

# ACADEMY OF MODEL AERONAUTICS MEMBERSHIP MANUAL 2018

**For AMA Members...**

*Concerning operation and background of the organization, with details of services available.*



**Academy of Model Aeronautics**  
**5161 E. Memorial Dr., Muncie IN 47302**  
Tel.: (765) 287-1256  
Fax: (765) 289-4248  
[www.modelaircraft.org](http://www.modelaircraft.org)

Membership Tel.: (800) I-FLY-AMA; (800) 435-9262; Fax: (765) 741-0057  
National Model Aviation Museum: Tel.: (765) 287-1256, ext. 508; Fax: (765) 281-7904  
*Model Aviation*: [www.ModelAviation.com](http://www.ModelAviation.com)  
*Model Aviation and Park Pilot* Subscriptions: Tel.: (800) 435-9262  
Education: [www.modelaircraft.org/education.aspx](http://www.modelaircraft.org/education.aspx)  
AMA Flight School: [www.amaflightschool.org](http://www.amaflightschool.org)  
National Model Aviation Museum: [www.modelaircraft.org/museum.aspx](http://www.modelaircraft.org/museum.aspx)  
Cloud 9 Museum Store: [www.modelaircraft.org/shopama.aspx](http://www.modelaircraft.org/shopama.aspx)  
Park Pilot Program: [www.theparkpilot.org](http://www.theparkpilot.org)

# What is AMA?

The Academy of Model Aeronautics, established in 1936, is a world-class association of model aviation enthusiasts. Representing more than 195,000 members in the United States, AMA's national headquarters is in Muncie, Indiana, also home to the International Aeromodeling Center and the National Model Aviation Museum. The museum, the largest of its kind in the world, houses nearly 11,000 artifacts.

Originally created to organize and support competitive aeromodeling, AMA has evolved and today has become the collective voice and advocate for its membership.

Although many of AMA's members fly strictly for recreational enjoyment, competitive flying still plays a significant role in AMA activities.

For five weeks each summer AMA hosts the National Aeromodeling Championships. Members from throughout the United States travel to Muncie to participate in one of more than 135 competitive events.

As a member of the National Aeronautic Association, AMA is the only organization in the United States recognized to represent model aviation to the Fédération Aéronautique Internationale, the world governing body for all air sports, headquartered in Lausanne, Switzerland. Each year the AMA sends several teams around the world to participate in international competitions.

Through the AMA Foundation, AMA supports outreach programming in the area of STEM education and has awarded nearly \$1,000,000 in scholarships through its AMA/Charles H. Grant Scholarship Program.

With more than 2,400 chartered clubs, AMA membership provides a connection to model aviation enthusiasts across the country. Boasting an exemplary safety program developed over 80 years, has resulted in AMA's enviable record of making model aviation one of the safest, if not the safest, of any discipline that operates in the National Airspace System.

AMA is proud of its past and is positioned to continue to be the country's premier community-based organization representing model aviation enthusiasts well into the future.

## AMA Vision

We, the members of the Academy of Model Aeronautics, are the pathway to the future of aeromodeling and are committed to making modeling the foremost sport/hobby in the world.

This vision is accomplished through:

- Affiliation with its valued associates, the modeling industry and governments.
- A process of continuous improvement.
- A commitment to leadership, quality, education and scientific/technical development.
- A safe, secure, enjoyable modeling environment.

## AMA Mission

The Academy of Model Aeronautics is a world-class association of modelers organized for the purpose of promotion, development, education, advancement, and safeguarding of modeling activities. The Academy provides leadership, organization, competition, communication, protection, representation, recognition, education and scientific/technical development to modelers.

## Table of Contents

2	• What is AMA/AMA Mission Statement	20	• Official Publication • Leader Members	26	• Awards and Recognition • Leader Club Awards
3	• Insurance Summaries	21	• Club Officers • National Aeromodeling Championships • Awards	27	• Educational and Scholarship information
4	• AMA Safety Code	22	• Membership Categories	28	• Club Programs and Benefits • Disaster Assistance Program/Flying Site Development Grant
5	• General Safety Practices • Lithium Battery Fires	23	• Membership and Renewal Information: • Automated Phone Service • Park Pilot Program Membership • Introductory Membership • Life Membership	29	• Intro Pilot Program • AMA Flying Site • Flying Site Use
6	• Regulatory Compliance • Sound and Noise Abatement • Sanction Information • Contest Directors • Event Managers	24	• Password Protection • Renewal Services Offered • AMA Retail • AMA Custom Products • AMA Plans Services • Volunteer Program • Flying Site Assistance	30	• National Model Aviation Museum • Lee Renaud Memorial Library
7	• US National Records • Sanctioned Event Coordinators	25	• FAI Team Information • AMA Foundation • National Model Aviation Day	31	• National Aeromodeling Heritage Program
7	• AMA Bylaws			33	• Navigating the AMA website
13	• Standing Rules • Nominating Committee Guidelines			35	• AMA Service and Information Directory • Related Modeling Organizations
14	• Campaign Statement Information			36	• Special Interest Groups
15	• Officers				
19	• Complaints				

**2018 INSURANCE SUMMARY – THE FACTS ABOUT AMA’S INSURANCE BENEFITS  
(For Individual Members)**

**Commercial General Liability Coverage**  
*(Effective March 31)*

The AMA Liability Protection applies to bodily injury or property damage caused by an AMA member. It applies to accidents arising from the modeling activities of model aircraft, rockets, cars, and boats, in accordance with the AMA safety code(s).

- The “per occurrence” limit of coverage available by this policy is \$2,500,000 for claims involving bodily injury and/or property damage. These limits are for claims occurring during the policy period. Coverage is provided only for accidents arising from the model activities.
- A separate policy covers participation in FAI events outside of the United States and Canada. This policy has a \$1,000,000 limit.
- There is not any coverage for injury to a member of his own family (household and relative(s) living in the member’s household) for claims or suits.
- The policy does not cover business pursuits: that is any activity that generates income for a member beyond reimbursement of expenses. This business pursuit exclusion does not apply to individual members providing modeling instructions for pay to AMA members.
- The coverage is “excess” over any other applicable insurance available to each individual member, such as homeowner’s.
- Has a \$250 deductible (property damage only), which is the responsibility of the AMA member causing the accident.

**Accident/Medical Coverage**  
*(Effective January 1)*

The Accident/Medical coverage applies to injuries while engaged in model activity regardless of who causes the accident. It reimburses an AMA member in accordance with policy terms and conditions for only medical expenses (also the beneficiary for loss of life) incurred within 52 weeks of the accident. The Accident/Medical coverage works as follows:

- Provides up to \$25,000 for medical expenses and \$10,000 for dismemberment or death.
- AMA member directly – does not require claim action by another person.
- Pays for eligible expenses upon submission of bills or other documents certifying cost of treatment and that injury was caused by model activity.
- Reimburses medical expenses only after submission to any other health plan, including Medicare.
- Has a \$750 deductible.

**Fire, Vandalism, and Theft Coverage**  
*(Effective March 31)*

- Provides up to \$1,000 for loss of aircraft models and accessories, including RC equipment. All theft loss claims must be accompanied by a police report. NOTE: Theft has to occur from a locked vehicle or residential dwelling. There must be physical evidence of violent forcible entry.
- Has a \$100 deductible.
- Is “excess” to any other applicable coverage such as homeowner’s.

---

This information is merely a brief summary. Complete details of coverage and exceptions are contained in master policies available at [www.modelaircraft.org/documents.aspx](http://www.modelaircraft.org/documents.aspx), documents #500-L, 500-LA, 500-M, and 500-N.

**Please report all incidents to AMA as soon as possible!**

To report an incident, request claim forms, or inquire about filing procedures, please call (765) 287-1256, ext. 253, or email [claims@modelaircraft.org](mailto:claims@modelaircraft.org). Regular business hours are Monday-Friday, 8 a.m. to 5 p.m. EST.

To report an incident involving serious injuries to individuals outside our regular business hours, please call (765) 749-9210.

**2018 PARK PILOT INSURANCE SUMMARY – THE FACTS ABOUT AMA’S PARK PILOT INSURANCE BENEFITS  
(For Individual Members)**

**Commercial General Liability Coverage**  
*(Effective March 31)*

The AMA Park Pilot Liability Protection applies to bodily injury or property damage caused by an AMA Park Pilot member. It applies to accidents arising from the operation of model aircraft (as defined for the Park Pilot Program), in accordance with the AMA Park Flyer Safe Operating Recommendations.

- The “per occurrence” limit of coverage available by this policy is \$500,000 for claims involving bodily injury and/or property damage. These limits are for claims occurring during the policy period. Coverage is provided only for accidents arising from the model activities.
- There is no coverage for injury to a member to his own family (Household and Relative(s) living in the member’s household) for claims or suits.
- The policy does not cover business pursuits; that is any activity that generates income for a member beyond reimbursement of expenses, except this business pursuit exclusion does not apply to individual members providing modeling instructions for pay to AMA members.

- AMA insurance is “excess” to any other applicable coverage, such as homeowner’s.
- Has a \$250.00 deductible (property damage only), which is the responsibility of the AMA member causing the accident.
- Is “excess” to any other applicable coverage such as homeowner’s.

---

This information is merely a brief summary. Complete details of coverage and exceptions are contained in the master policy available at [www.modelaircraft.org/documents.aspx](http://www.modelaircraft.org/documents.aspx), document #500-L.

**Please report all incidents to AMA as soon as possible!**

To report an incident, request claim forms, or inquire about filing procedures, please call (765) 287-1256, ext. 253, or email [claims@modelaircraft.org](mailto:claims@modelaircraft.org). Regular business hours are Monday-Friday, 8 a.m. to 5 p.m. EST.

To report an incident involving serious injuries to individuals outside our regular business hours, please call (765) 749-9210.

# ***Academy of Model Aeronautics National Model Aircraft Safety Code***

Effective January 1, 2018

**A model aircraft is a non-human-carrying device capable of sustained flight within visual line of sight of the pilot or spotter(s). It may not exceed limitations of this code and is intended exclusively for sport, recreation, education and/or competition. All model flights must be conducted in accordance with this safety code and related AMA guidelines, any additional rules specific to the flying site, as well as all applicable laws and regulations.**

**As an AMA member I agree:**

- I will not fly a model aircraft in a careless or reckless manner.
- I will not interfere with and will yield the right of way to all human-carrying aircraft using AMA's *See and Avoid Guidance* and a spotter when appropriate.
- I will not operate any model aircraft while I am under the influence of alcohol or any drug that could adversely affect my ability to safely control the model.
- I will avoid flying directly over unprotected people, moving vehicles, and occupied structures.
- I will fly Free Flight (FF) and Control Line (CL) models in compliance with AMA's safety programming.
- I will maintain visual contact of an RC model aircraft without enhancement other than corrective lenses prescribed to me. When using an advanced flight system, such as an autopilot, or flying First-Person View (FPV), I will comply with AMA's Advanced Flight System programming.
- I will only fly models weighing more than 55 pounds, including fuel, if certified through AMA's Large Model Airplane Program.
- I will only fly a turbine-powered model aircraft in compliance with AMA's Gas Turbine Program.
- I will not fly a powered model outdoors closer than 25 feet to any individual, except for myself or my helper(s) located at the flightline, unless I am taking off and landing, or as otherwise provided in AMA's *Competition Regulation*.
- I will use an established safety line to separate all model aircraft operations from spectators and bystanders.

For a complete copy of AMA's Safety Handbook please visit:

**[www.modelaircraft.org/files/100.pdf](http://www.modelaircraft.org/files/100.pdf)**

## General Safety Practices

### Safety Recommendations

The majority of model flying that takes place today is recreational rather than within a formal competition framework, and sometimes on publicly accessible sites with little or no formal control. Any accident involving model aircraft may result in property damage and/or bodily injury.

Apart from the direct harm, a less obvious result is the poor image of model flying that results from media coverage of such accidents, which may lead to public antagonism and the loss of flying facilities. It is therefore of the utmost importance that all model fliers observe safety rules.

Safety rules are not an obstacle to the enjoyment of model flying; they help prove that model fliers are the responsible people they proclaim to be. It is not a sign of intelligence to show one's own skill by flying among or above spectators. It is to his or her personal benefit to make certain that no action on his or her part will result in an accident. It is therefore very important not to fly any model aircraft in competition or in the presence of spectators until it has been proven airworthy by having been flight-tested.

Immediately before each flight, the pilot should verify the model's condition and proper functioning to ensure a safe and efficient flight. The flier should check for proper fitting and placement of parts, with special attention to engines and propellers. It is imperative that all flying sites, especially Control Line, be situated as far as practical from power lines. For Free Flight aircraft, the starting area must be carefully chosen. Considerations include wind strength and direction, relative position of buildings, runways, vehicle parking, spectator areas, and the place where models are assumed to land after a normal flight, according to the wind.

### The following constitute good general safety practices.

- Never attempt to retrieve a model from electric power lines. Contact the local power company.
- Refrain from using repaired propellers and rotor blades or those that are cracked, nicked, or unbalanced.
- Stay clear of the propeller arc while starting or running any engine or motor.
- Avoid stopping engines by throwing rags or other objects in the propeller.
- Refrain from using a pointed spinner, propeller fasteners, or knife-edge leading edges.
- Paint tips of propellers a bright color to better define the arc of propeller rotation.
- Check the propeller and spinner for tightness before each operation.
- Learn and check for the proper grain patterns in wooden propellers to ensure strength in high-rpm operation.
- Exercise extreme caution in adjusting needle valve settings on engines. Most adjustments should be performed from behind the model, thus avoiding reaching around a spinning propeller.
- Ensure that ballast or heavy parts are not subject to loosening or jettisoning in flight.
- For Radio Control, perform a range check before each flying session and a check of flight functions before each flight.
- For Control Line, inspect the lines, bellcrank, and connectors before each flight.
- Carefully read and use the manufacturer's recommendations for its products.
- All model liquid fuels need to be stored and handled properly. In particular, gasoline should only be stored, transported, and dispensed from a specifically designed and approved container.

When handling fuels near models, there should be no smoking. Avoid hooking up any starter, pump, or battery that may produce arcing in the immediate area where fuel is located.

### *Notice to AMA Members Interested in Model Rocketry, RC Cars, and Boats*

Members interested in model rocketry, operation of radio-controlled cars, and boats are encouraged to obtain a copy of the official safety codes used by the various organizations. These codes may be obtained by contacting the various rocketry, car, and boat groups listed as special interest organizations on the last page of this manual.

There are prepurchase requirements for the operation and/or purchase of model rocket engines in various states. Check out your state government website (often the state fire marshall's office) to determine if additional regulations are applicable in your state.

### Lithium Battery Fires

Lithium batteries have become extremely popular for powering control and power systems in models because of their high energy density (capacity/weight ratio) compared to Ni-Cds or other batteries. With high energy comes increased risk in their use. The principle risk is *fire*, which can result from improper charging, crash damage, or shorting the batteries.

All Lithium-battery vendors warn customers of this danger and recommend extreme caution in their use. However, many fires have resulted from the misuse of LiPo batteries, leading to the loss of models and automobiles. Other property, such as homes, garages, and workshops, have also burned.

A Lithium-battery fire burns explosively at several thousand degrees and is an excellent initiator for ancillary fires. Fire is caused by contact between Lithium and oxygen in the air. **It needs no other source of ignition, or fuel, to start.** The following is recommended for Lithium batteries to preclude ancillary fires:

- Store and charge in a fireproof container—never in your model.
- Charge in a protected area that is devoid of combustibles.
- In the event of damage from crashes, etc., carefully move the battery pack to a safe place for at least a half hour to observe. Physically damaged cells can erupt into flames. After sufficient time to ensure safety, the cells should be discarded in accordance with the instructions that come with the batteries. **Never attempt to charge a cell with physical damage**, regardless of how slight.
- Always use chargers designed for the **specific** purpose; it's preferable to have a fixed setting for your particular pack. Many fires occur while using selectable/adjustable chargers that are set improperly. Never attempt to charge Lithium cells with a charger that is not specifically designed for Lithium cells! **Never use chargers that are specifically designed for Ni-Cd batteries.**
- It is strongly recommended that you use charging systems that monitor, control, and balance the charge state of each cell in the pack. Unbalanced cells can lead to disaster if the system permits a single cell in the pack to be overcharged. This means that the charging system must provide charge cessation as each cell reaches the proper voltage. If the batteries show **any sign of swelling**, discontinue charging **and move them to a safe place—outside. They could erupt into flames.**
- **Never plug in a battery and leave it to charge unattended;** serious fires have resulted from this practice.
- Do not attempt to make your own battery packs from individual cells. Use only professionally packaged and labeled units which contain safer charging features.

## Regulatory Compliance

Key elements of AMA's Safety Code include the requirement to see and avoid manned aircraft and maintain model aircraft operations within visual line of sight of the pilot or spotter. In addition to operating within our safety programming, AMA members should comply with the following federal rules and guidelines. Non-AMA members, those who do not fully satisfy the criteria in Section 336 (the Special Rule for Model Aircraft), and/or commercial operators must comply with a different set of regulations and certifications.

### 1. Register

- Federal regulations mandate a Federal Aviation Administration registration number be placed on all unmanned aircraft. Models under 0.55 lbs (250g), models flown only indoors, Control Line, and Free Flight models are excluded from this registration requirement. When flown under the Special Rule for Model Aircraft, hobbyist are only required to obtain one registration number, which should be placed on/in each aircraft he or she flies.

### 2. Notify Airports

- AMA members must notify airports within five miles before operations. Visit [www.modelaircraft.org/gov](http://www.modelaircraft.org/gov) for guidance.
- Remain below 400 feet above the ground when within 3 miles of an airport unless there is notification or an agreement with the airport that allows models to safely go higher.

### 3. Earn a Remote Pilot's Certificate (if needed)

- Members who plan to conduct any commercial, civil service, or nonrecreational flight will need to take a test and earn a remote pilot's certificate under FAA's Part 107.

### 4. Be Aware of No-Fly Zones

- Do not fly near stadiums, critical infrastructure (correctional facilities, water treatment centers, utilities, etc...), or large open-air events.
- Avoid pedestrians, moving vehicles, busy roadways, power lines, obstacles, deteriorating weather.
- Respect the privacy and property of others.
- Be aware of community ordinances and guidelines.
- Comply with Temporary Flight Restrictions (TFRs) and no fly zones. Visit [modelaircraft.org](http://modelaircraft.org) for a list of NOTAM/TFRs.

## AMA Sound and Noise

### Abatement Recommendations

Although a large number of today's model aircraft are electric powered, there are still many glow- and gasoline-powered model aircraft being flown at club flying sites all across the country. It is vital that AMA clubs and members be proactive when it comes to noise abatement. Creating a club program and policy on sound could be what saves your flying site someday! If you are concerned and want to learn more about how you can protect your flying site, please check out document #927 at [www.modelaircraft.org/files/927.pdf](http://www.modelaircraft.org/files/927.pdf).

## AMA Sanction Information

AMA sanctions more than 2000, competition and noncompetition model activities throughout the country each year such as:

**AMA Competition Regulation Events** (rule book) also known as:

- Class A, AA, AAA, AAAA, B, Record Trials, National, and International contests that are part of the AMA Team Selection program (Operates on Standardized AMA Rules)

**AMA Non-Competition Events** (non-rulebook) also known as,

- Class C/Unrestricted Entry and Class CR/Restricted Entry- An organized get-together of modelers for fellowship, mutual interests, and/or goodwill with restricted or unrestricted entry.
- Demonstration: Flight activity performed by a small group of fliers

before a crowd of spectators, primarily for purposes of instruction and/or publicity.

### RC Racing Events

An RC racing event, whether or not an AMA rule book event, is one in which model aircraft compete in flight over a prescribed course with the objective of finishing the course faster to determine the winner.

A. In every organized racing event in which contestants, callers, and officials are on the course:

1. All officials will be off the course except for the starter and their assistant.
2. "On the course" is defined to mean any area beyond the pilot/staging area where actual flying takes place.

B. I will not fly my model aircraft in any organized racing event which does not comply with paragraph A above or which allows models over 20 pounds unless that competition event is AMA sanctioned.

C. Distance from the pylon to the nearest spectator (line) will be in accordance with the current Competition Regulations under the RC Pylon Racing section for the specific event pending two- or three-pylon course layout.

### An AMA Sanction means:

- The activity is endorsed by the Academy, and supervised by an AMA Contest Director (CD) or Event Manager (EM)
- Intended for AMA members only
- Dates are protected from competing AMA activities in the vicinity
- Those participating in the activity are insured. Participating AMA member is assured that other fliers are insured to protect him/her just as his/her AMA insurance protects others.
- As part of your event an event listing will appear in "Sanctioned Event Calendar" both in *Model Aviation* magazine and on the AMA website, providing there is enough lead time, This listing is free and automatic as part of your sanctioned event.
- You may purchase supplemental display ads.
- A sanction number may qualify your event for donations from major sponsors.

To learn more about AMA Sanctioned Events, please visit [www.modelaircraft.org/credentials](http://www.modelaircraft.org/credentials) or contact the AMA Competitions department at (765) 287-1256, extension 252.

## AMA Contest Director

A "CONTEST DIRECTOR" is a title bestowed on a selected individual who is already a member of AMA and has been for a minimum of three consecutive years. An AMA Contest Director ensures that all AMA sanctioned events are run in accordance with the Competition Regulations and the National Model Aircraft Safety Code. The Contest Director has the authority to administrate and supervise AMA Sanctioned Events under those procedures and guidelines as prescribed by the AMA Executive Council.

An AMA Contest Director (CD) is a very important level of membership. With more than 2,000 sanctions for modeling events issued each year, this segment of service to AMA reaches a significant percentage of the total membership. In addition, the work accomplished by the CD is reflected in the enjoyment of many thousands of people who participate in our events as spectators.

To learn more about AMA Contest Directors, please visit [www.modelaircraft.org/credentials](http://www.modelaircraft.org/credentials) or contact the AMA Competitions department at (765) 287-1256, extension 252.

## AMA Event Manager

The Event Manager (EM) has the authority to administrate and supervise AMA Sanctioned Non-Competition Regulation Events under those procedures and guidelines as prescribed by the AMA Executive Council. The EM acts as a representative for AMA in the administration of sanctioned events. There is a high level of responsibility as a result of this status. The concerns of providing high

levels of safety in connection with the event are basic. In acting as an EM of an AMA sanctioned event, the Event Manager is protected by insurance.

In order to effectively oversee conduct of an event, the EM is granted specific authority relating to organization and safety. In addition, the EM at an AMA sanctioned event has the authority to perform safety inspections of any equipment and to prevent any participant from using equipment which, in the EM's opinion, is deemed unsafe. Furthermore, he or she has the irrevocable authority to disqualify or prevent from flying any participant whose ability is, in his or her opinion, impaired by the use of alcohol or drugs.

An Event Manager, when acting as a representative of the Academy, is responsible for properly applying the safety standards and the completion of all required applications and reports. An EM must at all times remember that he or she is a representative of AMA and will conduct himself or herself in a professional manner. He or she must be present at all times when the event he or she is responsible for is taking place.

## US National Records

Records may be established in four (4) basic categories of official events:

- Speed
- Duration
- Distance
- Altitude

Perpetual American model aircraft duration and speed records are homologated by the Contest Boards of AMA. Perpetual records may be established at any time and shall continue until exceeded or affected by rules changes in the Official Regulations. No record is official until it has been homologated by the appropriate Contest Board of AMA. All records, to be eligible for recognition, must be established in one of the following:

- a. An AMA Sanctioned Record Trial.
- b. An AMA Sanctioned Contest where record activity is part of that event.
- c. A World Championship, sanctioned by the FAI for the appropriate class model where the record activity is part of that event.

More regarding National Records may be found on the AMA website [www.modelaircraft.org/files/general2017-2018.pdf](http://www.modelaircraft.org/files/general2017-2018.pdf) and specific category sections of the AMA Competition Regulations.

To learn more about AMA Sanctioned Events, please visit [www.modelaircraft.org/credentials](http://www.modelaircraft.org/credentials) or contact the AMA Competitions department at (765) 287-1256, extension 252.

## Sanctioned Event Coordinators

An AMA Sanctioned Event Coordinator is a very important responsibility. With more than 2,000 sanctions for modeling events issued each year, the coordination of all events is crucial.

AMA Sanctioned Event Coordinators are charged with the responsibility of promoting the sport of aeromodeling by reducing and, where at all possible, eliminating conflicts regarding the scheduling of model aircraft flying events, which inevitably arise in a heterogeneous hobby like ours. This is best done by people at the local level making responsible decisions about conditions in their own districts.

The AMA Sanctioned Event Coordinator coordinates all sanctioned events within his or her district. The Sanctioned Event Coordinator will be an important contact for the more than 6,500 Contest Directors (CDs) and Event Managers (EMs). They will correspond with the AMA Sanctioned Event Coordinator regarding upcoming dates for their events to prevent conflict with any other existing flying events in the area.

## Organizational Information

### Bylaws of the Academy of Model Aeronautics, Incorporated

#### ARTICLE I

##### Name, Location, and Incorporation

**Section 1.** The name of this organization shall be THE ACADEMY OF MODEL AERONAUTICS, INC. and shall hereinafter be referred to and designated as the AMA.

**Section 2.** The principal office of the AMA shall be located as directed by the Executive Council.

**Section 3.** The AMA is a non-profit corporation organized under the District of Columbia Non-Profit Corporation Act.

#### ARTICLE II

##### Purposes

Subject to the limitations set forth in the Academy of Model Aeronautics, Inc., Articles of Incorporation, the primary objective of the AMA is to promote and foster educational and scientific advancement in model aeronautics, to give recognition to model leadership and to provide guidance and direction of national model aeronautic affairs by those individuals who, through their accomplishments in the model field, have demonstrated their qualifications for such responsibility. More particular purposes are listed below, but shall not be considered exclusive.

- (a) To encourage the study and discussion of scientific problems and to disseminate scientific news and views.
- (b) To organize and sponsor discussion conferences and the presentation of technical papers at such conferences.
- (c) To encourage through recognition, leadership in model aeronautics.
- (d) To recognize leadership of unusual quality by the conferring of special honorary titles.
- (e) To encourage joint discussion directed toward group agreement on development needs relating to model aviation.
- (f) To keep model leaders informed through the publication of scientific journals and news bulletins.
- (g) To encourage the contribution of articles on the development of model aeronautics for the AMA publication.
- (h) To associate interested organizations and individuals for group support of education and development needs related to model aeronautics.
- (i) To guide and direct national model activities to the end that model aeronautics may be advanced in the United States in a manner that will best serve model aviation as a whole.
- (j) To guide and assist in the acquisition and retention of flying sites for the further growth and development of model aeronautics.
- (k) To establish and maintain official regulations governing the conduct of model airplane records and contests and issue sanctions for same.
- (l) To direct the technical organization and conduct of national and international model contests held within the United States and to act through the National Aeronautics Association as the aeromodeling representative in the United States for the Federation Aeronautique Internationale.
- (m) To license model aircraft and fliers thereof for competition.

(n) To promote recognition in the United States and abroad of all officially sanctioned competitions and records which are conducted by AMA Contest Directors.

(o) To have as its guiding principle, Of, By, and For the Model Airplane Enthusiast.

(p) To operate through the National Aeronautic Association in representing all activities of United States Aeromodeling to the FAI, such operation to be in accordance with a written agreement between AMA and NAA.

### ARTICLE III

#### Membership

**Section 1.** Any individual, regardless of race, color, creed, national origin, gender, age, or disability, who has an interest in the building and/or flying of model aircraft or in furthering the purposes of the Academy of Model Aeronautics, shall be eligible for membership. The AMA Executive Council shall determine eligibility for each category of membership and its decision shall be conclusive. Upon acceptance for membership, each individual shall agree to accept and abide by AMA's Articles of Incorporation and Bylaws, AMA National Model Aircraft Safety Code, all policies, rules, and related documents, and paying dues as determined by the Executive Council. No member shall have any right, title, or interest in or to AMA property. The primary membership categories are listed as follows. See membership subcategory classifications in the Standing Rules Section.

(a) **Adult Membership**—synonymous with prior Open Membership, those members who are age 19 or older as of July 1 at the time of their application for membership.

(b) **Youth Membership**—those members who are less than age 19 as of July 1 at the time of their application for membership.

(c) **Special Membership**—those members belonging to classifications identified and developed by the Executive Council for special conditions and/or recognition as named and described in the Standing Rules. These may include classifications with restricted benefits, temporary memberships used in connection with special or provisional programs, nontypical dues rates structures, contributions to model aviation by individuals, organizations, or members of other organizations that desire to affiliate with the AMA in accordance with written agreements. These members shall be entitled to privileges and benefits as determined by the Executive Council.

**Section 2.** The Chartered Club is the local division of the AMA. It is the vehicle for recognition of any grouping of AMA members.

(a) All members of the Chartered Club, including officers, must be members of the AMA (except associate members who are not officers, defined as a wife, husband, child, or parent of an active club member who does not operate models as part of the club activity); such members must be listed on the Charter as an associate.

(b) Additional information on chartered clubs can be found under the Standing Rules.

**Section 3.** The Executive Council's determination on eligibility or class of membership shall be conclusive. Upon acceptance for membership, each individual shall agree to accept the Articles of Incorporation and Bylaws of the AMA and to pay such dues as may from time to time be determined by the Executive Council. No member shall have any right, title, or interest in or to AMA property.

### ARTICLE IV

#### AMA Fellows

The title of "Fellow" will be conferred by the AMA upon individuals who, in the opinion of the Executive Council, have performed exceptionally meritorious service for model aeronautics. Fellows shall thereafter have free membership privileges for life.

### ARTICLE V

#### Resignation, Termination, Disciplinary Action, Exclusion, Expulsion, and Reinstatement of Membership

**Section 1.** Any member in good standing may resign his membership by giving notice in writing to AMA.

**Section 2.** If any member ceases to have the qualifications necessary for membership in the AMA, his membership shall thereby terminate, subject to reinstatement upon restoration of eligibility.

**Section 3.** Any individual may be expelled or excluded from membership by the AMA by a two-thirds ( $\frac{2}{3}$ ) majority vote of the Executive Council if, in the Executive Council's determination, such individual willfully commits any act or omission which is a violation of any of the terms of the Articles of Incorporation, Bylaws, or Rules of the AMA, or which is detrimental to the AMA or to model aviation. Expulsion from membership is subject to the following procedures and rights.

(a) A written statement of formal charges against a member suspected of such an act or omission and a written notice of proposed expulsion from membership, stating the date, time, and place where such action is to be considered by the Executive Council, shall be drafted under the direction of the President.

(b) At least thirty (30) days before such action is to be considered, the written statement of formal charges and the written notice of proposed expulsion shall be sent to each member of the Executive Council by email or electronically and to the member charged by certified mail to their last known address.

(c) The charges and proposed expulsion shall be considered by the Executive Council in Executive Session in a hearing at the date, time, and place specified in the notice of proposed expulsion. At the hearing, the member charged shall have an opportunity to present a defense, and a record of the proceedings shall be kept.

(d) The vote of the Executive Council regarding the proposed expulsion shall be by secret ballot. To assure neutrality, any member of the Executive Council representing the member charged or representing any party aggrieved by the acts or omissions under inquiry shall be disqualified from attending the hearing or voting upon the question of expulsion, and the two-thirds ( $\frac{2}{3}$ ) majority vote necessary for expulsion shall be determined as if the Executive Council were reduced by the number of its members so disqualified.

**Section 4.** Any member who is expelled from membership may be reinstated to membership only by a two-thirds ( $\frac{2}{3}$ ) majority vote of the Executive Council.

**Section 5.** The Executive Council shall have the authority to provide for and to impose disciplinary action for such acts or omissions described in Section 3 of Article V which do not justify expulsion from membership.

## **ARTICLE VI**

### **Dues**

The Executive Council shall set dues for all types of AMA membership. Member's dues must be current in order to exercise the right to vote or receive any of the privileges and benefits of AMA membership.

## **ARTICLE VII**

### **Books and Records**

**Section 1.** The AMA shall keep correct and complete books and records of accounts and shall keep minutes of the proceedings of its members, Executive Council, and committees having any of the authority of the Executive Council.

**Section 2.** A record of the names and addresses of its members entitled to vote shall be kept at the principal office of the AMA.

## **ARTICLE VIII**

### **Meetings**

**Section 1.** The Executive Council will have at least one annual meeting to be called with at least twenty (20) days notice by the President.

**Section 2.** Special Executive Council Meetings may be called by the President, Executive Vice President, any five (5) EC members or upon written request of 5% of voting members of the Academy. The purpose of a Special meeting shall be stated in the call. Except in cases of emergency, as determined by the President, at least 15 days notice shall be given.

**Section 3.** A regular meeting of the membership shall be held annually at the call of the Executive Council, which may in its discretion call a special membership meeting at any time. The Executive Council shall call a special membership meeting upon written request of 5% of the voting members. The date and place of the membership meeting shall be as determined by the Executive Council. Meeting notification will be published in the AMA's official print and electronic media publications, at least 45 days prior to the meeting date.

**Section 4.** The voting body at the annual membership meeting of the AMA shall be the Adult AMA members in good standing.\* A quorum shall consist of the registered AMA members present. The Chairperson of the annual membership meeting shall be the President, or if unable to preside, someone designated by the Executive Council. All issues duly moved and passed at the membership meeting shall be mandates to the Executive Council for review and final determination at the next regular meeting of the Executive Council.

*\*Park Pilot members do not have voting rights.*

## **ARTICLE IX**

### **Nominations and Elections**

**Section 1.** Nominees for AMA President, Executive Vice President, and District Vice President shall be nominated by any Adult Member or designated Special Member whose classification has been granted voting privileges by the Executive Council. Note: For District Vice President, the nominating member and the member whom he or she nominates must be bona fide legal residents of the same district at the time of such nomination. Note: The AMA Executive Council recognizes "bona fide, legal residents" as residency is defined by the state or IRS and verifiable by the AMA.

**Section 2.** An AMA Nomination Review Committee composed of all District Vice Presidents (or an Associate Vice President from the district of an absent Vice President as designated by the absent Vice President), and the Executive Vice President (or an Associate Vice President as designated by the absent Executive Vice President) shall operate annually and under procedures defined in the Standing Rules attached to these Bylaws. The AMA Nomination Review Committee shall review the nominee's AMA qualifications before placing him or her on the ballot, in order to ensure that he or she meets the requirements for holding office as described in the Standing Rules attached to these AMA Bylaws.

**Section 3.** No AMA officer, currently serving in office, who has been properly nominated for reelection to the same office, shall be denied a place on the ballot except that the Nominating Committee by a vote of  $\frac{3}{4}$  of those present and voting shall withhold such officer's name.

**Section 4.** To be eligible to discharge the duties of AMA President or Executive Vice President, the nominee must be a Leader Member of the AMA, and must previously have served as a member of the Executive Council or as Associate Vice President or as a Contest Board member for at least one year. To be eligible for the position of any AMA elected or appointed office, including Associate Vice President, the individual must be recorded in the Membership department as a Leader Member before the date of application or nomination.

**Section 5.** Candidates for President, Executive Vice President, and District Vice President shall be elected by mail ballot votes of Adult members and/or designated Special members whose classifications have been granted voting privileges by the Executive Council; however, for District Vice President, the voting member and candidate that he/she votes for, must be a bona fide legal residents of the same district at the time of such election. A plurality vote shall elect.

**Section 6.** Districts of the AMA shall be determined by the Executive Council.

**Section 7.** Nomination procedures are Standing Rules. The procedures shall be contained in the Executive Council approved Official Nomination Procedures document and this document shall be published in the AMA general membership publication at least 90 days prior to the annual AMA Nomination Review Committee meeting.

## ARTICLE X Officers

**Section 1.** The Executive Council may replace a Vice President as follows: When a vacancy occurs during the regular term of an elected Vice President, two nominees for his replacement are to be selected by the outgoing Vice President (or by the Executive Council in the event of the demise, incapacity, or inaction of the Vice President), one of whom shall be currently an active Associate Vice President in that district. Any nominee must be qualified for the office of District Vice President as provided in Article IX. An election shall be conducted in conjunction with the next regular election cycle by sending ballots to all Adult Members and any Special Member classifications designated for voting privileges. A period from date of sending to close of receipt of ballots will be established by the Executive Council. A plurality vote shall elect. When a vacancy occurs within three months of the end of the current term of office, or when a Council meeting is called or scheduled during the nominating and voting period, the outgoing Vice President (or the Executive Council in the event of his demise, incapacity, or inaction) shall make an interim appointment from among the active Associate Vice Presidents in the district.

*\*Park Pilot members do not have voting rights.*

**Section 2.** In the event of a vacancy in the position of AMA President during a regular term due to death, incapacity, inactivity, resignation, impeachment or removal from office, the Executive Vice President shall assume the duties of President of the AMA until a special election can be held for a new President so that the newly elected President would fill out the remaining position time of the Presidency until the next regularly scheduled election.

(1) The Executive Council may replace a Vice President as follows: When a vacancy occurs during the regular term of an elected Vice President, two nominees for his replacement are to be selected by the outgoing Vice President (or by the Executive Council in the event of the demise, incapacity, or inaction of the Vice President), one of whom shall be currently an active Associate Vice President in that district. Any nominee must be qualified for the office of District Vice President as provided in Article IX. An election shall be conducted by AMA Headquarters by mailing ballots to the Adult members of the District.\* A plurality vote shall elect. A period from date of mailing to close of receipt of balloting will be established by the Executive Council. When a vacancy occurs within three months of the end of the current term of office, or when a Council meeting is called or scheduled during the nominating and voting period, the outgoing Vice President (or the Executive Council in the event of his demise, incapacity, or inaction) shall make an interim appointment from among the active Associate Vice Presidents in the district.

*\*Park Pilot members do not have voting rights.*

(2) The Executive Council may replace a President or Executive Vice President.

**Section 3.** Any elected officer of the association is limited to serving in the same position to three consecutive full terms. After this third term, the officer may not run again for the same elected position without standing down for at least one election cycle. After one cycle, an individual may run again for a previously held position and be eligible to serve for another three consecutive full terms. In any election, if there is no qualified candidate\* of record (as determined by the chair of the Nominating Committee) 30 days before the nomination process ends\*\*, an incumbent officer who has served the maximum number of complete terms may then be considered for an additional term by being nominated, per normal procedures, for the position currently held. If elected, this officer must stand down after this one term unless there is no qualified nominee, as determined above, in a subsequent cycle.

*\*A qualified candidate is defined as someone who meets all the qualifications necessary to hold the office he or she is seeking including, but not limited to, Leader Member status as confirmed by the Membership Department on the date of nomination.*

*\*\*The end of the nomination process is defined as the last day when nominations will be accepted at AMA Headquarters for the current year elections.*

**Section 4.** The President shall be the Chief Executive Officer of the AMA. The President shall be a member, ex-officio, of all regular and special committees except the Nominating Committee. The President shall have the authority to establish or dissolve any committees other than those established by the Bylaws or the Executive Council and to appoint or remove committee chairmen, except as otherwise provided by the Bylaws; and to make final and binding decisions relative to unresolved disputes and protests.

**Section 5.** The Executive Vice President is an Officer of the AMA, and will perform such duties and responsibilities as may be assigned by the President or the Executive Council of the AMA. The Executive Vice President shall assume the duties of the President in the event of a vacancy as described in Section 2, until such vacancy is filled and when so acting shall have all the powers of, and be subject to all the restriction upon the President.

**Section 6.** The District Vice President of each of the AMA districts, as a member of the Executive Council, will formulate policy, serve on committees (when appointed), and resolve other matters brought before the Executive Council. The District Vice President will appoint all of the following for his district: Contest Board members, Contest Coordinator(s), Frequency Coordinator, and Associate Vice President. The District Vice President is responsible for maintaining Academy contact within the district and providing coordination with Headquarters on AMA matters.

**Section 7.** The Associate Vice President is not an elective office. He/she is appointed by the District Vice President of his/her AMA district. The Vice President of each district shall determine the number of AVPs required in his/her district. The Associate Vice President will serve as a liaison between the members of the district and the District Vice President. He/she may attend functions on behalf of the Vice President and perform other duties as required within his specific area. Associate Vice Presidents are required to hold the membership classification of Leader Member.

**Section 8.** The Executive Director shall be the Chief Operating Officer of the AMA. He shall be directly responsible to the Executive Council for the operation of the AMA Headquarters staff and for the conduct of AMA business. He shall be responsible for accepting funds and making disbursements, for keeping books and records required by the Articles of Incorporation, the Bylaws, the Executive Council or applicable law,

for the submission to the Executive Council of an annual report on income and expenses of the preceding year and for a budget for the coming year (at such time or times as the Council may direct). The Executive Director shall assist the President, Executive Vice President, and the Vice Presidents in the performance of their respective duties.

**Section 9.** The Chief Financial Officer/Treasurer of the AMA shall be an Officer of the AMA and a non-voting ex-officio member of the Executive Council. The Chief Financial Officer/Treasurer shall be appointed by a  $\frac{3}{4}$  affirmative vote of the Executive Council at the first Executive Council meeting after the election of the even-numbered District Vice Presidents for a three-year term. The Chief Financial Officer/Treasurer position is a voluntary Executive Council Board position. The Chief Financial Officer/Treasurer shall serve in accordance with the position description of functions and be subject to minimum qualifications and experience as adopted by the Executive Council.

## **ARTICLE XI**

### **Executive Council**

**Section 1.** The management of the affairs of the AMA shall be vested in a governing body, to be known as the Executive Council.

**Section 2.** The Executive Council shall be composed of the President, Executive Vice President, Chief Financial Officer/Treasurer, a District Vice President from each district, and an officer of the National Aeronautic Association (NAA) designated by the NAA. The NAA designee is an ex officio member who has the right to vote, but shall not be counted in determining if a quorum is present at a meeting. The Chief Financial Officer/Treasurer is a nonvoting member of the Executive Council. The AMA President shall act as Chairperson of the Executive Council.

**Section 3.** The Executive Council shall have the authority to supervise the affairs of the AMA, establish policy, and the rights and privileges of the Executive Council.

### **RESPONSIBILITIES OF THE EXECUTIVE COUNCIL**

**(a)** Establishes the Mission, Purpose, and Vision of the Academy. It is the Executive Council's responsibility to create and periodically review the Mission Statement, Purpose, and Vision, so that they articulate the Academy's goals, means, and membership served.

**(b)** Selects and employs the Executive Director, establishes the Executive Director's duties and responsibilities. The Executive Council must undertake a careful search to find the most qualified individual for this critical position. The Executive Director is the Executive Council's representative and is responsible for directing AMA Headquarters operations and implementing the Executive Council's policy.

**(c)** Supports and evaluates the Executive Director. The Executive Council should ensure that the Executive Director receives strategic direction, guidance, and support from the Executive Council, as well as periodic evaluation of the Executive Director's performance and skills to continue to further the goals of the Academy.

**(d)** Establishes a long-term Strategic Plan for the Academy. To ensure effective planning, Executive Council members must actively participate in the overall strategic-planning process and assist in creating, implementing, and monitoring the plan's goals.

**(e)** Establish committees to develop and strengthen programs and services in support of the current Strategic Plan. It is the Executive Council's responsibility to work with the President, Executive Vice President, and Executive Director to determine which programs and services are consistent with the organization's mission and establish committees to further goals and objectives and monitor effectiveness.

**(f)** Ensure adequate financial resources. One of the Executive Council's foremost responsibilities is to secure adequate resources for the Academy to fulfill its mission.

**(g)** Protect financial and physical assets of the Academy and provide proper financial oversight. The Executive Council must assist in developing the annual budget, ensuring that proper financial controls are in place.

**(h)** Build a competent Executive Council. It is the Executive Council's responsibility to orientate and educate new council members concerning their duties and responsibilities, and to identify the skillsets of Executive Council members, engaging them to further the mission and vision of the organization.

**(i)** Ensure legal and ethical integrity. The Executive Council is ultimately responsible for adherence to legal standards and ethical norms, based on informed discussion.

**(j)** Enhance the organization's public standing. The Executive Council should clearly articulate the organization's mission, accomplishments, and goals to the public and garner support from the community and governments.

**(k)** The Executive Council has the sole authority to limit, alter, or suspend the rights, privileges, and or benefits of Executive Council members by a  $\frac{2}{3}$  majority vote of the Executive Council. Executive Council members must always act as a unit—no individual has the authority to make decisions independently.

**(l)** Executive Council members must make every effort to attend all Executive Council meetings, and come to them prepared. Reviewing agenda items and any reports from council members, committees, Executive Director or staff prior to each meeting not only allows the meetings to progress in a timely fashion, but also helps to ensure that all Executive Council decisions are based on informed discussion.

**(m)** The Executive Council has access to and exercises oversight of any and all AMA administrative, contractual, and financial documents,

records, and reports of the association.

**Section 4.** Official decisions may be made by a  $\frac{2}{3}$  majority mail or electronically communicated vote or by a quorum at an Executive Council meeting. A quorum shall consist of at least 50% of current Executive Council members. A District Vice President may designate an Associate Vice President or Leader Member from his or her district to represent the district at Executive Council meetings with all rights and privileges including proxy voting.

**Section 5.** Decisions of policy shall not be at variance with the stated purposes and objectives of the Bylaws or the Articles of Incorporation of the AMA.

**Section 6.** Any bona fide AMA member may initiate a formal request for Executive Council action by submitting a petition to the Vice President from the district in which the member resides. The petition should include a written description of the nature, type, and extent of Executive Council action recommended. The District Vice President shall forward copies of the petition to the President and to the Executive Director, who shall forward copies to all members of the Executive Council. Either the President or any member of the Executive Council may have the matter placed on the working agenda.

## **ARTICLE XII**

### **Competition Jurisdiction**

**Section 1.** Contest Boards shall be established by the Executive Council as required. A Contest Board shall consist of one member from each district. Contest Board members shall be appointed by the respective District Vice President and their term of office shall coincide with the Vice President's term of office. The District Vice President may replace a Contest Board member for cause at any time or upon the resignation of the Board member. Each Contest Board Chairperson shall be elected by majority vote of the Contest Board members, to serve a two-year term. The elected Chairperson fills and serves at this position at the approval of the AMA President. The President, or his delegate shall be the overall coordinator of Contest Board activities.

**Section 2.** The Executive Council has defined areas of responsibilities for competition jurisdiction, outlining those areas that are properly belonging to the Contest Boards and those belonging to the Executive Council. For this reason no member of the Executive Council shall be a chairman of a Contest Board.

**Section 3.** Each AMA Contest Board shall be charged with drafting national model competition and record rules, enforcement of same, review and evaluation of the rules on a periodic basis, making necessary revisions under the procedures outlined in the "Contest Board Procedures" document provided by the Executive Council. Additionally, various areas of jurisdiction are assigned to the Executive Council exclusively or to the Executive Council and Contest Board acting jointly. These divisions of jurisdiction are identified as subheadings within the various rule book sections.

**Section 4.** Except as provided in Section 5, international aeromodeling activity, including FAI matters, shall be coordinated under the supervision of the President, or his appointed delegate(s). Actions taken by the President or his appointed delegate(s) may be changed by  $\frac{2}{3}$  vote of the Executive Council. Additionally, the President or his appointed delegate(s) shall represent the United States at international model activities when necessary.

**Section 5.** The President or his designee shall be the FAI-CIAM delegate.

**Section 6.** The Executive Council shall retain power over Contest Board actions and procedures which may create unforeseen legal or conflicting policy questions for the AMA.

## **ARTICLE XIII**

### **Official Publication**

There shall be one or more official printed or electronic publications of the AMA to be published regularly as directed by the Executive Council. The role of these publications shall generally be to serve as a vehicle to accomplish the purposes of the AMA. They may offer information of general interest to the AMA membership and shall be among the means by which official information is distributed to the membership. The official AMA publications shall be prepared and distributed under the supervision of the Executive Director. The number and nature of official publications shall be determined by the Executive Council. The Council shall also decide whether any such publication shall be provided as a direct benefit of membership (automatically, via dues payment) or supplementary (at extra charge).

## **ARTICLE XIV**

### **Order of Business**

The order of business for each Executive Council meeting shall be determined by the President in consultation with the Executive Director. The President shall be the Chairperson of the meeting. The rules governing the conduct of all such meetings shall be determined by the Executive Council.

## **ARTICLE XV**

### **Amendments**

Recommendations for Bylaws changes may be proposed in writing by any member of the Executive Council, any member of the Bylaws Committee, or any 20 members of the Academy. The Executive Council shall direct proposed amendments to the Bylaws Committee for recommendations prior to deliberation by the Executive Council. If the recommended amendment(s) are accepted by a majority vote of the Executive Council, the amendment(s) must be ratified before adoption by mail, fax, or electronic/email ballots sent to Leader Members. An affirmative vote of  $\frac{2}{3}$  of the Leader Members responding within 45 days of issuance of ballot shall adopt the amendment(s).

# Standing Rules to the Bylaws of the Academy of Model Aeronautics

*Relating to Article X, Section 2*

At the first meeting of each year, each Vice President will recommend a qualified replacement in case of the Vice President's incapacity or death.

## Guidelines for Nominating Committee Operations

*Relating to Article IX*

### Composition of Committee:

- (a) All eleven Vice Presidents and the Executive Vice President are to sit on the Nominating Committee and will constitute the Committee in total. (Legal counsel may attend **and should be consulted if a nomination is to be withheld from the ballot.**)
- (b) Members of the Nominating Committee shall not be barred from becoming a candidate for office themselves.
- (c) Vice Presidents who are unable to attend the Nominating Committee meeting may appoint a proxy to vote for his/her district. Qualifications for being a proxy: you must have written permission (email and faxes are acceptable) from the absent Vice President and be a current Associate Vice President or Leader Member from that district. Executive Vice President who is unable to attend the Nominating Committee meeting may appoint a proxy. His/her proxy can be a current adult member from any district, preferably a current Leader Member of the Academy.
- (d) The President and Executive Director are not to be a member of this committee and are not to appoint an ex officio or proxy.
- (e) The Committee meeting is open only to committee members (proxy included) and legal counsel.

### Chairperson Selection and Responsibilities:

- (a) The chairperson shall be elected at an Executive Council meeting prior to the Nominating Committee meeting.
- (b) The chairperson shall be ratified by the President at that meeting.
- (c) The chairperson of the Nominating Committee will verify that all candidate proposals, acceptance statements, and resumes have been received within the time frame described in Candidate Guidelines. This should be done by the chairperson at least 20 days prior to convening of the committee meeting. Prior to this time AMA Headquarters will verify information as it is received and notify the chairperson of any potential problems. If any of these items are missing it is the responsibility of the committee chairperson to contact the candidate, informing him/her of the missing documents and the deadline by which this information should be received. **Chairperson should contact candidate by mail, email, or telephone. Accurate record of times the candidate(s) have been contacted should be kept, if by mail it should be done certified, return receipt.** It will then be the responsibility of the candidate to supply the missing information. All documents must be present at the Nominating Committee meeting.
- (d) At the discretion of the chairperson, legal counsel may be required to attend.
- (e) The chairperson is responsible for providing copies of all documentation to the rest of the committee at the beginning of the meeting.
- (f) The committee shall examine, evaluate, and discuss all written proposals for candidacy of office (see item c, Candidate Guidelines). The nomination letters shall be placed in evidence by the chairperson and at least one of the letters for each candidate shall be read aloud.
- (g) The discussion period shall be limited by the chairperson to reasonable time for ample discussion of the qualifications of each candidate.

### Meeting Conduct:

- (a) The chairperson shall open the meeting and preside over the proceedings.
- (b) The chairperson shall appoint a recording secretary and a teller. The teller shall not be a candidate for office.
- (c) If an incumbent has been properly nominated and has accepted the nomination, he/she may elect to remain or leave the room during the discussion and/or voting for his/her office.
- (d) Ballot is limited to three (3) nominees, but not required, per office.

### Recording Secretary and Teller—duties and responsibilities:

Recording Secretary shall:

- (a) Keep full, accurate, and detailed written minutes of the proceedings;
- (b) Within 24 hours after adjournment, give a full, written report including the results of all voting procedures to the President, Executive Vice President, Executive Director, and the meeting Chairperson.

### Teller Responsibility:

- (a) Shall distribute, collect, and tabulate all ballots with the assistance of the Recording Secretary.

### Voting:

- (a) If only three names are submitted for a district or national office, the chairperson may move for a nomination by acclamation.
- (b) If placing an incumbent's name on the ballot is in question, voting on that issue shall precede voting for other nominees (see c, Candidate Guidelines).
- (c) Voting for placing candidate(s) on the ballot shall follow the sequence of President, Executive Vice President, Vice President.
- (d) One vote per committee member or proxy, per candidate.
- (e) A simple majority prevails (see c, Candidate Guidelines for exception).

**Finalization of Proceedings:**

- (a) At the conclusion of the meeting the committee will verify the minutes and ballot. Such verification will be a recorded vote which requires  $\frac{3}{4}$  of the committee for acceptance. Failing such acceptance, the committee will continue to deliberate until such acceptance is reached. The ballot developed will be final for that election. The acceptance vote will be recorded during the ensuing Council meeting.
- (b) The chairperson will present the written report/voting record of the Nominating Committee meeting to the Executive Council at the first meeting that occurs after the Nominating Committee meeting.
- (c) No person elected to and serving as an active member of the Executive Council shall be paid for any regular column or article in *Model Aviation* magazine. Exception may be made for such articles as the coverage of special events provided prior arrangement was made for said article. Articles and columns printed in the "AMA News" section are not paid contributions. No paid columns may be submitted after the individual has been placed on the ballot.

**After the minutes have been presented to the Executive Council, all notes, minutes and files shall be turned over to the Executive Director.**

**Adjournment:**

An affirmative vote of an adjournment motion duly made and seconded will adjourn the meeting.

**Candidate Guidelines:**

All correspondence must be submitted electronically to AMA HQ Muncie, IN. Failure to meet all requirements, will disqualify said nominee.

- (a) No person may nominate himself/herself for office.
- (b) No person shall simultaneously hold two positions on the Executive Council. In the event a person holding an office is elected or selected to a second position on the Executive Council, that person must choose which of the two positions he/she will continue, such decision to be made within 48 hours of the announcement of the selection, or else the person so affected will be deemed to have selected to remain in the first office held.
- (c) Incumbent is automatically placed on the ballot, provided that he/she has been properly nominated and accepted, except that a  $\frac{3}{4}$  vote against may withhold the incumbent's name from the ballot (see Bylaws, Article IX, Section 2).
- (d) All nominations must be received at AMA Headquarters thirty (30) days prior to the convening of the Nominating Committee's annual meeting. All information must be submitted by electronic means.
- (e) Candidate must be a legal resident of the district in which the election is being held; this does not apply to the office of President or Executive Vice President.
- (f) Candidate must be a current AMA member with Leader Member status (other qualifications apply to the office of President and Executive Vice President, Article IX, section 3).
- (g) No person elected to and serving as an active member of the Executive Council shall be paid for any regular column or article in *Model Aviation* magazine. Exception may be made for such articles as the coverage of special events provided prior arrangement was made for said article. Articles and columns printed in the "AMA News" section are not paid contributions. No paid columns may be submitted after the individual has been placed on the ballot.

**Candidate Acceptance:**

All correspondence must be submitted electronically to AMA HQ Muncie, IN. Failure to meet all requirements, will disqualify said nominee.

- (a) A letter of acceptance by the candidate must be electronically submitted 15 days prior to the meeting.
- (b) Along with a résumé of professional qualifications and model aviation experience, résumé should include, but not be limited to, the below areas of consideration. Information must be received at AMA Headquarters 10 days prior to the Nominating Committee. Campaign statements will not be read by any person until it is determined who will be placed on the ballot.
  1. Management experience.
  2. Financial background.
  3. Insurance employment and/or expertise.
  4. Legal background.
  5. Technical background, including areas of aeronautics, electronics (especially in radio frequency propagation and usage), acoustics (as related to noise studies and analysis), and other areas of engineering.
  6. Aeromodeling background must be noted. The individual will be required, if elected to national office, to deal with questions related to all areas of aeromodeling and should have a broad-based background.

**Campaign Communication**

For the purpose of equitable access to the membership and monitoring of publications the following guidelines will be used.

- (a) Campaign statements published in *Model Aviation* remain as currently defined and at the option of the candidate, is to include one current head shot photo of the candidate.
- (b) In addition to being in *Model Aviation*, campaign statements will be included with official AMA mailed ballots.
- (c) Each candidate is allowed one AMA-financed campaign email push, which will occur simultaneously for each race. It will consist of a maximum of 750 words (a URL will be considered one word) and one current head-shot photo if desired. The

content of the email push is due to the AMA HQ 10 days after the nominating committee has determined the ballot. The content of the email must be sent electronically so that it may be cut and pasted by staff to eliminate error. The email will be sent 20 days after the nominating committee has set the ballot.

- (d) The campaign ballot will list all candidates in alphabetical order, by last name.
- (e) Electioneering, the practice of working actively to secure votes for a candidate in an election directly or through innuendo is prohibited by elected officers, employees of the AMA, or volunteers in the following manners; All AMA's publications including but not limited to, the AMA's magazines (all political ads can be purchased at the discounted club rate), AMA communication channels (AMA Today, etc.). The AMA's websites and district websites will not be used for electioneering. All AMA membership information including but not limited to, mailing lists produced by the AMA, or any official membership information will not be used for electioneering.

### **Campaign Etiquette**

- (a) Campaign banners (one per candidate) can be placed on AMA property, next to the flying site access road, not more than 250 yards south of Headquarters. Printed material, cards, and flyers can be distributed on-site by candidates or their supporters.
- (b) AMA staff will follow a policy of neutrality in all campaigns.
- (c) AMA funds will not be used for campaigning to include purchasing of any printed material, digital, or electronic media.
- (d) Proprietary AMA information, including all strategic information and knowledge will not be used in campaigning. It is expected that all candidates will campaign on their attributes and ideas. Evidence of negative campaigning, or improper use of AMA assets and funds, will be brought before a Campaign Election Review Commission appointed by the Executive Council. Disciplinary action could include a candidate's disqualification.

## **Executive Vice President**

*Relating to Article X*

**Title:** Executive Vice President

**Class:**

- An AMA Executive Officer ranking immediately below the President and a voting member of the Executive Council.
- Voluntary position with AMA budget for travel and business expenses.
- Elected by mail ballot of Leader and Adult members to a three-year term.\*
- Reports directly to and receives direction from the AMA President and Executive Council.

*\*Park Pilot members do not have voting rights.*

**Summary:**

- Primary responsibilities include working closely with the President, Executive Council and Executive Director to support the mission and vision of the AMA.
- Shall assume the duties of the AMA President upon the death, incapacity, inactivity, resignation, impeachment or removal of the AMA President.
- May assume some of the ceremonial duties of the AMA President, such as attending functions and events when the President is unable to attend.

**Responsibility:**

- Responsible for working with the President, Executive Council and the Executive Director to identify strategic issues and goals; and develop plans and methods to achieve goals and objectives.
- Assist in coordinating programs, events, projects and activities to ensure timely, proper, and efficient completion.
- Monitor and evaluate programs and advise when it is necessary to deviate and update programs and plans to reflect a new direction.

**Essential Functions:**

- Attend and participate in Executive Council meetings.
- Conduct Executive Council meetings in the President's absence.
- Develop productive relationships with AMA staff and department heads.
- Develop positive relationships with external organizations that impact on the AMA.
- Work toward providing additional value, services, and satisfaction for AMA members and clubs.
- Serve on or chair any AMA committees as assigned.
- Perform other duties and responsibilities as assigned by the President or Executive Council.

**Credentials and Experience:**

As per Article IX "Nominations and Elections" Sections 1-6:

- To be eligible to discharge the duties of AMA Executive Vice President, the nominee must be a Leader Member of the AMA, and must previously have served as a member of the Executive Council or as Associate Vice President or as a Contest Board member for at least one year.

## AMA's Chief Financial Officer/Treasurer

*Relating to Article X*

**Title:** Chief Financial Officer (CFO)/Treasurer

**Class:**

- An AMA Executive Officer and non-voting member of the Executive Council.
- Voluntary position with AMA budget for travel and business expenses.
- Appointed by the Executive Council to a three-year term. Reports directly to and receives direction from the AMA President and Executive Council.

**Summary:**

- Primary responsibilities include developing and structuring financial plans for the organization.
- Maintaining contact with brokers, investment bankers, and trust department officials regarding AMA stock investments.

**Responsibility:**

- Responsible for overseeing financial statements and budgets updated and accurate.
- Keeping in close contact with banking officials regarding loan requests, negotiating of interest rates, and general banking services.
- Monitoring and dealing with AMA's stock market investments, and dealing with all relevant individuals associated with AMA's investments.
- Verifying and handling all tax-related matters associated with non-profit organizations.
- Providing annual fiscal reports to the membership, periodic fiscal reports (not less than quarterly) to the Executive Council and oversight on the AMA Comptroller.

**Essential Functions:**

- Attendance and participation in Executive Council Meetings.
- Supervise budget preparation and financial planning for the organization.
- Structure loan requests, negotiate interest rates, and manage other applicable bank services.
- Anticipate cash shortfalls and have plans in place to cover those needs if they occur.
- Work with stockbrokers, investment bankers, and trust department officials on a regular basis regarding AMA's stock investments.
- Be well versed and able to evaluate all tax related matters and codes for nonprofit organizations, including direct involvement in auditor selection.
- Perform other duties and responsibilities as assigned.

**Credentials and Experience:**

- Bachelor's Degree in Management, Finance, or equivalent required.
- Minimum 5 years work experience in a management, financial, or equivalent field.
- Investment experience preferred.

## AMA Vice Presidents

*Relating to Article X*

### Duties Guidance for AMA Vice Presidents

To better serve members and the Academy, AMA has developed duties for Vice Presidents and Associate Vice Presidents (AVPs). These duties are intended to offer guidance on leadership methods and procedures that best serve AMA and its individual districts. As each Vice President serves within their district and as a member of the AMA's Executive Council, the duties are organized in "National" and "District" categories.

While every district is physically and operationally different, and each may require unique management, the duties are universally applicable. Where needed, Vice Presidents should look to the President, Executive Vice President, and other council members for direction in achieving their duties.

**The Vice President's Role:** Think nationally in the best interest of the Academy, and act locally to link AMA's goals and objectives to district actions.

**AMA Vice President—National Responsibilities:**

1. Make attendance at all Executive Council meetings, Conference Calls, and AMA National Meetings a priority.
  - As the elected representative of members within their district, it is each Vice President's responsibility to actively participant in Executive Council sessions and National meetings.
2. Review all EC agenda items and become knowledgeable about current issues, member concerns, and regional and national issues that affect aeromodeling.
  - To fully understand and participate in Executive Council meetings and AMA affairs, each Vice President must stay abreast of all significant issues and matters that affect the Academy and aeromodeling, and assist the Executive Council in making decisions.
3. Become familiar with the AMA; *Membership Manual*, National Safety Code, Bylaws, and Standing Rules.
  - The rules and procedures of the Academy provide a common structure of understanding for all stakeholders. To effectively participate as an AMA officer, Vice Presidents must have a good working knowledge of rules, policies, and procedures, and the ways in which AMA operates.

4. Serve on committees and workgroups as established by the Executive Council or the President.
  - AMA's Executive Council consists of individuals with varied backgrounds, knowledge, skills, and experience. As a council member, Vice Presidents are expected to serve on committees and provide their skills and capabilities to benefit the Academy.
5. Endorse and support AMA programs, national positions, and policies.
  - The Executive Council is a "democracy" of representatives for our members. After a consensus of opinion from the Executive Council is determined or voted upon, it is imperative that the council provide a unified voice to the membership and external stakeholders. Only through the consistent communication of matters and decisions can the Executive Council act as a unified leadership body.
6. Explore, research and stay abreast of new aeromodeling technologies as they evolve.
  - To be relevant to the aeromodeling community, AMA must be informed about technological advancements and trends. As the "face" of AMA within their districts, it is important that Vice Presidents and other officers be knowledgeable about these advancements.
7. Research, review, and question how AMA's annual budget is developed and implemented.
  - To be effective, AMA must efficiently manage its financial affairs and business investment decisions. Only through a good understanding of AMA's budget and finances can council members make prudent decisions about budget and program approvals.
8. Provide assistance by working through the President and Executive Director, to Headquarters staff on administrative and process improvements and new technologies where applicable.
  - The best organizations adopt the best techniques of other organizations. Utilizing the office of the Executive Director, Vice Presidents, and other officers should provide constructive suggestions and feedback on leading-edge methods and technologies. This is especially warranted for "lessons learned" in the field that relate to clubs and members.
9. Maintain confidentiality where necessary or required.
  - Legal affairs, personnel matters, and similar situations necessitate confidentiality. Vice Presidents and other officers are required to maintain confidentiality where advised by legal counsel, where required by law, or where protecting the rights of individuals, organizations, or the Academy.
10. Utilize the Executive Council's accepted electronic business tools, methods, procedures, and group protocols.
  - The effectiveness of AMA's Executive Council relies on consistent communication and standardization of information, to support informed decision making and decisive actions. Each Vice President and EC member must utilize the same tools for cohesive council outcomes.

#### **Vice President; District Responsibilities:**

1. Serve as a leadership role model for AVPs, LMs, and members.
  - Providing ongoing leadership guidance to AVPs and LMs is integral to their performance and development as regional leaders. Only through demonstrated leadership from Vice Presidents will AVPs, Leader Members, and the general membership respond.
2. Write a monthly district column published in *Model Aviation*.
  - Members look to the *Model Aviation* district columns for news and information "of the district." Positive reporting of people and events within each district provides ideas and examples for clubs and members, and gives recognition for efforts and jobs "well done." As a VP it is your responsibility to have your column completed and submitted by the first of each month.
3. Manage the district budget, including submission of monthly reports and receipts.
  - District budgets and expenditures are the responsibility of each Vice President. Accepted accounting procedures require that Vice Presidents and other officers account for, and document, expenditures in a timely manner. Expenses are expected to be submitted monthly.
4. Travel throughout the district meeting and listening to your district members.
  - Vice Presidents represent their members and lead their districts. Serving the office of Vice President requires visibility, human interaction, and establishing personal relationships. At a minimum, Vice Presidents should attend the major events in their districts. As a guideline, VPs travel twice per month to events held in their district.
5. Establish an effective team of District AVPs who are committed to representing AMA, and who will actively pursue their assigned duties.
  - As a Vice President, you are responsible for your AVPs' performance. To help provide effective AVPs, you should ensure AMA AVP shirts, badges, business cards, literature, programs, stationery, and district logo where applicable are used. Provide and enforce the established AVP duties list, and support training and education of your AVPs. Work to motivate AVPs to attend events, including AVPs serving as your representative for events you cannot attend. Ensure a network of local member support through active AVPs and LMs. Retire AVPs who prove to be inactive or inappropriate representatives. Listen to AVP feedback, especially for member concerns, safety issues, club issues, and AMA's organizational performance. Communicate to AVPs about marketing programs, club support, special initiatives, and establishing and maintaining community liaisons.
6. Assist the development of the Leader Member program.
  - Working through your AVPs, assist in the development of Leader Members. The goal is one active LM per club.
7. Organize, develop, and support linkages between AMA's national programs and local club involvement.
  - AMA's programs need support in each district. Through your network of AVPs and LMs, strive to support and implement national programs at local levels.
8. Employ both face-to-face and electronic communications tools.
  - Seek new methods and technologies within the district that better serve members. Email, websites, social media, WebEx meetings, and conference calls all serve to complement face-to-face communication. Utilize these tools to support balanced communication with clubs and members.
9. Provide materials and program support locally where required.
  - AMA has an effective system of materials for its national programs. In each district, the Vice President should work to ensure that clubs, AVPs, LMs, and hobby shops are provided with these materials.
10. Administer member inquiries to and from AMA Headquarters when appropriate.
  - Much of the role of a Vice President is facilitating member inquiries to and from Headquarters. These inquirers frequently involve club issues or member concerns, or simple requests about programs and services. Vice Presidents should strive to ensure that local support is provided where needed, and good communication exists between Headquarters and the district.
11. Identify potential leaders through networking and the LM program.

- Today’s members are tomorrow’s leaders. It is each Vice President’s duty to identify and mentor potential leaders that can rise within the district. Through effective communication, expectation setting, and leadership by example, Vice Presidents should strive to ensure a stream of future leaders.

**12.** Appoint District Contest Coordinators, Frequency Coordinators where required, Contest Board members, and FAI Team Selection Committee members. Some districts also have a District Safety Coordinator and Education Coordinators where desired.

- It is the VP’s responsibility to appoint these people when a vacancy exists. It is recommended that the VP consults with the various special interest groups to determine an appropriate Contest Board and FAI Team Selection Committee candidate prior to filling a position vacancy.

**13.** Acknowledge achievement of members and clubs through AMA’s established awards system.

- In order to recognize the leadership of AMA’s most outstanding clubs and members, the Academy has established a structure of awards that celebrates achievement and contributions. Each Vice President should seek and publicly acknowledge the highest-performing clubs and members through presentation of appropriate awards.

## **Associate Vice Presidents**

*Relating to Article X*

### **1. APPOINTMENT OF ASSOCIATE VICE PRESIDENTS**

**A.** In accordance with the Bylaws of the Academy, as revised 1 May 1989, each District Vice President shall appoint as many Associate Vice Presidents as authorized by Executive Council action. The number of Associate Vice Presidents will vary with District geographic area and member population.

**B.** The Associate Vice President shall be appointed, at the discretion of the District Vice President, in a manner that will best serve the needs of the District. This can be by geographic area or by assignment of a specific group of charter clubs within a district. Each Associate Vice President should be made aware of his/her area of responsibility.

**C.** Until such time as it becomes possible to fund for Associate Vice President travel within his/her area the relative size of the area should be kept as small as feasible. Excessive travel requirements of volunteers should be minimized.

**D.** Associate Vice Presidents may be removed at the discretion of the District Vice President. This could be for non performance in the area of recommended duties or other causes for lack of confidence in associations with members or the Vice President.

### **Duties and Responsibilities Guidance for Associate Vice Presidents**

#### **Purpose:**

To best serve its members, clubs and programs, the Academy of Model Aeronautics (AMA) has developed duties and responsibilities for its Vice Presidents (VPs) and Associative Vice Presidents (AVPs). This document outlines AVP objectives and responsibilities, for AVPs working under the direction of their respective Vice President.

#### **Application:**

While each AMA district is geographically, and by necessity, operationally different and each may require unique management, the duties of an AVP are universally applicable, as recommended by the District Vice President.

#### **Role of the AMA Associate Vice President (AVP)**

Associate Vice Presidents are appointed to their position by the Vice President in their respective districts. AVPs do not serve for a specific term or time frame, but at the pleasure of their Vice President. As described in the AMA bylaws and Standing Rules, each Vice President has the sole authority to make changes in AVP positions as deemed necessary for the benefit of their District and the Academy.

*“The Associate Vice President will serve as a liaison between the members of the district and the District Vice President. He may attend functions on behalf of the Vice President and perform other duties as required within his specific area.” A Vice President may designate an Associate Vice President from his district to represent his district at Council meetings with all rights and privileges except the right to vote.”*

With specifically limited authority, a designated AVP may act in the Vice President’s absence. The AVP Provides a communication link between the VP and Leader Members. The AVP also represents AMA at club meetings and events, and acts to facilitate communication between all AMA members, clubs, hobby shops, civic organizations, and the community at large, thus providing a positive impact on model aviation.

### **Associate Vice President, Recommended National AMA Duties**

**1.** Become familiar with the AMA *Membership Manual*.

*AVP note:* Being knowledgeable about AMA’s structure, functions, and helps you provide better services and information to members and clubs. This knowledge improves visibility into AMA and improves AVP credibility!

**2.** Become knowledgeable about all of AMA’s web sites and know where to go to get information.

a. Learn to navigate AMA’s websites and how to download AMA Documents and Membership Manual, and AMA Programs such as Take off And Grow (TAG), Flying Site Improvement Grants, Disaster Grants, Carl Goldberg Award information, and Scholarship application.

b. Become familiar with the Model Aviation Library.

c. Become familiar with the AMA BLOGS.

**3.** Read AMA’s print publications and subscribe to all AMA digital communications.

**4.** When attending National or District AMA events or meetings, dress in AMA attire.

*AVP note:* Wearing AMA shirts and hats, and displaying your AMA provided name badge, makes it easy for others to recognize who you are and your position as an AVP. This communicates to clubs and members AMA’s participation in their events. It also provides consistency with your VP, other Council members, and AMA Staff.

**5.** Obtain preapproval for all expenses through your District Vice President and submit expense vouchers for reimbursement of any authorized funds. These vouchers must be submitted through the District Vice President.

### **Associate Vice President, Recommended District and Local Duties**

1. When asked by a Vice President, an AVP will represent the VP at specific meetings, events, award ceremonies.

*AVP note:* While AVPs are AMA officers, they have no authority to make any decision or take unilateral action on behalf of the Academy. Such authority is reserved for AMA Council Members elected by the membership.

2. Investigate and advise the Vice President regarding incidents or complaints from members, either as brought directly to the attention of the AVP or as delegated by the Vice President.

*AVP note:* In all cases, where incidents of formal complaints are addressed to an AVP, the AVP must advise the Vice President of the communication. It should be noted that the AVP does not have the authority to stop any club event or sanctioned event from taking place.

3. AVPs need to become familiar with their District website and learn how to navigate, and download information and be able to show others how to do the same.

4. The Vice President will establish each AVP's specific duties and reporting requirements based upon the District's geography, demographics, club density, AVP territory and similar factors. Often the VP will assign a given territory, or a list of AMA Chartered Clubs for the AVP to work with.

*AVP note:* The AVP is responsible for becoming familiar with the clubs, officers, and influential people within your area, and the social and political nature of each club. It is important that AMA knows which Chartered Clubs are friendly to new members, and those clubs that are active in their communities and perform charity work.

5. Get to know the Leader Members in your region, and provide information on qualifications and applications. Encourage each Club to have at least one active Leader Member.

*AVP note:* Leader Members are the highest level of AMA Membership and AMA wants to engage LM's to perform liaison with our clubs. As AVPs cannot attend every club meeting or function, LM's can provide monthly AMA updates to clubs and members. Leader members are essential for effective communication, particularly in geographically large districts.

6. If assigned clubs by your District VP, visit and interact with each club you're assigned for the purposes of:

a. Serve as a liaison between the Vice President and the members within the District.

b. Advise clubs on active AMA programs including but not limited to contests, grants, youth training camps, scholarships, awards, leader clubs and election opportunities.

c. Assist clubs with flying site issues with advice and referral to AMA flying site officials.

7. Seek and support activities that advance the image and growth of model aviation.

8. If requested by your Vice President, provide at least one annual column report and photographs of newsworthy club events and members news. Clubs and members really look forward to seeing their activities in print.

The Academy of Model Aeronautics, all Officers, and your fellow members thank you for volunteering your time and effort to further the goals and needs of the Academy. Please feel free to contact your Vice President at any time with questions or suggestions.

## **Handling Complaints Which May Lead to a Hearing**

*Relating to Article V*

### **Member Discipline:**

1. Pursuant to the authority of the Executive Council as set forth in Article V, Section 5 of the Bylaws, the Executive Council has the authority to provide for and to impose disciplinary action for any violation of any of the terms of the Articles of Incorporation, Bylaws, Rules of the AMA, or which is detrimental to the AMA or model aviation. The Executive Council therefore may, at its discretion, promulgate policies and procedures relating to discipline of members which do not justify expulsion from membership. The Executive Council has the authority to discipline members in accordance with such policies and procedures as duly adopted and ratified by the Executive Council. Said policies and procedures are independent of any Bylaw dealing with a member-to-member complaint or complaints regarding contest directors, which investigation and disciplinary procedures may also be subject to the Standing Rules.

2. A member complains to a member of the Executive Council or AMA Headquarters about actions of another member. Most complaints can be resolved at this stage. All efforts should be resolved at this level via telephone or email.

3. If the complaint is serious, or cannot be resolved by normal methods, the elected officer will consult with the Executive Director—or vice versa if the complaint was made to AMA Headquarters.

4. The Executive Director, the President, and the elected officer will evaluate the complaint and decide whether or not to send a form "Statement of Charges" to the complainant.

5. If a Statement of Charges is sent to the complainant, returned fully completed and executed, then the Executive Director will consult with the AMA President, the District Vice President, and legal counsel about the sufficiency of the Statement of Charges.

6. If the Statement of Charges is deemed sufficient an elected officer will be asked to support sending the notice of hearing by signing a simple statement that he or she supports the action. The elected officer is not asked to prejudge the matter, only indicate that the matter is grave enough to warrant a proceeding.

7. If the Statement of Charges is not deemed sufficient, or if for some other reason there is a decision not to proceed, the complainant will be notified of the decision.

8. If the decision is made to proceed, a Notice of Hearing will be sent to the accused member and to the complainant.

9. The hearing will be conducted by the Executive Council in executive session.

### **COMPLAINTS REGARDING CDS**

Complaints regarding a Contest Director (CD) while acting in their official capacity as a representative of the Academy of Model Aeronautics should be made in writing to AMA Headquarters, who in turn will forward to the VP of the District where the complaint originated or where the infraction occurred.

The VP would review the written complaints and contact the complainant if additional information or clarification is required.

The VP would then contact the CD, explain the complaint and request a response in writing.

The VP will review the complaint and the CD's response, and take whatever course of action is appropriate to resolve the problem, whether it is a warning or a revocation of the CD license. If there is a reprimand given, it should be in writing. The CD may appeal any action taken by the VP, in writing, and request the matter be reviewed by the Executive Council. The Executive Council could uphold the action taken by the VP, overturn it, or refuse to hear it.

## Official Publication

*Relating to Article XIII*

**Section 1.** Whenever, in the discretion of the Executive Director, any article, feature, report, or other writing submitted for publication in any official publication of the AMA is deemed to constitute, in whole or in part, a personal attack on any AMA officer or member, the Publications Committee shall have the authority to temporarily defer publication of such article, feature, report, or other writing and to refer the matter to the Executive Council for a determination as to whether publication should occur. Publication shall occur only upon an affirmative majority vote of the Executive Council. Any officer who is the author of, or the target of, the article, feature, report, or other writing submitted for publication at issue shall not be entitled to participate in the deliberations or vote as to whether publication should occur. The vote may be taken by mail or at a Council meeting at which a quorum is present.

## Leader Members

*Relating to Article III*

### Duties and Responsibilities Guidance for AMA Leader Members

Developed: September 9, 2013

#### **Purpose:**

To best serve its members, clubs and programs, the Academy of Model Aeronautics (AMA) has developed recommended duties and responsibilities for its Leader Members (LM). This document outlines LM duties and responsibilities, for LMs working under the direction of their respective District Vice President (DVP) and/or Associate Vice President (AVP).

#### **Application:**

While each AMA club is operationally different, the duties of an LM are universally applicable.

#### **Role of the AMA Leader Member:**

The Leader member is identified as an individual having an above average interest in the AMA and his/her club, with the desire to assist the Academy in furthering its mission and goals.

1. Leader Members are the highest level of AMA Membership.
2. **AMA Bylaws Changes:** There is a provision in the AMA Bylaws which states that only Leader Members have the right to vote on proposed bylaws changes.
3. Nominating procedures for national officers require that the nominee be a LM.
4. The Leader Member provides a vital communication link between the club and AVP and even VP. The LM is the local club AMA point of contact at club meetings and events, and acts to facilitate communication between all AMA members, clubs, hobby shops, civic organizations, and the community at large, providing a positive impact on model aviation.

### Leader Member Local Duties

1. Get to know the VP and AVP in their region, and encourage each club to have at least one Leader Member.  
*LM note:* AMA wants to engage LMs to be the AMA liaison within AMA clubs. As AVPs cannot attend every club meeting or function. LMs should be prepared to provide monthly AMA updates to clubs and members. Leader Members are essential for effective personal communication, particularly in geographically large districts.
  - a. Serve as a liaison between the Vice President and AVP with club members.
  - b. Advise their club on active AMA programs including but not limited to increasing membership, contests, grants, youth training camps, scholarships, awards, leader clubs and election opportunities.
  - c. Assist clubs with flying site issues with advice and referral to AMA flying site officials.
  - d. Be a mentor to new AMA members and provide them with AMA informational material so that the new member is aware of all AMA membership benefits and opportunities.
2. The Vice President, through the AVP, may establish LM's specific duties and reporting requirements.  
*LM note:* The LM should become familiar with their club(s), officers, and significant people within their area. It is important that AMA knows which Chartered Clubs are friendly to new members, and those clubs that are active in their communities and perform charity work.
3. The Leader Member must be active in their club's activities:
  - a. Attends club meetings and functions.
4. Become familiar with the AMA Membership Manual.  
*LM note:* Being knowledgeable about AMA's structure and functions helps the LM provide better services and information to members and clubs. This knowledge improves your understanding of the Academy and improves LM credibility!
5. Become knowledgeable of AMA's web sites and know where to go to get information.
  - a. Learn to navigate AMA's websites and how to download AMA Documents and Membership Manual, and AMA Programs Take off And Grow "TAG." Flying Site Improvement Grants, Disaster Grants, Carl Goldberg Award information, and Scholarship application.
  - b. Become familiar with the Model Aviation Library and how to access prior issues.
  - c. Become familiar with the AMA BLOGS.
6. Read AMA's print publications and subscribe to all free AMA digital communications.
7. LMs need to become familiar with their District website and learn how to navigate and download information and be able to show others how to do the same.
8. Seek and support activities that advance the image and growth of model aviation.

9. Provide your AVP with information and photographs of newsworthy club events and members news. Clubs and members really look forward to seeing their activities in print.

## Chartered Club Officers

*Relating to Article III*

The Academy of Model Aeronautics, all Officers and your fellow members thank you for volunteering your time and effort to further the goals and needs of the Academy. Please feel free to contact your Vice President and/or AVP at any time with questions or suggestions. Club Officers who are designated on the AMA Club Charter form application, or any proper amendment thereto, are provided primary insurance coverage under the AMA General Liability Policy while performing their duties as Club Officers for their AMA Charter Club.

## National Aeromodeling Championships

*Relating to Article II*

### **Purpose and Organization**

Resolved, that the National Aeromodeling Championships (Nats) shall be identified by a AAAAA contest classification. Only one such competition may be held in a given year. The Executive Council shall be the sole determining authority, relative to whether the competition is to be held, the dates for its operation, and the location. The Nats operations shall be coordinated by AMA Headquarters. While the Academy is recognized as the primary contest sponsor, other entities and organizations may be recognized for co-sponsorship based on financial or other forms of association.

## Awards

*Relating to Article II*

### **Awards and Certificates**

#### **Fellowship:**

(Engraved plaque, free Life membership)

The title of Fellow will be conferred by the AMA upon individuals who, in the opinion of the Executive Council, have performed exceptionally meritorious service for model aeronautics. Fellows shall thereafter have free membership privileges for life. (Automatic to Executive Council members who have served on the E.C. for nine years.)

#### **Distinguished Service:**

(Engraved plate on wood plaque, Council approval)

This is AMA's second highest individual award given in recognition of contributions, long time service and efforts serving as a volunteer for the Academy. (Automatic to Executive Council members who have served on council for six years.)

#### **Superior Service Award:**

(Certificate on wood plaque, Council approval)

A nationally recognized and heralded award for long service of a superior nature.

#### **District Service Award:**

(Certificate on wood plaque, three per year without Council approval)

This award was created to provide a way for a District Vice President to honor an individual for service within his or her district.

#### **Award of Merit:**

(Certificate on wood plaque, three per year without Council approval)

This award was created to provide a way for a District Vice President to honor a chartered club within his or her district.

#### **Award of Excellence:**

(Certificate on wood plaque, AOE patch, Council approval)

Highest club award.

#### **Award of Recognition:**

(Certificate on wood plaque, Council approval)

A motion was made to create an AMA award, known as the "AMA Award of Recognition." This award shall be for presentation to deserving individuals or organizations that have made significant contribution to: AMA, an AMA club, education, the US military, charities, the community at large, or other deserving acts, deeds, or service. The award shall be at the discretion of any AMA District Vice President, and shall consist of a printed certificate.

NOTE: Current AMA awards, such as the District Service Award, are not applicable for this type of recognition. Clubs and members have made requests to recognize individuals for local and/or club contributions.

#### **President's Award:**

(Engraved plate on wood plaque, award three times per without Council approval)

The President can use this award to honor or acknowledge, express recognition or thanks, for service, or grants, gifts, and/or the like to individuals, organizations, or institutions.

**Exemplary Service Award:**

(Certificate on wood plaque, automatic)

This award is used to honor Executive Council members for up to three years of service.

**Legion of Honor:**

(Engraved plate on wood plaque, award three times per year without Council approval)

This award may be used by the Executive Vice President to thank individuals, clubs, organization, companies and the like, for monetary contributions to AMA. This includes pledges, endowments, gifts, and acknowledgements financial in nature.

**AMA Model Aviation Hall of Fame**

This award was established in 1969 to honor those men and women who have made significant contributions to the hobby/sport of aeromodeling. These contributions may be in the fields of volunteer or administrative activities, product development, competition performance, or a variety or combination of activities. Those individuals so enrolled shall thereafter have free membership privileges for life. A committee consisting of past and present AMA presidents and one individual selected from each of the 11 districts by its respective vice president comprise the selection committee.

**Outstanding Team Service Award:**

This award was created in recognition and appreciation of two individuals who, as a team, have given of themselves to the Academy in a consistent and untiring manner for many years, providing an unmatched example of volunteerism.

**Carl and Beth Goldberg Vital People Award:**

(engraved plaque of recognition, \$200)

This award was created to honor AMA members who go above and beyond normal levels in supporting our clubs and model aviation in general, as unsung workers. A total of five (5) awards may be given each year, limited to one per district.

**Additional or Multiple Awards**

The AMA Executive Council, its members, or AMA Headquarters, are empowered to create additional awards for various situations not covered in this listing. Individuals, groups or organizations may receive multiple awards under certain conditions.

## Membership Categories

*Relating to Article III*

**Article III of the Bylaws** of the Academy of Model Aeronautics provides for AMA membership categories of Adult Member, Youth Member, and Special Member. The following provides specific membership descriptions. Please consult the AMA Membership Application for current dues schedules.

**A. Adult Membership:** The category that most adult members qualify for. Adult Membership provides all rights and privileges as authorized by the Academy. These include liability and accident/medical insurance and competitive privileges, AMA publications, and the right to vote in national and district elections.

**B. Youth Membership:** Free membership to those who are less than age 19 as of July 1. This includes liability and accident/medical insurance and competition privileges. For competition purposes, Youth will be categorized as Junior (under 15 by July 1) or Senior (those age 15 by July 1 but not age 19). This membership category does not include voting privileges or AMA publications. Publications can be purchased separately.

**C. Special Membership:** Those members belonging to classifications identified and developed by the Executive Council for special conditions and/or recognition as named and described in the following. These may include classifications with restricted benefits, temporary memberships used in connection with special and/or provisional programs, nontypical dues rates structures, contribution to model aviation by individuals, organizations, or members of other organizations that desire to affiliate with the AMA in accordance with written agreements. These members shall be entitled to privileges and benefits as determined by the AMA Executive Council.

**1. Leader Member:** The Leader Member is an Adult Member and is the most important of membership categories in terms of the operation of the Academy. The Leader Member is identified as an individual demonstrating an above average interest in the Academy and its functions. There is a provision in the AMA Bylaws that authorizes only Leader Members to have the right to vote on AMA Bylaws changes. Nominating procedures for national officers also require that a nominee be a Leader Member. This being so, it is necessary that a means be incorporated which will permit the proper implementation of a program to identify and record those qualified as Leader Members of the Academy. The procedures listed herein will be followed for award of this category.

**(a)** Application for Leader Member status can be made by any Adult Member using the appropriate form obtained from AMA Headquarters. The form will, in addition to the requirement of endorsements, have provisions for a résumé of qualifications.

**(b)** Provision should be made for awarding certain individuals Leader Membership as a result of service to model aviation. Examples are those individuals having performed extensive activities in the areas of research and other areas of scientific endeavor. This also applies to those individuals in the industry having made continuing contributions to the Academy and the members.

**(c)** Upon being approved as a Leader Member, individuals will receive a certificate printed on heavy stock and identified with the AMA gold embossed seal. The document will bear the signatures of the AMA President and the Executive Director.

**(d)** As the highest level of membership, the Leader Member's status will be noted on his or her membership card. Other activity categories may be listed as space provides.

**2. Life Member:** Those who have made a financial donation, or received the AMA Fellow Award, under criteria established by the Executive Council (see the AMA Membership Application). A Life Member shall be entitled to full Adult Membership privileges and benefits for life.

3. **Senior Member:** An Adult Member who turns age 65 by July 1 and requests a dues discount as established by the Executive Council. A Senior Member shall be entitled to full Adult Membership privileges and benefits.
4. **Extra Family Member:** Applies to one adult who resides in the same household as a current Adult Member and includes Adult Membership privileges with the exception of AMA's magazine publications.
5. **Park Pilot Member:** Membership offers a reduced dues structure, does not have voting rights, and cannot compete in AMA/FAI competition. This membership offers significantly reduced liability insurance and no fire, theft, or accident/medical insurance. Aircraft must not exceed 2 pounds, 60 mph, and may not be powered with an internal combustion engine. AMA's Park Pilot magazine is included in this membership category.
6. **Affiliate Member:** For non-US permanent residents. This membership only provides full liability insurance benefits and competition privileges while flying in the US.

**D. AMA Chartered Chapter:** Is an association of two or more AMA Chartered Clubs. The purpose of a Chapter is to bring together area or regional club representatives, Leader Members, and appointed Associate Vice President(s). An application for forming a Chartered Chapter can be found in document #910 in AMA's Documents.

#### Chapter Function

1. A Chapter brings club representatives and AMA's leaders together to discuss any/all club-related issues, competition and flying events, pertinent AMA issues, and need for cooperation and assistance.
2. The Chapter is a collaborative effort of clubs helping each other, providing unified support, and promoting model aviation within their respective communities.
3. The Chapter/AMA relationship promotes communication and the rapid flow of information between AMA and the Chapter's clubs and vice versa.
4. A Chapter can be the regional governing body where multiple clubs share a municipal flying site.
5. A Chapter can provide positive local political influence and be an educational resource.

## Membership and Renewal Information

### Automated Phone Service

The AMA features an automated phone service that allows callers to connect directly with a given extension. The caller waits for the attendant to answer the call and then can either listen for instructions that include a brief listing of department extensions or can immediately push the number of the requested extension. To return to the attendant or to reach the operator, push "0."

The section at the back of this manual lists many of the services offered by AMA and the extension number(s).

### Park Pilot Program

Check out AMA's Park Pilot Program membership on the AMA website at [www.modelaircraft.org/parkflyer.aspx](http://www.modelaircraft.org/parkflyer.aspx) aimed specifically at getting you started with these exciting, quiet, fun-filled aircraft. Annual Park Pilot Program membership is only \$38 and includes \$500,000 in liability coverage.

**Park Flyer Definition:** Park Flyer models will weigh two pounds or less and be incapable of reaching speeds greater than 60 mph. They must be electric or rubber powered, or of any similar quiet means of propulsion. Models should be remotely controlled or flown with a control line, remain within the pilot's line of sight at all times, and always be flown safely by the operator.

A Park Flyer site can be either an outdoor or an indoor venue. When flying at sites specifically designed for Park Flyers, the pilot will keep the model within the established flight boundaries of the field. Members need to take into consideration several factors including piloting ability, weight, size, and speed of the Park Flyer

model to determine if a Park Flyer site is an appropriate venue for flying a particular model. The test should be, "Can I fly this model safely and quietly at this flying site?"

### Introductory Membership Program

Show a friend or neighbor our \$19.95 Introductory Membership program! Help them get started in this exciting sport today! Get all the details at [www.modelaircraft.org/joinrenew.aspx](http://www.modelaircraft.org/joinrenew.aspx).

We respect the privacy of our members. Occasionally the Academy endorses mailings to our members for approved special programs. At no time do we sell or give our membership list to any outside solicitors.

### Life Membership Information

For a total payment of \$1,500, you can become an AMA member with Life Membership privileges.\*

As a contributing member of the AMA you advance its purpose by financially supporting its programs.

Your Life Membership provides automatic annual renewal of AMA membership which includes:

- 1) Annual AMA membership card
- 2) Publication service (*Model Aviation* magazine which includes "AMA News" and "Focus on Competition")
- 3) Permanent metal license card
- 4) Continuing recognition of your contribution through issuance of special "L" AMA number. Example: L165.

\*Alternate pay plans are available: \$375 down and \$375 per year for the following three years or any combination dispersed

over three years or less with a minimum down payment of \$375.

### **Password Protection**

The AMA website now has a password system in place to protect members' confidential information and to increase the benefits of becoming or remaining an AMA member.

A password is needed to access "Members Only" areas such as *Model Aviation's* digital archives which is a valuable research tool.

Please visit the AMA website at [www.modelaircraft.org/membership/membership/gettingstarted.aspx](http://www.modelaircraft.org/membership/membership/gettingstarted.aspx) to assist you if you need help.

### **Renewal Services Offered**

It may take three to four weeks to receive your new card because of the heavy volume. Please be patient.

No interruption of *Model Aviation* magazine should be experienced if your renewal is received before December 15. When calling customer service, always have your AMA number ready to assist the operator.

#### **Online:**

You can renew online! It's quick, it's easy, and it's entirely secure. Give it a try using your MasterCard, VISA, Discover, or PayPal. Visit the AMA home page at [www.modelaircraft.org/joinrenew.aspx](http://www.modelaircraft.org/joinrenew.aspx). This service is available 24 hours a day, 7 days a week.

#### **Telephone:**

You can renew your membership via telephone when paying by MasterCard, VISA, or Discover. This limited service is available Monday through Friday only, from 9 a.m. to 4 p.m. Eastern Standard Time. Call (877) 363-9262 (1-87-RENEW-AMA).

#### **Fax:**

Still available for your convenience, you can send in your renewal form to the Membership Department's direct fax line at (765) 741-0057 if paying with MasterCard, VISA, or Discover.

#### **Mail:**

Mail your renewal notice along with the proper payment to AMA HQ at 5161 E. Memorial Dr., Muncie IN 47302. **Do not send cash.**

### **AMA Retail**

Are you looking for ways to express your support of the AMA, or do you have a club in need of shirts, trophies, or awards?

The AMA's online store and museum store both feature logo items such as shirts, jackets, hats, mugs, and flags plus other aviation-themed merchandise. The Web store is located at: [www.modelaircraft.org/shopama](http://www.modelaircraft.org/shopama). Don't forget to stop in the museum if you are visiting the AMA's International Aeromodeling Center. Call us at (800) 435-9262, ext. 504 for merchandise orders or inquiries.

### **AMA Custom Products**

If your club would like to have clothing, trophies, or plaques featuring your club's logo or other artwork, AMA staff can help design and produce high-quality merchandise to meet your needs. Please see [www.modelaircraft.org/products.aspx](http://www.modelaircraft.org/products.aspx) for available products and prices. You may also call (800) 435-9262, ext. 521 or email us at: [products@modelaircraft.org](mailto:products@modelaircraft.org).

We will be glad to work with you and answer any questions you may have.

### **Plans Service**

The AMA Plans Service offers more than 17,000 plans representing aircraft from all categories and time periods of

aeromodeling. The collection includes the John Pond Plans, *Model Aviation* magazine plans, Gene Falada Plans, *Model Builder* magazine plans, and plans from the National Model Aviation Museum.

The plans department can reduce or enlarge plans and create full color banners and posters.

Please call (765) 287-1256, ext. 507, or visit the plans website at [www.modelaircraft.org/plans.aspx](http://www.modelaircraft.org/plans.aspx) to order.

### **Volunteer Program**

Volunteers serve as the lifeline and backbone of AMA and the National Model Aviation Museum. Through the efforts of scores of volunteers, local, regional, national, and international visitors can enjoy the many exhibits at the National Model Aviation Museum and take pleasure in watching model airplanes fly on our 1,000-acre site. We sponsor national and international flying competitions as well as other special events for the public to view. Volunteers share their knowledge of the world's largest collection of model-aviation artifacts and related material.

As a volunteer, your responsibility begins when you agree to perform the tasks identified in your volunteer position. In return for your commitment, time, and talents, the AMA offers you discounts on items purchased in the Cloud 9 Museum Store. You will have the chance to enjoy a wide variety of experiences and camaraderie with other volunteers and staff. You will have the satisfaction of making a personal and significant contribution to your community. Volunteer recognition events and the opportunity to gain marketable skills are an added bonus!

All potential volunteers are asked to complete an application form and will be interviewed by the volunteer coordinator.

A wide range of opportunities and experiences await you at the AMA.

The volunteer's importance to the AMA cannot be overstated! Love to mix and mingle with people? You will thrive on the social interaction that volunteering in the museum store or during AMA special events presents. Do you prefer the solitude of research or computer work? Opportunities are also available in this area.

We need all of you! Please consider volunteering at the AMA. This is the chance to help thousands interpret, enjoy, and understand the extraordinary life and history of model aviation.

Have fun and make a difference! Contact AMA Human Resources at AMA HQ, (765) 289-4236, ext. 202, for more information about volunteer opportunities.

### **Flying Site Assistance Program**

The AMA supports clubs and individuals by assisting them in the sometimes daunting task of obtaining a model aircraft flying site. AMA has a full-time assistant who is ready to provide help and guidance throughout this endeavor. The Academy has many documents as well as videos and instruction to help you in the organization, planning, and execution of flying site acquisition.

Getting a flying site remains a matter of local people locating a suitable piece of ground then making the correct approach to the owners/administrators. This approach must dignify the sport; legitimize the need; and show how model aviation is a constructive, educational, and excellent recreational activity that is governed by a safety code and federal regulations. The size of your national organization (AMA), the number of chartered clubs, and the wide support from industrial and educational institutions add up to an excellent story to support your request for flying privileges.

For assistance, contact the Flying Site Assistance Coordinator at (765) 287-1256, ext. 230 or by email at [FSAC@modelaircraft.org](mailto:FSAC@modelaircraft.org).

## FAI International Competitions

The AMA is the National Aeromodeling Club representing the United States in all aeromodeling activities, and is a member of the Fédération Aéronautique Internationale (FAI).

The FAI is the World Air Sports Federation, a non-governmental and nonprofit international organization with the basic aim of furthering aeronautical and astronautical activities worldwide, ratifying world and continental records, and coordinating the organization of international competitions.

Within the framework of FAI, each air sport has an International Commission which is responsible for making the rules for competitions and which generally oversees the activities of their particular air sport.

AMA selects and fields approximately 12 teams each year (international competitions are held once every two years) to compete in FAI Sanctioned World Championship competitions. This is a great honor for our members; these teams represent the United States of America as well as the Academy of Model Aeronautics.

Donations are a great way to support the teams. These gifts may be tax-deductible. Listed are the various FAI teams sponsored by AMA. Please show your support by making a donation today!

- Outdoor Free Flight (F1A, F1B, F1C)
- Junior Free Flight (F1A, F1B, F1P)
- Indoor Free Flight Junior & Senior (F1D)
- Free Flight Slope Soaring Gliders (F1E)
- Control Line Speed (F2A)
- Control Line Aerobatics (F2B)
- Control Line Racing ((F2C)
- Control Line Combat (F2D)
- Radio Control Aerobatics (F3A)
- Radio Control Thermal Soaring (F3B)
- Radio Control Helicopter (F3C, F3N)
- Radio Control Pylon Racing (F3D)
- Radio Control Slope Soaring (F3F)
- Radio Control Thermal Duration Junior & Senior (F3J)
- Radio Control Hand Launch Gliders Junior & Senior (F3K)
- Radio Control Indoor Aerobatics (F3P)



## AMA Foundation Levels of Support

Bronze Level (\$25 to \$99.99)

Silver Level (\$100 to \$499.99)

Gold Level (\$500 to \$999.99)

Diamond Level (\$1,000 to \$4,999.99)

Lifetime Contributors (\$5,000 or more).

AMA Foundation Heritage Society-Honoring those who contribute \$10,000 or more.

AMA Foundation Legacy Society-Recognizes those who include AMA in their estate planning.

Information about how teams are fielded can be found in the "Procedures Governing the Academy's Sponsorship of FAI Teams" at [www.modelaircraft.org/files/2014\\_BLUE\\_BOOKFEB14.pdf](http://www.modelaircraft.org/files/2014_BLUE_BOOKFEB14.pdf). For further information, contact the FAI Coordinator at AMA Headquarters at (765) 287-1256, extension 252.

## AMA Foundation

The AMA Foundation was developed in 2013 to inspire the financial support of aeromodeling, a hobby, sport, and scientific pursuit, as a legitimate part of our communities and a necessary component of the full aviation continuum.

Donations to the AMA Foundation are granted to the Academy of Model Aeronautics to support benevolent programs developed to enhance, build, promote, and preserve the hobby of model aeronautics.

The AMA Foundation is designated as a nonprofit, tax exempt organization, and as such donations to AMA Foundation may be tax deductible (please confer with your tax preparer). Following are several of the AMA's programs that depend on donations for support. Please direct your donations to the AMA Foundation Department. For additional information, email [donations@modelaircraft.org](mailto:donations@modelaircraft.org), or call (765) 287-1256, ext. 277.

## Undesignated Gifts

**Cash** – The majority of gifts to the Academy are in the form of cash as an unrestricted gift to support its mission. This gives the AMA the latitude to direct donations to the areas of the most pressing need.

**Estate and planned gifts** – Through wills, trusts and other giving instruments, a donor is very welcome to donate to the AMA upon his or her passing. Having a will is important for everyone. This is an important way to support the Academy without having to give an immediate cash donation.

**Securities** – Gifts of appreciated securities or stock funds are warmly accepted and may provide the donor with special tax advantages.

**Insurance** – Annuities and other insurance instruments can designate AMA as a beneficiary.

**Real estate** – Gifts of homes, farms, and other real estate property are welcome and are likely eligible to receive the same tax advantages as securities.

**Memorial gifts** – Donations to honor and remember a relative, friend or fellow club member are gladly accepted and receive recognition in AMA's publications.

## Purchase a Brick in the Walk of Fame

For a \$100 donation, a brick in the Walk of Fame will be engraved in black with the AMA wings and two lines reserved for your name, that of a friend, or your club.

A \$500 donation will secure a Gold Wings brick with the AMA wings and wording handsomely engraved in gold.

An 8 x 8-inch black-granite brick is available for a \$1,000 donation. What better way to honor a club member or celebrate your club than to sponsor a symbol of support for your national organization? This gift to the Academy is not only tax-deductible, but is a permanent sign of your dedication to aeromodeling.

For information, contact (765) 287-1256, ext. 277 or visit [www.amafoundation.modelaircraft.org](http://www.amafoundation.modelaircraft.org).

## National Model Aviation Day

Join the Academy of Model Aeronautics Foundation in celebrating model aviation with its celebration of National Model Aviation Day, held in August each year. National Model Aviation Day was created to encourage clubs to celebrate the hobby and share it with the public. Our chartered clubs have also been asked to conduct a fundraiser to provide assistance to a worthy cause.

So far, the event has garnered more than \$300,000 for Wounded Warrior Project. To learn more visit [nationalmodelaviationday.org](http://nationalmodelaviationday.org).

## RC ReSale

### Donate—Buy—Fly—Repeat

Visit <http://stores.ebay.com/rcresale> to purchase used airplanes. All proceeds will benefit the AMA Foundation.

## Awards and Recognition

### Recognizing Individuals

**Leader Member:** A program designed to recognize leaders in the modeling community. Five classifications exist: Administrative, Industrial, Scientific, Educational Support, and Flight Support. Members recognized in this program help to administer Academy activities as well as maintain and vote on the AMA Bylaws. Information and applications are available from the Membership Department ([800] 435-9262, ext. 298) at AMA HQ.

**Contest Director:** CDs are responsible for organizing and running flying events, including official competition events, through the AMA sanctioning program. Information and applications are available from the Competitions/Technical Department at AMA HQ. Call (765) 287-1256, extension 252.

**Event Manager:** EMs are responsible for organizing and running flying events through the AMA sanctioning program. Information and applications are available from the Competitions Department at AMA HQ. Call (765) 287-1256, extension 252.

**Appreciation Awards:** Clubs may purchase appreciation awards for flying-site providers and others who assist chartered clubs in their endeavors. The AMA certificate is nicely designed and arranged for signature by a club officer. A walnut-mounted plaque, with as many as 30 words inscribed by calligraphy and decorated with a gold seal and red, white, and blue ribbon, is only \$25 prepaid. For further information contact the Programs Department at AMA HQ, (765) 287-1256, extension 272.

### Solo Certificate

Does your club have a training program that helps beginners achieve solo flight? Your club can present trainees with an AMA Solo Certificate when the beginner completes the club's training program and his or her first solo flight. These attractive, full-color certificates are available for free.

Contact the Programs Department at AMA HQ, (765) 287-1256, extension 272.

### Leader Club Awards

In order to recognize the leadership of the best model clubs, the Academy has established the AMA Leader Club Awards. These awards can be earned by any AMA chartered club, by meeting certain standards of community service and activity.

There are three levels of AMA Leader Clubs: Bronze, Silver, and Gold. Once a club meets the minimum criteria, it qualifies for different levels based on performance.

AMA has established six goals (one goal can be waived) and nine electives to obtain Leader Club status. A club that meets the required five goals, plus three of the electives, qualifies as a Bronze level Leader Club. Meeting the required five plus six electives qualifies the club for the Silver level. The ultimate recognition, Gold level, requires that all goals be met. Each goal must be documented. In the event an elective does not pertain to your club's operation, an explanation included with your club's application is all that is necessary for inclusion in the program. For example, a club that is a Soaring club exclusively and uses only winches or hi-starts will not have to deal with sound limitations at their field. Consequently, they remain eligible for Gold status. Their explanation will satisfy elective #5. The same holds true

for a Free Flight club that is not faced with frequency concerns. Elective #1 would be satisfied by an explanation of its specific situation.

Each year your club will be sent forms and instructions with which it will be able to show the goals met, and the awards will be made and announced in *Model Aviation* magazine.

### When a Club Qualifies for Leader Club Status It Receives:

- A certificate from AMA Headquarters.
- A gold-, silver-, or bronze-finished pin for each current club member in the first year.
- Published recognition in *Model Aviation* and listing on AMA's website: [www.modelaircraft.org](http://www.modelaircraft.org).
- Inclusion in the annual list of Leader Clubs.

### Gold Leader Clubs Also Receive:

- An engraved ID plate for the club field bulletin board.
- In the year following the fifth and 10<sup>th</sup> consecutive year of Gold Leader Club status, each club member will receive a special Five- or Ten-Year patch.

### Required Activities for Leader Club Status:

1. AMA chartered club for a minimum of five years.
2. Club membership is open to all AMA members and is not limited to a certain number.
3. Club has developed and posted Safety and Operational Rules at its flying site.
4. Club has filed a copy of Safety and Operational Rules at AMA Headquarters.
5. Flying field has separate areas for fliers and spectators, clearly marked as such.
6. The AMA Safety Code is posted and visible at the club field. Program Requirement Modification: In order for a deserving club to be considered for Leader Club status, the club's district vice president may waive one of the above requirements for participation.

### Leader Club Electives:

1. Club has implemented and enforces a frequency control plan that allows all 50 RC channels to be used at its club flying site where RC is allowed.
2. Club has implemented an AMA Adopt A School program or donates a *Model Aviation* magazine subscription to schools or libraries.
3. Club conducts a review of the AMA Safety Code at a club meeting at least once a year.
4. Club sponsors an annual public event, such as a mall show, flying show, or demonstration.
5. Club monitors noise levels and/or institutes club field rules, such as a requirement that models be operated at a maximum of 90 db at 9 feet.
6. Club has created an informational handout and provides it to the general public.
7. Club participates in charity programs or public fund raising events.
8. Club has a formal lease or agreement for use of its flying site or owns its site.
9. Club participates in the AMA Introductory Pilot Program or has its own instruction program.

## Education and Scholarship Information

Model aviation is more than a hobby. It's an effective tool for inspiring young people to explore careers in the science and technology fields that are vital to our future. In support of this, the Academy of Model Aeronautics' Education department is involved in numerous science, technology, engineering and math (STEM) projects.

**1) College Scholarships:** Since 1970, AMA has awarded scholarships to students who are interested in aviation. Approximately \$40,000 is available annually to be distributed in various amounts on the basis of AMA modeling activities, scholastic achievement, and citizenship achievement. Since the beginning of this program, AMA has awarded more than \$1 million in scholarships. Information regarding applications can be obtained from the AMA Education department, or by visiting [www.amaflightschool.org](http://www.amaflightschool.org).

**2) Partnerships:** The AMA Education department proudly partners in STEM resources and activities with NASA, DJI, the Arconic Foundation, Civil Air Patrol, Federal Aviation Administration, Experimental Aircraft Association, Science Olympiad, Fly Robotics, National Coalition for Aviation and Space Education, Soaring Society of America, AirMap, Alaris Unmanned Systems, National Intercollegiate Flying Association, University Aviation Association, and Organization of Black Aerospace Professionals.

### Resources for Teachers and Club Outreach:

**3) AMA Flight School:** An interactive website that answers the question "How do I," AMA Flight School offers do-it-yourself activities, educational resources, videos, and outreach information. It is a user-friendly resource for members, clubs, teachers, and anyone wanting to know more about aeromodeling. For more information, visit [www.amaflightschool.org](http://www.amaflightschool.org).

**4) UAS4STEM High School Challenge:** The UAS4STEM search and rescue challenge is a STEM-based program for students in grades 8-12. The program is designed to encourage students to learn about the sUAS (drone) phenomenon through teamwork, competition, and success through STEM. For more information, visit [uas4stem.org](http://uas4stem.org).

**5) UAS4STEM Collegiate Challenge:** The UAS4STEM Collegiate Challenge is designed for participants to learn, practice, and demonstrate professional small unmanned aircraft system (sUAS) knowledge, mission planning, team cooperation, flight skills, and safety practices in a competitive environment. For more information, visit [uas4stem.org](http://uas4stem.org).

**6) Camp AMA:** The Academy hosts more than 40 teenagers at a weeklong summer camp to enjoy flying with the nation's top Radio Control pilots. From beginners to advanced fliers, campers practice their techniques, watch flight demonstrations, develop new flight skills, and learn best practices to adhere to the AMA Safety Code. For more information, visit [amaflightschool.org/campama](http://amaflightschool.org/campama).

**7) Aerolab:** AMA's signature STEM-certified program that provides middle and high school physical science and math classroom teachers a "curriculum in a box" for teaching STEM through aviation. For more information, visit [amaflightschool.org/programs/aerolab](http://amaflightschool.org/programs/aerolab).

**8) AMA Alpha:** The Alpha is a rubber-powered airplane that provides amazing flight duration, controlled flight, and can be easily

disassembled and taken home to fly again. For more information, visit [amaflightschool.org/alpha](http://amaflightschool.org/alpha).

**9) AMA Day Camp:** A new resource for club outreach volunteers, as well as any model aviation educator who is seeking guidance. Here you will find ideas, activities, and suggestions for how to deliver and promote our education outreach program at home, in the classroom, or at the flying field. For more information, visit [amaflightschool.org/programs/ama-day-camp](http://amaflightschool.org/programs/ama-day-camp).

**10) Take off And Grow (TAG) Grant Program:** Developed to encourage our members and clubs to promote modeling as a positive recreational activity to those in their communities, the TAG Program provides a one-day introduction of model aviation with the intent of drawing newcomers to our hobby. For more information, visit [amaflightschool.org/programs/take-off-and-grow](http://amaflightschool.org/programs/take-off-and-grow).

**11) Youth Leadership Award:** The Youth Leadership Award is given to one Youth member each year who shares the joy of the hobby with his or her community through volunteering at club fly-ins, encouraging his or her peers to get involved in aeromodeling, or helping other club members improve their piloting skills. For more information, visit [amaflightschool.org/programs/youth-leadership-award](http://amaflightschool.org/programs/youth-leadership-award).

**12) Model Aviation Student Club (MASC):** MASC is a club charter program for school aeromodeling clubs. It gives schools an opportunity to teach aeromodeling curriculum. Some of the membership benefits for MASC include free AMA membership for the faculty sponsor and students, full AMA insurance benefits, scholarship opportunities, and access to the AMA's educational resources. For more information, visit [amaflightschool.org/programs/MASC](http://amaflightschool.org/programs/MASC).

**13) University Model Aviation Student Club (UMASC):** UMASC is a club charter program for students with an interest in model aviation to form a club within their college or university. The faculty sponsor or advisor will receive a free AMA membership and monthly print version of *Model Aviation* magazine. Students will receive AMA memberships at a discounted rate, and a monthly digital copy of *Model Aviation* magazine. Students will also be eligible for AMA's scholarship opportunities. For more information, visit [amaflightschool.org/programs/umasc](http://amaflightschool.org/programs/umasc).

### Flight Training and Safety Programming:

**14) Learn sUAS:** This is a new online educational resource for all sUAS hobbyists. Here you will find current information, a detailed map showing thousands of flying sites, assistance with FAA registration, and free educational courses. For more information, visit [suas.modelaircraft.org](http://suas.modelaircraft.org).

**15) Part 107 Preparatory Course:** This online training course provides commercial UAS pilots the knowledge needed to pass the FAA's required Remote Pilot small Unmanned Aircraft Systems certification standards test. For more information, visit [amaflightschool.org/programs/commercial-operator-training](http://amaflightschool.org/programs/commercial-operator-training).

**16) UAS 4 Public Safety Course:** This hands-on training course provides public safety officers the necessary knowledge to safely and effectively use UAS technology in their daily jobs. For more information, visit [amaflightschool.org/programs/public-safety](http://amaflightschool.org/programs/public-safety).

### Chartered Club Programs and Benefits

In the mid-1960s, AMA established a program that gave local AMA members the opportunity to join together as a group, enjoy camaraderie, exchange modeling tips and tricks, and secure use of

flying sites. This was structured under the concept of organized groups, which are identified as AMA chartered clubs.

Today AMA charters nearly 2,400 clubs throughout the United States and offers a variety of programs and benefits to chartered clubs such as flying site assistance and disaster relief grants, media recognition rewards, and liability coverage for officers and property owners to name just a few.

Chartering a club provides liability insurance coverage to the club and the club officers. This is not just limited to an accident caused by operating models. AMA knows that a club can also be sued for non-modeling accidents, which may occur at its club field, meeting site, or a club event. Such accidents may be caused by a club member, spectator or someone else while acting on behalf of the club and may arise from conditions of the premises or other non-modeling activities. For this reason, liability coverage for AMA chartered clubs extends to claims arising from model activities, as well as non-modeling accidents.

Club officers are provided primary liability insurance coverage for the duties they perform associated with the club activities. The insurance industry calls this the “vicarious liability” for the acts of others or accidents caused by others.

Through the program, a club has the option to provide a property owner of a modeling or meeting site with an insurance certificate naming the owner as an “additional insured.” This ability is a great asset when approaching potential property owners for use of their property as a new modeling site. The liability coverage provides protection for the property owner for property damage or bodily injury claims made against him or her caused by the modeling activities of the club and AMA members. The policy provides up to \$2,500,000 per occurrence (per accident) and it applies to any additional insured, regardless if it is a private, commercial or government entity.

The Club Chartering guide is available on the AMA website at [www.modelaircraft.org/files/905.pdf](http://www.modelaircraft.org/files/905.pdf).

For more information please contact the Safety & Member Benefits department via email at [clubs@modelaircraft.org](mailto:clubs@modelaircraft.org) or call (800) 435-9262, extension 291.

### **AMA Club Recognition and Reward Program**

AMA’s program that provides rewards to clubs that receive recognition for public relations coverage/promotion of model aviation.

The Academy of Model Aeronautics encourages clubs across the country to take part in events and serve the community in ways that will entice community members to learn more about the hobby of model aviation. Becoming a vital part of your community will help your club build your membership and inspire others, including the youth in your community. To encourage clubs to promote model aviation, the AMA offers clubs cash incentives for positive local media coverage for a public event, public service, club announcement, or other coverage.

The program is simple. If your club has received publicity through the local media, simply submit the article, radio segment, or television clip to AMA’s Public Relations department. The department will review your application, and reward your club’s treasury based on the coverage received.

For more information please visit [www.modelaircraft.org/programs/clbrecog.aspx](http://www.modelaircraft.org/programs/clbrecog.aspx) or contact the Public Relations department at (765) 287-1256, extension 277.

### **Club Disaster Assistance Program**

In 2005 the Executive Council approved a program designed to grant immediate financial assistance to AMA chartered clubs that have flying sites that were damaged because of a natural disaster such as a tornado, hurricane, earthquake, or firestorm. The grant is designed to assist clubs in the area of clearing debris and such so that the field is once again accessible and usable for club members.

It is not designed to pay for repairs to structures or facilities, except as to the extent to make the facility and runway adequate for flying once again.

If your club flying site sustained damage as a result of a disaster, you may qualify for this grant. The application is designed to be streamlined to allow for quick payments to help clubs get back to flying. The application is available on the AMA website at [www.modelaircraft.org/files/714.pdf](http://www.modelaircraft.org/files/714.pdf) or by contacting AMA HQ, extension 200.

*Note that this is a grant, not a loan! You will not be required to repay AMA for this in the future.*

### **Flying Site Development/Improvement Grant Program**

**Mission:** The mission of the Flying Site Development/Improvement Grant is to increase the value of our club properties and improve our membership’s experience in model aviation through true property improvements and additional new enhancements to permanent AMA Chartered Club Flying Site.

**Purpose:** It is the purpose of this grant is to invest in AMA Chartered Club Flying Sites.

**Goal:** The goal of this grant is to offer some financial help and acknowledgement of accomplishment to those clubs that demonstrate a thoughtful and fulfilled vision for the management and enhancement to their Flying Site.

The 2017 Flying Site Development/Improvement Grant application is completed online at [www.modelaircraft.org/membership/clubs/flyingsitegrants.aspx](http://www.modelaircraft.org/membership/clubs/flyingsitegrants.aspx).

### **POLICIES:**

Recipients of this grant will be announced May the first of each year and it may be up to 10% of the total improvement cost to the maximum of \$3,000. Only receipts or quotes that are to be paid for by the club are eligible for the grant program. Other funding that the club may receive such as additional grants and/or individual monetary contributions do not qualify for reimbursement for this AMA program. Any grant funds exceeding 10% of the final total cost of the project must be returned to AMA.

The project is expected to be completed within 12 months of receipt of the grant. A progress report will be submitted to AMA Headquarters no later than the project’s six-month mark. If a project cannot be completed within the 12-month timeframe, a written explanation must be submitted to AMA Headquarters indicating the project’s status and anticipated final completion date. If the completion date exceeds 18 months of the receipt of the grant, AMA reserves the right to request the entire amount of the grant be returned. Within 30 days of the completion of the project, a report must be submitted to AMA Headquarters that includes before and after photos of the project.

Project costs can only include amounts spent since the previous year’s application cutoff date (March 1st), or projected work for the current cycle. If an application included amounts for work already completed, provide documentation to show that work was completed between the previous and current year’s cutoff date. Grants will not be eligible for expenditures incurred more than one cycle back.

The grant application must be signed by the club president and forwarded to the appropriate AMA district vice president. A list of district vice presidents and their contact information is available in each issue of Model Aviation magazine, or on the AMA website at [www.modelaircraft.org](http://www.modelaircraft.org).

- The grant must be for improvements to AMA flying sites and not related to maintenance of the facilities, or operating costs.
- No club may receive a second grant within a three year period.
- The receipts or estimates must equal the amount requested of the grant.

### **PROCEDURES:**

Application must be submitted from the club president and are entered online with supporting documents. The application is sent to the District Vice President for approval no later than March 1st. A discussion of the application may pursue between the club president and the VP. Once the application is approved it is submitted to AMA Headquarters. AMA will only accept applications from the District Vice Presidents, on or before March 15th.

A review is performed by the AMA District Vice Presidents and AMA Staff. Any application that is found to not meet all of the submission requirements will be returned to the club president and district vice president informing them of the problem. There may be correctable problems that would allow resubmitting the application by the District Vice President as long as before the AMA deadline of March 15th.

The applications are presented to the grant committee by AMA so that each complete application is available individually for evaluation and scoring. A spreadsheet will be used to record the members scoring of each application and then the spreadsheet is sent to AMA for averaging and ranking from the whole committee.

The grants will be given to recipient clubs on May 1st with notification sent by email to the club president and district vice president. Email will be sent to all applicants not receiving a grant encouraging them to try again next year.

Any AMA funds exceeding 10% of the final total cost of the project must be returned to AMA.

Flying Site Grant Application  
AMA  
5161 E Memorial Dr  
Muncie IN 47302  
Attention: Marketing  
Phone: (765) 287-1256, extension 272

### **Introductory Pilot Program**

Many AMA chartered clubs have instructor programs for newcomers to the hobby/sport of aeromodeling. Such programs help both the club and model aviation grow. However, many people wishing to get involved with model flying do not necessarily want to join a club or purchase an AMA membership until they are sure they will like the hobby/sport and do well enough to invest in equipment.

The AMA Introductory Pilot Program caters to such people.

This program allows a non-AMA member to fly at a club field and be AMA insured for liability coverage provided that he/she is under the supervision of a chartered club Introductory Pilot. The designated Introductory Pilot must be a current AMA member, and the chartered club officer must submit the Introductory Pilot application designating him/her to AMA.

Individuals who are designated as Introductory Pilots must keep records of every activity involving non-AMA members, including ground instruction and flying lessons. Full details of this program are available on AMA's website at [www.modelaircraft.org/files/917.pdf](http://www.modelaircraft.org/files/917.pdf) or by contacting AMA Headquarters, extension 291 or [intropilot@modelaircraft.org](mailto:intropilot@modelaircraft.org).

### **International Aeromodeling Center Flying Site Use**

The International Aeromodeling Center (IAC) Flying Site in Muncie, Indiana, is available for year-round use by AMA members. During special events or contests, certain areas or the entire site may

be closed to open flying. It is recommended that you call (765) 287-1256, extension 200, in advance to ensure that the area of the site you wish to use is available during the time of your visit. A calendar of events for the IAC is available at [www.modelaircraft.org/events.aspx](http://www.modelaircraft.org/events.aspx).

There are no fees associated with the use of the flying site itself; however, rental fees might apply for any equipment AMA provides for events or additional personnel. Prior to your event at the IAC, please contact AMA with a list of any special equipment that may be needed. Be sure to pick up a copy of the "Site Use Rules" at the museum or the administration building prior to flying.

If you wish to run an event at the IAC, the steps are simple. No events (except those run directly by AMA) are given traditional status. A letter or email requesting site use must be sent to AMA HQ up to one year in advance of the event date. The form can be found at [www.modelaircraft.org/files/eventregform.pdf](http://www.modelaircraft.org/files/eventregform.pdf).

All site-request letters should be mailed to the attention of "Site Use." Send email requests to [site@modelaircraft.org](mailto:site@modelaircraft.org). When the site-request letters are received, a preliminary working calendar is organized.

Muncie site-use reservations for events expected to involve more than 250 members or more than 1,500 spectators may be scheduled more than one year in advance, subject to Site Committee approval.

A group of one member from the Executive Council, an AMA HQ representative, and a member-at-large serve as the Site Use Committee. This committee will review the working calendar and each event listed on that calendar. If no date conflicts or other problems exist, the calendar is approved. If problems exist, the committee works with the CDs involved in an effort to resolve the issue.

Once the use of the site is obtained, the CD must mail the normal Application for Sanctioned Event to the proper District VI contest coordinator. If the date(s) are approved by the coordinator, the event is placed on the official schedule for the IAC. All aeromodeling events conducted at the center must be sanctioned by AMA.

It is recommended that the CD of the event contact AMA HQ to discuss any setup or equipment needs one week prior to your event. All equipment use and event-setup needs must be coordinated with AMA HQ.

### **National Model Aviation Museum Information and Programs**

The National Model Aviation Museum is dedicated to collecting and preserving significant pieces of aeromodeling history to inspire a broad and passionate understanding of the historic, scientific, technical, and artistic legacy of model aviation, creating learning opportunities that stimulate the imagination, and encourage visitors to become actively involved in the world of aeromodeling.

The museum consists of: the permanent collection with over 11,000 artifacts; the archives collection with over 700 cubic feet of AMA records, modelers' personal papers and photographs; and the Lee Renauld Memorial Library which has about 5,000 books and 400 different magazine titles.

The National Model Aviation Museum also operates the AMA History Project to tell the stories of individual modelers. Please visit [www.modelaircraft.org/museum/history.aspx](http://www.modelaircraft.org/museum/history.aspx) to learn how to submit your autobiography, or history of your club.

### **Visiting the Museum**

If you're in the Muncie area and would like to visit in person, please visit the museum's website for hours of operation and admission fees. (AMA members and museum patrons receive free admission).

A virtual tour of the museum is available on the museum's web page at [www.modelaircraft.org/museum](http://www.modelaircraft.org/museum).

## Tours and Programs

The museum provides a variety of educational programs for all ages, encompassing principles of history, science, technology, engineering, and math. To arrange for a guided tour of the gallery please call (765) 287-1256, ext. 509 or email [museumeducation@modelaircraft.org](mailto:museumeducation@modelaircraft.org). Please see the museum's web page for tours and activities offered.

### Researching the Museum's Collection

- If you are interested in researching the collection or archives in person please provide 24-hour notice (a week is preferred) prior to your arrival so that we may be prepared with your requested subject matter. For archives, please call (765) 287-1256, ext. 511; for collections please call (765) 287-1256, ext. 508.

- No appointment is necessary to research material located in the library. A copy machine is available for only 15¢ per photocopy.

- If extensive research is needed and you are unable to visit in person, AMA does offer research services. For archives please call (765) 287-1256, ext. 511; for collections please call (765) 287-1256, ext. 508. Please be specific as to the information required, and try to limit each request to one issue/question.

- Cost to reproduce magazine articles with known references (name of magazine, with month and year): Museum Patron \$3, AMA Member \$4, all others \$5. Payment for article reprints must be received prior to shipment. We accept VISA, Mastercard, and Discover. Checks can be set to AMA, Attn. Archivist, 5161 E. Memorial Dr., Muncie IN 47302.

- Other research requests will be done on an hourly fee schedule, rounded to the nearest quarter hour. Museum Patron \$25/hour, AMA Member \$30/hour, all others \$35/hour.

### Museum Patron Program

The Patron program allows for the ongoing support of the museum, including the archives and Lee Renaud Memorial Library. Patrons' annual contributions make possible quality exhibits, lighting, and other refinements, as well as protection, storage, and restoration of artifacts, documents and books.

**Patron Program Categories:** (Please note that the Patron Program is separate from AMA membership and does not include AMA insurance or *Model Aviation* magazine.)

- |              |         |  |
|--------------|---------|--|
| • Patron     | \$25    | Receives Cloud 9 museum newsletter, exclusive museum-branded items.                            |
| • Supporting | \$100   | Receives Certificate of Patronage, Cloud 9 museum newsletter, exclusive museum-branded items.  |
| • Life       | \$1,000 | Receives Museum Life Patron plaque, Cloud 9 museum newsletter, exclusive museum-branded items. |

Annual membership last 12 months, year to month. This excludes Life Patronage, a one-time payment.

The museum branded items are provided only during the first year of patronage, however at patron renewal, an additional museum pin, patch, and decal can be requested.

The museum's newsletter, *Cloud 9*, is sent to all Museum Patrons. This newsletter provides information about exhibits, acquisitions, and provides a forum to express museum needs, allowing patrons a unique inside look into museum plans and operations.

### Donating Items to the National Model Aviation Museum

The museum collects artifacts, documents, photographs, books, and magazines that tell the story of the history of model aviation. If

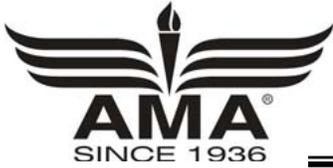
you would like to donate something, please contact museum staff first. Do not send any item without staff approval.

To donate a model aircraft, fill out the submission form found at [www.modelaircraft.org/files/804.pdf](http://www.modelaircraft.org/files/804.pdf) and send it to the museum's collections manager for the acquisition committee's review. For artifacts such as flight equipment, technology, memorabilia, kits, and books, compile a list of the item(s) and if possible include photographs. Contact the museum's collections manager at (765) 287-1256, ext. 508.

For documents such as personal papers, company papers, photographs, scrapbooks, film, magazines, or newsletters, compile a list of the items and contact the museum's archivist at (765) 287-1256, ext. 511.

The National Model Aviation Museum accepts or declines items based upon their applicability to the museum's mission, whether or not there are similar examples already in the collections, and other factors. The current collection of engines, kits, and magazines is large and duplicates will not be accepted.

Frequently asked questions about the donation process and a step-by-step guide can be found on the AMA website at [www.modelaircraft.org/museum/donations.aspx](http://www.modelaircraft.org/museum/donations.aspx). Please contact a member of the museum staff if you have any questions or concerns. Forms and lists can be sent with attention to the appropriate person at 5161 E. Memorial Dr., Muncie IN 47302.



# The Academy of Model Aeronautics' National Aeromodeling Heritage Program

National Model Aviation Museum 5151 E. Memorial Dr. Muncie IN 47302

## Purpose

The Heritage Program is the Academy of Model Aeronautics (AMA) official list of historically significant aeromodeling organizations, businesses, and sites. Recognized organizations, businesses, and sites have historical significance to their community, state, or nation.

The aim of the program is to identify and memorialize these organizations, businesses, and sites and in the process collect, preserve and interpret documents and materials related to each entity.

## Eligible Organizations and Businesses for consideration can include:

- Aeromodeling Clubs
- Manufacturers related to aeromodeling
- Hobby Shops

## Sites for consideration (site with a geographic location)

- Flying Sites/Fields
- Structures
  - Hobby Shops
  - Factories

\* To nominate a site please submit a Historic Site Nominating form.

## Who can nominate a site?

Private individuals or organizations can submit nominations.

## How is a nomination made?

To nominate an organization or business, a completed National Aeromodeling Heritage Program nominating form along with supporting narratives, bibliographic documentation, photographs, and interview transcripts must be submitted to the AMA's National Model Aviation Museum.

To nominate a historic site, a completed National Aeromodeling Heritage Program Historic Site Nominating Form and supporting narratives, bibliographic documentation, photographs, and interview transcripts must be submitted to the AMA's National Model Aviation Museum.

\* For recognition, an organization or business **does not** need to be associated with a historic site and a historic site **does not** need to be associated with a historic organization or business.

\* A historic organization or business operating from a historic site is eligible to receive both a Heritage Award and a Site Award.

### Criteria for historic organization or business nomination

Historical significance of organizations or businesses may be found in five categories recognized by the following criteria.

- Organization or business is significant to the commercial development of aeromodeling.
- Organization or business is associated with event(s) significant to aeromodeling history.
- Organization or business is associated with significant scientific advances utilizing aeromodeling
- Organization or business is associated with early aeromodeling history 1900 – 1950
- Organization or business has achieved significance in aeromodeling within the last 50 years

Generally organizations or businesses **must be** 50 years of age or older to be considered. They must also be significant in relationship to major trends in aeromodeling history within their community, state, or nation.

### Criteria for historic site nomination

Properties in the Historic Site Program must possess historic significance and integrity. Significance may be found in nine categories of aeromodeling history.

- Property is associated with event(s) significant to aeromodeling history.
- Property is associated with significant/historic aeromodeling club(s) or individual(s)
- Property is associated with significant manufacturer/industry
- Property is associated with significant scientific advances utilizing aeromodeling
- Property is associated with early aeromodeling history 1900 – 1950
- Property has achieved significance in aeromodeling within the last 50 years
- Property has been the site of aeromodeling record(s)
- Property has been in continual use as an aeromodeling facility since its establishment
- Property represents a unique aeromodeling site with qualities not found elsewhere

A property must meet at least one of the criteria for listing. Integrity must also be evident through historic qualities including location and setting. Generally properties **must be** 50 years of age or older to be considered historic places. They must also be significant in relationship to major trends in aeromodeling history within their community, state, or nation.

### Required sections on nominating forms

#### **Historic Organization or Business Nomination**

- Name of Organization or Business
- Location(s)
- Type of Organization or Business
- Statement of Significance
- General Organization and Business Data
- Biographical References
- Form Prepared By

#### **Historic Site Nomination Form**

- Name of property
- Location
- Property Details
- Statement of Significance
- Function or use
- Biographical References
- Geographic Data
- Structures Data
- Manufacturer Data
- Property Data
- Form Prepared By

## Nomination Deadlines

Nominations must be submitted to the National Model Aviation Museum and postmarked no later than August 31.

## Review Committee

The National Model Aviation Museum's Steering Committee will review each nomination and make a recommendation on its eligibility to the AMA's Executive Council for final approval.

## Guidelines once selected

If the integrity of the organization, businesses or site changes once selected it is the responsibility of the nominating party or of the organization / business to notify the National Model Aviation Museum. For example:

- If an organization or business closes or disbands
- A historic flying site becomes a housing development.

A notation concerning the change will then be made on the Heritage Program's web page.

## Benefits/Recognition

- Heritage Award Plaque (suitable for indoor display) for the organization or business
- Historic Site Plaque (suitable for outdoor display) for Historic Sites
- Article in *Model Aviation* magazine
- Organization, business, and/or site will be listed on the National Aeromodeling Heritage Program webpage and its historical significance will be outlined.

## *How to Navigate AMA's Website, [www.modelaircraft.org](http://www.modelaircraft.org)*



- Click on the "Sign In" button, to log in to the website, to reset your password, or to register a new Web account.
- Use the "Search" button to look for information throughout the entire website. Type the subject you want to find in the empty space and click the "Search" button. The top search results will be shown.
- Click on "Home" to go back to the AMA home page.
- Click on "Contact AMA" if you have a question concerning your membership, the website, or any general issue. You may contact a member of the staff directly from the staff directory. Or open an issue to be routed to a specialist in that area.
- Click on "AMA Documents" to view all of the documents available for download.
- Click on "About AMA" to learn about AMA as an organization. This section has a wealth of useful information including Camping Information, Hotel Information, International Aeromodeling Center Site Use, AMA Links, and What is the AMA? Visit this section to see the Executive Council schedule. The Executive Council contact information and meeting agendas are also in this area.

- Click on the AMA logo on the top left side of any page to return to the AMA home page.
- Click any of the social media icons to visit our various social media offerings.

## Navigation Bar:



- **Join/Renew:** This is the AMA Membership Application Center. Here you can apply for a new membership, renew a current membership, or try out our three-month trial membership.
- **Members & Clubs:** Here you will find information about our membership, clubs, AMA Hall of Fame, Hobby Shops, Special Interest Groups, and how to contact our Membership Department.
- **Membership:** This area has the Membership Applications, a Membership Frequently Asked Questions section, Membership Programs & Benefits, AMA Documents, the *Membership Manual*, Membership Verification, the AMA Safety Code, and a link to the Members Only section.
- **Members Only:** (You must be a member, be signed in, and have your Web account linked to your Membership to view the material on this page. You can read “Website Quickstart” under Member Services if you have any questions.) While logged in you can visit the Digital Archive of *Model Aviation* as well as choose from a number of menu items on the left side of the page such as Annual Financial Statements, AMA Committees, and find a Park Pilot Partner. You can also come here to read about the Introductory Pilot Program which is a way for non-AMA members to be introduced to aeromodeling while receiving liability insurance. There is a place to register both students and instructors in this program.
- **Clubs:** Contains Club Documents, a place to find or list clubs, information on FAA NOTAMs, and the Charter Club Kit.
- **Media & Publications:** Visit our different publications, including:
  - *Model Aviation* - the flagship publication of the Academy of Model Aeronautics (AMA). This monthly magazine covers all aspects of the hobby and sport and is provided as a benefit to members of the Academy. Available by subscription and found in select hobby shops in the U.S. and Canada. Available in print and/or digital form. Go to [modelaviation.com/digital](http://modelaviation.com/digital) to learn more about the digital option.
  - *Park Pilot* - focusing on park flyers of all types this publication is the quarterly magazine for Park Pilot members. Available by subscription and found in select hobby shops in the U.S. and Canada. *Park Pilot* subscribers can now receive the digital version at no extra cost. Go to [theparkpilot.org/digital](http://theparkpilot.org/digital) to learn more.
- **Ground Control** - published electronically on a bimonthly basis for This new electronic newsletter is geared to provide important and specific information to club officers, contest directors, Leader Members, and Associate Vice Presidents.
- **AMA Today** - published bimonthly as an email to all members of the Academy of Model Aeronautics, and to subscribers. Its purpose is to keep members informed of what is happening inside and out of the organization.
- *AMA Air* – A bimonthly, Web-based video show addressing current issues of interest to members, as well as informative and entertaining features and stories. To subscribe go to [air.modelaircraft.org](http://air.modelaircraft.org).

• *Model Aviation Rotor Report* - Published twice a month, *Model Aviation Rotor Report* delivers multirotor content to AMA members who have specifically indicated an interest in multirotor platforms, and is available to other subscribers as well.

• **Model Aviation Media Minute** - Published twice a month, Model Aviation Media Minute is automatically delivered to AMA members and other subscribers and is designed to provide a quick look at select stories from *Model Aviation* magazine and AMA’s other media channels.

• **Education:** Come here to read about our Scholarship or TAG (Take off And Grow) Programs. Also contains a list of Modeling Educators and an Educators’ Packet.

• **Museum:** This is the link to get to the National Model Aviation Museum Web page. From the museum page, you can read about the History Program, get general information about the museum, visit the AMA library, see a few exhibits, and go to the AMA Hall of Fame page.

• **Competition/Events:** Contains the Contest Calendar, the Competition Regulations, and read about the AMA Expo. There is a section for Frequently Asked Questions, Contest Board Members, and a menu for Nationals (Nats) where you can look at calendars and Nats Registration.

• **Shop AMA:** From here, you can browse our on-line catalog, order plans through our Plans Service, and purchase plaques from Custom Products. The shopping cart is now only accessible when browsing the Web Store. The number of items in the cart, as well as the total cost is shown under the search box in the top right corner. When you are ready to checkout, click the shopping cart which will take you to the shopping cart page, then click the Checkout button.

### Footer:

- Sign up for AMA Today—a quick way for visitors to start receiving AMA Today.
- Find a club: Use this link to search for a Chartered Club in your area.
- Find a hobby shop: Use this link to search for a hobby shop in your area.
- Other Web sites: Check out the other websites in the AMA family.
- Terms of Use: This contains the rules and conditions of our Web site.
- Privacy Statement: This is our Privacy Policy and how we use your information that you provide to us

## Need AMA Service or Information?

<b>Service</b>	<b>Ext.</b>				
Address Changes	296	Contributions, Museum	500	Membership Records	298
Advertising Billing	261	Custom Products	521	Muncie Site Usage	200
Agenda Items and Committees	200	Education Support	516	Museum Donations	508/511
Air Show Teams	272	Large Model Airplanes (over 55 lbs.)	253	Museum Patrons	500
All-Season Flier Patches	212	FAA Liaison	227	Museum Tours	511
AMA Awards	272	FAI License/Stamp	252	National Aeromodeling Championships (Nats)	200/261
AMA Expo	272	FAI Programs	252	Nats Public Relations	200/261
AMA Cub/Delta Dart Sales	212	FAI Rules Proposals	252	Officer Support	200
AMA Rules	230	Flightline	516	Plans Orders	507
AMA/FAI Rule		Flying Site Grants	272	Product Guide Orders	212
Books/Ordering	252	Flying Site Help	230	RC Frequency Problems	230
AMA Foundation	277	Fundraising	277	Safety Code Clarification	251
AMA Hall of Fame	272	Government Liaison	227	Sanctions	252
AMA Sanctions	252	History Program	511	Scholarship Program	516
AMA Today	277	Hobby Shop Program	272	Sound	230
AMA Walk of Fame		Hobby Shop Magazine Sales	261	Special Interest Groups	272
brick program	277	Incorporation and IRS Exempt Status	251	Take off And Grow Program	516
Archives	511	Insurance Claims, Filing, and Status	253	Team Selection	252
CD/EM Application/Testing	252	Insurance Questions	251	Technical Questions	230
Certificates of Appreciation	272	Introductory Pilot Program	291	Trade Shows	272
Classroom Materials	516	Leader Clubs	272	Turbine Waiver	291
Cloud 9 Newsletter	500	Legal Matters	251	Videotape Sales	212
Club Recognition and Reward program	277	Library	508/511	World Championships	252
Club Records: Certificate of Insurance	291	Magazine Article Reprints	508/511	WC Team Entry	252
Clubs: New and Renew	291	Magazine Policies	225	Youth Program Ideas	516
Clubs: Charters	291	Mall Shows:			
Clubs: Safety Posters	291	Handout Materials	272		
Contest Board Matters	230	Mall Shows: Insurance	291		
Contest Coordination	252	Marketing	273		

## Other Related Organizations

- **American Miniature Racing Car Association**  
(Tether Car Activities)  
J. Phil McDonald  
2312 Mimosa Lane  
Anderson IN 46011  
(765) 425-2959  
jphil944@hotmail.com; www.amrca.com
- **American Model Yachting Association**  
Michelle Dannenhoffer  
Box 360374  
Melborne FL 32936  
(888) 237-9524  
membership@modelyacht.org
- **American Power Boat Association**  
17640 E. Nine Mile Rd.  
Eastpointe MI 48021  
(586) 773-9700  
Fax: (586) 773-6490  
www.apba.org
- **International Model Power Boat Association**  
John Equi  
3116 Acklen Dr.  
Huntsville AL 35805  
(256) 684-2986  
secretary@impba.net; www.impba.net
- **Model Aviation Association of Canada**  
(MAAC)  
Unit 9, 5000 S. Service Rd.  
Burlington, Ontario L7L 6A5  
www.maac.ca
- **National Association of Rocketry**  
Box 407  
Marion IA 52302  
(800) 262-4872  
www.nar.org
- **North American Model Boat Association**  
Al Waters  
(760) 746-2408  
namba883@cox.net  
www.namba.com
- **Quarter Scale Auto Club**  
Doreen Brown  
15166 Center Rd., East Lansing MI 48823  
(517) 410-3754, qsacorg@gmail.com  
www.qsac.org
- **Remotely Operated Auto Racers**  
(Electric and gas)  
Fred Hohwart  
(949) 494-0515; Fax: (949) 494-3413  
administrator@roarracing.com;  
www.roarracing.com
- **Scale Ship Modeler's Association of North America**  
www.ssmna.org
- **The Subcommittee (Subs)**  
Matt Thor, president  
president@subcommittee.com  
www.subcommittee.com

## AMA Recognized Special Interest Groups and Publications

Officers may not be current because of end-of-year elections.

### **Association of small Unmanned Aerial Systems Organization (AsUAS)**

Andrew Argenio  
AsUAS Operations Director  
amaflightsystems@gmail.com

### **International Miniature Aerobatic Club (IMAC)**

Mike Karnes  
10372 N. County Rd. 1025 E.  
Brownsburg IN 46112  
(317) 716-6220  
karnes1025@tds.net

### **International Radio Controlled Helicopter Association (IRCHA)**

www.ircha.org  
Charles Anderson  
8654 Belleau Woods Dr.  
Chattanooga TN 37421  
(423) 227-9898  
canderson9898@comcast.net

### **Jet Pilots Organization (JPO)**

Robert Klenke  
11620 Parsons Walk Ct.  
Glen Allen VA 23059  
(804) 827-7007  
rhklenke@gmail.com

### **League of Silent Flight (LSF)**

Walter Adaszczik  
5 Teak Dr.  
Nashua NH 03062  
wadasczi@comcast.net

### **Miniature Aircraft Combat Association (MACA)**

James McKinney  
Tel.: (504) 417-1897  
james.p.mckinney@gmail.com

### **Model Engine Collector's Association (MECA)**

G. William Mohrbacher  
3621 College Avenue  
Beaver Falls PA 15010  
gwmfox35@comcast.net

### **MultiGP**

Chris Thomas  
111 Enterprise Ave., Ste. 2  
Palm Bay FL 32909  
(972) 839-0774  
chris@multigp.com

### **National Association of Scale Aeromodelers (NASA)**

Mike Barbee  
3903 Whispering Creek Lane  
Delaware OH 43015  
(740) 362-5545  
mabarbee@aol.com

### **National Control Line Racing Association (NCLRA)**

Bill Bischoff  
1809 Melody Ln.  
Garland TX 75042  
(972) 840-2135  
billlbisich@hotmail.com

### **National Free Flight Society (NFFS)**

John Lorbiecki  
1508 Valley View Dr.  
Hubertus WI 53033  
(262) 628-4296  
lorbieckie@sbcglobal.net

### **National Miniature Pylon Racing Association (NMPRA)**

Trey Witte  
15309 Bexley Place  
Mint Hill NC 28227  
(704) 807-1644  
treyywitte1@gmail.com

### **National Society of Radio Controlled Aerobatics (NSRCA)**

Joe Walker  
2381 NW 18th Pl.  
Gainesville FL 32605  
(352) 375-9112  
vellum2@bellsouth.net

### **Navy Carrier Society (NCS)**

Bob Heywood  
1267 Old Country Dr.  
Dayton OH 45414  
rheywood@woh.rr.com

### **North American Speed Society (NASS)**

Glen Van Sant  
414 Valley Rd  
Langhorne PA 19047  
(215) 752-4112  
vansant4@verizon.net

### **Precision Aerobatics Model Pilots Association (PAMPA)**

Dennis Adamisin, president  
2124 Greythorn Dr.  
Ft. Wayne IN 46815  
dadamisin@yahoo.com

### **RC Combat Association (RCCA)**

Bob Loescher  
2027 S. Grubb Rd.  
Cridersville OH 45803  
boiler1@wcoil.com  
rc\_combat\_geezer@yahoo.com

### **Scale Warbird Racing Association (SWRA)**

John Gonzalez, president  
2320 S. Lazy A Pl.  
Tucson AZ 85713  
johnagon@msn.com

### **Senior Pattern Association (SPA)**

Jeff Owens  
3233 Beaumont Dr.  
Tallahassee FL 32309  
(850) 894-2504  
jfolso@comcast.net

### **Society of Antique Modelers (SAM)**

Allen Heinrich  
4148 S. Roberts Rd.  
Fort Mohave AZ 86426  
(928) 219-4590  
aerodyneal@aol.com

### **Unlimited Scale Racing Association (USRA)**

Terry Raymond  
PO Box 221  
Skull Valley AZ 86338  
(760) 408-3038  
flyingranch21@gmail.com

### **Vintage R/C Society (VRCS)**

Mike Denest  
(610) 316.3570  
mjd12k@yahoo.com

### **World Miniature Warbird Association (WMTA)**

Dean Di Giorgio  
1302 SW Kapok Ave.  
Port St. Lucie FL 34953  
icemanjr92@aol.com