

# SHONGWENI MODEL FLYING CLUB

## CONSTITUTION

(As amended July 2022)

### 1. Preamble

Shongweni Model Flying Club (SMFC) (the Club) is affiliated to Durban Shongweni Club (DSC). SMFC members are automatically members of DSC. SMFC has no property, assets, or written lease agreements with DSC.

SMFC is registered as a model flying club to ensure that SAMAA requirements are met and that safety standards are maintained.

Members are allowed to fly on the designated DSC property by dint of their DSC Membership.

### 2. NAME

The Club's official name is Shongweni Model Flying Club (SMFC). No other name will be used in the advertisement or representation of the Club.

### 3. PURPOSE OF THE CLUB'S EXISTENCE

To fly model aircraft in a safe and controlled environment in accordance with CAA requirements and Club rules.

To promote aero modelling.

### 4. MEMBERSHIP

Membership is open to anyone. All pilots/members, irrespective of their level of proficiency, must be members of:

- South African Model Aircraft Association (SAMAA)
- Shongweni Model Flying Club (SMFC)
- Durban Shongweni Club (DSC)

Membership is at the discretion of the Committee.

Members will have voting rights for the SMFC but not for the DSC (unless they become full members of DSC).

Members are encouraged to achieve a SAMAA proficiency level.

## 5. EXECUTIVE

The Executive Committee shall consist of not less than four (4) persons. Portfolios are:

- Chairman
- Vice-Chairman
- Secretary
- Treasurer
- Safety Officer
- Chief Flying Instructor
- Proficiency Officer
- Helicopter Officer
- Communications Officer

Some portfolios may be combined under one person as long as there is a minimum of four (4) elected members on the Committee. To ensure continuity at least one (1) Committee member must carry over to the Committee elected for the following year.

## 6. DUTIES OF THE EXECUTIVE

### 1) The Chairman

Will:-

- Oversee the other members of the executive in their duties.
- Chair all meetings.

### 2) The Vice-Chairman

Will:-

- Assist the Chairman in his/her duties.
- Assume all powers of the Chairman in his/her absence.

### 3) The Secretary

Will:-

- Be responsible for recording the minutes of all meetings.
- Maintain up-to-date membership records.

### 4) The Treasurer

Will:-

- Be responsible for all financial dealings of the Club.

- Keep a complete record of all financial transactions of the Club.

## **7. The Safety Officer**

Will:-

- Be responsible for ensuring Club and SAMAA safety rules are adhered to.
- Be responsible for investigating any accidents or incidents.
- Be responsible for monitoring that noise levels do not exceed 93 decibels and keeping the records as required.

### **5) The Chief Flying Instructor (assisted by the “weekend” and “during the week” Instructors)**

Will:-

- Be responsible for the co-ordination of flying instruction for new members.
- Assist with the maintenance with proficiency standards.
- Co-ordinate availability of instructors for new members.

### **6) The Proficiency Officer**

Will:-

- Co-ordinate the training/instruction requirements for new members to achieve proficiency.
- Co-ordinate the proficiency testing with the Chief Flying Instructor and SAMAA.
- Ensure the maintenance of proficiency standards as required by SAMAA and changes which may be implemented.
- Be responsible for record keeping and liaison with SAMAA regarding proficiencies.

### **7) The Helicopter Officer**

Will:-

- Be responsible for all issues relating to the helicopter operations at SMFC.
- Be responsible for ensuring that the SMFC and SAMAA Safety Standards are maintained within the group.
- Co-ordinate the requests for training and, in conjunction with the Proficiency Officer, arrange for the necessary proficiency testing.

### **8) The Communication Officer**

Will:-

- Assist the Chairman with the promotion of the Club and the necessary liaison with the public and

the members.

- Ensure the website is regularly updated in all respects.
- Issue newsletters, notices etc, as required.

## **8. FINANCES**

An annual Membership Fee will be set and approved by Members at the Annual General Meeting and implemented on the 1st July to run until the 30th of June the following year. Fees are due before the 31st of July. Membership will be terminated on the 31st August if payment is not received by then. Fees of new members are determined pro-rata and must be paid in full. Any Member who defaults after the 31st August is obliged to pay the full year's Membership Fees before flying may be resumed.

The committee shall nominate two of its members to be signatories of the club's banking account, any one of whom is authorised to sign any and all documents on behalf of the club. The committee will also nominate one of the said signatories to be the authorised holder of the bank card linked to the club bank account and to be the sole operator of internet banking. The bank account will be such that automatic electronic notifications will be sent to three committee members for all transactions.

## **9. MEETINGS AND FISCAL YEAR**

The Club's fiscal year is from July 1<sup>st</sup> to June 30<sup>th</sup> the following year. An Annual General Meeting will be held in June/July. The notice of any meetings will be at least fourteen (14) days in advance.

A Special General Meeting (SGM) will be held should the necessity arise. A quorum at any general meeting will be six members. Decisions made at the AGM can be modified at an SGM.

## **10. ELECTIONS**

Elections of office bearers will be conducted at the Annual General Meeting or a Special Meeting if a member resigns from the Committee and the Committee is thus reduced to less than four (4) members.

## **11. AMENDMENTS**

Amendments to the Constitution must be approved by a two-thirds majority of Members present at a general meeting or, alternatively, by two thirds of the Members of the Club by an e-mail distributed to all Members.

Proposed amendments must be circulated to all paid up members at least 14 days prior to such meeting.

## **12.IMPEACHMENT**

Any member of the Club who commits an act which negatively affects the interests of the Club and/or its members may be given notice of impeachment. The impeached individual will have the right to defend his/her actions before the Committee. A two-thirds majority vote of members present will result in the expulsion of the impeached individual and the loss of all privileges associated with the Club. Any membership fees already paid will not be refunded.

## **13.VISITING PILOTS**

Visiting pilots are most welcome at the Club but must be members of SAMAA. Visitors making undue use of this facility will be encouraged to become members of the SMFC or the welcome may be withdrawn.

## **14.PILOT TRAINING**

Pilot Training may only be carried out by a competent Club instructor who has been approved by the committee. All training is to be under the direction of the Club's Proficiency Officer.

## **15.INSTRUCTORS AND TEST PILOTS LIABILITY**

Instructors or test pilots cannot be held liable for any damage caused whilst training student pilots or test flying a Member's aircraft.

## **16.INSURANCE**

Members are covered by insurance policy provided by the SAMAA. Members have the responsibility of understanding the terms of the policy and any periodic amendments. Members are to conduct flying activities within the constraints of the SAMAA insurance policy.

## **17.INDEMNITY**

Durban Shongweni Club, Shongweni Model Flying Club, the Committee or the membership as a group, do not accept any liability caused by any individual or group of individuals through flying activities or behaviour at the Club airfield or associated DSC premises that result in injury or loss to its members or any third party. The member or members causing such loss will carry full responsibility and have no recourse to the Club, the Committee, Club members or DSC.