

CONSTITUTION
OF THE
KNEBORTH MODEL FLYING CLUB

This Constitution is prepared and issued by the Committee of the Knebworth Model Flying Club. It shall operate and remain in force until modified and approved by the membership at an Annual General Meeting

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KNEB WORTH MODEL FLYING CLUB

CONSTITUTION

- 1.0 Name** - The Club shall be known as the Knebworth Model Flying Club, herein after referred to as the Club.
- 2.0 Objective** - The objective of the Club is to provide, for the members, the facilities necessary for the purpose of flying radio control fixed and rotary wing model aircraft.
- 3.0 Membership** – The following conditions apply:
- 3.1** Membership of the Club shall normally be limited to 50 full members.
 - 3.2** Persons shall apply to join for Membership through the Secretary to the Club Committee.
 - 3.3** Membership shall normally be granted following payment of the appropriate fees, providing the membership limit has not been reached. New members should be sponsored by an existing member of at least two years standing, who will be responsible for the integration of the candidate to the club and its rules. This requirement may be waived at the committee's discretion.
 - 3.4** The Committee shall have the right to accept or reject any application for membership and may, at its discretion, limit the number of applications from candidates who solely fly helicopters in order to maintain the originally intended operating balance with fixed wing flyers.
 - 3.5** The Committee reserves the right to withhold the reasons supporting the rejection of a membership application.
 - 3.6** The Committee reserves the right to suspend or terminate the membership of any member who, in the opinion of the Committee, has infringed the Club rules and/or acted in a manner which could result in: (a) Injury or death to others (b) Loss or damage to the property of others or (c) Loss of Club facilities through conduct prejudicial to the aims of the Club.
 - 3.7** Membership of the Club entitles a member to: (a) Attend, participate in and vote at General Meetings and (b) Use the facilities provided at the appointed times.
 - 3.8** There shall be four levels of Membership:
 - Senior**
 - Spouse** or **Partner** of a Senior member.
 - Junior** (under the age of 18 years at the beginning of the Membership period). *Note: Juniors must always be supervised by a parent, guardian or responsible adult nominated by the parent/guardian and notified in writing, to the Club Secretary. This condition also applies equally to any Vulnerable Adults.*
 - Family** (One Senior and up to two Juniors).
 - 3.9** The Membership year shall run from January 1st until December 31st.
 - 3.10** The first three months of a new membership shall be probationary after which either party may cancel the Membership.
 - 3.11** Membership shall lapse if the annual subscription is not paid before the end of the current year.
 - 3.12** Any lapsed Membership will be offered to the first person on the Membership List if the Membership limit has not been reached.
 - 3.13** Any Member whose Membership has lapsed may re-apply to join under the following conditions:
 - The Members' name will join the waiting list if the membership limit has been reached and another person has taken up the lapsed membership.
 - Both the Joining Fee and the Annual Subscription shall be paid.
 - 3.14** Each Member shall be issued with an annual Membership Card, which shall provide evidence of current membership of the club.
- 4.0 Fees** - The following fees are charged: Joining Fee (one off payment) and the fee appropriate to the Membership classes as in 3.8 above.
- 4.1** Both the Joining Fee and the Annual Subscription are due at the beginning of the Membership.
 - 4.2** Fees shall be refunded for those members who do not continue beyond the probationary period.
 - 4.3** Fees are not refundable to members whose membership is suspended or terminated.
 - 4.4** The BMFA membership fee shall be charged for those members who do not have BMFA country or other BMFA club membership.
 - 4.5** The amount charged for each fee shall be determined at the preceding Annual General Meeting, following advice on the financial position of the Club by the Treasurer.
- 5.0 Register of Members** – the Club for administration purposes only, shall maintain a computerised register of membership information. Contact information relating to the current membership may be distributed amongst the members with their permission.

6.0 Executive Committee

6.1 The Executive Committee, herein after referred to as the Committee, shall be responsible for the organisation and administration of the Club. The Committee shall consist of the following offices:

Chairman
Secretary – this may incorporate Membership responsibilities.
Treasurer
Chief Flying Instructor
Chief Flying Examiner

6.2 Two Ex-Officio Committee members shall be elected.

6.3 Five members of the Committee shall form a quorum at Committee, General and Disciplinary Meetings.

6.4 The Chairman shall hold a casting vote in case of equality of votes

6.5 All Members of the Committee shall hold office for one year and then be eligible for re-election.

6.6 The Committee shall have the power to co-opt willing club members to provide support for specific tasks, which may arise from time to time.

6.7 The Treasurer shall be responsible for the finances of the Club.

7.0 Finances

7.1 An account shall be opened in the name of The Knebworth Model Flying Club at an established bank or building society.

7.2 The Treasurer, for presentation to the Annual General Meeting, shall prepare a written statement of funds independently verified by two Club members.

7.3 The authorised signatories for payments from the Club account shall be: Chairman, Treasurer, and Secretary/Membership Secretary.

7.4 All payments from the account shall be by cheque, which shall be signed by any two of the authorised signatories.

8.0 Election of the Committee

8.1 The Officers and members of the Committee shall be elected at the Annual General Meeting.

8.2 Nominations for the election of members to the Committee shall be proposed and seconded by any two Club Members.

8.3 The Secretary must receive written nominations not less than twenty eight days prior to the Annual General Meeting.

8.4 All nominations must be accompanied by a declaration that the nominee is willing to stand for election.

8.5 Voting upon nominations shall be by show of hands at the Annual General Meeting.

8.6 In case of insufficient nominations being received, the Committee shall have the power to elect any eligible member.

9.0 Annual General Meeting

9.1 The Annual General Meeting of the Club shall be held during November or December of each year and at and such time and place as may be decided by the Committee.

9.2 Notice of and the Agenda for the Annual General Meeting of the Club shall be sent to Members not less than twenty one days before the date fixed for the meeting.

9.3 The business to be transacted at the Annual General Meeting shall be:

9.3.1 Minutes of the previous Annual General Meeting

9.3.2 Matters arising

9.3.3 To receive a report from each officer of the Committee

9.3.4 To review the verified statement of the funds of the club

9.3.5 To elect the Committee for the following year

9.3.6 To set the fees for the following year

9.3.7 To debate and vote on any motions on the agenda (the Secretary must receive written notification of motions not less than 14 days before the Annual General Meeting, and the names, signatures and membership numbers of the proposer and seconder must accompany the notification of a motion.

10.0 Extraordinary General Meeting - An Extraordinary General Meeting may be convened:

10.1 By resolution of the Committee

10.2 Upon receipt of a written request, signed by at least eight members, or 20% of the current membership of the Club, whichever is the fewer.

10.3 The notice calling an Extraordinary General Meeting shall state the business for which the meeting has been called, and only that business shall be discussed.

10.4 The Extraordinary General Meeting shall be held within one calendar month of the passing of such a resolution or receipt of such a request.

11.0 Quorum

11.1 A minimum of eight members or 20% of the current membership of the Club, whichever is the fewer.

11.2 No business shall be conducted at a General Meeting in the absence of a quorum.

11.3 In the absence of a quorum the Annual General Meeting shall stand adjourned for seven days to a place and time appointed by the Chairman when business shall proceed without further notice, with or without a quorum. An Extraordinary General Meeting shall be abandoned.

12.0 Voting

12.1 Only 'Senior' or 'Spouse or Partner' members of the club actually present at a general meeting shall be entitled to vote on general meeting motions.

12.2 A simple majority will be used to determine the result of a vote at a general meeting.

13.0 Insurance

13.1 All members must be covered by the BMFA insurance scheme to the value of £5,000,000.00 prior to flying.

13.2 Under no circumstances must flying be undertaken without insurance.

14.0 Newsletter – Communications between the Club and the members shall be by means of a Newsletter.

15.0 Rules of the Club – These comprise: (a) The Constitution - this document (b) The General Rules.

15.1 All members shall abide by the rules of the Club at all times.

15.2 A copy of the rules of the Club shall be posted at the flying field, or on the club website, but will be provided to any member of the Club on request.

15.3 The Rules of the Club shall normally be amended by submission and carrying of motions at an Annual or Extraordinary General Meeting.

15.4 The Committee shall have the right to amend the Rules of the Club immediately as an emergency measure where, in the opinion of the Committee, a change is necessary in order to protect the interests of the club.

15.5 Emergency amendments to the rules must be ratified within 42 days of the change coming into effect by the proposal and carrying of appropriate motions at an Extraordinary or Annual General Meeting.

15.6 Emergency amendments not so ratified shall be removed and the original rule shall be restored.

16.0 Relationship to the British Model Flying Association

16.1 The Club shall be affiliated to the BMFA

16.2 All club members shall be members of the BMFA, whether or not such membership is acquired through the Club, with the exception of the Committee, who shall acquire personal BMFA membership through the club in order to maintain Club affiliation.

17.0 Dissolution of the Club

17.1 In case of the Club ceasing to exist, any remaining assets shall be disposed of and the proceeds shall be donated to an organisation, involved in model flying, of the Committees choice.

17.2 In case of the Club being dissolved with liabilities exceeding the net assets, then all existing members, excluding juniors, shall be liable to the extent of one year's subscription (at the current rate) beyond the year in which the club dissolves.