

# Sports Aeromodellers Association Moreton Bay Region By – Laws

The following By-Laws are made pursuant to Section 42.1 of the club's constitution.

SAAMBR adopts the MAAA manual of procedures. A copy of the MAAA manual is located within the club house libraries.

## Club Operations

1. To fly at SAAMBR fields you must be a current club member
2. The club will allow member invited persons to fly at the field under the following conditions:
  - 2.1. The invitee must produce proof of a current MAAA affiliated licence which covers MAAA insurance conditions
  - 2.2. The club member inviting the visitor must also sign the visitors book signifying that the visitor is capable of flying the model presented and that they will accept responsibility for the flights
  - 2.3. Had visited the club no more than three times within a twelve-month period (based on financial years). If a visitor has previously attended the club whilst participating in a special interest event held at the club, i.e. IMAC, Warbirds or Pattern events, then these will be excluded from the maximum number of three visits.
  - 2.4. If from another country the visitor must be able to provide written proof of insurance coverage within Australia, if they are not affiliated with MAAA
  - 2.5. Should the visitor fly in an unacceptable manner or show indications that they are not capable of flying the model safely they must be instructed to land the model immediately and not fly again
3. Flying is permitted at SAAMBR fields between 7:00AM and sunset, Monday to Sunday for all quiet electric models (Max 70dB measured at 5meters)
4. Flying is permitted at SAAMBR fields between 8:00AM and sunset, Monday to Saturday for all electric and combustion engine aircraft
5. Flying is permitted at SAAMBR fields between 8am for all electric aircraft and 9am for gas/petrol powered aircraft until sunset on Sundays
6. No flying permitted on Christmas day or on Good Friday
7. No flying is permitted before midday on ANZAC day
8. The wearing of your club name badge or other name badge is recommended whilst at the field
9. All currently certified MAAQ QFI's in SAAMBR form the safety committee of the club
10. The safety committee may meet from time to time to advise the management committee on safety matters. Such meetings will be organised and notified by the CFI, on a case by case basis
11. The CFI shall ensure that all student pilots keep an accurate record of their training
12. All club instructors and club members having any interaction with junior members must possess a current Blue Card or have a parent or guardian present during instruction
13. A junior member must not be left at the field without a parent or guardian being present
14. Any Club member who has obtained their Gold Wings and has the approval of the CFI may assist a student or other club member with flying training. The training must be conducted with a buddy box unless the person instructing is only giving verbal advice about manoeuvres and is not taking responsibility for that flight. When the buddy box system is being used the instructor or person responsible for the flight must be in possession of the master control transmitter to immediately assume control if the other pilot encounters difficulties
15. Where an FPV flight is being conducted there must be a safety pilot observer with the pilot conducting the FPV to alert the FPV pilot to any problems which may be about to occur and to then if needed assume control of the model. To facilitate this both pilots must be able to operate the transmitter on the transmitter mode being used by the controlling pilot

16. The last member to leave the field must ensure that all buildings are locked and secure and the exit gate is locked with the numbers rolled off the combination on the gate lock
17. The speed limit of 20 KPH for vehicles must be observed whilst on club property, including the road from the locked gates to the car parks at Sid Bray field
18. All vehicles must be properly parked and must not be driven on to the operational areas such as pit area or runways unless involved in working bees, other maintenance tasks or to unload large equipment or models provided the vehicle is removed immediately the task is completed.
19. Should a member need to unload a large piece of equipment or large model aircraft they are permitted to enter the operational area with their vehicle to do this but must remove the vehicle or trailer as soon as the task is completed
20. Pets are allowed on SAAMBR property without prior approval of the committee and must be restrained at all times with a tether or leashed for the period of the visit. The person responsible for the pet must ensure that it stays clear of all operational areas and suitable distances from other members and visitors

## Safety for Members and Visitors

- a. All members and their visitors must conduct themselves in a polite and courteous manner whilst on club property, and abide by the club's by-laws
- b. Models must be operated in a safe responsible manner at all times
- c. Only persons flying, being instructed or otherwise directly involved with a particular flight including one parent or guardian of a junior member are to be in the pilot area
- d. Only authorised persons such as members, invited visitors or supervisor of a junior member are to be within the pit areas
- e. All junior members (non-adult) must be supervised by a parent or guardian whilst on they are on property which is under SAAMBR control
- f. All controlled take-off and landings must be conducted from designated mown runways. Take-offs are not allowed from taxiways or other areas except for bungee or winch launches which would necessitate a take-off into wind
- g. Pilots must have the concurrence of the other pilots in the pilot area before entering a runway or commencing a take-off or a hand launch
- h. Whilst flying the model the pilot must announce his intentions such as, landing, touch and go, conducting a low pass or any other unusual manoeuvre such as a dead stick landing which may require the other pilots to take particular care or give way to the model in difficulties
- i. Flying boundaries must be strictly observed
- j. All transmitters on 29, 36, 40Mhz frequencies must be placed in the transmitter pound as soon as possible after arrival at the field. Transmitters must not be activated or removed from the pound unless an approved key has been placed in the correct slot in the keyboard or the owner is leaving the field. The frequency key must clearly bear the Frequency, name and phone number of the modeller
- k. All transmitters must have the yearly marker tape attached to the transmitter to indicate that the member is financial and is insured
- l. Only approved 2.4Ghz transmitters are permitted to be used without a current bandwidth testing certificate. All other frequencies must have a current bandwidth testing certificate
- m. No 27 Mhz or Infra-Red (IR) transmitters are permitted to be used
- n. Visiting pilots must be made aware of these By-Laws and be signed into the visitor's book by a current club member. The visiting member must have a current MAAA affiliated licence as proof of insurance
- o. All pilots must comply with all MAAA MOPs and Civil Aviation Safety Regulations with reference to model aircraft, Multi rotors or RPA's. For current regulations visit the MAAA and or CASA websites

- p. Models being prepared for flight should be placed in the Pit area. Engines must only be started in the Pit area (facing away from any parking areas or club house), or within the Helicopter area or at the large model restraints outside the Pit areas. No engine must be started unless the model is being held securely by a suitable restraint or being held securely by a person familiar with model engine starting procedures
- q. Engine testing to be confined to the ends of the Pit areas and kept away from other members or visitors
- r. Except in the following circumstances, Pilots should remain within the designated pilot's area when controlling the model:
  - During take-off and landing the pilot may stand in a position suitable for that operation such as a bungee launch, new model test flight or a model requiring a long take-off run. After the model has become airborne and is stabilised the pilot must enter the pilot area to continue the rest of the flight
  - Pilots engaged in hovering practice in the helicopter training area or operating a drone in that area shall ensure that their model remains at least 20 metres from all buildings, vehicles and the pit areas
- s. In accordance with MOP014 subsection 6.4, fixed wing aircraft flying 3D and subsection 6.5 helicopter flying, the operating pilot must ensure the model being flown remains not closer than 9 metres from other pilots operating at the same time
- t. Model aircraft of all types must give way to all full-sized aircraft or commercially operating drones in all cases
- u. Flying at locations on days of spraying is prohibited. This is a condition of our lease agreement. When mosquito spraying is to be conducted, Moreton Bay Regional Council will notify the club as to the date, time and locations to be sprayed. A designated club person shall notify all members, by electronic means that the fields are closed for specific days of spraying
- v. Should notification of spraying operations not be received by members because of a notification failure the following procedures will apply. At the first sighting of the spraying helicopter all models must land immediately. Flying may only recommence 30 minutes after the last sighting of the helicopter and or after the helicopter pilot has clearly indicated to drone
- w. the members on the ground that the helicopter operations have ceased
- x. For the purpose of model retrieval or other reasons, members should not enter the mangrove, swamp or heavily grassed or overgrown areas unless wearing suitable clothing and footwear. If reasonably possible they should be accompanied and carry a mobile phone or two-way radio to request help if required
- y. The club has a drug and alcohol-free policy. If the modeller has consumed alcohol or is suspected to be affected by a chemical substance, they are not to fly a model
- z. Alcohol may be consumed by pilots in moderate amounts during social events but not while any flying is being conducted
- aa. There is to be NO SMOKING within 30m of where food is being consumed or prepared, within the pits area, within the pilot area or on runways, within 30m of where members may be gathered or socialising, within 30m the club house, in any area where flammable liquids may be present or any area that may be designated as non-smoking area by the committee
- bb. The felling of any tree within the club's boundary is strictly forbidden without prior written permission of the club committee

## Club Administration

- a. Each committee member must attend 70% of all meetings from the time of the election or taking over the position if it is different from the election date. Should they fail to attend 2 consecutive

meeting they may be asked to show cause why they should not resign from the committee and another person appointed

- b. Renewal of membership fees area due on the 1st of July of each year
- c. For membership payments received after the 31st July, a late payment fee of \$50 may apply, this will be at the discretion of the club committee
- d. All memberships remaining unpaid at 1st October will have their membership cancelled and will require an application for membership form to be completed and submitted, including the club joining fee unless there is a valid reason for not renewing earlier. This will be at the discretion of the club committee
- e. A member may place their membership on hold for up to a maximum of 2 years by submitting a request for leave of absence in writing. The period of absence will not be counted towards total years of membership
- f. All new membership application forms must be submitted together with the joining fee if such a fee is required. When the applicant's membership is accepted, they will be on a probationary period of 6 months. During this time if the person is deemed as not acceptable to the club's members for any reason their membership will be terminated and a pro-rata refund of club fees excepting the joining fee will be refunded at the discretion of the committee. The portion of fees paid to MAAQ and MAAA for affiliation is not refundable to the former member. Should the person wish to get a refund of this money it will be their responsibility to negotiate with both MAAQ and MAAA for a full or partial refund
- g. The Treasurer will administer the clubs financial accounts using an approved electronic accounting software package. The Treasurer will retain the completed revenue/banking sheets and process and file them in a retrievable form
- h. The treasurer or if not present, a designated person shall provide a financial position of the club finances in a concise and understandable manner at each club meeting
- i. All items purchased, manufactured by, donated to the club, won or inherited shall be the property of the club until sold or otherwise disposed of
- j. All properties of the club shall be under the control of the committee
- k. Any items of property on loan or on hire to or by the club shall be under the control of the committee or appointed person subject to specific written conditions
- l. In the case of damage to or loss of any item of the club's property, the committee shall have the power to take necessary actions to recover the property and any expenses incurred in repairing that property
- m. An Honorarium of \$300 per annum, or a pro-rata amount shall be paid to the Treasurer, Secretary and President at the end of each financial year unless the member has been removed from office under Rule 16(1) or Rule 20(3) of the constitution. The Honorarium may be declined or reduced if so desired by the committee member
- n. By Laws may be amended by a vote of the members present at any general meeting provided that prior notice of motion for an amendment has been published in Airwaves
- o. The committee has the right to expend up to \$1000 without direct consent from the membership
- p. Any club expenditure of \$1000 or more must be approved by a vote of members present at a meeting provided that prior notice of the motion has been published to members or was discussed at a previous meeting
- q. Limited to emergency cases involving Safety or Duty of Care issues, the management committee may commit to the expenditure of up to a maximum of \$5000 with full disclosure published in the next edition of Airwaves and tabling the matter at the first general meeting after the commitment
- r. The President will chair and direct all general and management committee meetings ensuring that accurate minutes are kept of the meeting by the secretary or other authorised person. The President shall ensure that the meeting proceeds in an orderly manner. The president shall co-ordinate any club matters with the rest of the committee as needed. The President in conjunction

with other members of the committee shall conduct any required contact with the Moreton Bay Region council

- s. The Secretary will receive and log all correspondence inwards and outwards and take what actions are necessary. The secretary shall attend to the day to day running of the club in accordance with the constitution and consult on club matters with the rest of the committee. The Secretary in conjunction with other members of the committee shall conduct any required contact with Moreton Bay Regional Council
- t. The Treasurer will manage the financial affairs of the club in a responsible and honest manner and in accordance with good accounting practices. The treasurer shall be responsible for the receipt, payment and banking of club monies required for the day to day running of the club. The Treasurer will keep the financial records in an organised manner. The Treasurer shall prepare a short easily understood monthly statement of the financial status of the club and present this at each club meeting. The Treasurer can appoint another committee member to present the statement if the treasurer will be absent
- u. The Vice President shall assist other members of the committee in the efficient running of the club. Should the President not be able to carry out the duties of that position for any valid reason, then the Vice President shall assume the position of President with the consent of the rest of the committee until such times as the President is able to resume the position or ceases to be a member of the club. In these circumstances the committee may appoint another member to be Vice President
- v. Club representatives responsible for any floats or cash disbursements in relation to matters such as field maintenance, drink sales, fuel sales, and special events are to maintain expenditure records along with receipts, and a report prepared for the Treasurer and presented at club meetings
- w. Commercial advertising signs on the fences at the field are to be limited to eight in number and charged at rate of \$200 per year (AGM to AGM).
- x. All signage is to be provided by the advertiser and placed at the direction of the club committee. Signage to be kept in a reasonable condition by the advertiser, with any sign falling into disrepair being removed and the advertiser advised of its removal
- y. Advertisements in the club newsletter "Airwaves" are to be charged at the \$20 for 1/4 A5 page and \$80 for a whole page ad. These will be sold in 3 monthly blocks. The artwork is to be supplied by advertiser and in a format specified by the editor of Airwaves