



EXPERIMENTAL AIRCRAFT ASSOCIATION

Chapter 50

By Laws



Revision Table

Rev.	Description of Change	Date	Author	Approvals
None	Previous By Laws released were not revision controlled			
A (Draft)	1) Added Revision page and Table of Contents 2) Added paragraph bullets. 3) Corrected 5013c to 501 (c) 3 4) Article IV ¶ B; Change from 4 types of members to 3. Removed “Associate/Introductory” 5) Article IV; ¶ C & D, removed notes regarding “Associate/Introductory” members. 6) Article V ¶ 1; Added note about dues payment by Feb. 1 7) Article VI ¶ A, § 4; Change: President to Treasurer, Vice President to Secretary. Secretary maintains roster. 8) Article VI, ¶ B, § 1; Added handling of Insurance. ¶ B, § 3; Removed handling of Insurance. 9) Article VII, § 3; Revised wording. 10) Article VII, § 6; Change: Board Meeting from last Tuesday of the Month starting at 7:00 pm to the third Wednesday starting at 6:00 pm. 11) Article VIII, § 1; Member meetings change from Sunday to Saturday. 12) Article VII, § 3; Revised wording. 13) Article VIII, § 7; Clarified mail in voting rules. 14) Article XII, § 2; Revised Reference to ¶ B, § 2 15) Article XIII, § 1; Revised statement, Board to “evaluate insurance needs” yearly. 16) Article XIII, § 2; Added Committee members must be active members with dues paid. 17) Article XIX, ¶ A; Added last sentence. 18) Article XIX, ¶ B; Removed “one year term” 19) Article XIX, ¶ C; Replaced “Spring” with “Awards” 20) Article XIX, ¶ D; Change to: date & time set by Board of Directors.	3-15-13	Tracy Hille	Ben Gleason Pres. Kris Leonhardt V-Pres. Tracy Hille Sec. Steve Risner Treasurer Roger Munsterman – Trustee Sue Weber – Trustee Don Sieg – Trustee 2013 Active Members
A1	1) Article VI, ¶ B, ¶ 1, Remove clause that has President writing checks if Treasurer is unable. 2) Article VI, ¶ B, ¶ 3, Add clause that has Secretary writing checks if Treasurer is unable. 3) Article VII, § 6; Replace specific Date & Time with “established by Board of Directors”. 4) Article VIII, § 1; Replace specific Date & Time with “established by Board of Directors”.	4-18-13	Tracy Hille	Ben Gleason Pres. Kris Leonhardt V-Pres. Tracy Hille Sec. Steve Risner Treasurer

¶ = Paragraph; § = Sub-Section



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Article I. Name: **Experimental Aircraft Association Chapter 50**
From this point known as “EAA Chapter 50”

Article II. Location: **1819 Boos Rd. “Hinde Airport”, Huron, OH 44839**
Chapter Offices and Educational Facility

Article III. Purpose
The purpose of this Chapter is to:

1. To adhere to concepts and ideas formed and disbursed by the mother organization known as the “Experimental Aircraft Association” (EAA) currently domiciled in Oshkosh Wisconsin and standing as an 501 (c) 3 corporation.
2. To provide an organization where all people residing in the United States of America that have an interest in Aviation, may attend regular meetings an seminars, irregardless of race, color, creed, rich or poor, with intention to increase their interest and or skill development in the many aspects of aviation.
3. To provide a method of teaching skill development to people in the process of restoring antique or historical aircraft, currently building a home built aircraft or maintaining all of the above. The object being to develop the skills at little or no cost to the person.
4. To expose both male and female juveniles to the wonders and experience of powered flight by taking children age 8-17 for an aircraft ride in an EAA members aircraft or a rented aircraft at no cost to the child, parent, or guardian with no though of rich, poor, or indifference.
5. To provide a learning and understanding of the principles of flight both powered an unpowered, by conducting classroom instruction in the school classrooms of children attending grades 1-6 with no expense incurred by the child, parents guardian or school system. An EAA member, teacher, parent, or School Board may solicit request for this instruction.



6. To provide seminars for pilot trainees, rate pilots, or interested people, in the areas of flight safety, general aircraft operation, maintenance, building skills, understanding of “Federal Aircraft Regulations” published by the United States government with little or no cost to the attendee.
7. To provide civic leaders, service clubs, schools, or other interested organizations, or individuals, with statistical data or history about aviation nationally and locally at no cost to the requesting party.

Article IV. Chapter Membership

A. Eligibility for Chapter Membership: Eligibility for membership in the Chapter is open to any person who has an interest in recreational and sport aviation.

B. Classifications of Chapter Membership: There are four (3) types of Chapter memberships. These Chapter memberships are Regular, Honorary/Complimentary, and Life. The specific details of these Chapter membership classifications are described in the following paragraphs:

1. **Regular Chapter Membership:** A Regular Chapter Member shall be any person who pays Chapter dues and is a member in good standing of the Experimental Aircraft Association, Inc., P.O. Box 3086, Oshkosh, WI 54903-3086
2. **Honorary/Complimentary Membership:** An Honorary/Complimentary Chapter member shall be any person to whom the general membership, or Board of Directors, wishes to extend an Honorary Chapter Membership. Any person selected for receipt of an Honorary/Complimentary Chapter Membership must be approved by a majority vote of the Board of Directors. Honorary/Complimentary Chapter Memberships can be given in recognition and appreciation of the support for this Chapter. Honorary/Complimentary Chapter



Members cannot hold any Chapter elected office nor do they have voting privileges.

3. **Life Chapter Membership:** A life Chapter Membership may be bestowed on an individual Chapter member at the discretion of the Chapter Board of Directors. A Chapter Life Membership recognizes the long-term commitment to EAA and the Chapter made by the individual. A Life Chapter Member may hold any Chapter office, has full voting privileges, and is exempt from yearly Chapter dues.

C. Duration of Chapter Membership: Duration of a Regular Chapter Membership shall be one (1) calendar year. Honorary/Complimentary or special Chapter Membership may be extended or continued beyond one (1) year at the discretion of the Chapter Board of Directors.

D. Voting Privileges of Chapter Membership: Voting privileges shall be limited to Regular Chapter Members, and Life Chapter Members. Honorary/Complimentary Chapter Members shall not have voting privileges. Life Chapter Membership is continuous for the life of the member and is not transferable.

E. Removal of Chapter Membership: Chapter membership is a privilege, which requires an appropriate commitment from each member. Each member shall accept the responsibilities of Chapter membership and by acceptance agree to promote EAA and this Chapter. In the event a member fails to meet these requirements, they may be asked to relinquish their Chapter membership in accordance with the following conditions:

1. Any Chapter member, who by deed or action, harms or jeopardizes the reputation or assets of this Chapter or EAA, may be removed from membership, by a majority vote of eligible members at any regular or special Chapter membership meeting.
2. Any Chapter member who fails to keep their Chapter membership dues current shall be considered removed from Chapter membership.



3. Any Chapter Officer, who by deed or action, harms or jeopardizes the reputation or assets of this Chapter or EAA, may be removed from office by recommendation of the Board of Directors, and majority vote of membership.

F. Resignation of Membership: Any Chapter member may resign their membership at any time. The resignation of Chapter membership shall become effective on the date the Chapter officers are notified. Any Chapter Officer may resign their position or membership at any time by delivering to the Chapter President or Board of Directors a written notice of resignation. In the event that the written notice of resignation does not contain an effective date, the date the Chapter Officer delivers the written notice to the Chapter President or Board of Directors shall become the date of resignation.

Article V. Chapter Membership Dues and Assessments

A. Membership Dues: The Board of Directors, with the concurrence of the membership, will determine appropriate dues. The rate of dues shall be voted on and agreed to by the Chapter membership at any regular or Special Membership Meeting. The proposed dues must pass by a majority vote of eligible Chapter members in attendance. Dues shall be paid to the Treasurer or any current officer in the absence of the Treasurer. Dues are annual and are payable when joining Chapter "Fifty" and every January first thereafter. Dues shall be considered wholly earned and shall not be pro-rated in the event of expulsion or resignation. To maintain voting rights, members must have paid their dues by the first day of February for each year. Life Chapter Members or Honorary/Complimentary Members shall not be required to pay any dues.



Article VI. Chapter Officers

A. Chapter Executive Officers:

1. The Chapter Executive Officers shall be President, Vice President, Secretary, and Treasurer.
2. The term of office for all Chapter Executive Officers will be one (1) year, with elections to be held for the offices of; President, Vice President, Secretary, and Treasurer in the same year.
3. The Chapter Executive Officers shall be elected at the regularly scheduled November membership meeting and shall hold office for one (1) year from date of installation. Installation of Chapter Executive Officers shall be at the January Chapter membership meeting following their election.
4. The Treasurer and Secretary shall be given access codes for all bank information so that they can access Bank Information at any time. The Secretary will maintain and publish a quarterly Chapter Roster for the Chapter Officers or any requesting member.

B. Duties of the Chapter Executive Officers: The Chapter Executive Officers shall perform the following duties. The Chapter Executive Officers may, from time to time, be called upon to perform additional duties. Or they may, at their discretion, and in conjunction with direction from the Board of Directors, perform additional duties for the betterment, improvement, and well being of the Chapter.

1. The Chapter President shall be the Chief Executive Officer. The Chapter President shall have, subject to the advice, direction, and control of the Chapter Board of Directors, general charge of the Chapter business. The Chapter President shall execute with the Chapter Secretary all contracts and instruments which have first been approved by the board of Directors. The President may call any special meeting of the members of the Board of Directors and/or general membership. The President shall handle all EAA and



Chapter Fifty's insurance forms, specifically the Chapters annual Liability policy, and all Chapter event coverage's. In addition, the President responsibilities include accurate maintenance of all insurance records including binding contracts, proper completion of such, and securing the premium payment from the Chapter Treasurer.

2. The Vice President shall be vested with all the powers and authority of the President and shall perform the duties of the President in the case of his/her absence, disability, or inability, for any reason. The Vice President shall also perform such duties connected with the operations of the Chapter at the suggestion or direction of the President. The Board of Directors, at any time, may recruit an outside certified public accountant or other appropriate party to conduct an audit of the financial records of the Chapter, with the Vice President overseeing the audit. The auditing party shall furnish a complete written financial report on the status of the Chapter to the Vice President for presentation to the Board of Directors.
3. The Secretary shall have the responsibility to take and publish minutes of all meetings. The Secretary is responsible for publishing notice of all regularly scheduled membership and Board of Directors meetings. Additionally, the Secretary is also responsible for publishing notice of special meetings. The Secretary shall have the Boards permission to approve any Chapter expenditures up to two hundred and fifty dollars with out Board approval. This process eliminates the necessity of calling Board meetings for small Chapter expenses. The Secretary shall also be responsible for maintaining the currency and security of the original copies of the Chapter bylaws, papers of incorporation, tax-exemption documents, and any other documents, books, papers, and records as the Board of Directors direct. The Secretary shall execute, along with the President, all contracts and instruments that have been first approved by the Board of Directors. The Secretary shall perform all other duties incident to the office of Secretary, subject to the control of the President and the Board of Directors. In case of the absence or disability of the Treasurer, the Secretary may execute checks for expenditures



authorized by the Board of Directors.

4. The Treasurer shall receive and deposit all funds in a financial institution recognized by the Federal Deposit Insurance Corporation (FDIC) and approved by the Board of Directors. The Treasurer shall also account for all receipts, disbursements, and the balance of funds on hand. The Treasurer shall perform all other duties subject to the control of the President and the Board of Directors. The Treasurer shall provide the Secretary with a Chapter Check to provide for any and all deemed necessary insurance coverages. The treasurer is also responsible for the presentation of the quarterly report to the general membership and monthly report to the Board of Directors.

Article VII. Chapter Board of Directors

1. The business and property of the Chapter shall be conducted and controlled by the Chapter Board of Directors.
2. The Chapter Board of Directors may consist of the following:
 - a. Current officers: President, Vice President, Secretary, and Treasurer.
 - b. Three elected board member Trustees.
 - c. Each Trustee elected to the board will serve a three-year term. At each yearly election one new Trustee will be voted onto the board. This method of staggered terms will guarantee that the board will always have plenty of experienced members to conduct the affairs of the chapter.
3. The board of directors may appoint one of its members as Chairman of the Board otherwise; the President holds this position by default.
4. In case of a vacancy on the Board of Directors, the President may appoint a replacement, subject to the approval of a majority of the Board of Directors.
5. Meetings of the Board of Directors may be called at any time by the President or by a two-thirds (2/3) majority of the Board of Directors.
6. Boards of Directors meetings are held at EAA Fifty Chapter Offices Hinde Airport 1819 Boos Rd. Huron, Ohio 44839. The time and date



of the meeting to be established by the Board of Directors. All board members will be notified at least 48 hours in advance if the meeting time, place or date is changed. All Chapter Officers and Board members are responsible for verifying meeting times and places. If all of the members of the Board of Directors are present at a meeting any business of the organization may be transacted without previous notice of the meeting.

7. A two-thirds (2/3) majority of the Board of Directors shall constitute a quorum of the Board of Directors.
8. Each member of the Board of Directors shall serve as a Board Member without compensation.
9. The Board of Directors shall have the power and authority to enforce all rules and regulations pertaining to the use and operation of the Chapter's property.

Article VIII. Meeting of Members

1. All meetings of the members shall be held at 1819 Boos Road, Hinde Airport, Huron, OH 44839. The time and date of the meeting to be established by the Board of Directors.
2. Special meeting locations and times are posted in the Chapter Newsletter Calendar page.
3. Special membership meetings may be held at such time and place as the President may determine. Special meetings may also be called by a two-thirds (2/3) majority of the Board of Directors.
4. Notice of special membership meetings, stating the location, time, and purpose of the meeting shall be given in the same manner as the notice required for the regular meetings, or by special letter.
5. At any meeting of the members, a quorum shall consist of at least one half (1/2) of the members present that are eligible to vote in Chapter business.
6. In the absence of the President, Vice President, Secretary, and Treasurer, a temporary meeting Chairman may be appointed by the members of the Board of Directors and shall act as the presiding



officer.

7. At every meeting of the members, each voting member shall have one vote on any question or resolution. If a member is going to be absent from an election meeting, prior to the election, a ballot will be published in the Chapter Newsletter for that members use. Members may submit their ballots by mail to Chapter offices Hinde Airport 1819 Boos Rd. Huron, Ohio 44839, or in person at the election meeting. Mail in votes must be received on or before the election meeting to be eligible.
8. A simple majority of the members present or represented by proxy is necessary for the election of officers and any by-law changes. For a resolution that calls for the organization to separate its relationship with the Experimental Aircraft Association, Incorporated, a majority of not less than eighty percent (80%) of the present members eligible to vote, or represented by proxy, is necessary for the adoption of such a resolution. Chapter operations are the responsibility of the Chapter Officers and Board of Directors.

Article IX. Vacancies (President, Vice President, Secretary, Treasurer)

If the office of President, Vice President, Secretary, or Treasurer becomes vacant for any reason, the Board of Directors shall elect a successor who shall hold the office for the remainder of the normal term. Or, at the option of the Board of Directors, hold a special election to fill the vacancy(s).

Article X. Elections

1. The Board of Directors shall appoint a nominating committee made up of at least three (3) members. The appointment of the nominating committee shall take place no later than July.
2. The appointments to the nominating committee will be announced to the members at the regular meeting in July, or earlier if a nominating committee has been formed at an earlier date. In addition, the names



of the members appointed to the nominating committee shall be published in the next newsletter.

3. Beginning in July, the nominating committee shall canvas the current officers and directors to determine if they wish to seek re-election to their current position or be nominated for any other position. The nominating committee shall also canvas the members of all committees and groups to seek those who may be interested in an elected position. Further, the nominating committee shall make themselves available to the membership seeking any regular members who may be interested in running for an elected position.
4. At the October membership meeting the nominating committee shall present to the membership the nominations they have obtained. In addition, open nominations will be accepted from the members during the October membership meeting.
5. Once all nominations have been received, a slate of nominees will be posted at the regular meeting place, or any place deemed appropriate by the nominating committee, and published in the next Chapter newsletter.
6. Elections of officers and directors will take place at the November membership meeting. Voting shall be done by written ballot and three (3) members appointed by the Board of Directors shall monitor the election. All ballots will be counted and confirmed by the monitors and the results of the election announced to the members present. If deemed appropriate by the members, the Secretary shall be responsible for the development and implementation of a process that will offer absent eligible voting members the opportunity to vote by proxy. Such process shall be reviewed and approved by the Board of Directors prior to its use.
7. All newly elected officers and directors shall assume their responsibilities at the January membership meeting.



Article XI. Transition of Leadership

1. The membership recognizes the importance of a smooth transition of leadership. Therefore, subsequent to the election of officers and directors, the incumbent and newly elected officers and directors shall organize and hold a transition meeting wherein all chapter records and information will be passed on to the newly elected officers and directors.
2. During the transition meeting the newly elected officers and directors shall review the bylaws, Articles of Incorporation, tax status, and insurance policies to ensure they are clearly known and understood.
3. During the transition meeting the newly elected officers and directors shall review the incorporation documents to ensure the Chapter is current in all government obligations and the Chapter is properly incorporated.
4. During the transition meeting the newly elected officers and directors shall review the Chapter Status Report and ensure that the Chapter Secretary has forwarded all proper notifications to the EAA Chapter Office as prescribed.
5. During the transition meeting the newly elected officers and directors shall review the insurance requirements specified by EAA and ensure that all proper insurance coverage has been arranged through the appropriate programs of the Experimental Aircraft Association.

Article XII. Financial Reports and Audits

1. The Chapter Treasurer shall prepare a quarterly and an annual financial statement and present each report on the financial status to the membership. The Chapter Board of Directors will determine the form of the report, either written or oral.
2. The Chapter Board of Directors, or two-thirds majority vote of the membership, may at any time request that an internal or external audit of the Chapter treasury and financial transactions be conducted.



Per Article VI, Paragraph B, Section 2, Vice-President duties, the Chapter Vice-president would be instructed by the Board of Directors to select an outside Audit agency, or internal committee, to prepare a written report for presentation to the Board of Directors. The Board of Directors are required to present the report to the membership at the next scheduled meeting or special meeting if necessary.

Article XIII. Facilities, Tools, and Other Assets

1. The Board of Directors shall evaluate the facilities, tools, and other Chapter assets and determine if they need to be insured against loss.
2. The Board of Directors may select an appropriate committee to properly manage the Chapter facilities, tools, and other assets. All committee members must be Chapter members in good standing with their dues paid.

Article XIV. Organization Committees

The Chapter Board of Directors should establish any committees as it deemed necessary. Any committees established by the Chapter Board of Directors shall be responsible for reporting their activities directly to the Chapter Board of Directors.

A. The Tool Committee - When additional tools are needed, the Board may choose to use a fund raising activity to obtain funds for additional tool purchases. These tools are loaned to Chapter members to be used for general aircraft maintenance. The Tool Committee consists of a Chairman, assistant, and the elected Board members, acting as an audit persons to maintain the integrity of the program. All members of the Tool Committee will have access to the tool cabinet and can issue out tools to active members.

B. Young Eagles – Chapter 50, in cooperation with the National EAA, supports the Young Eagles program by conducting at least a yearly



Young Eagles day that coincides with the National's appointed Young Eagles Day. A Chapter 50 member in good standing will serve as Young Eagles' Chairman. Their duties include organizing all Young Eagles activities.

- C. **Awards Banquet**- The board of directors and member volunteers working as a team are responsible for the organization and execution of our annual Awards Banquet. The banquet generally consists of a formal dinner and a well-known aviation speaker as a program.
- D. **Fly-In Breakfast** – The Fly-In Breakfast is a Chapter 50 fundraising event. It is held annually at a date and time set by the Board of Directors. The President of the Chapter chairs the breakfast committee.
- E. **Nominating Committee** – The Nominating Committee consists of three Chapter 50 members in good standing for the express purpose of organizing member volunteers to serve as candidates for the November election of new Chapter officers.
- F. **Additional Committees** - All suggested committees are at the discretion of the Board of Directors. The Chapter Board of Directors will define the purpose and function of each committee. The Officers will select a chairperson to manage the committee and report back to the officers as required.

Article XV. Dispute Resolution

In the event a dispute arises within the Chapter, a written petition, endorsed by a quorum of Chapter members, as defined in article VIII, may request intervention by the Chapter Office Staff of the EAA, concerning a dispute within the Chapter. The Chapter Membership will cooperate completely and fully with the Chapter Office Staff of the EAA, in the resolution process. In the event a dispute occurs within the



Chapter, and it cannot be resolved with the assistance of the Chapter Office Staff of the EAA, and the Chapter Office of the EAA determines it, to be an impasse, the Chapter agrees and acknowledges the authority and responsibility of the Experimental Aircraft Association, to remove the Chapter Charter. If the Chapter Charter is removed, the Chapter will have no further recognition or affiliation with the Experimental Aircraft Association.

Article XVI. Amendments

The Bylaws of the Chapter may be repealed or amended, or new Chapter Bylaws adopted at any Regular Chapter Meeting of the members called for that purpose with the approval of the Experimental Aircraft Association Staff. The bylaw issue(s) must be passed by a not less than a majority vote of the regular members eligible to vote. The vote may be either in person or by proxy.

Article XVII. Dissolution

The Chapter may be dissolved by a two-thirds majority vote of the voting Regular Chapter Members. If the Chapter is dissolved, the Chapter President is responsible for the proper disposition of all Chapter records, and materials to the Experimental Aircraft Association, P.O. Box 3086, Oshkosh, Wisconsin, 54903-3086. All Chapter assets and real property will be sold and the funds distributed to local qualified 501 (c) 3 organizations as determined by the Chapter Board of Directors, Executive Officers, and voted on by a majority of regular eligible voting members.



Signature Page:

Chapter Presidents _____ Date _____

Chapter Vice-President's _____ Date _____

Chapter Secretary's _____ Date _____

Chapter Treasurer's _____ Date _____

EAA VP, Chapter Relations _____ Date _____