

THE CONSTITUTION OF THE FOX VALLEY AERO CLUB OF SAINT CHARLES, ILLINOIS

The Fox Valley Aero Club, Model Aircraft Club of Saint Charles, Illinois is a not-for-profit corporation chartered by the State of Illinois and governed by the By-Laws and Regulations hereunder. This Constitution is effective as of November 10, 2025, and supersedes any and all previous constitutions and by-laws of the Fox Valley Aero Club, Model Aircraft Club of Saint Charles, Illinois.

BY-LAWS ARTICLE I NAME

The name of this organization shall be the “Fox Valley Aero Club” of Saint Charles, Illinois, hereinafter referred to as the Club or FVAC.

ARTICLE II PURPOSE

The goals and purpose of the Fox Valley Aero Club are to:

1. Create interest in building and flying Model Aircraft.
2. Provide assistance to beginners.
3. Promote Model Flying of all types.
4. Sponsor Model Aviation Events.
5. Exchange knowledge, ideas and techniques amongst the members and the public.
6. Encourage friendship and fellowship amongst the members of the club and other clubs with similar interests and goals.
7. Create year round (indoor-outdoor) activities.
8. Encourage social activities involving the club members’ families.
9. Promote, support, and further the interest of the hobby’s sanctioning body, the Academy of Model Aeronautics (AMA).

ARTICLE III MEMBERSHIP

1. Application for Membership in the Fox Valley Aero Club is open to all interested individuals.
2. Types of Membership:
 - a. An ADULT MEMBER is age 19 years or older.
 - b. A JUNIOR MEMBER is under 19 years of age.
 - i. Is a non-voting member who is not eligible to hold an elected or appointed club board of directors position.
 - ii. If under 14 years of age, he or she must be accompanied by a parent or acting guardian while at club facilities.
 - c. A FAMILY MEMBER is a member (spouse, children, grandchildren) living in the same household as the Primary Adult Member. The dues for the Family Members will be the same as the Junior Member dues regardless of the Family Member’s age. Family Members will be considered either Adult Members or Junior Members based on their age.
 - d. A NON-FLYING MEMBER is a Member that does not carry flying privileges.
 - i. Is a non-voting member who is not eligible to hold an elected or appointed club board of directors position.
 - e. An HONORARY MEMBER
 - i. Has one or more of the following qualifications:

- A founding member of the club.
 - Provided extraordinary contribution to the Club or the hobby.
- ii. Is a non-paying and non-voting member who is not eligible to hold an elected or appointed club board of directors position.
 - iii. Has flying privileges with a current AMA card.
- f. If special circumstances require a deviation from any of the above categories of membership, it must be approved by a majority vote of the Board of Directors.
3. Interested applicants must complete an application for Club Membership. This application will include the following:
 - a. Applicants Name.
 - b. Home Address, City, State and Zip Code.
 - c. Phone Number.
 - d. AMA Number. If a prospective Adult, Junior, or Family member who wants flying privileges is not a current member of the AMA, application for membership in the Fox Valley Aero Club is conditional on having A Full Adult or Youth membership in the Academy of Model Aeronautics, (AMA). In no event is a member of the club permitted to operate Model Aircraft at club events or facilities without A Full Adult or Youth membership in the AMA.
 4. Individuals interested in Membership in the FVAC must pay all fees in accordance with Article IV. These funds must accompany the membership application.

ARTICLE IV DUES AND FINANCES

1. Initiation Fee: A one-time Initiation Fee will be required per Primary Adult Flying member. This initiation fee covers the Primary Adult Flying Member as well as their entire family. The fiduciary value of this fee will be set by a majority vote of the FVAC Board annually. If an individual applying for membership demonstrates a financial hardship that prohibits them from paying the entire Initiation Fee at the time of the application, upon approval by a majority vote of the FVAC Board, the applicant can pay the initiation fee in installments as set by the FVAC Board.
2. The initiation fee will be waived for individuals applying as Junior Members. Junior members who are 19 years of age as of March 1st must apply as an Adult Member. Junior Members who become Adult Members following their 19th birthday who are children or grandchildren of a current or past Adult Member are exempt from paying the initiation fee. Junior Members who become Adult Members following their 19th birthday who are the sole FVAC member in their family become the Primary Adult Member of their family and must pay the initiation fee along with their Adult Member application. No family will be required to pay more than one initiation fee.
3. Yearly club dues are due by March 1st each year. Any member who fails to pay the dues by March 1st will be denied use of the field until their dues are paid in full. In addition, late paying Adult Members will incur a twenty-five-dollar late fee which is added to the amount due for that year. Junior Members and Non-Flying Members will incur a five-dollar late fee for late payment.
4. Annual Dues will be in an amount set by a majority vote of the FVAC Board present at a regularly scheduled FVAC Board Meeting.
5. New members joining on or after September 1st of the year will pay a pro-rated dues amount which will amount to the number of months left in the year multiplied by 1/12 of the annual dues amount. This payment covers the remainder of the year, and a full dues payment will be required for the next year per Article IV – 3.
6. All expenses incurred in the operation of the club will be paid from the Club Treasury.
7. The FVAC Board will prepare and approve an annual budget for the operation of the Club by the end of March of each year. While this budget is an estimate of the income and expenses of the club at the time of its approval, its estimation of income and expenditures shall be balanced.
8. Expenditures made or authorized by officers or directors on behalf of the Club require pre-approval of the Board in any case where such expenditure exceeds \$250.00 for a given project.
9. Contracts or agreements drafted in the name of, or on behalf of, the Club require the approval of the FVAC Board and the signature of an FVAC Board member.

ARTICLE V MEMBER MEETINGS

1. Regularly scheduled Member Meetings will be held monthly (except December) on a date, time and place designated by the Board of Directors. When deemed necessary, on-line Member Meetings may be conducted via a video conferencing service.
2. Member Meetings shall be held in an informal, business-like manner. In addition to conducting club business, meetings should be as informative as possible.
3. The Board of Directors, with advance notice to the club members, may call a special Member Meeting.
4. The following business shall be conducted at each Member Meeting:
 - a. Call to Order.
 - b. Approval of minutes of previous Member Meeting.
 - c. Presentation and approval of Treasurer's Report.
 - d. Committee and Chairman Reports.
 - e. Discussion of Old Business.
 - f. Discussion of New Business.
 - g. Program if available.
 - h. Adjournment.
5. All issues put to a vote of the membership present must be passed by a majority of the members present at a regularly scheduled Member Meeting.
6. A quorum shall consist of fifteen (15) members including at a minimum nine (9) Board members.

ARTICLE VI NOMINATIONS AND ELECTIONS OF CLUB OFFICERS

1. Club Officers will consist of the following positions:
 - a. President.
 - b. Vice President.
 - c. Secretary.
 - d. Treasurer.
 - e. Safety Coordinator.
2. Nominations for Club Officers will be made at the October and November Member Meetings. Candidate's names will be published in the *Flypaper*. The yearly election may be conducted via internet service or mail. If the election is conducted using an internet service a link to the ballot will be emailed to voting members no later than two weeks following the November Member Meeting. In this case, the ballots must be limited to one ballot per Adult Member. Voting will open on the date that the link is sent out, and voting will close one week after that date. The member assigned to oversee the election will tabulate the results and report them to the President and Secretary. The identity of the members who vote must be kept confidential and known only to the election overseer. If the election is conducted via mail a ballot with a self-addressed stamped envelope to the Secretary will be mailed via USPS to each voting member for the purpose of voting. This ballot will be mailed no later than two weeks following the November Member Meeting. To be counted, this ballot must be returned to the Secretary no later than 10 days following the mailing date. A majority of the votes cast by return mail to the Secretary will determine the election results. In the event of a tie vote for any board position, the tie will be decided by a coin toss, which must be performed by the Secretary, and witnessed by the President. Election results for Club Officers and At-Large Directors will be announced via email to the membership within one week of the election closing date. The individuals elected will take office effective January 1st of the new year.
3. If a Club Officer resigns prior to the expiration of his term a replacement will be appointed by the Board of Directors and confirmed by a vote of the membership at the next Member Meeting.
4. Chairmen/Heads of committees, with the exception of the Safety Committee and Government Relations Committee, will be nominated by the President. The nominated person will assume the Chairmanship after a confirmation vote of the Board of Directors. Note: The Safety Coordinator will be the Chairman of the Safety Committee, and the Vice President will be the Chairman of the Government Relations Committee. The standing committees shall consist of, but not be limited to:

- a. Safety.
- b. Government Relations.
- c. Public Relations.
- d. Field Maintenance.
- e. Membership.
- f. Flight Instruction.
- g. Flypaper.

ARTICLE VII BOARD OF DIRECTORS

1. The Board of Directors shall normally consist of sixteen (16) Adult Members, however when the Immediate Past President is serving the one-year transition term it will consist of seventeen (17):
 - a. The five current Club Officers.
 - b. The Immediate Past President (This term is for one year and filled by the Past President during the year following their replacement by a new President).
 - c. The Field Maintenance Chairman, Public Relations Chairman, Membership Chairman, Chief Flight Instructor and Flypaper Editor.
 - d. Six Directors elected at large by the same procedure outlined for the election of Club Officers in Article VI.
 - e. In the event that a non-officer member of the Board of Directors is unable or unwilling to serve in that capacity the President will nominate a candidate to fill the vacancy. The nominated person will assume office after a confirmation vote of the Board of Directors.
2. Board of Director positions will be held for a one-year term, January 1st through December 31st.
3. The Board of Directors shall be responsible for the overall operation, direction, and planning of the Club activities. They will conduct the Club business and report on their activities to the general membership at the next Member Meeting. Decisions of the Board of Directors can be challenged and called to a vote of the membership at the next regularly scheduled Member Meeting. If the Board action is not challenged at the next regularly scheduled Member Meeting, then the actions of the Board of Directors shall be considered as approved.
4. Nine (9) Board members present shall constitute a quorum of the Board of Directors.
5. Board of Directors meetings will be held monthly (except December) on a date, time and place set by the President (typically one hour prior to the member meeting on the same date, time and place). When deemed necessary, on-line Board of Directors Meetings may be conducted via a video conferencing service.
6. In unusual circumstances where a Board of Directors decision is required prior to a regularly scheduled Board meeting, the vote of Board members may be polled by e-mail. A motion shall be sent to the entire Board and seconded in advance of a vote. This type of vote must be approved by a majority vote of the entire board. Results of these votes must be posted in the following month's Board of Directors Meeting Minutes.
7. The President, with advance notice, may call a special meeting of the Board of Directors.
8. The Club President will preside at meetings of the Board of Directors. In the absence of the Club President, meetings will be presided over by the Vice President, Treasurer or Secretary, in that order of succession.

ARTICLE VIII DUTIES

1. The President is the executive officer of the club and presides at all meetings in responsible parliamentary manner. He or she is the spokesperson for the club. He or she nominates standing committee chairmen and special committees as deemed necessary. He or she is an ex-officio member of all committees. The President will cast the deciding vote in case of any tied vote. He or she will be responsible for checking all financial and other Club records to be sure they are properly handled. He or she (or other member designated by the President) maintains an up-to-date membership record of all club members including mailing addresses, AMA membership numbers, and other necessary information.

2. The Vice President assists the President in all matters and assumes the duties of the President if for any reason the President is unable to perform those duties. The Vice President will assume Government Relations duties as needed.
3. The Secretary shall record the minutes of all club meetings and submit them for board/membership approval at the following meetings. The Secretary shall be the custodian of all records and shall notify members of any special meetings.
4. The Treasurer shall collect all monies and keep a record of same. The Treasurer shall give a report at each meeting of fiscal balance. Records of all receipts and expenditures can be reviewed upon request of any club member. The Treasurer shall collect dues and maintain a bank account in the Club's name and arrange for transfer of same to the succeeding Treasurer.
5. In the absence of the President, the Vice President, Treasurer or Secretary, in that order, shall preside and conduct the Member Meeting.
6. The Safety Coordinator promotes and encourages a climate of safety awareness within the club. He or she provides communication between the AMA and the club in matters related to safety. At least annually, he or she will conduct a safety audit of club facilities, equipment, and grounds to ensure everything is in good working order and safe for normal use by members and the public. He or she establishes a club emergency action plan to handle serious accidents/incidents and annually reviews emergency procedures with club members. The Safety Coordinator, along with the President, shall be responsible for maintaining the Club Field Rules.
 - a. Changes to the Club Field Rules may be made by a majority vote of the Board of Directors.

ARTICLE IX PUBLICATIONS

1. The Club Newsletter shall be known as the "Flypaper".
2. The Flypaper Editor will be appointed to this position for one year.
3. Newsletter to be edited and the editorial content to be controlled by the Editor.
4. Editor must edit, obtain news, create, publish, and distribute and ensure that only matters pertaining to the club or of general interest to the Hobby shall be included in the Newsletter.

ARTICLE X AFFILIATIONS

1. The Academy of Model Aeronautics (AMA.)
2. The City of St. Charles, Illinois.

ARTICLE XI CONSTITUTION REVISIONS

1. A proposal to change this Constitution and By-Laws may be proposed at any time by a member of the club. The proposed change must be submitted in writing at a regularly scheduled Member Meeting. Any proposed changes to the Constitution need to be circulated to the membership no less than 14 days prior to the next regularly scheduled Member Meeting. A motion may then be made to put the proposed changes to a vote of the membership. Change to the Constitution requires a 70% approval vote of the members present.

ARTICLE XII MEMBER CONDUCT

1. Members are required to obey all Club Field Rules and the AMA Safety Code.
2. All members shall be responsible for personal and property damage caused by themselves, their models, vehicles, persons or animals accompanying them at the Club Facilities or events.
3. All members shall treat others with respect and conduct themselves in a way that reflects positively on the club, the other members, the AMA, and the Model Aircraft hobby overall. Such conduct includes but is not

limited to conduct both at and away from club functions and facilities. It also applies to postings on social media such as Facebook, RC Groups and all other social media platforms.

ARTICLE XIII
GRIEVANCE PROCEDURE
(Field Rules and Member Conduct)

1. The grievance procedure provides a mechanism to enforce existing Field Rules and Member Conduct Rules by providing a progressive disciplinary system when needed. Most complaints can be resolved informally. If a complaint is serious, or cannot be resolved informally, the matter should be referred to the Safety Coordinator if a Field Rule violation or the President if a Member Conduct violation for their consideration by means of a Grievance Form. This form should be filled out and turned into the Safety Coordinator or President, dependent on the type of violation. At least one witness is required to sign the Grievance Form. The Safety Coordinator or President will present the Grievance Form to the Board of Directors with recommendation whether or not to proceed with the disciplinary process. If the infraction is determined to be actionable by a majority vote of the Board of Directors, the following actions will take place:
 - a. **FIRST VIOLATION – LEVEL 1** - Viewpoints of both complainants and accused will be considered. Complainant’s name will be disclosed. A written reprimand will be delivered to the accused by the Safety Coordinator or President. Delivery may be in-person or by registered mail.
 - b. **SECOND VIOLATION – LEVEL 2** - Complainant’s name will be disclosed. The accused has the right to submit a written rebuttal, to be reviewed by the Board of Directors. If the Board of Directors so decides, the flying privileges of the accused will be suspended for thirty (30) days. Written notice shall be delivered to the accused by the Safety Coordinator or President and an email will be circulated to the membership notifying them of the suspension. Delivery may be in-person or by registered mail.
 - c. **THIRD VIOLATION – LEVEL 3** - Complainant’s name will be disclosed. The accused has the right to submit a written rebuttal, to be reviewed by the Board of Directors. If the Board of Directors so decides, the member will be expelled from the Club for a minimum of one year. Written notice shall be delivered to the accused by the Safety Coordinator or President and an email will be circulated to the membership notifying them of the expulsion. Delivery may be in-person or by registered mail. The expelled member may reapply for membership after the expiration of the expulsion time period.
2. Typically, the second and third violations will not be enforced unless they are accumulated within two-years of the first violation. In the case of a flagrant violation of Member Conduct, the Board of Directors may increase the actions taken to a higher level.
3. Any member receiving a Grievance, who directs any retaliatory action against the person filing said grievance, will be subject to immediate and permanent 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 Board of Directors.

Article XIV
MISCELLANEOUS PROVISIONS

1. The duration of the club shall be perpetual. The club may be dissolved with the approval of two-thirds (2/3) vote of the total membership.

We, the undersigned, attest to this Constitution change having been submitted to the Fox Valley Aero Club members, as required in ARTICLE XI of the Fox Valley Aero Club Constitution and was approved by the members as required in ARTICLE XI of the Fox Valley Aero Club Constitution.

Signed this 10th Day of November in the Year 2025.

Dale Gathman
President
Fox Valley Aero Club
St. Charles, Illinois

Armin Weber
Secretary
Fox Valley Aero Club
St. Charles, Illinois

