

Experimental Aircraft Association Chapter 75 Bylaws

Adopted : September 12, 2015

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Article I. Name: Experimental Aircraft Association Chapter 75 Incorporated Quad Cities.

Article II. Location: Home address of the Secretary, which shall be located in the Quad Cities Area of Illinois and Iowa.

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, encourage and facilitate the involvement of youth in aviation activities sponsored by the EAA.
6. 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.
7. Promote, encourage, and facilitate Membership in the EAA (Experimental Aircraft Association Incorporated).
8. Support and promote the mission, vision, goals and objectives of the EAA (Experimental Aircraft Association) through programs and services within the Chapter family.
9. Have Fun.

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Article IV. Membership

Eligibility for Membership: Eligibility for membership 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 Membership: There are five types of Chapter Memberships. These Membership Classifications include Regular, Associate/Introductory, Honorary/Complimentary, Student and Life. The specific details of these Membership Classifications are described in the following paragraphs:

1. Regular Membership: A Regular Member shall be any person who pays Chapter dues and is a Member in good standing of EAA (Experimental Aircraft Association, Incorporated).
2. Associate/Introductory Membership: An Associate/Introductory Member shall be any person who pays Chapter dues, and who has not yet joined the EAA. It is the purpose of this classification to provide individuals an opportunity to join the Chapter and learn more about the mission, vision and goals of the Chapter and the EAA before becoming a member of EAA. Associate/Introductory members may not hold any Chapter elected or appointed office and do not have voting privileges.
3. Honorary/Complimentary Membership: An Honorary/Complimentary Member shall be any person to whom the Officers, Board of Directors, or Membership wishes to extend an Honorary/Complimentary Chapter Membership. Honorary/Complimentary Memberships may be given to a person in recognition or appreciation of the support that person has provided to the Chapter. An Honorary/Complimentary Membership may also be extended to any person, who for temporary or short-term economic reasons is unable to pay the appropriate Membership dues and to whom the Officers, Board of Directors, or Membership wishes to extend a Chapter Membership. Honorary/Complimentary 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.). The Chapter Office at EAA Headquarters will extend a complimentary one year EAA Membership to any Honorary/Complimentary Member upon written request from the Officers, Board of Directors or Membership.
4. Student Membership: A Student Member shall be any person attending school. Student Members are exempt from annual dues, may not hold any Chapter elected or appointed office, and do not have voting privileges. Student Membership in the Experimental Aircraft Association shall be encouraged.

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5. Life Membership: A Life Membership may be bestowed on an Individual Member at the discretion of the Board of Directors, and Membership. All life Members must be members in good standing of EAA (Experimental Aircraft Association, Incorporated). A Life Membership recognizes the long-term commitment to EAA and the Chapter made by the individual. A Life Member may hold any Chapter Office, shall have full voting privileges, and is exempt from annual dues.

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

Benefits and Privileges Provided to Members:

1. Resources: Chapter resources consist of videos, manuals, documents, and tools. Members are welcome to check out and use resources for their own personal, non-commercial use. Members borrowing resources shall be competent in their use. Resources are expected to be returned in the same condition in which they were borrowed.
2. Sponsored Aviation Related Events: Members may participate in all Chapter sponsored aviation related events. In order to participate in a leadership role a Member must hold either a Regular or Life Membership.
3. Monthly News Letter: Chapter 75 publishes a monthly newsletter which is distributed to all members.
4. Local Knowledge Base: Membership affords access to the experience and knowledge base held by individual Members including Technical Counselors and Flight Advisors.
5. Monthly Meeting: Members are welcome and encouraged to attend the normal Chapter Meetings as well as the summer potlucks.

Voting Privileges: Voting privileges within the Chapter shall be limited to Regular Members and Life Members. Honorary/Complimentary/Student Members shall not have voting privileges within the Chapter.

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Removal of Membership: Chapter Membership is a privilege which requires an appropriate commitment from each member. Each member shall accept the responsibilities of membership, and by acceptance agrees to promote EAA and the Chapter. In the event a member fails to meet these requirements, they may be asked to relinquish their membership in accordance with the following conditions:

1. Any Member, who by intentional negligent or reckless deed or action, harms or jeopardizes the reputation or assets of the Chapter or EAA, may be called before the Board of Directors and Officers for review. Upon conclusion of a review, the Board of Directors and Officers may, upon finding reasonable cause, recommend to the Membership that said member be removed from Membership. Said Member may then be removed, by a majority vote of eligible members in attendance at any regular or special Membership Meeting where a quorum exists.
2. Any Member who fails to remit their Membership dues by April 1 of the calendar year shall be considered removed from Membership.

Resignation of Membership: Any Member may resign their Membership at any time by delivering to any Chapter Officer a written notice of resignation.

Article V. Membership Dues

The Board of Directors, with the concurrence of the Membership, will determine appropriate dues. The rate of dues shall be voted on and agreed to by the Membership at any regular Membership Meeting or Special Membership Meeting. The proposed dues must pass by a majority vote of eligible Members in attendance. Dues shall be paid to the 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. Dues shall be considered wholly earned and shall not be pro-rated in the event of expulsion or resignation. Honorary/Complimentary Members, Student Members, and Life Members shall not be required to pay dues.

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Article VI. Membership Meetings

1. All meetings of the Members shall be held at a place to be determined by the Board of Directors.
2. Notice of any Regular Meeting of the Members shall be given before such meeting by notice published in a publication, such as the Chapter Newsletter, or by phone, or e-mail.
3. Special Membership Meetings may be held at such time and place as the President may determine. Special meetings may also be called by a two-thirds (2/3) majority of the Board of Directors.
4. Notice of Special Membership Meetings, stating the location, time, and purpose of the meeting shall be given in the same manner as the notice required for the regular meetings. At least a three day notice shall be given for any special meeting.
5. At any meeting of the membership a quorum shall consist of at least twenty eligible voting members. If the Chapter has less than forty eligible voting members, then a quorum shall consist of one-half the eligible voting members.
6. In the absence of the President, Vice President, Secretary, and Treasurer, a temporary Meeting Chairperson may be appointed by the Board of Directors that are present and shall act as the presiding officer.
7. At every meeting of the Members, each voting Member may have one vote on any question or resolution. A quorum of Members is required prior to voting on any question or resolution.
8. A simple majority of the eligible members present is necessary for the adoption of any resolution, except as noted in Article XVI (Amendments) and Article XVII (Dissolution).

Article VII. Officers

1. The Officers shall be President, Vice President, Secretary, and Treasurer.
2. The term of office for all Officers shall be two (2) years, and shall be elected as specified in Article XI, Elections.
3. The Treasurer may be bonded in an amount to be determined by the Officers. The premium to bond the Treasurer shall be at the expense of the Chapter.

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Article VIII. Duties of the Officers

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

1. The President shall be the Chief Executive Officer and Chairperson of the Board of Directors. The President shall have, subject to the advice, direction, and control of the Board of Directors, general charge of the Chapter business. The President shall jointly execute with the Secretary all contracts and instruments which have first been approved by the Board of Directors and Membership. The President may call any Special Meeting of the Members of the Board of Directors and/or general Membership. In case of the absence or disability of the Treasurer, the President may execute checks for expenditures authorized by the Board of Directors.
2. The Vice President shall be vested with all the powers and authority of the President and shall perform the duties of the President in the case of the President's absence, disability, or inability, for any reason. The Vice President shall also perform such duties connected with the operations of the Chapter at the suggestion or direction of the President. The Vice President shall annually recruit a certified public accountant or an appropriate group of Members to verify that the financial records of the Chapter are in order. The Board of Directors can determine how they want the report to be delivered, written or oral.
3. The Secretary shall have the responsibility to take and publish minutes of all meetings. The Secretary or his/her designee is responsible for publishing notice of all regularly scheduled Membership and Board of Directors Meetings. Additionally, the Secretary or his/her designee is also responsible for publishing notice of Special Membership Meetings. The Secretary shall keep a Chapter Membership Book, Roster or Record showing the name of each Member. The Secretary shall also be responsible for maintaining the currency and security of the original copies of the Chapter Bylaws, Non-profit incorporation tax exempt documents, and any other documents, books, papers, and records as the Officers or Board of Directors direct. The Secretary shall jointly execute, along with the President, all contracts and instruments that have been first approved by the Board of Directors and Membership. The Secretary shall perform all other duties incident to the Office of Secretary, subject to the control of the President and the Board of Directors.

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4. The Treasurer shall execute all checks authorized by the Board of Directors. The Treasurer shall receive and deposit all funds in a financial institution approved by the Board of Directors. The Treasurer shall also account for all receipts, disbursements, and the balance of funds on hand. The Treasurer shall perform all other duties subject to the control of the President and the Board of Directors. By the direction of the President, the Treasurer shall be responsible for the maintenance of all insurance records, including the proper application, binding, and premium payment for all necessary insurance required by the Experimental Aircraft Association, Incorporated. By resolution of the Board of Directors, the Chapter may require joint signatures on all checks drawn on Chapter accounts.

Article IX. Board of Directors

1. The business and property of the Chapter shall be conducted and controlled by the Board of Directors.
2. The Board of Directors shall consist of the following:
 - a. Class I Director: Class I Directors shall be the President, Vice President, Secretary, and Treasurer.
 - b. Class II Director: Three to five additional chapter members shall be elected to the position of Class II Director.
 - c. The term of office for the Chapter Class II Board of Director shall be a two (2) year term.
3. The President shall preside over the Chapter Board of Directors as its Chairperson.
4. In case of a vacancy on the Board of Directors, the President shall call a special election to fill the vacancy.
5. Meetings of the Board of Directors may be called at any time by the President or by a two-thirds (2/3) majority of the Board of Directors.
6. Notice of Meetings of the Board of Directors, stating the location, time, and purpose of the meeting shall be e-mailed or personally given to each Member of the Board of Directors at least 48 hours prior to the time of the meeting. If all of the Members of the Board of Directors are present at a meeting, any business of the organization may be transacted without previous notice of the meeting.

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7. Fifty percent (50%) of the Board of Directors, at least two (2) of which shall be Chapter Officers, shall constitute a quorum of the Board of Directors. A simple majority of that Board of Directors constituting the quorum is required for the adoption of any resolution.
8. Each Member of the Board of Directors shall serve as a Board Member without compensation.
9. The Board of Directors shall have the power and authority to enforce all rules and regulations pertaining to the use and operation of the Chapter's property.
10. The Board of Directors shall have the power and authority to implement and/or modify the Chapter Articles of Incorporation.

Article X. Vacancies (President, Vice President, Secretary, Treasurer, or Class II Director)

If the office of President, Vice President, Secretary, Treasurer, or Class II Director becomes vacant for any reason, the Board of Directors shall call for a special election to fill the vacancy(s).

Article XI. Elections

1. The President shall appoint a Nominating/election Committee made up of at least three (3) eligible voting Members. The appointment of the Nominating Committee shall take place no later than the September meeting.
2. The appointments to the Nominating/election Committee shall be announced to the Members at the regular meeting in September, or earlier if a Nominating Committee has been formed at an earlier date. In addition, the names of the Members appointed to the Nominating/election Committee shall be published in the Newsletter or emailed to the Membership.
3. The Nominating/election Committee shall canvas the current Officers and Directors to determine if they wish to seek re-election to their current position or be nominated for any other position. The Nominating/election Committee shall also canvas the Members of all committees and groups to seek those who may be interested in an elected position. Further, the Nominating/election Committee shall make themselves available to the Membership seeking any Members who may be interested and who are eligible to run for an elected position.
4. Once all nominations have been received, a slate of nominees will be published in the October Chapter Newsletter or emailed to the Membership.

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5. At the October Membership Meeting the Nominating/election Committee shall present to the Membership the nominations they have obtained. In addition, nominations will be accepted from the Members during the October Membership Meeting.
6. A final slate of nominees will be published in the November Newsletter.
7. Elections of Officers and Board of Directors will take place at the November Membership Meeting. If there are multiple candidates for a position, voting shall be done by written ballot or absentee ballot. The nominating/election committee 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. Members may send absentee ballots to the Nominating/election committee to arrive by the Friday before the November membership meeting. Election shall consist of the candidate who receives the most votes.
8. If the election of the Officers and Board of Directors cannot take place at the November Membership meeting, the election date shall be announced in the newsletter and shall take place prior to or at the January General Membership meeting.
9. All newly elected Officers and Board of Directors should assume their responsibilities at the January Membership Meeting.
10. If a special election is required to fill a vacated position, it may be held at any time provided sufficient time is provided to notify all members of the election, and all for absentee ballots to be returned.

Article XII. Transition of Leadership

1. The Membership recognizes the importance of a smooth transition of Leadership. Therefore, subsequent to the election of Officers and Board of Directors, the incumbent and newly elected Officers and Board of Directors should organize and hold a transition meeting wherein all Chapter records and information will be passed on to the newly elected Officers and Board of Directors.
2. During the transition meeting, the newly elected Officers and the Board of Directors should review the Chapter Bylaws, and the Chapter Goals (if existing), Mission and Vision Statements (if existing), Non-Profit Articles of Incorporation documents, tax status, and insurance policies to ensure they are clearly known and understood.

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3. During the transition meeting the newly elected Officers and Board of Directors should 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 Officers and Directors should 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 Officers and Board of Directors should 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 XIII. Financial Reports

1. The Treasurer shall prepare at least a quarterly financial statement and present each report on the financial status to the Membership. The form of the report, either written or oral, will be determined by the Board of Directors. The Board of Directors will also determine the method of the report, either by presentation at a Membership Meeting or by Newsletter.
2. The Board of Directors, under the direction of the Vice President, shall arrange annually to have an audit of all the financial records and practices of the Chapter verified. The Board of Directors shall make available a copy of the written report to the Membership. The Board of Directors will review any recommendations for changes in book keeping procedures and shall take appropriate steps to implement any reasonable recommendations.

Article XIV. Facilities, Tools, and Other Assets

1. The Officers and the Board of Directors shall ensure all facilities, tools, and other assets of the Chapter are properly insured or protected against loss.
2. An Officer or Director will serve on any committee managing the Chapter's facilities, tools, and other assets.

Article XV. Organization Committees

The Board of Directors may establish committees as it deems necessary. All committees will elect a chairperson who will be responsible for organizing the activities of the committee. Any committees established by the Board of Directors shall be responsible for reporting their activities directly to the Board for approval.

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Article XVI. Amendments

The Bylaws of the Chapter may be, amended, or new Bylaws adopted at any Meeting with 60 day notice called for that purpose. The Bylaws must be passed by a not less than eighty percent (80%) majority of the votes cast in person or by absentee ballot. A minimum of 20 votes must be cast.

Article XVII. Dissolution

The Chapter may be dissolved by a two-thirds majority vote of Members eligible to vote. The Board of Directors shall determine the process implemented to ensure all eligible Members have had the opportunity to vote. If the Chapter is dissolved, the 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 President is also responsible for the disposition of all Chapter materials and assets that shall be donated to another aviation related non-profit organization.

Article XVIII. Voting by Proxy

During all chapter meetings, including both General Membership Meetings and Board of Directors Meetings, voting by proxy is explicitly prohibited. Proxy voting generally discourages chapter meeting attendance, and transfers an inalienable right to another without positive assurance that the vote has not been manipulated.

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Acknowledgement and Acceptance on behalf of:

EXPERIMENTAL AIRCRAFT ASSOCIATION CHAPTER 75

President's Signature James J. Smith Date 12 - Sept - 15

JAMES J. SMITH
Vice President's Signature [Signature] Date 12 Sept. 15

MICHAEL NASS
Secretary's Signature [Signature] Date 12 Sept 15

VAHAN GEORGE BEDJIAN
Treasurer's Signature [Signature] Date 12 Sept. 2015

PAUL FISHER
EAA Chapter Office (Oshkosh) Representative's Signature
[Signature] Chapter bylaws, no longer signed by EAA Date _____