

## Exerpt of Club Constitution

### Article 6                    Duties of Officers and Trustees

1. The President shall preside at all meetings of the Board, and at membership meetings. He shall be the alternate signature on the Club's bank account, coordinate all committee activities, and enforce the Constitution and Field Rules to the best of his abilities.
2. The Vice President shall assist the President in his duties. Should the President be absent, or not available for any reason, the Vice President shall perform the duties of the President.
3. The Secretary shall keep minutes of all meetings, keep Club records, accept membership applications, correspond, and perform any other duties deemed necessary by the Board in order to keep the Club's business in an orderly manner. Upon approval of an Application by the membership, the Secretary shall forward the applicable dues to the Treasurer.
4. The Treasurer shall maintain records of all the Club's cash and material assets, write and sign checks at the discretion of the Board, and perform any other duties necessary to ensure accurate accounting for the Club's assets.
5. The Safety Officer position is elected by the membership. The duties of this position consist of the following:
  - Preflight inspection of new or repaired aircraft.
  - Crash investigations and reporting.
  - Preparation and enforcement of the club field and safety requirements and the published Club Rules.
  - Conduct safety classes as a part of regularly scheduled meeting.
  - Monitoring of flyers and flying at the field.
  - Assist the Club Officers in supervision of field layout, parking, flight line, frequency control and spectators.
  - Presentation to club meetings of any field problems or proposed changes.
  - Taking care of any problems that might disrupt field operations.
6. An audit committee consisting of the club officers will annually review the club's records

### Article 7

3. The President shall present a slate of candidates at the first meeting in December of each year. Additional nominations may be made from the floor. The president's slate plus nominations from the floor become the final slate of officers. All nominees must accept either verbally, or in writing by or at the December meeting. Nominees shall have attended at least 7 club meetings during the past year.