

READING AND DISTRICT MODEL AIRCRAFT CLUB (RDMAC) CONSTITUTION

GENERAL

1. The club shall be called Reading and District Model Aircraft Club and shall be affiliated to the British Model Flying Association (BMFA).
2. The Club shall, as far as is practical, follow the guidelines as laid down by the BMFA.
3. The principle aim of the club shall be the promotion of safe and responsible model aircraft flying. The club supports all types of model aircraft flying with the exception of gas turbine powered jets and drone racing.
4. Alterations to this constitution can only be made at an Annual General Meeting or at a General Meeting called for that purpose. Any proposed alterations must be submitted to the club secretary in writing at least 14 days prior to the meeting.

MEMBERS

5. A "member" means any class of membership.
6. The membership year shall run from 1st January to 31st December each year.
7. Members' subscription fee and new members joining fee shall be decided each year at the Annual General Meeting. Reduced subscriptions for new members may apply later in the year in line with the reduction in the BMFA subscription.
8. Fees become due on or before 1st January each year. Any member not renewing by this date, in whole or in part, will not be permitted to fly until they have done so. BMFA membership must also be in place before flying.
9. Members who have not renewed their membership by 31st January will be deemed to have left the club and a renewal after this period will be treated as a new membership application.
10. A member may be made a life member for extensive services to the club. Life members can only be created by a majority ballot of club members at a general meeting.
11. All members, without exception, must agree to abide by the club constitution. Failure to do so may result in disciplinary action by the Club which may lead to suspension and subsequent dismissal.
12. New members will be required to serve an initial probationary period of 6 months from the start of their flying. During this time they will not be eligible to serve on the Committee and, at the discretion of the Committee, in the event of unsatisfactory conduct may have their membership terminated without going through the disciplinary procedure.
13. Without discrimination or prejudice, the Committee has the right to refuse membership to new applicants and to withhold the reasons for doing so.
14. By joining the club, members give permission for the club to use photographs of them on the club website. Members have the right to request any such photographs are removed.

RULES, DISCIPLINE AND SAFETY

15. All members must be fully paid-up members of the BMFA, and have insurance provided by the BMFA. Members MUST ensure their compliance to the legal framework appertaining to the sport of model aviation before flying. The BMFA provide information and advice concerning the legal aspects and requirements.
16. Members must abide by the Flying Field rules and the BMFA Code of Practice.

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17. Club members must not cause a public nuisance or behave in a manner likely to prejudice the club.
18. All field safety rules and regulations will be reviewed annually, and will be considered binding for 12 months. Should the committee agree that interim, urgent action is required, members will be notified via the club Google Group. This action will then be ratified by members at the next general meeting.
19. Minor rule breaches should be dealt with by a verbal caution from a committee member, preferably on the spot.
20. Significant breaches of club rules brought to the committee's notice by two or more members may result in a verbal caution being given by two committee members who will report the event at the next committee meeting.
21. Further significant breaches of club rules brought to the committees attention, supported by written statements from two club members, will result in an interview with two committee members, one being if possible the Hon Chairman. This may be followed by a one-month suspension plus possible expulsion if the misbehaviour continues.
22. In the event of gross misconduct or dangerous behaviour, immediate dismissal without warnings may be considered but the member must still be accorded his/her rights to present his/her case to the Committee and be given a right of appeal.
23. In the event of dismissal the Committee will arrange for the member's current membership fee (excluding BMFA subscription) to be reimbursed in full.

FLYING

24. Members are responsible to themselves and to each other for flying safely and legally in accordance with club flying rules and current legislation. Members must abide by the club Flying Field rules at all times.
25. When other club members are not present, members must be accompanied by a responsible adult when flying. The responsible adult will keep watch for members of the public approaching the flying strip and warn the member accordingly. Lone flying is not permitted.
26. Members must treat members of the public who encroach on, or cross, the flying strip with respect at all times and any warnings/conversations with members of the public must always be polite. The club has no authority over the general public.
27. The Committee will be responsible for the running of the flying field at all times and for the **appointment of a BMFA club instructor or BMFA examiner, subject to that member having passed the relevant BMFA examination.**
28. All flying members must attain the minimum BMFA 'A' Certificate before being permitted to fly unsupervised. Any member whose flying standards drop below those expected of 'A' certificate competency may be asked to re-take their 'A' certificate test where necessary to maintain safety standards.
29. Members may invite guest fliers to the site on arrangement with the Committee but they must be BMFA insured, have met the CAA competency and registration requirements and must hold a minimum 'A' standard BMFA competency certificate before flying.

COMMITTEE STRUCTURE AND APPOINTMENTS

30. The affairs of the club shall be managed by the elected committee which shall consist of three officers, the Membership Secretary and a number of committee members. The committee may appoint or authorise members to carry out specific duties on its behalf.
31. The Officers of the committee shall be, Hon Chairperson, Hon Secretary and Hon Treasurer.

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32. The role of the Chairperson is primarily to provide oversight of, and direction to, the committee and to act on the clubs' behalf in any discussions with external parties such as the BMFA, TVP landlord, TVP management, district council or any other controlling/regulatory bodies as might be necessary.
33. The role of the Secretary is generally to deal with internal parties, providing secretarial services to the committee, including organising meetings, minuting meetings, arranging food for the AGM. The secretary must ensure good communication with club members on both internal matters and any relevant information from external parties such as the BMFA.
34. The role of the Treasurer is to ensure that the club finances are managed and controlled in a secure way and the clubs accounts are documented and presented to the committee as and when required.
35. The role of the Membership Secretary is not a club officer role. This role is to ensure that any members renewing or joining the club do so in a managed way and the club accounts and the BMFA correctly reflect the current situation. This role will also act as a point of contact for any membership enquiries.
36. The role of a committee member is to represent the club members in committee meetings and to assist the club officers if asked to do so.
37. Any Committee member or member who is involved in any organisational position within the club, must be an active member of the club and hold membership of the British Model Flying Association.
38. Committee officers and members shall be elected at the Annual General Meeting. Club officers serve for three years, other committee members, including the Membership Secretary, for one year.
39. The Committee will be elected by majority vote from members present. All fully paid-up members and life members are eligible to vote.
40. Should a committee position become vacant, the Committee may, by a majority vote, co-opt a replacement who will then serve until the following Annual General Meeting.
41. No member of the Committee or Officer of the club, may be a Committee Member or Officer of another model flying club.
42. Any Committee Member or Officer wishing to resign must do so in writing.
43. Any member of the Committee who is absent from three consecutive Committee meetings without reasonable cause will automatically forfeit his seat on the committee.

COMMITTEE ORGANISATION AND POWERS

44. Members elected to office will have full voting rights at all meetings. In the event of a tie, the Chairman will have a casting vote in addition to his/her initial standing vote.
45. The Committee are authorised to carry out negotiations and make decisions in the interest of the club or on behalf of the membership where necessary without consulting the members. Approval from the membership at an ordinary meeting must be sought for expenditure greater than £1,000.
46. Less than £1,000 may be withdrawn by the Treasurer by cheque or bank transfer. Funds in excess of £1,000 may only be withdrawn from the club funds by cheque signed by both the club Treasurer and the club Chairman. All payments will be supported by appropriate evidence e.g. a purchase receipt
47. The Secretary must be informed of any negotiations proposed by club members which affect the Club as a whole and copies of any written correspondence must be submitted to the secretary for record purposes.
48. Committee members are entitled to reimbursement for any out-of-pocket expenses if appropriate and requested.

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49. The Treasurer may pay accounts and settle any normal liabilities, such as cost of mowing the flying strip or member subscriptions to the BMFA, on behalf of the club.

VOTING AND CONDUCT OF COMMITTEE MEETINGS

50. All committee meetings will have an agenda and the meeting minutes recorded. Minutes of committee meetings will be made available to members on request to the secretary.
51. A quorum of any Committee meeting shall consist of two officers plus one other committee member.
52. Non committee members may attend committee meetings as observers by applying to the Secretary at least 14 days before the meeting. Any non-Committee Member may be asked to leave the meeting subject to approval from the Committee.

ANNUAL GENERAL MEETINGS

53. The Annual General Meeting will, where possible, be on the first Tuesday in December unless circumstances dictate otherwise, in which case either the meeting will be held on a revised date or a virtual meeting will take place. At least 28 days notice of the meeting will be given in writing to all Club members.
54. Any Club Committee vacancies will be advised to club members at least 28 days prior to the AGM. Members wishing to stand for election to a club committee position must advise the club Secretary at least 10 days prior to the AGM.
55. Annual subscriptions and the club joining fee will be decided at the Annual General Meeting. A Treasurers report, proposing the new annual subscription and club joining fee with the associated business case, will be circulated to club members prior to the AGM.
56. All proposals must be seconded and voted upon. A majority vote of those present is required to carry any proposal.
57. Voting will normally be by a show of hands, however, a secret ballot must be taken should any committee member request that this be done. Proxy and postal votes will not be permitted.
58. **A competent individual (non-committee member) shall be elected by the Committee to carry out an independent examination of the accounts before the Annual General Meeting to verify that the balance sheet is correct and fairly represents the expenditure and receipts of the club, its assets and its liabilities.**

EXTRAORDINARY GENERAL MEETINGS

59. The Secretary will convene an Extraordinary Committee Meeting within 14 days on request from any officer of the Committee, stating the business to be discussed.
60. The Secretary shall convene an Extraordinary General Meeting of the club by a resolution of the Committee stating the business to be brought before the meeting, of which 28 days notice has been given to all members in writing stating the business to be discussed.
61. The Secretary shall convene an Extraordinary General Meeting of the club on receipt of a request in writing signed by not less than 10% of members of the club, stating the business to be brought before the meeting. If the request is sent in email format, an email from each of the supporting members must be submitted.
 - a. The meeting must be called within 28 days of receipt of the last email in support of the request and 28 days notice must be given to all members in writing stating the business to be discussed. When a request for a meeting is

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made in accordance with Article 53 and it is not called within 28 days, the requester may convene an Extraordinary General Meeting of the Club by giving 28 days notice in writing to all members, duly setting out the purpose for which the meeting was called. Any resolutions passed at such a meeting shall have the same force and effect as if they were passed at a meeting convened by the Committee.

INSURANCE AND INDEMNITY

62. The club will hold both Civil and Employers Liability Insurance, provided through affiliation to the BMFA.
63. The club will indemnify all committee officers and committee members if they incur any liability on behalf of the club.
64. In the event of a Committee Member being awarded damages or costs in the course of proceedings taken by him in his representative capacity, such damages or costs will belong to the Club and not the Committee Member personally and upon receipt that Committee Member will pay them to the Club Treasurer.
65. When there is a joint meeting between RDMAC and another club, the participating club must be able to provide evidence of adequate insurance cover well in advance of the event.

DISSOLUTION OF THE CLUB

66. Should it be considered necessary or desirable to dissolve the Club, no individual shall have any claim on the club funds.
67. The Committee will call an Extraordinary General Meeting at which the date for dissolution will be agreed to ensure sufficient time for the club's affairs to be wound up by the officers in charge of the club at that time. Should a quorum fail to appear, the meeting will be adjourned and a further EGM must be called within 14 days. The second meeting will proceed even if a quorum is not present and the motion will then be carried by a simple majority vote.
68. Items of club equipment held by any member must be surrendered to the committee and will be included in club assets for suitable disposal.
69. On dissolution, and after the sale of assets, settlement of all outstanding debts and the refund of subscriptions for the remaining part of the year to the paid up members, the funds remaining will be **held in trust by the BMFA for up to ten years** or until such time as a new Reading and District Model Aircraft Club is formed and affiliated to the British Model Flying Association (BMFA).
70. The Trustees shall not release the funds to a newly formed club until it has been in continuous existence for a minimum period of two years.
71. The Trustees shall ensure that the constitution of the new club contains a clause that in the event of that club being dissolved any remaining funds are returned to a trust.
72. The Trustees shall be the BMFA or the current recognised national body for sport of model aero flying at the relevant time.
73. A new Reading and District Model Aircraft Club shall mean: a club, for the promotion of the sport of model aero flying, reforming either on the same site or within ten miles of the site of the club at the time of its demise, and containing a significant number of those who were members of the previous

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club at the time of its demise. The number to be determined by the Trustees, and deemed to be significantly the same club.

74. The Trustees shall have sole responsibility for determining whether a new Reading and District Model Aircraft Club has been formed in accordance with the conditions set out above.
75. In the event of a new club not being formed, after 10 years, the BMFA will transfer the funds to their development fund to be used to further model flying in the UK.

END OF RDMAC CONSTITUTION