



One Eighth Air Force By-Laws

As Amended on May 16, 2010

ARTICLE 1: DUTIES

1. *Board of Directors*: The management of the affairs of the One Eighth Air Force (herein after referred to as the OEAF) shall be vested in the Board of Directors (Organizationally titled and herein after referred to as the Staff) who shall have the authority to establish and administer its policies. Official decisions may be made by a simple majority vote by a quorum at a Staff meeting. A quorum shall consist of at least 50% of the current Staff members for an official vote. Official decisions shall be consistent with the stated mission of the OEAF as set forth in its Constitution and/or these By-Laws and, where the Constitution or By-Laws are not specific, vested in the sound discretion of the Staff. The Staff is comprised of the President, the six (6) elected officers, and the six (6) appointed officers identified in these By-Laws in Article 1, paragraphs 2 through 6 below.
2. *President* (Organizationally titled Commander): The [elected] Commander shall preside at all meetings of the OEAF and shall act as a spokesperson in all matters pertaining to it.
3. *Vice-President* (Organizationally titled Vice-Commander): The [elected] Vice-Commander shall act for the Commander when he/she is unable or unwilling to serve, and is to maintain an accurate record (including place of storage) of all OEAF assets. Performs other duties as may be assigned by the Commander.
4. *Secretary* (Organizationally titled Group Adjutant): The [appointed] Group Adjutant shall record minutes of each OEAF meeting and prepare correspondence pertaining to OEAF activities. He/she will also be the OEAF's initial contact person with Academy of Model Aeronautics in case of questions, problems or situations.
5. *Treasurer* (Organizationally titled Group Finance Officer): The [appointed] Group Finance Officer shall collect all moneys due and shall keep a record of all moneys received and/or disbursed by the OEAF.
6. *Other Officers* (Organizationally titled Air Executive Officer [elected], Ground Executive Officer [elected], Public Relations Officer [appointed], Group Safety Officer [appointed], Contest Director [appointed], Group Exchange Officer [appointed], and three (3) Joint Chiefs of Staff [elected]): The duties of these other officers are described in Constitution of the OEAF.

ARTICLE 2: AUDIT

1. The Commander or his appointee(s) will make a periodic audit of the Group Finance Officer's books.

ARTICLE 3: TERMS OF OFFICE

1. All elected officers of the OEAF shall serve for one (1) year from the date of election, with the exception of the three Joint Chiefs of Staff, who will serve for two (2) years from the date of their election. Officers are to be elected by a vote of simple majority of those present at the annual election meeting in the month of April. Mail-in or e-mail ballots will have been made available for those out-of-town



members who have voting rights but cannot attend the meeting. Those ballots, returned by mail or e-mail prior to the election meeting, will be counted as if those persons were present at the meeting. Newly elected officers will take office immediately following the count of the vote. The newly elected Commander will appoint the six additional officers to serve on the Board of Directors as soon as practical following his/her election.

2. Nomination of OEAF officer candidates shall be made prior to the annual election meeting. Nominations for office may be made by any active OEAF member holding voting rights, either in person or by submitting a written nomination to an existing officer. All known nominations for office will be placed on the official ballot.
3. A secret ballot is required for elections, for removal of an OEAF officer or member of the Staff, and for expulsion of any member from the OEAF unless waived by a simple majority vote of the members present at the meeting.
4. Officers appointed by the Commander will serve a term of one (1) year, or until the next Commander appoints a replacement in their position.
5. Elected Officers, (with the exception of the Commander), may hold dual office as long as the second office is one that is appointed by the Commander. Any Officers holding dual office will only have one vote in all Staff and/or membership meeting voting situations.

ARTICLE 4: VACANCIES

1. Vacancies in any office shall be filled by appointment by the Commander, such appointee to serve until the end of the term for which his predecessor was elected or appointed.

ARTICLE 5: COMMITTEES

1. Standing committees are identified in the OEAF Constitution.
2. Other committees of the OEAF shall be made by appointment of the Commander and may be approved by a simple majority vote of the members present at a meeting (if a vote is requested), to serve throughout the Commander's term, or less, of his tenure of office.

ARTICLE 6: MEETINGS

1. OEAF meetings shall be held at a time and place designated by the Commander or the Staff.
2. Any two (2) Staff officers may call special meetings with no less than six days prior written notice of such special meeting. The purpose of the special meeting shall be stated in the written notice.
3. At any OEAF meeting, a simple majority shall be over 50% of the members voting at the meeting to decide issues brought before the membership, unless a 2/3 majority vote for specific issues is otherwise required by the Constitution or these By-Laws. The staff shall determine when issues to be raised at any meeting are of sufficiently significant interest that out-of-town members should be afforded the opportunity to vote on those issues by mail or e-mail, and shall ensure that mail-in or e-mail ballots are made available to out-of-town members not less than 6 days, nor more than 30 days prior to such meeting.



4. Any member or probationary member of the OEAF may initiate a formal request for action by the Staff by submitting a written proposal to the Commander. The proposal shall include a written description of the nature, type, and extent of the Staff action recommended. The Commander shall forward copies of the proposal to other members of the Staff for their consideration. Either the Commander, or any other Staff member, may have the matter placed upon the working agenda of the next Staff meeting.

ARTICLE 7: DUES AND MEMBERSHIP

1. The maximum annual dues to be paid to the OEAF are specified in the OEAF Constitution. Dues are non-refundable, except under extraordinary circumstances, which will be determined by the Staff on a case-by-case basis. Dues are to be paid no later than the end of October in each year.
2. No special assessment shall be levied upon the OEAF membership, unless it is approved by a vote of two-thirds (2/3) majority of the members present at a general membership meeting, where all members have been given at least six (6) days prior written or e-mailed notice, along with an explanation of the assessment that satisfies the OEAF primary mission requirement, as stated in the Constitution.
3. New members will not be required to pay annual dues during their first year of membership.
4. A member shall be in arrears and considered to be inactive if his/her dues have not been paid as provided in Article 7, Section 1. Inactive members cannot vote, hold office, initiate formal requests for Staff action, or file grievances.
5. Types of membership and limits on the total number of members shall be determined by the Staff and approved by a simple majority vote of the members present at the meeting.

ARTICLE 8: MEMBER STANDING

1. All invited persons shall be eligible for membership, and shall agree to abide by the OEAF's Constitution, By-Laws, and the applicable rules and safety code of the AMA.
2. The membership shall be divided into the following categories:
 - a. Full Member: A member that regularly works for & contributes to the organization, has paid required dues, and has full privileges and voting rights.
 - b. Probationary Member: A new member who has not yet demonstrated his/her ability to contribute to the organization by working at an OEAF event. This member is not eligible for elected office; however they may serve the OEAF in an appointed position. Probationary members have full voting rights at meetings.
3. Flying members will be required to hold and maintain a license issued by the AMA. Non-flying members do not require AMA membership.
4. Any member receiving a safety Grievance as stated in Article 14, who is involved in non-flying violations, or who has key information of a non-flying violation and withholds it from the Staff, may at the Staff's discretion be placed on probation for one (1) year regardless of his or her tenure in the Club.



ARTICLE 9:

**RESIGNATION, TERMINATION, DISCIPLINARY ACTION,
EXPULSION AND REINSTATEMENT OF MEMBERSHIP**

1. Any member in good standing may resign his/her membership by giving written notice to the Oeaf, or by giving verbal notice to any member of the Staff. The Staff must confirm verbal notices before the member is removed from the roles.
2. If any flying member ceases to have the qualification necessary for membership in the AMA, his/her membership in the Oeaf shall thereby terminate, subject to reinstatement upon restoration of eligibility.
3. This section provides for enforcement of the Safety Rules that are related to flying activities. Any other unacceptable behavior by an individual member or members, as defined by the Staff, become the responsibility of the Staff as stated in Article 1, Duties, Section 1 of these Bylaws. Any individual may be expelled from membership from the Oeaf by a two-thirds (2/3) majority vote of a quorum of the Staff if, in the Staff's determination, such individual willfully commits any act or omission which is a violation of any of the terms of Oeaf Constitution and/or Bylaws, or the Rules of the AMA, or which may be detrimental to the Oeaf, the AMA, or to model aviation.
4. Any member who is expelled from membership may be reinstated to membership only by two-thirds (2/3) majority vote of a quorum of the Staff.
5. The Staff shall have the discretionary authority to provide for and to impose disciplinary action for such acts or omissions, which do not justify expulsion from membership.

ARTICLE 10:

AMENDMENTS

1. Amendments may be made to the Constitution and these bylaws at any general meeting of the Oeaf membership, provided the members shall have been notified in writing or e-mail not less than six (6) days nor more than 30 days in advance. Copies of the proposed amendments shall be provided to all members as part of the notification. Amendments shall be approved by no less than a two-third (2/3) majority vote of the members present, at a general membership meeting. Mail-in or e-mail ballots will be made available for those Full members who reside out of town. Those ballots, returned by mail or e-mail before the next meeting, will be counted as if those persons were present at the meeting. A quorum is not required when considering all votes cast by those present and those e-mailed or mailed-in.

ARTICLE 11:

SPECIAL FUNDS

1. The Group Finance Officer is authorized to receive contributions or specially obtained funds from any individual or institution, to be applied to the operating expenses of the Oeaf.
2. The Commander will have discretionary spending authority, for up to \$200.00, without requiring organizational approval.

ARTICLE 12:

DURATION

1. The duration of this Club shall be perpetual.



ARTICLE 13: DISSOLUTION

1. The OEAF may be dissolved with the approval of a two-thirds (2/3)-majority vote of the members voting at the meeting.
2. Upon the dissolution of the OEAF, the Staff shall, after paying or making provision for the payment of all of the liabilities of the OEAF, dispose of all the assets of the OEAF exclusively for the purposes of the OEAF in such manner that the voting members may decide.

ARTICLE 14: GRIEVANCE PROCEDURE (FOR FLIGHT AND GROUND SAFETY RULES VIOLATIONS)

1. *Purpose:*
The grievance procedure provides a mechanism to enforce existing safety rules by providing a progressive disciplinary system when needed. Although most complaints can be resolved informally, if a complaint is serious or cannot be resolved informally, the matter should be referred to the Staff for its consideration by means of a Grievance Form to be filled out by an active member in good standing and turned into a Staff Officer. At least one witness, who is also an active member in good standing, is required to sign the form attesting to the accuracy of the alleged violation.
2. *Staff:*
The Staff shall use good judgment in carrying out actions based upon the following procedure:
 - (a) A Grievance Form (see page 6) will be filled out and turned in to an Officer of the Staff. At least one witness is required to sign the form.
 - (b) **FIRST VIOLATION**
 - a. The Staff will consider viewpoints of both complainants and accused.
 - b. Complainant's name will be disclosed.
 - c. If the Staff finds the grievance to have merit, the Staff will verbally reprimand the accused, and this will be recorded in the Staff meeting minutes.
 - (c) **SECOND VIOLATION**
 - a. Complainant's name will be disclosed.
 - b. Staff will notify the accused in writing that a vote on the expulsion of the accused will be taken at a Staff meeting on a specified date.
 - c. The accused has the right to a written rebuttal, to be reviewed and given due consideration by the Staff.
 - d. Said expulsion will last for a minimum of one-year, but may be longer if deemed necessary by the Staff.
 - e. A member may be expelled from the OEAF only upon a two-thirds (2/3) majority vote of the quorum present at the Staff meeting.
 - f. Voting will be by secret ballot.
 - g. The expelled member may reapply for membership after the expiration of the expulsion time period.
 - (d) The two actions will not be enforced unless they are accumulated within a two-year period of time.
 - (e) Any member receiving a Grievance, who directs any retaliation action against the person filing said Grievance, will be subject to immediate expulsion from the OEAF. This is to include threats, intimidation, physical harm, intentional equipment damage, or any other action deemed to be retaliatory by the Staff.

