

2020 Member's Handbook

Kona RC Flyers Inc is a non-profit educational LLC, and an AMA chartered radio controlled model aircraft club. We are governed by the KRCF by-laws and the operating rules/guidelines of the AMA .

We exist to provide a friendly, supportive and safe environment for learning about and operating model aircraft.

Table of Contents

Code of Conduct.....	4
Safety.....	5
Club Activities.....	6
Flying.....	6
Events.....	6
Meetings.....	6
Flying Field Rules.....	7
General.....	7
Pilot Requirements.....	8
Aircraft Requirements.....	9
Operations.....	10
Flight.....	10
Field Usage Map.....	11
Pits Area.....	12
Pits Area Usage.....	13
Frequency Control.....	14
Aircraft Control.....	14
FPV.....	15
Field Cautions, Policies and Reminders.....	16
New Pilot/Member Orientation.....	17
KRCF Bylaws.....	18

Code of Conduct

As members of the Kona RC Flyers (KRCF):

1. We represent ourselves and our club to the general public in a friendly and courteous manner.
2. We are considerate and respectful of all other club members.
3. We encourage creativity, and the sharing of ideas and solutions for the technical problems of our hobby.
4. We promote safety in all aspects of our hobby.
5. We participate in and conduct all club business ethically, with integrity and in accordance with our bylaws.
6. We approach the management of our club with enthusiasm and creativity consistent with the changing times.

We do not:

1. behave in an un-sportsman-like or discourteous manner.
2. use abusive or obscene language, or behave in a threatening or aggressive manner.
3. come to the field or any club function under the influence of alcohol or intoxicating drugs.

Safety

Safe pit operations and safe flying must be every member's first concern. No other issue has greater impact towards the public perception of our hobby, and our continued use of our flying field. Your cooperation and participation will help assure that we have a great place to fly for years to come.

If you have any questions/concerns about safe flight or pit operations, please bring them to the attention of our Safety Officer or any Board Member. If you see an unsafe act, kindly bring it to that member's attention. We are all responsible for safety, every day.

Club Activities

Flying

The KRCF flying field is available to club members every day of the year. Sunday is the most active day. Wednesday is also well attended for electric-only flying.

Events

KRFC calendar events include BBQs, fun-flys, and community out-reach days. Events are posted on the KRCF web site (<http://www.konarcflyers.com/>) and distributed to the membership email list.

Meetings

The KRCF Annual Membership Meeting is held on the 1st or 2nd Sunday of January at the KRCF flying field at a time to be determined by the prior years Club President (unless otherwise announced). At the meeting, the club officers for the current year will be nominated and voted on. The agenda will include reports by the club Treasurer and Secretary, as well as any other old or new business of interest to the club membership.

Meetings of the general membership are held quarterly on the first Sunday of that quarters first month at the KRCF flying field (unless otherwise announced). These meetings generally consist of discussion concerning flying-field project plans, safety rules, planned events and club budget.

Meetings of the KRCF Executive Board are held at least quarterly at a time and place determined by the club President, or a quorum of Board Members.

Flying Field Rules

General

1. The flying field gate **MUST** be closed and locked upon entrance and exit, **EVERY TIME**. There are **NO EXCEPTIONS**. Failure to do so may result in termination of your club membership, as well as putting club use of the flying field in jeopardy.
2. Fixed-wing aircraft takeoffs and landings are on the main East-West runway. All flight must be in the area North of the pilot flight line.
3. Helicopter and multi-rotor takeoff, landing and flight, is only allowed in the South West quadrant of the KRCF field.
4. The Honokohau Airfield can be used any daylight time, 7 days a week.
5. Before recovering an aircraft that was downed on DHHL property (i.e. down the cliff to the East), you must contact DHHL and inform them of your intent to recover the aircraft. DHHL (808) 8876-6053
6. Smoking is not allowed in the pit area or the main runway flight line. It is only allowed in the parking area, when it is downwind from the pit areas.
7. The use or consumption of alcoholic beverages or any other intoxicating substance is strictly prohibited at the flying field.

Pilot Requirements

1. Each club member operating an aircraft must have a current AMA and KRCF membership.
2. All pilots must comply with the current AMA Safety Code included with your current AMA membership. All AMA and KRCF rules must be followed at the flying field.
3. If a club member has not achieved “solo” flight status (i.e. having demonstrated the skill to pilot an aircraft safely by themselves), they must be accompanied a designated club flight instructor or “solo-ed” club member when they are flying.
4. Pilot guests of members must have and show proof of a valid AMA membership. The guest pilot is the responsibility of the KRCF member sponsoring them, and must remain present while the guest is on site. Any one guest may fly for up to two continuous weeks per year at no cost. After that time, a \$25 per month fee will be assessed to the club member for their guest.
5. Hawaii vacationing pilots must either join the club, or befriend a club member and become their guest.
6. If using an instructor/student dual flight transmitter setup (i.e. a buddy-box), the instructor/master pilot is responsible for the flight.
7. Non-AMA member “guests” may fly on a one-time basis (with a buddy-box) with a club member. Only club member aircraft or radio equipment may be used. (Per AMA insurance rules)

Aircraft Requirements

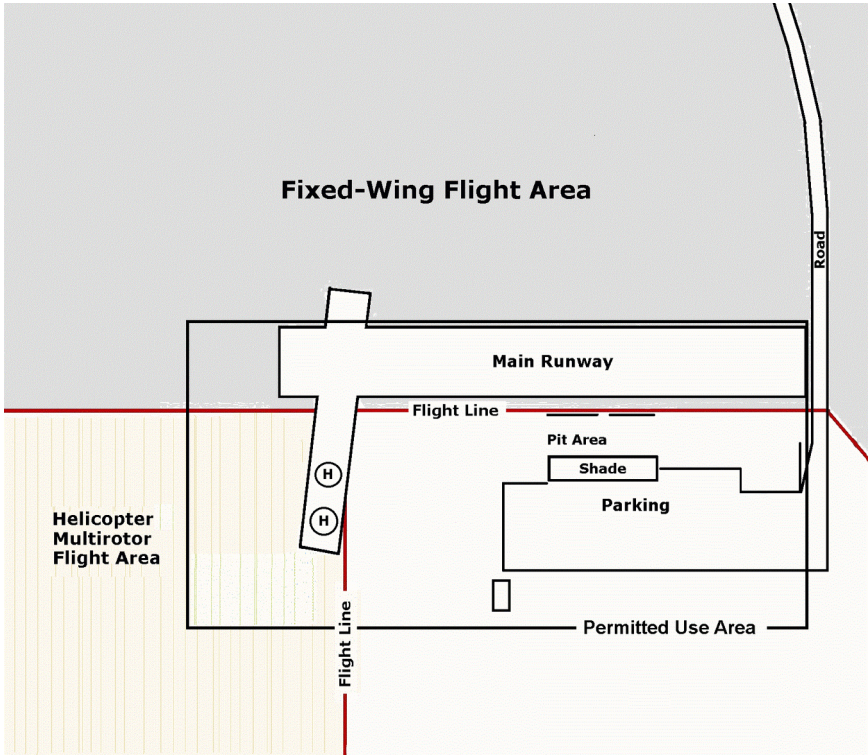
1. All aircraft must be labeled/identified per AMA, including member name and appropriate AMA number. This is in compliance with the requirements of the AMA Safety Code.
2. The AMA and KRCF believe in safe, legal operation of remotely piloted vehicles. UAS registration and labeling of flying craft is encouraged per FAA guidelines.
3. All aircraft must be verified by it's pilot for air worthiness prior to every flight.

Operations

Flight

1. A maximum of four fixed-wing aircraft may be in the air at any one time.
2. Flying over people is prohibited.
3. During flying, pilots must stand behind the flight-line fence.
4. It is strictly prohibited to fly any aircraft behind the flight-line.
5. Flying may continue during aircraft retrieval from the runway (or beyond), with the permission and acknowledgment of all other active pilots.
6. Pilots may be on the runway only for take-offs or retrieval of aircraft. To do so, they must clearly and audibly announce and receive acknowledgment of these actions from the other pilots before proceeding.
7. All take-off and hand launches shall be done from the runway or runoff areas only. No hand launches will be made between the flight line and the pit area.
8. Pilots must clearly announce (call-out) the following intentions to other pilots on the flight line: “Take off”, “Landing”, “On Runway”, “Clear” (from runway) or “Off Runway”, and “Dead stick” (when needing to perform a emergency un-powered landing). Other “call-outs” are welcomed and encouraged as needed.
9. No other type of RC devices (RC cars, for example) may be operated at the KRCF flying field.

Field Usage Map



The KRCF field is located approximately 1500 ft south, through the locked gate in the Hawaii Big Game Fishing Club (Billfisher) building parking lot, at the Honokohau Harbor, in Kailua-Kona, Hawaii.

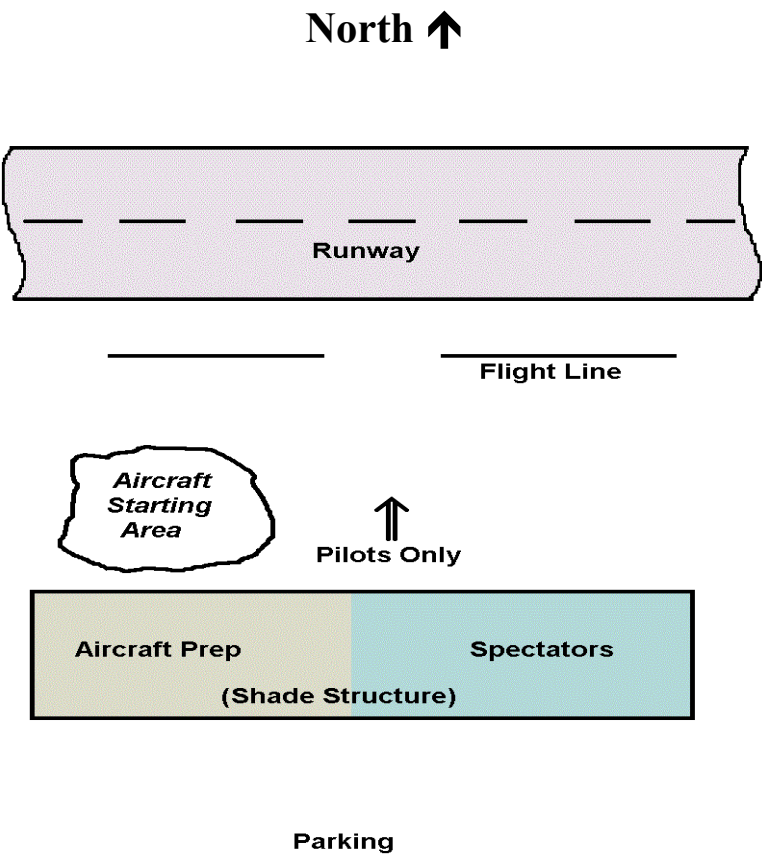
(19.66315,-156.02288)

(19°39'47.3"N 156°01'22.4"W)

Pits Area

1. No props shall be spinning unless forward (North) of the shade structure. This applies to both electric and liquid fuel aircraft.
2. All pilots flying aircraft with liquid-fueled engines shall identify the nearest location of a functioning fire extinguisher before starting and operations.
3. Spectators are not allowed forward (North) of the shade structure. Children of guests and members must be under their constant supervision.
4. The area forward (North) of the shade structure is restricted to active pilots, and those who are accompanying them for the purpose of assistance or instruction.
5. When facing North... The right side of the shade structure is set aside for socializing members and guests. The left side is for pilot preparation.
6. Liquid fueled planes must be started in the KRCF plane stands, which must be located forward of the left side of the shade structure.
7. Liquid fueled planes must be managed by two individuals; the pilot and a “plane wrangler”, who will carry the airplane to the flight line.
8. Never leave a running engine and airplane unattended.
9. Pets are not allowed in the Pit/Shade area. If you must bring your pet with you, keep them in your vehicle. Clean up after your pet, and take the cleanup home with you.

Pits Area Usage



Proper use of the pits area is critical to maintaining safe operations at the KRCF flying field. If you have questions where certain activity should be taking place at the field, see our Safety Officer or any Board Member.

Frequency Control

If you have question or concerns about your radio equipment meeting these requirement, consult the club Safety Officer or another knowledgeable club member for guidance.

Aircraft Control

1. At the KRCF flying field.... It is assumed that all club members fly with modern 2.4Ghz band digital radio equipment which is FCC Part 15 approved. Because this technology allows for many pilots to fly at the same time without signal conflict, there are **no frequency controls** in place for aircraft transmitters at the KRCF field.
2. Members wishing to fly with older 72MHz band radio equipment may do so. However, they fly at their own risk and accept the burden of identifying other fliers who may be operating on the same channel. All 72 MHz transmitters and receivers used at the KRCF Field must be "Narrow Band" in compliance with the 1991 FCC Regulations.
3. Some multirotor aircraft use the 5.8GHz band for aircraft control. This is acceptable for use at the KRCF field. However, these systems may have signal conflicts if 5.8GHz FPV systems are running at the same time. KRCF has no frequency controls in place for the 5.8GHz band. Pilots using it for aircraft control fly at their own risk and accept the burden of identifying other fliers who may be operating on the same channel/band.

FPV

1. There shall be **no FPV equipment (or other radio electronics) operating in the analog 2.4GHz band at the KRCF field. There are NO EXCEPTIONS.** This includes equipment that is FCC Part 15 approved. This restriction is to protect the 2.4GHz flight control spectrum from interference. It is suggest that the 5.8GHz band be used for FPV.
2. 2.4GHz WiFi or Lightbridge (digital signals) **are acceptable for FPV.**
3. There are no frequency/channel controls on the 5.8GHz band for FPV at KRCF. Pilots using it fly at their own risk and accept the burden of identifying other fliers who may be operating on the same channel/band for FPV or aircraft control.
4. Per AMA and FCC requirements, FPV/radio equipment operated at the KRCF field **must be FCC Part 15 approved.** The only exception is equipment operated by a club member who is amateur radio (HAM) licensed for it's operation.

Field Cautions, Policies and Reminders

1. If you need assistance, or a spotter for a flight, or help with a pre-flight ground check, please ask. We are a friendly bunch, willing to help fellow pilots.
2. Clean up your area when you are finished and pick up other trash you see. Remember to take your trash home with you. This is your field. Please help keep it clean.
3. There is no smoking on the flight line or in the pits. If you are smoking in an allowed area, do not throw your butts on the ground. Take them home with you.
4. Courtesy first. There are a limited number of aircraft setup stand available. Please remove your plane when not actively preparing for a flight, so others may use it.
5. Follow safe battery charging practices at all times. Do not charge batteries inside of vehicles. Charge batteries on fireproof surfaces or inside fireproof containers.

New Pilot/Member Orientation

Every new member of KRCF must have a club orientation conducted by the KRCF President, Membership Chairman, or one of their designates. The following items must be completed.

1. Prospective member fills out an application, and is directed to the Membership Chairman (MC)
2. MC reviews application, checks for valid AMA card and takes payment for membership/key.
3. MC (or designate) gives orientation as noted here. New members get a copy of this handbook for them to keep.
4. MC has a specific discussion of the gate closing and locking requirements for the KRCF field.
5. MC reviews all of the Flying Field Rules in this handbook.
6. MC reviews the Field Usage Map in this handbook.
7. MC determines if the new member requires a checkout flight. If so, complete the flight and determine if the member is then approved for solo flight.
8. MC issues key and KRCF membership card.
9. MC gives payment and application to Treasurer. Treasurer records in club financial ledger.
10. Treasurer gives application to Secretary, who updates member roster and stores application.

KRCF Bylaws

ARTICLES OF INCORPORATION

ARTICLE I CORPORATE NAME

KONA RC FLYERS, INC.

ARTICLE II ADDRESS

77-6436 Kilohana Street
Kailua Kona, HI 96740

ARTICLE III PURPOSE

1. The purpose for which the Corporation is formed is to educate the public on all aspects of model aviation including applicable rules and regulations; design; building and flying.
2. The Corporation will aid in so far as possible the national program of the Academy of Model Aeronautics, for the continual advancement of model aviation in all its phases in the United States.
3. The Corporation is organized exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.

ARTICLE IV ORGANIZATION TYPE

The Corporation is a membership organization with a Board of Directors and Officers.

ARTICLE V LIMITATIONS

1. No part of the net earnings of the Corporation shall be

distributed to its Members, Directors, Officers, or other private persons.

2. The Corporation shall not carrying on propaganda, or attempt to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

3. Notwithstanding any other provisions of these Articles the Corporation shall not carry on any other activities not permitted by an organization exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code.

ARTICLE VI DISSOLUTION

Upon the dissolution of the Corporation, the Board of Directors:

(1) Shall pay or make provision for the payment of all liabilities of the Corporation.

(2) The remaining assets shall be distributed to a nonprofit fund, foundation or corporation organized exclusively for the purposes specified in section 501(c)(3) of the Internal Revenue Code and which has established its tax-exempt status under that section.

(3) In accordance with Hawaii Revised Statutes Section 414D-233 the corporation shall give the attorney general written notice that it intends to dissolve before the time it delivers the articles of dissolution to the STATE OF HAWAII DEPARTMENT OF COMMERCE AND CONSUMER AFFAIRS Business Registration Division. The notice shall include a copy or summary of the plan of dissolution.

(4) No assets shall be transferred or conveyed as part of the dissolution process until twenty days after it has given the written notice required to the attorney general or until the attorney general has consented in writing to the dissolution, or indicated in writing that the attorney general will take no action in respect to, the transfer or conveyance, whichever is earlier.

(5) When all or substantially all of the assets have been transferred or conveyed following approval of dissolution, the board shall

deliver to the attorney general a list showing those (other than creditors) to whom the assets were transferred or conveyed. The list shall indicate the addresses of each person (other than creditors) who received assets and indicate what assets each received.

**ARTICLE VII
REPORTING**

In accordance with Hawaii Revised Statutes Section 414D-308 the corporation shall file an annual report on or before March 31 of each year that reflects the state of the corporation's affairs as of January 1 of the year when filed.

=====

**BYLAWS
OF
KONA RC FLYERS, INC.**

ARTICLE I

Purpose

The purposes and objects of this Corporation shall be those set forth in its Articles of Incorporation.

ARTICLE II

Members

Section 1. Members Qualification.

(a) Membership in the Corporation shall be available to all individuals interested in Model aircraft. Insurance by the Academy of Model Aeronautics is required by the Corporation to operate remote controlled aircraft. Members must therefore be members of the Academy of Model Aeronautics.

(b) An individual may hold only one (1) membership.

Section 2. Termination

Termination of a membership requires a majority vote at member

meeting. Any paid-up dues will then be refunded.

Section 3. Place of Meeting.

The annual meeting to elect Officers is held on the island of Hawaii as the Board of Directors shall determine.

Section 4. Annual Meeting.

(a) The annual meeting of the Members held each year at a time, place and date designated by the President of the Corporation no later than three months following the end of the Corporation's fiscal year.

(b) The purpose of the meeting is

(1) The election of officers

(2) The consideration of the reports of officers, committees and directors

(3) The transaction of other proper business.

(c) After all reports have been given the new Officers shall be installed, and all the books and records of the outgoing officers shall be turned over to their successors. All Committee records shall be turned over to the newly installed President.

Section 5. Special Meetings.

Special meetings of the members of the Corporation may be held at any time upon the call of the President, or upon the call of a majority of the Board of Directors, notification by email, or in person shall be made to each Board Member, at least five (5) days prior to any special meeting. If notice is given pursuant to the provisions of this section, the failure of any member to receive actual notice of meeting shall in no way invalidate the meeting or any proceedings.

Section 6. Notice of Meetings.

(a) The President or Vice President, or the Secretary of each regular or special meeting of Members gives a notice, in writing, not less than five (5) days before the meeting.

(b) The notice states the time and place of the meeting, and, if a

special meeting, its purpose and object.

Section 7. Waiver of Notice of Meetings.

(a) A Member may waive notice of the time, place and purpose of any meeting of Members, either

- (1) By written waiver specifying the date and either before or after such meeting or
- (2) By attendance in person at the meeting.

Section 8. Quorum.

A quorum at any regular or special meeting of Members consists of at least three (3) of the Members of the Corporation.

Section 9. Organization.

(a) The President presides at all meetings of the Members under Roberts Rules of Order Newly Revised.

(b) If the President is absent, the Vice President presides and has all the powers conferred upon the President when acting as presiding officer of the meeting.

(c) The Secretary performs secretarial duties for all meetings of the Members.

(d) If the Secretary is absent, the presiding officer may appoint any person to act as Secretary for the meeting.

Section 10. Order of Business.

The order of business at Members meetings is as follows:

4. Reading minutes of previous meeting.
5. Report of Directors of Committees.
6. Reports of Officers.
7. Unfinished business.
5. New or miscellaneous business.

Section 11. Dues

(a) Annual dues of the Corporation shall be determined by a majority of members present at the annual membership meeting.

(b) Payment of said dues entitle members to a full year's

membership, starting upon receipt of membership application.

(c) Members in arrears of dues for two (2) consecutive months shall be notified of non-payment of dues. Membership privileges shall be suspended, including voting rights.

(d) Any former member may be reinstated by payment of dues. No re-instatement fee shall apply.

ARTICLE III

Board of Directors and Officers

Section 1. Number.

(a) The officers of the corporation are a President, a Vice Present, a Secretary, a Treasurer and a Safety Coordinator. The Board of directors shall consist of these officers. A majority of the Board of Directors may establish other Directors for the current term. The affairs of the Club shall be managed by this Board of Directors.

(b) Any two offices may be held by the same person.

(c) If an instrument is required to be executed, acknowledged or verified by two (2) or more officers, no officer shall execute, acknowledge or verify any instrument in more than one capacity.

(d) Each office is for a term of one year and until a successor is elected, whichever period is longer.

(e) At each annual meeting of the Members an election is held to fill the seats of the officers whose term is expiring.

(f) The directors are not necessarily residents of the State of HAWAII.

Section 2. Vacancies.

If any director elected by the Members resigns for any reason, the remaining directors may elect a successor director to serve until the expiration that term until a successor is elected by the Members.

Section 3. Time and Place of Meeting.

(a) The Board of Directors meet at least once a year.

(b) The Board of Directors fix a time and place for their meeting after the annual meeting of Members.

Section 4. Call and Notice of Meetings.

- (a) Meetings of the Board of Directors may be called at any time by the President, Vice President, or the Secretary or by a majority of the Board of Directors.
- (b) Attendance at any meeting operates as a waiver of notice.
- (c) Any meeting at which a majority of the Directors are present is a valid meeting for business transacted.

Section 5. Quorum.

A majority of the Board of Directors constitutes a quorum for the transaction of business.

Section 6. Compensation.

The Board of Directors shall not receive compensation except for reimbursement of expenses incurred to the extent permitted by the Articles of Incorporation.

Section 7. Removal.

A majority of the Board of Directors may remove or suspend any officer at any time without notice and without cause by the affirmative vote of a majority of the entire Board.

Section 8. Vacancies and Absence.

- (a) If an office becomes vacant for any reason, a majority of the Board of Directors may elect a successor to hold the office for the unexpired term.
- (b) In case of the absence of any officer of the corporation, the Board may delegate the powers and duties of the officer to any other officer or Director.

ARTICLE V

Duties of Officers

Section 1. President.

- (a) Is the chief executive officer and active head of the corporation.
- (b) Has general control and management of all the Corporation's

business affairs.

(c) Presides at all meetings of the Board of Directors.

(d) Performs the duties incident to the office of the President.

Section 2. Vice President.

The Vice President performs the duties delegated to or required by the Board of Directors or the President.

Section 3. Secretary.

(a) Keeps a record of all proceedings of the Board of Directors and all meetings of Members.

(b) Has charge of the membership book of the Corporation.

(c) Performs other duties as pertain to his office or required by Board of Directors.

Section 4. Treasurer.

(a) Has custody of all funds and securities of the Corporation.

(b) Keeps a record of all monies received and paid out.

(c) Keeps books of accounts of the financial condition of the Corporation and provides an annual statement at the annual meeting of Members and any other financial statements that the Board of Directors may request.

(d) Deposits in the depository or depositories designated by the Board of Directors all of the money received by the Corporation.

(e) Provides all state and federal returns required by law.

(f) On the expiration of his term of office, delivers to his successor papers, property, books, and monies possessed or under control.

Section 5. Safety Coordinator.

Responsible for monitoring proper field setup, oversight of pilots flight and pit activities, and will make him/herself available to all members regarding safety questions that may arise.

ARTICLE VI

Shares

There are no shares or other ownership interest in the Corporation.

ARTICLE VII

Voting and Elections

Section 1. Nominations

At the annual meeting the President shall call for nominations from the floor.

Section 2. Voting

Voting shall be by hand of members present. The results shall be announced immediately following.

Section 3. Tied Vote.

In case of a tied vote in an election, the a majority of the Board of Directors shall cast a tie-breaking vote.

ARTICLE VIII

Amendments

An affirmative vote at a meeting of the Members may alter, amend, add to, or repeal these bylaws.

ARTICLE IX

Assent of Members

- (a) Any person becoming a Member of this Corporation is deemed to assent to these Bylaws and any alterations, amendments or additions.
- (b) They shall designate the desired address for notices sent by the Corporation.
- (c) In the event a Member fails to designate an address, notices will be sent to an address the Secretary believes the member may be reached.

Approved at Annual Member Meeting 1/19/2019

Kona RC Flyers
2020 Member's Handbook
Rev c