

Experimental Aircraft Association (EAA) Chapter 725, Inc.

Bylaws

January 1, 2003

Article I. Name: EAA Chapter 725, Incorporated

Article II. Location: The office for the transaction of business for the Chapter shall be located in Grants Pass, Josephine County, Oregon

Article III. Purpose

The purpose of this Chapter is to:

1. Promote, encourage, and facilitate an atmosphere where all are welcome to join-in and become a part of recreational aviation.
2. Promote, encourage, and foster an environment that celebrates and nurtures the participation of families and the spirit of volunteerism within the world of recreational aviation.
3. Promote, encourage, and facilitate an environment that fosters safety and high standards in the design, construction, restoration, and operation of all types of recreational aircraft.
4. Promote, encourage, and facilitate recreational aviation activities that provide educational opportunities.
5. Promote a positive, productive, and cooperative relationship between the Chapter and those governmental agencies and private enterprises that provide aviation services and facilities to the benefit of members of the Chapter.
6. Promote, encourage, and facilitate Membership in the EAA (Experimental Aircraft Association Incorporated).
7. Support and promote the mission, vision, goals and objectives of the EAA (Experimental Aircraft Association) through programs and services within the Chapter family.

Article IV. Chapter Membership

Eligibility for Chapter Membership: Eligibility for membership in the Chapter is open to any person who has an interest in recreational aviation, subject to the classifications of membership listed in Article IV, sections 1-4.

Classifications of Chapter Membership: There are four (4) types of Chapter Memberships. These Chapter Membership Classifications include; Regular, Family, Honorary/Complimentary, and Life. The specific details of these Chapter Membership Classifications are described in the following paragraphs:

1. Regular Chapter Membership: A Regular Chapter Member shall be any person who pays Chapter dues and is a Member in good standing of EAA (Experimental Aircraft Association, Incorporated).
2. Family Chapter Membership: A Family Chapter Membership shall be any family, including parents, and children, who pay the appropriate Chapter Membership dues and are Family Members of EAA (Experimental Aircraft Association Incorporated).
3. Honorary/Complimentary Membership: A Honorary/Complimentary Chapter Member shall be any person to whom the Chapter Officers, Chapter Board of Directors, or Chapter Membership wishes to extend an Honorary Chapter Membership. Honorary/Complimentary Chapter Memberships may be given to a person in recognition or appreciation of the support that person has provided to the Chapter. Honorary/Complimentary Chapter Members may not hold any elected or appointed Chapter Office or Position, nor are they entitled to any voting privileges within the Chapter. Honorary/Complimentary Members are not required to be members of EAA (Experimental Aircraft Association Inc.), but the Chapter Office at EAA Headquarters will extend a complimentary one year EAA Membership to any Honorary/Complimentary Chapter Member upon written request from the Chapter Officers, Chapter Board of Directors or Chapter Membership.
4. Life Chapter Membership: A Life Chapter Membership may be bestowed on an individual Chapter Member at the discretion of the Chapter Officers, Chapter Board of Directors, or Chapter Membership. Life Chapter Members must be a member in good standing of EAA (Experimental Aircraft Association, Incorporated). A Chapter Life Membership recognizes the long-term commitment to EAA and the Chapter made by the individual. A Life Chapter Member may hold any Chapter Office, shall have full voting privileges within the Chapter, and is exempt from annual Chapter dues.

Duration of Chapter Membership: The Duration of a Regular and Family Chapter Membership shall be one (1) calendar year. Honorary/Complimentary Chapter Memberships may be extended or continued beyond one (1) year at the discretion of the Chapter Officers, Chapter Executive Board, or Chapter Membership. Life Chapter Membership is continuous for the life of the Chapter Member. Life Chapter Membership is not transferable to another person. All Chapter Members must maintain a current membership with the EAA (Experimental Aircraft Association Incorporated), except for the Honorary/Complimentary Chapter Members.

Voting Privileges of Chapter Membership: Voting privileges within the Chapter shall be limited to Regular Chapter Members, Family Chapter Members (excluding

Children under 18 years of age), and Life Chapter Members. Honorary/Complimentary Chapter Members shall not have voting privileges within the Chapter.

Removal of Chapter Membership: Any Chapter Member who fails to remit their Chapter Membership dues or fails to maintain their Chapter Membership in the EAA shall be considered removed from Chapter Membership.

Resignation of Membership: Any Chapter Member may resign their Chapter Membership at any time by delivering to any Chapter Officer a written notice of resignation. The resignation of Chapter Membership shall become effective on the date stated in the written notice. In the event the written notice of resignation does not contain an effective date, the date the Chapter Member delivers the written notice to any Chapter Officer shall become the date of resignation.

Article V. Chapter Membership Dues and Assessments

Chapter Membership Dues and Assessments: The Chapter Officers, with the concurrence of the Chapter Membership, will determine appropriate dues and assessments. The rate of dues or the amount of assessment shall be voted on and agreed to by the Chapter Membership at any regular Chapter Membership Meeting or Special Chapter Membership Meeting. The proposed dues or assessment must pass by a majority vote of eligible Chapter Members in attendance. Dues and assessments shall be paid to the Chapter Treasurer, or any person they may designate. Dues are to be paid annually and are payable upon joining and every January 1st of each year thereafter. Assessments shall be paid as determined by the Chapter Officers, with the majority concurrence of the Chapter Membership. Dues and assessments shall be considered wholly earned and shall not be pro-rated in the event of a resignation. Honorary/Complimentary Chapter Members shall not be required to pay any dues or assessments. Life Chapter Members, while not required to pay dues, however may be required to pay assessments.

Article VI. Meeting of Members

1. All meetings of the Chapter Members shall be held at a place to be determined by the Chapter Officers.
2. Notice of any Regular Chapter Meeting of the Chapter Members shall be given before such meeting by notice published in a Chapter publication, such as the Chapter Newsletter, or by phone, fax, and e-mail.
3. A quorum is required for any Chapter Membership Meeting; a quorum shall consist of at least one third (1/3) of the Chapter Members but not less than 10 Chapter Members.
4. In the absence of the Chapter President, Chapter Vice President, Chapter Secretary, and Chapter Treasurer, a temporary Meeting Chairman may be appointed by the Chapter Executive Board and shall act as the presiding officer.

5. At every meeting of the Chapter Members, each voting Chapter Member may have one vote on any question or resolution. In the absence of a Chapter Member, that Chapter Member shall have the right to vote by proxy. The Chapter Executive Board shall be responsible for the method by which any proxy votes are issued, accepted, or counted.
6. A simple majority of Chapter Members, that are eligible to vote, must be present or represented by proxy for the adoption of any resolution, except for a resolution that calls for the Chapter to separate its relationship with the Experimental Aircraft Association, Incorporated. In which case a majority of not less than eighty percent (80%) of the members eligible to vote, present, or represented by proxy, is necessary for the adoption such resolution.

Article VII Chapter Officers

Chapter Officers:

1. The Chapter Officers shall be Chapter President, Chapter Vice President, Chapter Secretary, Chapter Treasurer, Young Eagles Coordinator, and Newsletter Editor.
2. The term of office for all Chapter Officers shall be two (2) years.
3. The Chapter Officers shall be elected at the regularly scheduled November Chapter Membership Meeting and shall hold office for two (2) years, from date of installation. Installation of Chapter Officers shall be at the December Chapter Membership Meeting following their election, but no later than January 1st following their election.

Duties of the Chapter Officers: The following duties shall be performed by the Chapter Officers: The Chapter Officers may, from time to time, be called upon to perform additional duties, they may also, at their discretion, perform additional duties for the betterment, improvement, and well being of the Chapter.

1. The Chapter President shall be the Chief Executive Officer and Chairperson of the Chapter Executive Board. The Chapter President shall have, subject to the advice, direction, and control of the Chapter Executive Board, general charge of the Chapter business. The Chapter President shall jointly execute with the Chapter Secretary all contracts and instruments which have first been approved by the Chapter Executive Board. The Chapter President may call any Special Meeting of the Members of the Chapter Executive Board and/or general Chapter Membership. In case of the absence or disability of the Chapter Treasurer, the Chapter President may execute checks for expenditures authorized by the Chapter Executive Board.
2. The Chapter Vice President shall be vested with all the powers and authority of the Chapter President and shall perform the duties of the Chapter President in the case of the Chapter President's absence, disability, or inability, for any reason. The Chapter Vice President shall also perform such duties connected with the operations of the

Chapter at the suggestion or direction of the Chapter President. In case of the absence or disability of the Chapter Treasurer, the Chapter Vice President may execute checks for expenditures authorized by the Chapter Executive Board.

3. The Chapter Secretary shall have the responsibility to take and publish minutes of all meetings. The Chapter Secretary is responsible for publishing notice of all regularly scheduled Membership and Chapter Board of Directors Meetings. The Chapter Secretary shall keep a Chapter Membership Book, Roster or Record showing the name of each Chapter Member. The Chapter Secretary shall also be responsible for maintaining the currency and security of the original copies of the Chapter Bylaws, Non-profit Incorporation documents, tax-exemption documents, Federal Employer Identification Number (FEIN), and any other documents, books, papers, and records as the Chapter Officers or Chapter Executive Board direct. The Chapter Secretary shall jointly execute, along with the Chapter President, all contracts and instruments that have been first approved by the Chapter Executive Board. In case of the absence or disability of the Chapter Treasurer, the Chapter Secretary may execute checks for expenditures authorized by the Chapter Executive Board. The Chapter Secretary shall perform all other duties incident to the Office of Chapter Secretary, subject to the control of the Chapter President and the Chapter Executive Board.
4. The Chapter Treasurer (or the Chapter President, Vice President, or Secretary) shall execute all checks authorized by the Chapter Executive Board. The Chapter Treasurer shall receive and deposit all funds in a financial institution recognized by the Federal Deposit Insurance Corporation (FDIC), and approved by the Chapter Executive Board. The Chapter Treasurer shall also account for all receipts, disbursements, and the balance of funds on hand. The Chapter Treasurer shall perform all other duties subject to the control of the Chapter President and the Chapter Executive Board. The Chapter Treasurer shall ensure the Chapter obtains and maintains a Federal Employer Identification Number (FEIN). The Chapter Treasurer shall be responsible for the accurate maintenance of all insurance records, including the proper application, binding, and premium payment for all necessary insurance required by the Experimental Aircraft Association, Incorporated.
5. The Young Eagles Coordinator shall plan and conduct, with the assistance and participation of Chapter Members, one or more annual EAA Young Eagles Rallies. In addition, the Young Eagles Coordinator shall assist individual Chapter Members in their efforts to recruit and fly EAA Young Eagles by maintaining an ample supply of EAA Young Eagle materials.
6. The Newsletter Editor shall be responsible for editing, printing, and the distribution of a chapter newsletter. The newsletter will be produced at least once a month and will contain appropriate information about meetings and topics of interest to the Chapter Membership. The newsletter may be printed and mailed, sent via email, or a combination of both as appropriate for the Chapter Membership. One copy of the newsletter shall be sent to the EAA Chapters Office.

Article VIII. Chapter Executive Board

1. The business and property of the Chapter shall be conducted and controlled by the Chapter Executive Board.
2. The Chapter Executive Board shall consist of the following: Chapter President, Chapter Vice President, Chapter Secretary, Chapter Treasurer, Chapter Young Eagles Coordinator, and the Chapter Newsletter Editor.
3. The Chapter President shall preside over the Chapter Executive Board as its Chairperson.
4. Notice of Meetings of the Chapter Executive Board, stating the location, time, and purpose of the meeting shall be given to each Member of the Chapter Executive Board at least 48 hours prior to the time of the meeting. If all of the Members of the Chapter Executive Board are present at a meeting, any business of the organization may be transacted without previous notice of the meeting.
5. A two-thirds (2/3) majority of the Chapter Board of Directors, shall constitute a quorum of the Chapter Executive Board.
6. The Chapter Executive Board shall have the power and authority to enforce all rules and regulations pertaining to the use and operation of the Chapter's property.

Article IX. Vacancies (Executive Board)

If the office of Chapter President, Chapter Vice President, Chapter Secretary, Chapter Treasurer, Chapter Young Eagles Coordinator, or Chapter Newsletter Editor become vacant for any reason, the Chapter Executive Board shall elect a successor who shall hold the office for the remainder of the normal term, or at the option of the Chapter Executive Board, hold a special election to fill the vacancy(s).

Article X. Elections

1. The Chapter President shall appoint a Nominating Committee.
2. The appointments to the Nominating Committee shall be announced to the Chapter Members at a regular meeting. In addition, the names of the Chapter Members appointed to the Nominating Committee shall be published in the next Chapter Newsletter.
3. The Nominating Committee shall canvas the current Chapter Officers to determine if they wish to seek re-election to their current position or be nominated for any other position. The Nominating Committee shall also canvas the Chapter Members of all committees and groups to seek those who may be interested in an elected position.

Further, the Nominating Committee shall make themselves available to the Chapter Membership seeking any Chapter Members who may be interested and who are eligible to run for an elected position.

4. At the October Chapter Membership Meeting, the Nominating Committee shall present to the Chapter Membership the nominations they have obtained. In addition, open nominations will be accepted from the Chapter Members during the October Chapter Membership Meeting.
5. Once all nominations have been received, a slate of nominees will be posted at the regular meeting place, or any place deemed appropriate by the Nominating Committee, and published in the next Chapter Newsletter.
6. Elections of Chapter Officers will take place at the November Chapter Membership Meeting. Voting shall be done by written ballot and Chapter Members appointed by the Chapter Executive Board shall conduct and monitor the election. All ballots will be counted and confirmed by the monitors and the results of the election announced to the members present. If deemed appropriate by the members, the Chapter Secretary shall be responsible for the development and implementation of a process that will offer absent eligible voting members the opportunity to vote by proxy. Such process shall be reviewed and approved by the Chapter Executive Board prior to its use.
7. All newly elected Chapter Officers shall assume their responsibilities at the December Chapter Membership Meeting, but no later than January 1.

Article XI. Transition of Leadership

1. The Chapter Membership recognizes the importance of a smooth transition of Chapter Leadership. Therefore, subsequent to the election of Chapter Officers, the incumbent and newly elected Chapter Officers shall organize and hold a transition meeting wherein all Chapter records and information will be passed on to the newly elected Chapter Officers.
2. During the transition meeting, the newly elected Chapter Officers shall review the Chapter Bylaws, Non-Profit Incorporation documents, tax status, and insurance policies to ensure they are clearly known and understood.
3. During the transition meeting, the newly elected Chapter Officers shall review the incorporation documents to ensure the Chapter is current in all government obligations and the Chapter is properly incorporated.
4. During the transition meeting the newly elected Chapter Officers shall review and submit the Chapter Status Report to the EAA Chapter Office at EAA Headquarters, and ensure that all proper notifications have been forwarded to the EAA Chapter Office at EAA Headquarters as prescribed.

5. During the transition meeting, the newly elected Chapter Officers shall review the insurance requirements specified by EAA and ensure that all proper insurance coverage has been arranged through the appropriate programs of the Experimental Aircraft Association.

Article XII. Financial Reports

1. The Chapter Treasurer shall prepare a monthly financial statement and present the report on the financial status to the Chapter Membership either by presentation at a Chapter Membership Meeting or by Chapter Newsletter.
2. The Chapter Executive Board will review any recommendations for changes in bookkeeping procedures and shall take appropriate steps to implement any reasonable recommendations.

Article XIII. Facilities, Tools, and Other Assets

1. The Chapter Executive Board shall ensure all facilities, tools, and other assets of the Chapter are properly insured or protected against loss.
2. A Chapter Officer will serve on appropriate committees to properly manage the Chapter's facilities, tools, and other assets.

Article XIV. Dispute Resolution

In the event a dispute arises within the Chapter, a written petition, endorsed by a quorum of Chapter Members, as defined in Article VI, may request intervention by the Chapter Office Staff of the Experimental Aircraft Association. The Chapter Membership will cooperate completely and fully with the Chapter Office Staff of the Experimental Aircraft Association in the resolution process. In the event a dispute occurs within the Chapter, and it cannot be resolved with the assistance of the Chapter Office Staff of the Experimental Aircraft Association, and it is determined by the Chapter Office Staff of the Experimental Aircraft Association, to be at an impasse, the Chapter agrees and acknowledges the authority and responsibility of the Experimental Aircraft Association to remove the Chapter Charter. If the Chapter Charter is removed, the Chapter will have no further recognition or affiliation with the Experimental Aircraft Association.

Article XV. Amendments

The Bylaws of the Chapter may be amended, or new Bylaws adopted, at any Regular Chapter Meeting of the Chapter Members called for that purpose. EAA Staff must approve amended or new Bylaws. Amended or new Bylaws must be passed by a not less than eighty percent (80%) majority vote of the Chapter Members eligible to vote. The vote may be either in person or by proxy.

Article XVI. Dissolution

The Chapter may be dissolved by a two-thirds majority vote of the voting Chapter Members. If the Chapter is dissolved, the Chapter President is responsible for ensuring that all Chapter debts and obligations are paid, and the proper disposition of all Chapter records are sent to the EAA Chapter Office at EAA Headquarters, P.O. Box 3086, Oshkosh, Wisconsin, 54903-3086. The Chapter President is also responsible for the disposition of all Chapter materials and assets that shall be donated to another non-profit organization.

Chapter President Stan Loer Date 2/6/03
Stan Loer

Chapter Vice President Jeff Ford Date 3-6-03
Jeff Ford

Chapter Secretary Harold Crawford Date 3/6/03
Harold Crawford

Chapter Treasurer Gillian Golden Date 3-6-03
Gillian Golden

Chapter Young Eagles Coordinator John Binder Date 3/6/03
John Binder

Chapter Newsletter Editor John Stubbe Date 3/6/03
John Stubbe

EAA Vice President, Chapter Relation's Signature _____ Date _____