

CONSTITUTION
PATUXENT RIVER NAVY FLYING CLUB

ARTICLE I - NAME

Section 1.

The name of this organization shall be the Patuxent River Navy Flying Club, hereinafter referred to as the Club.

ARTICLE II - AUTHORITY AND PURPOSE

Section 1.

Upon the approval of the installation Commanding Officer, NAS Patuxent River, MD, hereinafter referred to as the Commanding Officer, this Constitution is hereby promulgated.

Section 2.

This Club is organized as a recreational activity and operated to:

- a. Provide military personnel, their families, and other authorized personnel an opportunity to develop skills in aeronautics, including pilotage, navigation, and other aero sciences;
- b. Develop an awareness and foster an appreciation of aviation requirements and techniques;
- c. Provide a facility designed to meet the needs for low-cost, safe, light aircraft operations;
- d. Provide an opportunity for military pilots who are assigned non-pilot duty to stay current and proficient;

ARTICLE III - BY-LAWS AND OTHER REGULATIONS

Section 1.

Bylaws and other regulations deemed necessary shall be formulated and, upon approval of the Commanding Officer, published as a part of this Constitution.

ARTICLE IV - CLUB MANAGER

Section 1.

The Club shall have a Manager. The Manager must be an NAF employee and is responsible to the Commanding Officer for conduct of Club daily business. The Manager works under the general supervision of the MWR Director.

Section 2.

The Manager can appoint and/or hire personnel necessary to support the Club's mission.

Section 3.

The Manager has the responsibility and authority to stop any flying club pilot or aircraft, local or transient, from operation when, in the Manager's judgment, safety may be compromised.

ARTICLE V - OFFICERS AND THE BOARD OF DIRECTORS

Section 1.

The elected officers for the Club shall be President, Vice-President, Secretary, Financial Secretary, Operations Officer, Maintenance Officer, Safety Officer, and the Information Technology Officer. Each elected officer, with the exception of the Information Technology Officer, is empowered with one vote on the Board. The Chief Flight Instructor is a non-voting BOD position appointed by the Manager. Other non-voting officers such as Membership Director may be designated at the discretion of the Club Manager. This group of officers shall be designated as the Board of Directors, hereinafter referred to as the Board.

Section 2.

An officer of the Club may be removed for cause by a majority secret vote of the total voting membership. Such action may be appealed to the Commanding Officer whose decision in the matter shall be final.

Section 3.

The Board's function is to assist the Commanding Officer and Manager in the administration and operation of the Club. The Board shall ensure that Club business is administered in a safe, efficient, and professional manner. The Board makes recommendations to the Manager and Commanding Officer, and has supervisory authority over member flying privileges. The Board is responsible for ensuring the implementation and adherence to the Commanding Officer's directives and guidance.

Section 4.

In the event of an unexpected vacancy on the Board, the remaining members of the Board shall appoint a temporary officer to serve until the next election.

ARTICLE VI - QUORUMS AND MEETINGS

Section 1.

The quorum for all membership meetings shall be at least one-fourth of the total voting membership in good standing, including at least a quorum of the Board.

Section 2.

The quorum for all Board meetings shall be at least four members of the Board.

Section 3.

The entire membership of the Club shall meet at least once every six months.

Section 4.

The Board meetings shall be held at the discretion of the Board, but at least once each quarter. Additional Board meetings may be called at the discretion of the President.

Section 5.

Upon written request of at least a quorum of the total voting membership, the President shall be required to call a special membership meeting. The President also may call a special meeting at the President's own discretion.

Section 6.

All members shall be notified, if possible, of the time, place and subject matter of the special membership meeting, and only that business for which the meeting is called shall be transacted.

Section 7.

All membership meetings shall be conducted in proper parliamentary fashion.

ARTICLE VII - VOTING

Section 1.

Only members in good standing shall be allowed to vote on any matter requiring a vote. Each voting member shall be entitled to only one vote.

Section 2.

Members in good standing may authorize other voting members in good standing, in writing, to act as their proxy at membership meetings if they cannot attend due to reasons such as (but not limited to):

- a. Temporary duty;
- b. Working hours in conflict with meeting times;
- c. Authorized leave

The absent member shall indicate in writing for what reason the absence is due. A proxy is good for only one meeting, so each proxy must be dated by the absent member in order to be valid.

Section 3.

Resolutions shall require a majority vote of those members present to affect passage, except when otherwise provided for by the Bylaws.

ARTICLE VIII – FINANCE

Section 1.

Membership fees of all members shall be payable when applications are submitted for approval. The Board shall make recommendations to the Manager concerning the amount of the dues and the rates to be charged for flying time; the Manager is responsible for ensuring that rates are sufficient to cover all the obligations of the Club. In general, the Manager shall set rates to be charged for flying time sufficient to cover the average annual hourly cost of airplane operation, insurance, maintenance, lease or loan, and depreciation. Fees, dues, and assessments shall be applied equally to all active members of the Club.

Section 2.

Applicable regulations of the Office of the Comptroller of the Navy shall be followed with regard to management of all funds of the Club.

Section 3.

The Club shall operate on a "pay as you go" basis. All members are required to pay for charges as they are incurred.

ARTICLE IX - LIABILITY

Section 1.

Adequate and proper insurance shall be carried at all times to protect the membership from liability. No expense or obligation whatsoever shall be incurred by members of this association except as incurred and set forth within this Constitution and subsequent Bylaws.

ARTICLE X - DISSOLUTION

Section 1.

Upon dissolution of the Club, three members shall be designated as trustees who shall carry out the instructions of the Comptroller of the Navy and other applicable regulations pertaining to the closing of a non-appropriated fund activity.

ARTICLE XI - AMENDMENT OR CHANGES

Section 1.

Amendments or changes to this Constitution can be effected only by a fifty-one percent (51%) favorable vote of the total voting membership of the Club and subsequent approval of the Commanding Officer, except that amendments or command directives may also be effected by the Commanding Officer alone.

Section 2.

Any proposed amendment or change to this Constitution shall be presented at a regular membership meeting and shall be voted upon at the next regular membership meeting following the one during which the proposal is made. In the event of favorable action, the amendment or change shall go into effect immediately upon approval of the Commanding Officer, unless otherwise specifically provided.

Section 3.

Any change or amendment to this Constitution shall be attached hereto.

APPROVAL

From: Commanding Officer Naval Air Station Patuxent River
To: Patuxent River Navy Flying Club

Constitution is hereby:

 Approved _____ Disapproved _____