

# By Laws



8484 Cessna Drive, Peyton Colorado 80831

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## I. Name

1. The name of the organization/group shall be Colorado Rotorcraft Association (CRA).

## II. Board of Directors

1. The Board of Directors shall serve without pay and consist of [3] members.
2. Eligibility criteria: Must be Colorado Residents over the age of 21. Must have Logged time as a Rotorcraft pilot.
3. Board members shall serve two year terms.
4. Vacancies shall be filled by the Board.
5. Board members with 3 consecutive absences may be dismissed from the Board.
6. The board by majority vote may enact Rules and Regulations for the governance of the association which shall become effective upon publication on the Chapter 38 website at [www.PRA38.org](http://www.PRA38.org).

## III. Officers

1. The officers of the board shall consist of a Chair/ President , Vice President, Secretary, and Treasurer nominated by the Board. Board members may hold more than one position, but the Secretary and President shall be held by different members.
2. Elected officers will serve a term of two years.
3. Duties of the officers:

**President:** The President will preside at regular and special meetings and will be responsible for all planned activities of the group. The President will plan and supervise, either personally or through delegation of authority, all activities necessary for the advancement and welfare of the Chapter and its members. He will represent the Chapter and coordinate matters with the P.R.A. Headquarters and other organizations. The president will maintain liaison with the P.R.A. Headquarters.

**Vice President:** The Vice-President will assist the President in all ways possible. He will preside in the absence of the President and will keep himself informed on all matters and activities pertinent to the group's best interests. He will delegate authority as necessary to achieve orderly function of Chapter operations.

## **Secretary-Treasurer:**

(A) The Secretary shall be responsible for the minutes of the Board, keep all approved minutes in a minute book, and send out copies of minutes to all. The secretary will maintain an up to date membership roster.

(B) The Treasurer shall keep record of the organization's budget and prepare financial reports as needed. The treasurer will submit financial records and make financial records available to any member. The treasurer will handle all financial matters.

## **IV. Committees**

1. The Board may appoint standing and ad hoc committees as needed.
2. Safety Committee of at least the three experienced members shall be appointed. Duties will be to assist new members in any way possible to assure a high level of safety in both the construction and flying of rotorcraft. Collectively they will have the final say on all safety matters at any outing or fly-in under Chapter jurisdiction.
  - 1.

## **V. Meetings**

1. Regular meetings shall be held on at least a quarterly basis and may be held electronically at the discretion of the board.
2. Special meetings may be held at any time when called for by the Chair or a majority of Board members.
3. Agendas shall be provided by the chairman or secretary.

## **VI. Voting**

1. (a) A majority of board members constitutes a quorum. (b) In absence of a quorum, no formal action shall be taken except to adjourn the meeting to a subsequent date.
2. Passage of a motion requires a simple majority (ie:, one more than half the members present).
3. VII. Conflict of Interest
  1. Any member of the board who has a financial, personal, or official interest in, or conflict (or appearance of a conflict) with any matter pending before the Board, of such nature that it prevents or may prevent that member from acting on the matter in an impartial manner, will offer to the Board to voluntarily excuse him/herself and will vacate his seat and refrain from voting on said item. Said member may be heard as any member may be at the meeting chairman's discretion.

## **VIII. Fiscal Policies**

1. The fiscal year of the board shall be the calendar year beginning Jan. 1, 2011.
2. Dues may be set by the directors.

#### **IX. Amendments**

1. These by-laws may be amended by a two-third vote of Board members present at any meeting, provided a quorum is present and provide a copy of the proposed amendment(s) are provided to each Board member at least one week prior to said meeting.

#### **X. Purpose, Support of other Associations, and Disclaimers**

1. The purpose of the Colorado RotorCraft Association (CRA) is to promote the enjoyment of sport RotorCraft within the state of Colorado, and to encourage members and guests to safely fly and display their aircraft.
2. CRA shall seek to associate with the Popular Rotorcraft Association, and other aviation groups, at the discretion of the directors.
3. The final responsibility for safety remains with the aircraft owner and pilot. CRA is a social association only. The opinion of speakers or contributors to association meetings, or publications is that of the author and is not necessarily that of the CRA or its members.
4. Minutes are official when published on the club website at [www.PRA38.org](http://www.PRA38.org) . (CRA Minutes and club information may also be published by the Utah RotorCraft Association - Western RotorCraft newsletter.)

#### **XI. Member Meetings**

A general membership meeting shall be held at least every two years beginning with the inaugural meeting on December 11, 2010. Each member in good standing shall cast one vote for each position open for election.

Adopted this 11th Day of December 2010.

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**Secretary/CRA**