

**Friends of FNL
Pilots Association**
(a.k.a. FNL Pilots Association)

ORGANIZATION BY-LAWS

01/15/2005	Initial Revision
12/14/2010	Replaced Article II in its entirety
03/08/2012	Added Article VI Sections II and III and Article VII Section VI; amended Article IX Section I to specify elections at the annual meeting
04/20/2013	Standardized a.k.a. to “FNL Pilots Association”

Article I

Name

The name of this organization shall be the Friends of FNL Pilots Association, a.k.a. the FNL Pilots Association.

Article II

Vision Statement

The FNL Pilots Association supports General Aviation at the Fort Collins/Loveland Airport by advocating on behalf of its local pilots in the use and development of FNL.

Mission Statement

- Attend public meetings and offer our support and expertise to promote the continued use of the Airport.
- Provide a forum for pilots to express their concerns and ideas.
- Act as a channel through which others can communicate with the pilot community.
- Promote aviation related education for pilots and the general public.

Article III

Code for General Aviation use of the Airport

- We strive to lead by example by being good and responsible General Aviation pilots, owners, and operators at the airport. We recognize that people will judge all General Aviation pilots and interested parties by our actions - every pilot does make a difference. We will use our influence with other pilots and interested parties to promote responsible conduct at all times;
- We strive to follow appropriate rules as required for responsible use of the airport, and to amend, add to, and improve those rules as required, while operating our aircraft in a safe and responsible manner at all times;
- We strive to respect pilot's, property owner's, and airport owner's rights;
- We strive to not interfere with the normal operation of the airport in any way;
- We strive to communicate our interests and respond to other's interests in a polite, controlled, and effective way to benefit General Aviation, and the airport.

Article IV

Form of Entity

This organization shall be organized as a non-profit, membership organization for legal and tax reporting purposes, with necessary steps taken to secure and maintain such classification under Section 501 of the Internal Revenue Code.

Article V

Membership

Membership in the organization will be available to anyone who wishes to join, who registers to receive the Association Newsletter, and pays the yearly dues in effect at the time of joining. Membership fees are paid yearly and cover the period Jan 1 through Dec 31. Initial (organizing) members who join and pay dues at any time in 2004 will remain members in good standing through Dec 31, 2005.

Article VI

Board of Directors

Section I. Election

The board of directors of this organization shall be Chairman/Executive Director, Director of Operations, and Director of Community Relations. The board of directors will serve in an advisory capacity to the officers of the organization. The members shall elect the board of directors on a three-year staggered-term basis (one per year). Officers in the Association may not simultaneously hold a Director position.

Section II. Replacement

If a Board of Directors member resigns or a Board of Directors seat otherwise becomes vacant, the remaining Board of Directors members and the Officers will appoint a replacement to serve until the annual meeting. If there is any additional time remaining in the seat's three-year term, a member will be elected at the annual meeting to fill the vacancy for the remainder of that term.

Section III. Recall

A Board of Directors member may be removed before the end of his/her three-year term by holding a recall vote at the annual meeting. A recall petition must be signed by at least 10 members, or 5% of the members, whichever is greater, and presented to an Officer at least seven days prior to the annual meeting. Upon passage of the recall vote by a 2/3 vote of the members in attendance, the member is removed from office. Another member shall be elected to serve the remainder of the three-year term.

Article VII

Officers

Section I. Election

The officers of this organization shall be President, Vice-President, Secretary, and Treasurer. These officers will preside over the regular meetings of the organization and shall be elected on an annual basis by the members. An individual officer may not hold more than one office specified in Article VII.

Section II. President

The President shall be the chief officer of the organization and shall preside at all meetings of the membership. He/she shall appoint all standing committees and be an ex-officio member thereof. He/she shall have general powers and duties of supervision and management usually vested in the office of a president of an organization. He/she shall be the official spokesperson of the Association and shall represent the Association position at related meetings, gatherings, and external sessions. The President may designate specific representation tasks to other Members as required from time to time.

The President shall be responsible for the content, publication, and distribution of official Association communications. He/she may delegate others to help with that effort as required.

Section III. Vice-President

The Vice-President shall perform the duties and exercise the powers of the President during the absence or disability of the President.

Section IV. Secretary

The Secretary shall attend all meetings of the members and shall take and preserve a copy of the minutes of all proceedings. He/she shall give all notices required by these By-laws, transmit annual reports as required, and shall perform other duties as may be delegated to him by the President.

The Secretary shall be responsible for the timely and accurate maintenance of a membership database, and all information contained on the Association Website, but may delegate others to help with these efforts as required.

Section V. Treasurer

The Treasurer shall have custody of all the organization's funds and shall keep books reflecting a full and accurate accounting of all receipts and disbursements made by the organization. He/she shall disburse the funds of the organization as ordered and shall render a Treasurer's report at all meetings of the organization.

The Treasurer shall be responsible for all financial reports required to maintain the good standing of this Association with the Government.

Section VI. Replacement

If an Officer resigns or an Officer's seat otherwise becomes vacant, the remaining Officers and the Board of Directors will appoint a replacement to serve until the annual meeting.

Article VIII

Section I. Bank Account Access

Only the President, Vice-President, Secretary, and Treasurer shall be named on the Association bank account as able to disperse funds and make Association decisions with regard to that account (i.e. be listed on the bank "signature card"). Only one signature shall be required to authorize a disbursement.

When a change occurs in any of these four offices (i.e. a different person is elected to fill an office), the bank shall be immediately directed to adjust the "signature card" to reflect the newly elected officer and the position he/she holds in the Association, and to remove the name of an officer who no longer holds one of these four positions in the Association.

Internet Banking shall be established (and passwords adjusted as necessary after an election is held) to allow access to the bank account via the Internet by only these same four duly elected officers.

Article IX

Meetings

Section I. Annual Meetings

The first annual meeting will be held in January 2005. The second annual meeting and subsequent meetings shall be held in January of subsequent years. Election of Officers and Board of Directors members shall take place at the annual meeting.

Section II. Notice of Annual Meeting

At least ten (10) days prior to the annual meeting, all members of the organization shall be sent a written notice of the time and place of the annual meeting, unless notice is waived in writing by the membership.

Section III. Monthly and Special Meetings

At the beginning of each President's term, a list of scheduled regular meeting dates, times, and places shall be provided to the membership.

The President, or two other officers, may call additional special meetings of the members at any time. All members shall be sent a written notice of the time and place of a special meeting at least two days in advance of the meeting, unless notice is waived in writing by the membership.

Section IV. Quorum

For an annual, monthly, or special meeting, the members in attendance shall constitute a quorum. A majority vote by those in attendance will decide all matters that come before the membership, unless it is agreed by the majority that a matter shall be voted on by the entire membership, by means of a direct mailing, e-mail, or some other means.

Article X

Dues

The organization shall have the power to determine, assess, and collect dues as determined by a majority vote of those in attendance at the annual meeting.

Article XI

Dissolution

In the event of dissolution of the Association, the assets of said organization shall be distributed to a non-profit organization, deemed acceptable to the IRS, that closely resembles the spirit of this Association as selected by the Board of Directors.

Article XII

Fiscal Year

The fiscal year of the organization shall end on the 31st day of December in each year.

Article XIII

Amendments

These by-laws may be amended by a two-thirds vote of the entire membership. A direct mailing, e-mailing, or other means may be used to record the vote of all members of record for this purpose.

HEA

1/15/2005

Appendix A:

The Association Charter

FNL PILOT'S ORGANIZATION CHARTER:

This organization is formed...

- 1) To Act as a two-way conduit between the FNL Pilot Organization membership and the city councils of Fort Collins and Loveland, Colorado;
- 2) To Stand as a reference body for the city officials and other governing bodies on specific needs for general aviation at FNL;
- 3) To Provide a forum (through Association periodic meetings, e-mails, and a Web site) for pilots and other users of FNL to voice their opinions and needs related to our airport, it's operation and future growth;
- 4) To act as the collective voice of pilots (student, private & commercial), plane owners & renters, hangar owners & renters, experimental aircraft builders, aviation mechanics, etc., that either use or have an interest in FNL;
- 5) To provide social, educational, and professional flying experiences to the membership, and to stand as a political clarion for general aviation.

S. McClintock

12/08/2004