

BYLAWS
OF
ALBUQUERQUE SOARING CLUB

Revision Date: 22 July 2020

ARTICLE I – NAME

The name of the organization shall be Albuquerque Soaring Club, hereafter referred to as the club.

ARTICLE II – PURPOSE

The purpose of the Albuquerque Soaring Club is to:

- Promote the sport of soaring.
- Provide the facilities necessary to allow glider rated pilots the opportunity to soar in the Albuquerque area.
- Provide safe and reasonably priced equipment and services to its members.
- Provide ongoing training and education to its members.
- Provide for the growth of the ASC by recruiting and training new members.
- Promote fellowship through club sponsored social events.
- Be a "good neighbor" to the town of Moriarty and its residents.

The club is incorporated as a Social Club exclusively for pleasure and recreation within the meaning of Section 501(c)(7) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue Law. Notwithstanding any provision in these articles, the club shall observe all local, state and federal laws which apply to such an organization.

ARTICLE III - BOARD OF DIRECTORS, CLUB OFFICERS, AND APPOINTED OFFICERS

- 3.1 The Board of Directors shall consist of six board members, all with equal vote. The Board of Directors consists of the four elected club officers (President, Vice President, Secretary, and Treasurer) and two elected Directors-at-Large.
- 3.2 A Chief Operations Officer, a Chief Maintenance Officer, Chief Tow Pilot, Chief Instructor, and Chief Safety Officer shall be appointed by the President, with the consent of the other elected officers. These appointed officials serve in an important advisory capacity to the Board of Directors (hereafter referred to as the Board).
- 3.3 All Board members shall be elected by a majority vote of regular members of the club present at the December general meeting for a term of 12 months, beginning on the first day of the following year. The officers shall be formally installed at the first meeting in the new year
- 3.4 Only regular members may be club officers. Officers are eligible for re-election. Members shall only serve in the same position on the Board for two consecutive one-year terms. Members may be elected to a different Board position immediately, or the same position after one year. Nominees for the two positions of Director-at-Large must have previously served as an elected club officer.
- 3.5 A three-fourths majority secret ballot vote of regular club members shall be required to impeach an officer, and such action shall be presided over by a member chosen by the club who is not a club officer.
- 3.6 Vacancies occurring among the elected members of the Board shall be filled by general election, to serve only for the unexpired term of the former board member.
- 3.7 The President is empowered to designate members to assist the Board in specific areas as deemed necessary by the Board. These members are not entitled to vote as board members.
- 3.8 The Board shall have the authority to act in any matters concerning the club except fiscal and other matters for which they have not been given authority in these Bylaws or by a majority vote of the club.

All actions which the Board or any of its individual members have taken since the last club meeting shall be reported to the club at the next club meeting. Board actions are subject to the disapproval of the club membership. If two or more members object to a specific Board action, the subject must automatically be placed on the New Business agenda and resolved by majority vote of those members present.

ARTICLE IV -MEMBERSHIP CLASSIFICATION AND PRIVILEGES

4.1 ENDURING MEMBERS

- 4.1.1 A **REGULAR MEMBER** is a member who has been accepted by the Board as a regular club member. Such members shall be entitled to use and fly all ASC aircraft which their individual certificates, ratings and endorsements and club rules permit. The member must pay all fees, dues, and assessments levied for this class of membership and published in the Operations and Policy Manual. The member must perform club duties as established by the board and published in the Operations and Policy manual.
- 4.1.2 An **ASSOCIATE MEMBER** is a member who has been accepted by the Board as an associate member with no regular privileges, who pays reduced monthly dues, and has no club duties. This membership classification is normally reserved for persons who wish to maintain an association with the club, but cannot participate as a regular member because of their residence or other circumstance approved by the Board. Occasional use of club equipment may be allowed associate members under rules defined by the Board.
- 4.1.3 A **STUDENT MEMBER** is a member who has been accepted by the Board as a student member, who is not more than 25 years old and is registered as a full time student at an accredited educational institution. Such members shall be entitled to use and fly all ASC aircraft which their individual certificates, ratings, and endorsements and club rules permit. A student member pays no initiation fee and no monthly dues but pays regular member club fees and performs regular member duties. A student member is not liable for special club assessments.

4.2 TEMPORARY MEMBERS

- 4.2.1 **VISITING MEMBER** is a member who has been accepted by the Board as a visiting member. This membership classification is reserved for individuals whose time of membership is limited by residency or other circumstances to less than 6 weeks per calendar year. Such members shall be permitted to tow behind club tow planes but are not allowed to fly club aircraft. The member must pay all fees and dues levied for this class of membership and published in the Operations and Policy Manual. A visiting member has no club duties and is not liable for special assessments. The number and duration of Visiting Memberships shall be limited by the board to minimize the impact to Regular Members and the local soaring community.
- 4.2.2 **EVENT LIMITED MEMBER** This membership classification is reserved for individuals whose time of membership is limited to their participation in a specific event such as a contest. The fees, responsibilities, privileges and entitlements of this membership class shall be determined by the Board on an event-by-event basis.

4.3 WAIVERS, EXEMPTIONS, HONORARIUMS AND INCENTIVES:

- 4.3.1 **PREVIOUS MEMBER:** An individual accepted for membership, who has previously been a regular member and has previously paid an initiation fee shall be exempt from any additional initiation fee.
- 4.3.2 **DOMESTIC PARTNER:** An individual accepted for membership, who is the domestic partner of a current regular member, shall be exempt from any initiation fee providing that: a) the current regular member paid an initiation fee and b) no previous domestic partner of the current regular member has claimed this exemption.

- 4.3.3 HONORARIUMS: In rare cases, the board may waive any or all of a regular member's dues and/or duties for a period of not more than one year as an honorarium for service rendered to the club. The specifics of each honorarium, including duration and justification, shall be recorded in the minutes. An honorarium may be renewed yearly for ongoing service.
- 4.3.4 HARDSHIP: The board may waive any or all of a regular member's duties for a specified time period due to hardship or disability. The specifics of each waiver, including duration and justification, shall be recorded in the minutes. Requests for a hardship waiver must be submitted in writing to the board.
- 4.3.5 INCENTIVES: The board may establish incentives as necessary to attract and retain Tow Pilots, Instructors or members with other specialized skills.

ARTICLE V - DUTIES OF THE BOARD OF DIRECTORS, CLUB OFFICERS & APPOINTED OFFICERS

- 5.1 It shall be the duty of all officers to conduct the activities of the club in an efficient and business-like manner and to safeguard the interests of the club at all times.
- 5.2 The PRESIDENT shall preside at the meetings of the club, appoint all committees, acting as an ex-officio member thereon, and perform all other duties which pertain to the office. The President shall have complete charge of all elections, except for the replacing of the President, in which case an officer chosen by the Board shall preside.
- 5.3 The VICE PRESIDENT shall act as President in the absence of that officer.
- 5.4 The SECRETARY will coordinate and be responsible for all ASC correspondence at the direction of the Board, record and publish meeting minutes, and generally maintain an oversight of the administrative functions of the club. In the absence of both the President and the Vice President, the Secretary will preside at all club meetings.
- 5.5 The TREASURER shall receive and disburse all club money, maintain a club account in an approved depository, keep an accurate record of all club financial activity, provide monthly and annual reports of all financial transactions, and perform all other duties as pertain to the office.
- 5.6 Two DIRECTORS-AT-LARGE will be elected. Although not club officers, they are members of the Board. The Directors-at-Large shall act in an advisory capacity to the President and assist them in conducting the activities of the club. They may preside over committees, or serve in other capacities as appointed by the President.

ARTICLE VI - GENERAL & FISCAL

- 6.1 The fiscal year shall be from 1 January to 31 December.
- 6.2 The club will maintain a bank account and/or money market account at an FDIC insured financial institution in Albuquerque, New Mexico. Each club officer (i.e., President, Vice President, Secretary or Treasurer) shall be authorized signatories on the club account. No club funds will be invested in stocks, or other high risk securities.
- 6.3 The Treasurer, custodian of the club's funds, shall be bonded (at club expense).
- 6.4 The Treasurer may authorize purchases in the name of the club for amounts not to exceed \$1,000. The Board may authorize club expenditures not to exceed \$8,000. Approval of two thirds of the voting members present at a club meeting is required for expenditures in excess of \$8,000.
- 6.5 All checks in excess of \$1,000 will be signed by two authorized club officers, one of which shall be the Treasurer.
- 6.6 Financial obligations, other than routine expenses, must be approved by the Board before payment or formal obligation is made.
- 6.7 An audit of the financial records may be ordered at any time by the Board.

- 6.8 The Board may not increase dues, fees or assessments without majority approval at a general membership meeting.

ARTICLE VII - FINANCIAL RESPONSIBILITY OF MEMBERS

- 7.1 Dues, fees and assessments approved under the provisions of Article 4.8 will be published in Annex A of the Operations & Policy Manual and will be charged all members according to their membership status.
- 7.2 Rates for using club aircraft and facilities shall be established by the Board and published in Annex A of the Operations & Policy Manual.
- 7.3 Special assessments may be made on members of the club if the Board determines that the club treasury may go below a practical working level.
- 7.4 Purchases made by members for club purposes which are not specifically authorized by the Treasurer or the Board are made at the members own risk. In the event of such purchases, upon presentation of a properly receipted bill, and such bill having been approved by the Board or Treasurer (if under \$500), the member shall be reimbursed.
- 7.5 Compensation to officers or members of the club for any services rendered may be made in a reasonable amount as determined by the Board.
- 7.6 Dues, fees and assessments are due within 15 days of receipt of the invoice. Beyond 30 days, interest will be charged at the rate set by the Board, but not exceed current business practice, on the outstanding balance. The Treasurer shall send a delinquency notice to any member whose club account is in arrears by a period of more than 90 days advising them that they shall be automatically suspended from the use of all club equipment and facilities if payment is not received within 30 days of the delinquency notice. Reinstatement shall be made upon full payment of the debt. The suspension shall be renewed automatically each 30 days and, after 90 days in suspended status, the Board will declare that the member has resigned and that member will forfeit all interests, rights and privileges in the club. Such action does not relieve the member of the outstanding obligation and the Treasurer will take all necessary steps to recover the debt. A pattern of delinquent payments and financial irresponsibility will require the Board to consider expulsion of that member.

ARTICLE VIII – MEMBERSHIP APPLICATION, RESIGNATION, AND EXPULSION

- 8.1 The number of regular members shall be limited by the Board, based on the availability of equipment and facilities to properly serve the club population.
- 8.2 Memberships are not transferable.
- 8.3 The Board shall establish membership application procedures and publish them in the Operations & Policy Manual.
- 8.4 Requests for membership classification changes and resignations shall be addressed to the President in writing and shall become effective immediately following that officer's approval.
- 8.5 At the discretion of the Board, and with the approval of two thirds of the regular members present at a regular meeting, an individual's membership may be terminated. The termination date will be effective as of the general membership's approval of the Board's recommendation. An expelled member retains full responsibility for any monies owed to the club for whatever reason.

ARTICLE IV - QUORUMS AND MEETINGS

- 9.1 A quorum for all Board meetings shall be half of all Board members.
- 9.2 A quorum for all membership meetings shall be at least one fourth of the regular club membership including at least a quorum of the Board.
- 9.3 A regular membership meeting shall be held not less frequently than quarterly at times and dates to be decided by the membership. Questions as to meeting conduct shall be as prescribed in Robert's Rules of Order.
- 9.4 Upon the written request of at least 50% of the regular club membership, the President will be required to call a special membership meeting. The President may also do so at his own discretion.

- 9.5 At least 7 days prior to the event, all regular members in good standing shall be notified by electronic means, such as email, or by mail or telephone of the date, time, place, and subject matter of any special membership meeting.
- 9.6 Board meetings shall be scheduled at the discretion of the Board members, but not less frequently than quarterly.
- 9.7 Questions as to meeting conduct shall be as prescribed in Robert's Rules of Order.

ARTICLE X - VOTING

- 10.1 Only regular members of the club may vote.
- 10.2 Absentee or proxy voting is not permitted.
- 10.3 Unless otherwise noted herein, all matters considered by either the Board or the membership shall require a majority vote to pass.

ARTICLE XI - OPERATING PROCEDURES & POLICY MANUAL

- 11.1 The Board shall approve and promulgate in the Albuquerque Soaring Club Operations and Policy Manual all operating procedures for club aircraft and equipment. Publication of these procedures in that manual will give them the same weight as these Bylaws.
- 11.2 The Board will also prescribe the duties of the appointed officials and publish them in the Albuquerque Soaring Club Operations and Policy Manual.

ARTICLE XII –NON-DISCRIMINATION

The club does not and shall not discriminate on the basis of race, color, religion (creed), political affiliation, gender, gender expression, age, national origin (ancestry), disability, pregnancy, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, recruitment and acceptance of members, election and appointment of officers, provision of services, and the selection of volunteers and vendors. We are committed to providing an inclusive and welcoming environment for all members, volunteers, and vendors.

ARTICLE XIII -DISSOLUTION

Dissolution of the club will be in accordance with applicable laws. Three members shall be appointed by the Board as trustees and they shall liquidate the assets as soon as practicable, paying all existing debts and liabilities. Any remaining assets will be donated to a 501(c)(3) organization actively promoting soaring as designated by the board.

ARTICLE XIV -AMENDMENTS

- 14.1 Amendments may be proposed by the Board for adoption. Alternatively, a petition to the Board by at least 10% of the regular club membership requires the Board to bring a member-proposed amendment to the club for adoption, together with the Board's recommendation regarding its adoption.
- 14.2 The regular membership will be notified of proposed amendments prior to the meeting at which the vote for adoption will be presented.
- 14.3 Amendments to these Bylaws may be approved only by a two-thirds vote of the regular club membership present at a regular meeting.
- 14.4 Amendments shall be published in an updated version of these Bylaws, a copy distributed to each regular member of the club, and posted in the manuals located on site at Moriarty Airfield. Notification of the new version will be placed in the minutes and announced to all members in the next monthly club newsletter.

In witness thereof, this 30th day of May 2020

Signed by:

Attested By:

Constance Buenafe - President
Albuquerque Soaring Club

Paxton Lammey - Secretary
Albuquerque Soaring Club