

BY - LAWS OF
THE NEW ZEALAND MODEL AERONAUTICAL ASSOCIATION (INCORPORATED)

Definitions:

Save where the context otherwise requires, the following words shall have the meanings hereto assigned them.

Association	The New Zealand Model Aeronautical Association (Inc).
By-Laws	The Regulations hereinafter set forth.
Closing Date	In all circumstances, shall be the date on which any documents shall be received by the Secretary.
Council	The Council of Management of the N.Z.M.A.A.
Club	A local area group of members who meet criteria in the Rules and Bylaws of the Association.
Lone Member	Any NZMAA member not belonging to a Club
Members	Individual members of N.Z.M.A.A.
Month	Calendar Month.
New Zealand	As defined by statute.
N.Z.M.A.A.	The New Zealand Model Aeronautical Association (Inc).
Rules	The current rules of the Association and the By-Laws of the Association.
SIG	Special Interest Group of N.Z.M.A.A.

SECTION A.

MEMBERSHIP.

1 Affiliated Clubs.

- (i) An Affiliated Club shall consist of not less than 5 financial members of whom at least two shall be seniors.
- (ii) Application for affiliation shall be accompanied by such information concerning the objectives of the Club to determine if either its rules or policies reflect a common interest in aviation or whether it may provide assistance in any form to the Association.
- (iii) The Council may require additional particulars of the Club's Members, activities and planned future development to determine its eligibility.
- (iv) NZMAA members belonging to a Club shall pay a discounted membership fee.
- (v) Affiliated Clubs will have no voting rights but may participate in all Association events and activities and will receive the Association's publications and notices.

2 Objects.

The objects of a Model Aviation Club shall be to promote, foster, encourage and control model aeronautics in its town or locality.

3 Members of N.Z.M.A.A..

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3.1 Any financial member may attend any meeting of Council by arrangement, provided always that these committees or Council shall always retain the right to hold their discussions and conduct their business in camera.

3.2 Association Classification:

- (i) A Senior member shall be a person 18 years of age or over as at the 1st April each year.
- (ii) A Junior member shall be a person under 18 years of age first day of the current financial year.
- (iii) Family membership is provided to members in an endeavor to encourage family participation in the sport of aeromodelling. The criteria for family membership is as follows

“Family membership includes husband, wife and their student children. Once the student reaches 18 years, the member must be reclassified as SENIOR FLYING and when no longer a student must pay the appropriate full fee”.

(a) Cessation Of Family Membership.

Family Membership shall automatically cease when one of the following occurs:

- a The Senior Members no longer have a family relationship as defined in (iii) above.
- b The child ceases to be a student.

As it is not possible for the Secretary of the Association to determine if a family junior member is still a student when the members reaches the age of a Senior.

All Juniors on reaching the age of 18 years will automatically be reclassified as a Senior Member in the next financial year and be listed as being required to pay a full Senior fee on the membership list. In addition, if the member is the only one making up the family membership then the other member will also be reclassified as a Senior.

It is therefore the members responsibility to check if the they are still able to comply with the family membership requirements and advise the Secretary via their Affiliated Club when membership is renewed.

All such changes will be notified to at the commencement of the new financial year.

3.3 Club Membership:

- (i) To join a Club and become a member a person shall sign an entrance form agreeing to abide by the rules of the Club and the N.Z.M.A.A.
The Club committee shall have the power to accept or refuse membership at its discretion.
- (ii) Members may be required to pay a Club fees to become financial and enjoy Club privileges.
- (iii) Any financial member has the right to attend any meeting of his Club or Committee. by arrangement provided always that these committees shall always retain the right to hold their discussions and conduct their business in camera.
- (iv) A member wishing to resign must give written notice to the Secretary, otherwise he will be liable for fees.
- (v) Any member violating the rules of the Club or acting in a manner prejudicial to the well being to the Club, may be suspended by the Club Captain, and the case dealt with by the committee within one week of the alleged offence. The committee may further suspend or expel a member. The member or his representative shall have the right to be heard by the Committee.(see also provisions of Section C., Clause 2.)

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- (vi) Members coming from one Club to another must show that they have left their last Club in good standing.
- (vii) A member of the N.Z.M.A.A. may belong to more than one Affiliated Club simultaneously, for N.D.C. and National Championships, the member shall designate which club shall accrue points toward Champion Club.

4 Affiliation.

Every Affiliated Club shall automatically be affiliated to the Provincial Association in whose territory it resides.

5 Membership Fees.

- (i) Each Club shall be responsible for the payment to NZMAA of fees for its flying members. Should any such member's status change from Junior to Senior during the Association's financial year, no additional fee shall be charged, BUT for Record and all other purposes such member shall be classed as a Senior. New Members' fees must be paid immediately as such member may be penalised for flying record purposes. Hence no flying record can be granted to any member unless his name appears on the N.Z.M.A.A. Register. Renewal of Affiliation fees should be effected by 1st April each year to ensure continuity of affiliation for insurance and record purposes.
- (ii) NZMAA shall create a fee structure such that members of a club shall receive a substantial discount.

6 Registration.

Names and addresses of all Club flying members and birth dates of Juniors belonging to N.Z.M.A.A. must be forwarded to the N.Z.M.A.A. Additions and deletions must be reported as they occur and also change of status from Junior to Senior.

7 Fees.

Fees payable by members of a Club to their own funds for the purposes of conducting their own affairs may be arranged in accordance with the wishes of members.

8 Club Officers.

Among its officers a Club shall have a:

- Club Captain
- Honorary Secretary
- Honorary Treasurer

One person may hold one or more of these positions.

9 Club Committee.

Club committees shall be elected from the membership of the Club and shall manage the affairs of the Club and see that the objects of the Club are carried out. The number comprising this committee shall be decided on at an annual general meeting of the Club.

10 Club Badge.

The Club may have its own badge, but the use of the N.Z.M.A.A. badges is strongly recommended by the Council.

11 Club Flying Activities.

A Club may organise its flying activities to suit local conditions but to have a record claim regarded as official by the N.Z.M.A.A. the conditions of the actual flight must conform with the Official Flying Rules of the N.Z.M.A.A.

12 Official Club Meeting.

A Club meeting shall be deemed official if the Club Captain or President or their appointed deputy and 2 members are in attendance, provided that due notices of the meeting has been circulated amongst the members.

13 Club Records.

A list of record flights for the various classes should be established and maintained.

14 New Zealand and Provincial Association Records.

Claims for N.Z. record flights must be made on the official Record Claim Form supplied by the N.Z.M.A.A. AND FORWARDED to the Association within 10 days of the date of the flight concerned.

15 Protests.

The Club Captain shall be deemed local contest director. See Flying Rules.

16 Right of Appeal.

Any club member has the Right of Appeal to his Club Committee and finally the Council. Any appeal to the Council shall be accompanied by a fee of \$10 which shall be returned if the appeal is upheld.

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SECTION B.

PROVINCIAL ASSOCIATIONS.

1 Constitution.

(See Constitution and Rules 'Provincial Associations')

2 Functions.

(See Constitution and Rules 'Provisional Associations')

3 Funds.

The funds shall be placed with a recognised banking institution. The banking account shall be operated by the Treasurer and any one of two other members of the Management Committee.

4 Management.

- i The Management of the Provincial Association shall be in the hands of a Management Committee which shall consist of an Honorary Secretary, Honorary Treasurer, Honorary Recording Officer and 4 other members. This committee shall elect its own Chairman. The committee shall fill vacancies which may occur in the list of officers during the year and persons so elected shall hold office for the same term as the vacating officer or committeeman would have held had no vacancy occurred.
- ii Quorum for a Committee: The quorum will consist of 4 committeemen or officers.

5 Annual General Meeting.

Annual General Meeting of Provisional Associations shall be held at dates and locations to be determined by their own management committees (if possible in conjunction with annual flying rallies) but in no case later than 13 months after their last Annual General meeting.

6 Mode of Annual General Meeting.

Notice of the Annual General Meeting shall be made in writing by the Honorary Secretary of Provincial Associations to its members and affiliated Clubs and the N.Z.M.A.A. and shall be advertised in the Association's magazine at least 7 days before such meeting.

Business of Annual General Meeting:

(a) Reports:

- (i) Minutes
- (ii) Chairman's Report
- (iii) Recording Officer's Report
- (iv) Treasurer's Report and Annual Accounts.

(b) Venue:

The Management committee of a Provincial Association may have its venue in any main centre of population within the boundary of the area which it controls.

Nominations of Venues:

These are to be in the hands of the Secretary of the Provincial Association not less than 3 months prior to the Annual General Meeting. The Provincial Association Secretary shall notify such nominees within the next 3 weeks. Nominees shall signify their acceptance or otherwise within 3 weeks.

- (c) Elections:
A Provisional Association Management Committee shall have the officers enumerated in Section B, Clause 4. It may also have additional ones as decided by a majority at an Annual General Meeting. The election of the Management Committee shall be made at the Annual General Meeting of the Provincial Association by members from affiliated Clubs within its jurisdiction.
- (d) Remits:
Members may discuss and vote on remits from members. Where applicable, such remits if passed, shall be forwarded to the N.Z.M.A.A. Council for further consideration or may be presented at the next Annual General Meeting of the N.Z.M.A.A. Remits of a domestic nature may be the basis of immediate action by Provincial Associations. Provincial Association Management committees may make their own arrangements for the handling of such remits.
- (e) General:
As required (e.g. Thanks, honorary, general recommendations to management committees etc.)
- (f) Voting at General Meetings
- (i) May be by show of hands, or on the voices, or by secret ballot. Any two members entitled to exercise at least two votes shall be entitled to demand that any particular vote be taken by ballot. All members voted upon shall be decided by a simple majority. The Chairman shall have a casting vote in addition to his deliberative vote in all cases of an equal division.
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- (g) Quorum for General Meetings.
For general meetings of Provincial Associations a quorum shall consist of at least 5 members or proxy members representing at least 3 different Clubs.

Special General Meeting.

A Special General Meeting of a Provincial Association shall be called by the Chairman of the Provincial Association Management Committee as convener either-

- (i) By resolution of the Management Committee, or
- (ii) By a requisition signed by any 10 financial members resident within that Provisional Association's territory. This meeting must be called within one month on receipt of requisition. Clubs and Members are to be informed of the Agenda. In the event of the Committee failing to convene the meeting requested, the requisitionists may apply to the Council for action.

8 Delegate at N.Z.M.A.A. Meetings.

At any general meeting of the N.Z.M.A.A. each Provincial Association may be represented by one delegate or proxy delegate.

9 Information re Members.

Provincial Associations may request from the N.Z.M.A.A. a copy of the names and addresses of all members who reside within the territory administered by each Association. The dates of birth of all Junior members will be included in these returns.

10 Income.

Grants from Council.

From the affiliation fees collected from Members from each Provincial Area the Council may grant Provincial Associations funds for the purpose of assisting to finance the work carried out by them. This will not preclude their raising other monies by their own efforts. e.g. admission charges to flying meetings, but they may not further levy constituent Clubs.

11 Suspension.

The Management Committee shall have the right to suspend the privileges of any member under its jurisdiction and shall forward for confirmation, its decision, with reasons, to the Council within 30 days of such decision being made.

12 Protests.

All protests are to be made to the Provincial Association and must be received by the Secretary within 96 hours of an alleged offence. Time limits for protests may be altered at the discretion of the body controlling that event.

13 Specially Scheduled Events:

Rules.

In Provincial flying contests the By-Laws of the N.Z.M.A.A. shall always apply but any additional requirements not contrary to the spirit of those rules may be included in the contest notification.

14 Right of Appeal.

See Section C, Clause 3.

15 Termination.

In the event of circumstances arising involving the termination of a Provincial Association all funds, property and control vested in it shall be distributed to the Clubs in that Provincial territory or held in trust by NZMAA until the formation of a new Provincial Association.

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SECTION C.

BY-LAWS, GENERAL.

1 Alterations to By-Laws.

- (a) Any Member or Provincial Association or Special Interest Group may at any time make suggestions regarding alterations to the By-Laws such suggestions shall be made in writing to the Council, whose decision shall be final.
- (b) Decisions made during the General Meetings can only be recommendations to the Council.

2 Election to Council

Any member of the Association may be nominated, by members, for a position on Council.

Procedure for nomination.

- The Secretary shall in the month of March circulate to all members a notice calling for nominations to Council. The notice shall include the official nomination form. The notice shall also be published in the April issue of the Association magazine.
- Nominations for positions on Council shall be forwarded to reach the Secretary on the official form not later than the 15th April prior to the AGM. (ref to appendix one for a copy of the form)
- The official form is to contain:--
 1. The name of the member sponsoring the nominee.
 2. The signature of acceptance of the person being nominated.
 3. A declaration from the nominee allowing for the circulation to Clubs and publishing in The Flier's World of the nominees C.V. for the purpose of the election.
- The Nominee shall attach to the official form on A4 sized paper a C.V. which shall contain the following information:-
 1. A recent Passport sized photograph
 2. Age, personal background and qualifications including involvement in Club or association administration.
 3. Involvement and activities in the building and flying of model aircraft.
 4. Reason for wishing to serve on Council.

3 Right of Appeal.

In the event of any disputes arising between members or affiliates, they may exercise the right of appeal to the Council whose decision in all such matters is final.

4 Aeromodellers Certificates and Merit Badges.

Council shall issue, under conditions which it shall decide, to financial members at the time of their payment, certificates as evidence of their affiliation and sanction to fly under N.Z.M.A.A. rules and By-Laws.

(i) Merit Badges:

Shall be presented to members who prove in officially timed flight trials that they can meet certain qualifications which shall from time to time be decided by the Council.

5 New Zealand Model Aircraft Flight Records.

The Council may accept claims and issue record cards to members upon successful application (see Section A, Clause 16).

6 Badges.

Badges of the Association shall be available to all members at costs to be determined by the Council.

7 New Zealand International Competitions.

No Provincial Association or member may enter for any international competition without permission of the Council. The approval of the Council must be obtained before any New Zealand national contest may take place.

8 Dissemination of Information.

With the exception of decisions made in camera, the Council shall make available simultaneously to all members, Affiliated Clubs, Provincial Associations, Lone Members and model aircraft trading firms (who shall have applied for such information) any modifications and changes of policies and rules and any other information likely to materially affect their status as a result of Council's decision.

9 Interpretation.

Any important matters not provided for in these By-Laws or any questions arising as to their interpretation shall be decided by the Council.

10 DUTIES OF THE SECRETARY.

- 9.1 To conduct all the Association's correspondence and convene all meetings.
- 9.2 To keep accurate minutes of all Meetings of the Association.
- 9.3 To compile and maintain a register of all members.
- 9.4 To act as custodian of the Common Seal and all books and papers of the Association and to produce the same to the Council of Management whenever called upon so to do and see that the provisions of the Incorporated Societies Act are duly complied with.
- 9.5 To notify each new member of his acceptance.
- 9.6 In case of inability to attend any Meeting to cause the necessary books and papers to be conveyed to the meeting place and handed to the Chairman.
- 9.7 To keep the register of all National records and the results of all National Contests. National record claims shall be investigated and submitted to the Council of Management for notification.
- 9.8 To ensure that all members of the Association, who fly model aircraft in accordance with by-laws and safety rules, are covered under the Association's Public Liability Insurance Scheme.
- 9.9 To conduct such other business as may be required from time to time by the Council of Management

11 DUTIES OF THE TREASURER.

- 10.1 Ensure the collection and receipt of all monies due to the Association and ensure all accounts contracted are paid and approved by the Council. Keep a ledger of all monies received and payments made which will be presented to the Council at each meeting.
- 10.2 To have the custody of the funds of the Association.
- 10.2 A banking account or accounts shall be opened for the funds of the Association and any cheque drawn shall be signed by the Secretary or Treasurer and Administrator
- 10.3 To keep proper books of account and an account of all assets and liabilities of the Association. The books of accounts shall be kept at the registered office of the Association, or at such other place or places as the Council shall deem fit and always be open to the inspection by members of the Council and to bona fide representatives of full or honorary members of the Association.
- 10.4 To prepare for each Annual General Meeting of the Association: Statement of Income and Expenditure and a Balance Sheet showing the Association's Assets and Liabilities made up to the 31 March preceding each Annual General Meeting and to have such Statement of Income and Expenditure and Balance Sheet duly audited by the Association's Auditor prior to presentation to each Annual General Meeting.

12 AREA REPRESENTATIVES.

- 11.1 Area Representatives as required by the rules shall be drawn from the following areas,

11.2 NORTHERN NORTH ISLAND

A representative nominated and elected by Clubs in all that part of the North Island north of a line drawn from the North Head of the Raglan Harbour entrance on the West Coast curving south of Morrinsville to and excluding Waihi on the East Coast

11.3 CENTRAL NORTH ISLAND

A representative nominated and elected by Clubs in all that part of the North Island that lies south of line drawn from the North Head of the Raglan Harbour entrance on the West Coast curving south of Morrinsville to and including Waihi on the East Coast and north of a line extending from and excluding New Plymouth on the West Coast to the southern tip of the Mahia Peninsula on the East Coast.

11.4 SOUTHERN NORTH ISLAND

A representative nominated and elected by Clubs in all that part of the North Island that lies below a direct line extending from and including New Plymouth on the West Coast to the southern tip of the Mahia Peninsula on the East Coast.

11.5 NORTHERN SOUTH ISLAND

A representative nominated and elected by Clubs in all that part of the South Island to the north of a line drawn from mouth of the Haast River on the West Coast and the Waitaki River on the East Coast.

11.6 SOUTHERN SOUTH ISLAND

A representative nominated and elected by Clubs in all that part of the South Island to the south of a line drawn from the mouth of the Haast River on the West Coast and the Waitaki River on the east coast.

SECTION D.

SPECIAL INTEREST GROUPS (SIGs).

1 Constitution.

Special Interest Groups shall be Technical Committees in such special interest groups as determined from time to time by the Council.

2 Duties.

- (a) To operate within the guidelines promulgated by Council from time to time in the SIG Operating Manual.
- (b) To make decisions on all matters relating to the special interest group including flying rules for the special interest classes.
- (c) To control and conduct selection trials for World or International Championships as well as International events held in New Zealand, under the auspices of N.Z.M.A.A.
- (d) To organise or arrange for the organisation of the special interest classes at the N.Z. National Championships.
- (e) To be permitted to organise New Zealand Championships meetings in the special interest classes.
- (f) Council may from time to time provide a grant toward the expenses incurred by the Sub-Committee who will provide an accounting of the expenditure of such monies. The sub-committee must provide an account of all income and expenditure to the council.

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OFFICIAL NOMINATION FORM
FOR A POSITION ON
THE COUNCIL OF MANAGEMENT OF N.Z.M.A.A.

Date: ____/____/____

To the Secretary,
N.Z.M.A.A.

Dear Sir,



_____(Membership #)_____
being a member of the NZMAA hereby nominate

_____(Membership #)_____
(print name of financial member)

For the position of _____ on the Council of the NZMAA

_____(Membership #)_____
being a member of the NZMAA hereby second this nomination.

ACCEPTANCE OF NOMINATION.

I _____ Membership Number: _____
(Print full Name)

accept the nomination for the above position and agree that my C.V. and photograph may be circulated to Clubs and published in The Flier's World for the purpose of this election.

Signed _____

Date: ____/____/____

Contact Phone ____/____ (home)

E-Mail _____@_____

