



**Bylaws**  
**International Radio Controlled Helicopter Association**  
**October 8, 2005**

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# **International Radio Controlled Helicopter Association**

## **October 8, 2005**

### **Article I**

#### **Name, Location, and Incorporation**

##### **Section (A) Name**

The name of this organization will be the **International Radio Controlled Helicopter Association (IRCHA)**.

##### **Section (B) Location**

The current IRCHA President's home address will be considered the official place of business for IRCHA transactions.

##### **Section (C) Incorporation**

IRCHA is classified with the State of Indiana as a domestic non-profit corporation.

### **Article II**

#### **Purpose and Scope**

##### **Section (A) Purpose**

The purpose for this organization (IRCHA) is to promote safety and foster activities related to radio controlled model helicopters in compliance with the Academy of Model Aeronautics and other International organizations for rules and competition guidelines.

##### **Section (B) Scope**

These bylaws are to assist the members, officers, and board of directors in the operations of the organization. Roberts Rules of Order will be used concerning any questions on procedures to run the organization. If the existing bylaws and are found to be deficient in this regard, they may be amended.

### **Article III**

#### **Membership**

##### **Section (A) Type of Membership**

Membership for (1) one & (2) two years and a Life Membership are available to any individual who has paid the appropriate membership dues as established by the Board of Directors. Any member who has paid His / Her dues is considered to be a "Member in Good Standings" and is entitled to one vote on any amendment or election. In the event any IRCHA Board of Director fears the individual might be a detriment, embarrassment, or otherwise unwanted member of IRCHA, he may bring the individual's application before the Board of Directors at the next meeting for approval. A simple majority (greater than 1/2) vote against the individual by the members of the Board of Directors will be cause for not accepting the application. The individual's payment shall be returned, and a letter will be prepared by the secretary notifying the individual of His / Her non-acceptance.

##### **Section (B) Member In Good Standing**

Having become a "Member in Good Standing", the new member shall receive His / Her

Membership Card. One Membership card will be issued to any new member. In the event a member loses their card or would like a new one for whatever reason He / She may order one. There will be a nominal charge, to be determined by the Board of Directors (currently \$3.00), for each additional membership card, to be paid in advance.

### **Section (C) U.S.A. Members**

Any IRCHA member who is a resident of the United States or its territories governed by the A.M.A. (Academy of Model Aeronautics) shall furnish His / Her A.M.A. number to IRCHA.

Any IRCHA member that does not fulfill the requirements in **Section (C)** is not considered a "Member in Good Standing." He / She will not receive a Membership Card and will not be entitled to vote on any election or amendment until he furnishes His / Her AMA number.

### **Section (D) Term of Membership**

The Term of Membership for which yearly dues are applicable is one year from the date the member is added to the IRCHA database. Membership may be renewed annually, by payment of applicable dues, for the succeeding year, prior to the member's expiration date. A member not paying dues by His / Her expiration date will be dropped from the membership roster. He / She will have limited access to the IRCHA Website, and will not be considered a "Member in Good Standing". Such a member can pay His / Her annual membership dues at any time and be re-activated as a "Member in Good Standing". He / She shall retain His / Her original membership number, and will receive a new membership card. He / She shall be subject to approval of the Board of Directors, should the President deem necessary.

### **Section (E) Disciplinary Measures**

With a simple majority (greater than 1/2) vote by the Board of Directors, they will have the duty and authority to reprimand, or terminate, any member who consistently fails to observe IRCHA rules, regulations, or obligations or acts as an embarrassment to IRCHA.

### **Section (F) Obligations of Members**

The intent is not to enable IRCHA to burden any particular member with a lot of work. It is intended to insure that everyone shares the workload of operating the organization to the extent that they are able, realizing that not everyone can serve every time or in every way they could be called upon to do so. Application for membership obligates the member to, serve on committees, hold office, if nominated and elected, participate in work parties, and obey and enforce any IRCHA rules or regulations.

## **Article IV** **Membership Dues**

### **Section (A) Dues**

Membership dues are paid annually on a year to date basis. The amount of the dues shall be determined by the Board of Directors and all payments will be made to the treasurer.

### **Section (B) Delinquencies**

Members that are delinquent in payment of their dues will be removed from the active membership roster.

## **Article V** **Nominations and Elections**

### **Section (A) Selection of IRCHA Board Members and Term of Office**

Each year two (2) IRCHA board positions will be up for election by the general membership on a rotational basis with exception to the third year where only one (1) position is available.

The IRCHA Board will consist of five (5) board members.

Each board member will hold the initial board position until their rotation comes up for election. The first two board members to come up for re-election would be the least senior members of IRCHA at the time these bylaws are adopted, then the next two least senior and then the final board member. At this point, the rotation will be complete and each new board member will serve a three (3) year term.

### **Section (B) Nominations**

After the initial formation of the IRCHA Board of Directors, all Nominees for the office of IRCHA Board of Directors must have been an IRCHA member for one full year. Nominations will be accepted on December 1<sup>st</sup> until January 1<sup>st</sup>. Instructions for submitting a nomination will be posted on the IRCHA Website or may be obtain by contacting any IRCHA Board of Director at [www.ircha.org](http://www.ircha.org).

The IRCHA Board will consist of five (5) board members with an election held each year for two (2) Directors with exception to the third year where only one (1) position is available. The Election Committee will then present a slate of nominees for office of Board of Director to the IRCHA general membership via a mass mailing, or posting on the IRCHA Website. This is to occur during the first week of January of each election year. Only members that are "Members in Good Standing" during the voting period shall be entitled to nominate persons for Board of Director.

Chairman of the Election Committee shall prepare a list of all nominees to appear on an Election Ballot to be mailed, emailed, or posted on the IRCHA website, to the general membership during the second week of February. Each nominee will be permitted up to 200 words in the February mailing or Website posting to state His / Her position or feelings about any subject confronting IRCHA.

### **Section (C) Voting**

A February mass mailing/email, or Website posting will contain an Election Ballot listing all nominations for Board of Directors and the time and date the voting will take place. Only one vote for each nominee per member will be allowed. The ballots must be received by the Chairman of the Election Committee no later than 25 days from the date of the February posting. The board of directors who's positions are not up for election will handle the election process or form an election committee at there option. All returned voting ballots will be maintained in the Secretary's records for a period of no less than 2 years. Whichever nominee has the most votes at the end of the voting period for Board of Director will be elected to that office. The Chairman of the Election Committee will immediately notify the new Board of Directors of the results, and furnish the results for publication on the IRCHA Website. If there are any issues concerning the votes such as a tie, the issues will be resolved in accordance with Roberts Rules of Order.

### **Section (D) Election of Officers**

The IRCHA Board will consist of five (5) officers, President, Vice President, Secretary, Treasurer, and Member at Large. These positions will be selected at the first official Board meeting of IRCHA after the elections each year. This meeting may take place via phone conference, electronic media, email or in person. The vote for President will take place first by a paper or e-mail ballot by all existing board of directors at this first business meeting. Once the President has been selected by the board members, he/she will take charge of the meeting and complete the voting process for all remaining officers, Vice President, Secretary, Treasurer, Member at Large and any committees he wishes to create at this time. The voting for remaining officers will be by paper or e-mail ballots by the Board of Directors. At this time the members of the board shall inform and update each other as to present problems, situations, events, procedures, etc. presently being undertaken by IRCHA, or as to the requirements or procedures of the posts to which they have been elected.

### **Section (E) Appointments and Vacancies**

Any vacancies in office will be filled, by appointment, by the remaining members of the Board of Directors with the exception of President. The Vice President becomes President, and there will be a new Vice President appointed by the remaining members of the Board of Directors.

### **Section (F) Impeachment**

Any officer maybe removed from office for neglect of duty to His / Her office or for actions degrading to the intent and spirit of the organization and or model aviation.

Any dispute by any Board member who has-been removed from office will-be handled in accordance with Roberts Rules of Order.

## **Article VI** **Elected Officers**

### **President Section (A)**

The President's duties will consist of being the primary spokesman and contact for IRCHA matters. He / She shall call and arrange for planned Board meetings or meetings of the general membership. This will include the setting of location, date, time, and manner (i.e. a phone conference) of any planned meeting and the notification of any members involved. He / She shall be the Presiding Officer at all meetings where He / She is present unless he elects to pass this duty to another member of his choosing. He / She, or others acting as Presiding Officer at the President's request, shall be the authority on compliance with Robert's Rules of Order in the event that procedural questions occur which have immediate influence on business being transacted by the organization. The President shall be the Primary IRCHA representative to the A.M.A. concerning A.M.A. SIG matters unless otherwise indicated in the Bylaws. The President shall maintain an indefinite file of all correspondence of His / Her own, or as sent to Him / Her by other officers, either original or copies. This file should be passed from President to President at the change in term of office.

### **Section (B)**

In the case of dues or other incoming monies, the President shall forward all checks / cash, etc. to the Treasurer for recording and any necessary bookkeeping functions. The President, in conjunction with the Treasurer, shall pay any bills they see fit to pay or are otherwise directed to pay by a simple majority (greater than 1/2) vote of the Board of Directors as long as such payments are in accordance with **Article VIII Section (B) Expenses** of the Bylaws.

### **Section (C)**

The President's shall be the secondary approval for any check issued by the Treasurer.

### **Vice President Section (A)**

The Vice President shall act as a Public Relations person for IRCHA. The Vice President shall assist the President as required in performing his functions. He / She shall act as President in the absence of the President and shall assume the duties of any officer unable to complete their term of office. In the case of the President not completing His / Her term of office, the Vice President will become the President. In the case of other officers not completing their term of office, the Vice President will assume the roll of Acting Treasurer or Acting Secretary till a new officer is appointed to the position.

### **Secretary Section (A)**

The Secretary will act as a Recording and Corresponding Secretary. The Secretary shall keep a record of all meetings with specific regard to subject matter, monetary allotments, votes, and order of business. The Secretary is also expected to fulfill all requirements stated in the duties and responsibilities for the position He / She holds set forth by the Board of Directors.

### **Treasurer Section (A)**

The Treasurer shall maintain the established IRCHA account for the purpose of holding and dispensing IRCHA funds. In the event it would become necessary to change the location of the account, it must be moved to an accredited bank approved by the Board of Directors with a simple majority (greater than 1/2) vote. This account shall be a joint account with the Treasurer as primary signature and the President as secondary signature. In order to pay a bill, the Treasurer will submit any and all payment amounts greater than \$250 to the President for approval. This maybe accomplished via telephone, or email. Upon approval by the President, the payments maybe made.

### **Section (B)**

The Treasurer, in conjunction with the President shall pay any bills they see fit to pay, or are otherwise directed to pay by a simple majority (greater than 1/2) vote of the Board of Directors as long as such payments are in accordance with **Article VIII Finances (A, B, C,)** of the Bylaws.

### **Section (C)**

The Treasurer shall keep a complete record of income, expenses, and balance sheets at all times and report such to the Board of Directors at its meetings. The Treasure shall keep a complete inventory list of all physical assets owned by IRCHA, such as membership card printer, banners, signs, etc. These records of all accounting transactions shall be maintained indefinitely and be passed on from Treasurer to Treasurer at the change in term of office. He shall prepare a written version of the report given at the board meeting and make it available to be posted on the IRCHA Website.

### **Member at Large Section (A)**

The Member at Large is an active Board member and is expected to fulfill any duties and responsibilities set forth by the IRCHA Board of Directors.

**Article VII**  
**Board of Directors Duties**

**Section (A) Appointments and Vacancies**

Any vacancies in office will be filled by appointment by the remaining members of the Board of Directors with the exception of President, in which case the Vice President, becomes President and a new Vice President is appointed by the remaining members of the Board of Directors.

**Section (B) Other Duties**

Being an organization governed by representation, the duties and authority of the Board of Directors will be to make appointments of Officers, Board Members, Committee Chairmen, Regional or Country Chapter Posts or Committees, guide the organization, and make all decisions and appropriations for IRCHA that are not specifically indicated otherwise in the Bylaws. This duty and authority shall encompass, but not be limited to, matters concerning IRCHA activities, position, funding, membership, disciplinary action, publicity, safety, annual membership dues, and the setting of the amount thereof.

**Section (C) Yearly Budget / Strategic Plan / Business Plan**

It is the responsibility of the President and the treasurer to submit a yearly budget. A Strategic plan and Business plan to help with the operations of running the organization.

**Article VIII**  
**Finances**

**Section (A) Income**

All dues or other assets shall be the sole property of IRCHA and shall not be returned under any circumstances except as herein provided. The depository for IRCHA funds shall be as agreed upon by the Board of Directors.

**Section (B) Expenses Executive Fund**

The Executive fund, The amount to be indicated in the Annual Budget and determined by the Board of Directors, shall be available annually to the Treasurer for handling operational expenses and paying IRCHA member's expense vouchers that do not fall under **Article VIII section (C)**. Any additional amount may be requested by the treasurer at any board meeting. Expense vouchers, accompanied by receipts where appropriate, of IRCHA members should be submitted to the President and after his approval he shall send them to the Treasurer for payment.

**Section (C) Overhead Expenses**

Any charter fees, A.M.A. fees, sanction fees, rental fees, printing fees, postal fees, office supply fees, telephone fees, or membership card expenses, etc. or expense vouchers for same, not in conflict with these Bylaws may be paid by the Treasurer without membership or board approval. These expenses should not be construed to be part of the Executive Fund. Expenses incurred due to a vote in the Board of Directors to participate or partake in any function or event maybe paid by the Treasurer without further approval of the of Directors. Expenses not covered herein, prizes or awards in excess of \$250.00 traveling or lodging expenses, etc. must be approved by a simple majority (greater than 1/2) vote of the of Directors.

## **Article IX** **IRCHA Functions**

### **Section (A) Annual Business Meeting**

An annual business meeting shall take place at least once each year. All IRCHA members are encouraged to attend if possible. The location, date, and time of this meeting, as determined by the IRCHA President, along with an agenda is to be mailed / emailed / or posted on the IRCHA Website three (3) weeks prior to this meeting. This Meeting shall be used to inform and update the general membership as to present financial condition, problems, situations, events, procedures, etc. presently being undertaken by IRCHA.

### **Section (B) Board of Director Meetings**

Board of Director Meetings should be held on a regular basis to be determined by the President, to discuss future agendas, IRCHA goals, upcoming events, changes to the Bylaws or any other pending business. The President shall notify all Board of Directors of all planned meetings two weeks prior to such a meeting. All motions within the board meetings shall be carried by a simple majority (greater than 1/2) vote.

### **Section (C) Committees and Meetings**

Committees shall-be formed as deemed necessary by the Board of Directors as herein provided. The President shall have the power to appoint an IRCHA member as Chairman of a committee with the approval of the other members of the board by a simple majority (greater than 1/2). The Committee Chairman selects the committee members and arranges for the committee meetings with the idea of making them as convenient as possible for the committee members. Minutes of the Committee's actions should-be forwarded to the President. After reviewing them, the President should forward them, or copies of them, to the Secretary who will keep them for archival purposes, and they will serve as documentation of committee decisions.

### **Section (D) Flying Activities**

All IRCHA sponsored or controlled flying activities shall-be conducted in accordance with the rules of the governing body for model aviation in the country in which the flying activity will take place. In the case of the U.S.A. the governing rules shall be those established by the A.M.A. Any club rules in existence at the host site shall also be obeyed. All IRCHA members are strongly urged to use courtesy and common sense in conjunction with all rotary wing flight in which they participate. The IRCHA officers shall have local and immediate authority to direct and enforce safe flight operations.

### **Section (E) Frequency Control**

Proper frequency identification shall-be affixed to all radio antennas as provided by the rules of the country's governing body where the flying is taking place. In the case of flying in the U.S.A., it will be the rules as established by the A.M.A. Frequency control will be provided during all IRCHA sponsored or controlled flight activities.

### **Section (F) Social Activities**

Social activities that involve IRCHA shall give fair and equal consideration to all IRCHA "Members in Good Standing." Social activities may be provided at the discretion and choice of the Board of Directors.

### **Section (G) Charitable Activities**

Charitable activities in the nature of raising funds, that involve or mention IRCHA and raise funds for non IRCHA benefit must be approved by the Board of Directors.



## **Article X** **Conflicts of Interest**

### **Section (A) Competing Organizations**

Any elected official or volunteers, who is appointed by IRCHA Board of Directors, who chooses to hold office in any organization which competes with IRCHA, would be considered a conflict of interest with IRCHA, and would be ask to choose the organization they wish to represent. If they choose the competing organization, they must resign their position with IRCHA and the Board of Directors will fill this position by appointment. This does not apply to Fixed Wing class organizations.

### **Section (B) Other Conflicts of Interest**

Any activities viewed by the IRCHA members that could appear to show favor towards elected officials and volunteers because of their position with IRCHA would be considered a conflict of interest.

## **Article XI** **Amendments**

### **Section (A) Amendments**

The bylaws may be amended at any general membership business meeting by a two-thirds vote of the members present providing the proposed amendments have been posted on the IRCHA Website fifteen (15) days prior to the meeting.

## **Article XII** **Liability**

### **Section (A) Liability**

IRCHA, when incorporated as a nonprofit organization, may find the following as interpretations of the State Corporate Law.

### **Section (B) Civil Liability**

The organization, as a corporate body is liable for any civil actions against it up to the limit of the organization's assets. The officers and individual members are not liable for civil liabilities against the organization, per se.

## **Article XIII** **Dissolution**

### **Section (A) Dissolution**

This organization maybe dissolved with a vote of (2/3) of the total members.

### **Section (B) Distribution**

Should it be necessary or desirable that IRCHA be dissolved the assets shall be donated to non profit organization(s) as determined by the Board of Directors at the time of dissolution providing the dissolution is in compliance with all applicable laws.

All bills or invoices from creditors, and all expense vouchers shall be paid prior to any dissolving of the organization.