given a copy of the proposed Bylaw changes and a notice of the time and date of the meeting at which the voting will take place at least thirty (30) days in advance of voting on such amendments.

SECTION 9:3

Additions, deletions and changes to Club Bylaws shall be made available to Club members at the first General meeting following acceptance of such amendments.

SECTION 9:4

A petition to defeat any proposed Bylaw change may, by any means, be submitted to the Secretary in writing. All "petitions to defeat" will be read to the membership by the Secretary immediately prior to the voting taking place.

SECTION 9:5

All changes to Club Bylaws must be made in accordance with Club Charter.

SECTION 9:6

All Articles and Sections contained within Club Bylaws must be preserved. Once deleted, an Article and/or Section cannot be reused unless the reassignment is in keeping with the original content.

ARTICLE 10 – FEES

SECTION 10:1

A schedule of fees will be prepared for presentation to the membership with the annual budget no later than one (1) month following elections.

SECTION 10:2

The schedule will establish fees for the following categories:

SUSTAINING MEMBERSHIP	SUSTAINING MEMBERSHIP – (SPOUSE)
MEMBERSHIP DUES	MEMBERS OUTSIDE PARKING
NON-MEMBER OUTSIDE PARKING	MEMBERS INSIDE PARKING
LOCKER RENTAL	CLUBHOUSE KEY DEPOSIT
CLUB PRODUCTS	NSF CHEQUE CHARGE
KEY LOCK DEPOSIT	AIRCRAFT HYDRO RATE
AIRCRAFT INSURANCE MINIMUM	DELINQUENCY FEE
CLUB RENTAL FEES	

Categories may be added or deleted from time to time as required.

SECTION 10:2A

For the benefit of other Club members, aircraft parked on Club property must always carry a minimum of Five Hundred Thousand dollars (\$500,000.00) Public Liability insurance coverage. Where discrepancy exists, the minimum amount stated in the yearly fee schedule shall prevail.

SECTION 10:3

Dues for new members shall be prorated from the annual fee and calculated based on the months remaining in the year at the time of acceptance into the Club.

SECTION 10:3A

The spouse of a Sustaining Member may become a full member of the Club for an entrance fee of not less than Twenty-Five dollars (\$25.00) in addition to the annual fee as may be fixed, from time to time, by the Board of Directors.

SECTION 10:4

Persons seeking reinstatement shall be treated as new prospective members. All outstanding accounts must be paid in full prior to consideration for reinstatement. Former members seeking reinstatement shall have the option of paying the current membership fee or delinquency fee plus an amount equal to the unpaid dues accrued since leaving the Club.

SECTION 10:5

Life Membership shall be ten (10) times the amount of the prevailing membership fee. Such membership shall require a recommendation by the Board of Directors and acceptance by a majority vote of members in good standing at a General meeting of the Club.

SECTION 10:6

Key deposits shall be refundable upon demand by return of the key(s).

ARTICLE 10 – FEES (cont'd)

SECTION 10:7

Dues, parking fees, and locker rental or any part thereof shall not be refunded to members leaving the Club for any and all reasons.

SECTION 10:8

All charges shall be as per the fee schedule set by the Club and published in the Clubhouse and any other place as directed by the Club membership. Rental of Club facility will be a minimum of fifty dollars (\$50.00) or exchange of services to the equivalent amount per day per event or the equivalent of services rendered as approved by the membership.

ARTICLE 10A – AIRCRAFT RENTAL FEES

Article 10A Deleted: SECTION 10 to SECTION 18 inclusive.

ARTICLE 11 – AIRCRAFT OPERATING RESPONSIBILITIES

Article 11 Deleted SECTION 1 to SECTION 10 inclusive. [Pertaining to rental aircraft]

Article 11 – General (1993) moved to Article 14

ARTICLE 12 – AIRCRAFT RESERVATIONS

Article 12 Deleted SECTION 1 to SECTION 7 inclusive. [Pertaining to rental aircraft]

Article 12 – Audit (2010) moved to Article 15

ARTICLE 13 – AIRCRAFT LIABILITY

Article 13 Deleted SECTION 1 to SECTION 3 inclusive. [Pertaining to rental aircraft]

ARTICLE 14 – GENERAL

SECTION 14.1

Fuel may be made available at a reduced rate for RECREATIONAL flying by club members.

SECTION 14.2

Deleted [Pertaining to Business operations not qualifying for the reduced fuel price set for recreational flying by club members.]

SECTION 14.3

Deleted [Pertaining to definition of Business use of aircraft not qualifying for reduced fuel price set for club members.]

SECTION 14.4

The Board of Directors shall determine the fuel price category for any aircraft purchasing fuel from club pumps.

SECTION 14:5

Any members disputing decisions of the Board of Directors shall have the right to have their case reviewed by the membership at a General membership meeting.

SECTION 14:6

All aircraft parked on Club property must have the required minimum Public Liability Insurance coverage. Proof of coverage must be provided upon or the aircraft will be subject to removal from Club property.

SECTION 14:7

Club members shall have precedence for parking and storage and Club facilities over non-members at all times.

SECTION 14:7A

The owner(s) of all aircraft parked on Club property are required to sign a parking agreement. Non-compliance will result in the removal of the aircraft from Club property.

SECTION 14:8

It is the responsibility of each individual person to provide the Club with current relevant information for the purposes of account billing, entitlement to fuel discounts and general communication. As applicable, any/all changes must be communicated directly to the Treasurer and Secretary.

ARTICLE 15 – AUDITOR

SECTION 15:1

Club members must appoint a minimum of two (2) Club members as volunteer auditors at the Annual General Meeting to audit Club accounts.

SECTION 15:2

Auditors must audit Club accounts and report to members at the following January Club meeting as to whether financial statements are fairly presented in accordance with generally accepted accounting practices.

SECTION 15:3

A waiver of audit is not permitted as per the Canada Corporations Act.

SECTION 15:4

Auditors may not be a Director or Officer of the Club, unless all Club members have consented.

SECTION 15:5

In the event no audit volunteers are found, the President may appoint auditors subject to approval of the majority of members present at the Annual General meeting.

SECTION 15:6

The fiscal year shall be January 1st to December 31st of each calendar year.

[End of ByLaws]