

Experimental Aircraft Association (EAA)
Eastside Chapter #64

1. Organization

- a. This organization shall be known as the East Side Chapter #64 of the Experimental Aircraft Association (incorporated). It is incorporated under the laws of the State of Illinois as non-profit, non-stock.
- b. Chapter meetings will normally be held on the 1st Tuesday of each month. The Secretary will notify members of the exact time and place prior to the meeting.
- c. Organization and conduct of the meeting and business will be in accordance with EAA instructions to the chapters.
 - i. Items of business requiring a vote from the chapter members will require a simple majority vote of a quorum of the chapter members present. If a quorum is not present, two-thirds of the members present shall govern.
 - ii. The quorum of this organization shall be absolute of the membership as determined on January 1st of the current year. Votes by proxy shall not be allowed.
 - iii. The President shall vote only to break a tie.
- d. Any member may make recommendations to change or amend these bylaws. The bylaws may be amended, altered or repealed by a vote of two-thirds of the members present at a properly called meeting, provided that any proposed change has been presented at the preceding meeting or in writing to the membership at least 30 days in advance of the meeting.

2. Officers

- a. Officers shall be: President, Vice-President, Secretary, and Treasurer. Other officers, such as Program Chairman, Flying Activities Chairman, Purchasing Officer, and Property Officer; may be appointed by the President when it is appropriate, or when the size of the group warrants such positions.
- b. Election and Term of Office
 - i. The slate to be voted on will be determined and announced at the September meeting, and the officers will be elected by written ballot during the October meeting.
 - ii. Officers will serve for two years commencing with the following January meeting.
 - iii. Officers may be elected to the same office for consecutive terms.
- c. Duties of the officers shall be approximately as prescribed in the EAA instructions to the chapters.
 - i. The President
 1. Shall preside at all meetings.
 2. Shall represent his/her chapter in all dealings with EAA headquarters and other organizations.
 3. Shall have authority to appoint all necessary committees.
 - ii. The Vice-President

1. Shall preside in the absence of the President.
 2. Shall assist the President in all dealings with the EAA headquarters and other organizations.
 3. Shall be parliamentarian and interpreter of the bylaws.
 4. Shall be chairman of the nominating committee.
 5. Shall be in charge of the program after the business meeting.
- iii. The Secretary:
1. Shall keep minutes of all proceedings.
 2. Shall sign all checks for the chapter only in case the Treasurer is not available.
 3. Shall keep a proper membership list showing the names of the members of the chapter, bylaws, and such other books and papers as the President may direct.
 4. Shall be responsible for notifying each member by mail or e-mail of all meetings (date, time, place, and program).
 5. Shall execute all correspondence for the chapter.
 6. Shall keep National Headquarters informed of chapter activities as outlined in the instructions to the chapters.
- iv. The Treasurer:
1. He/She, or the Secretary, shall execute, in the name of the chapter, all checks for expenditures by the chapter.
 2. Shall receive and account for all funds of the chapter.
 3. Shall collect all dues as voted on by the chapter.
 4. Shall provide an accounting to be published in each issue of the chapter newsletter.
- v. The Board of Directors

A minimum of four is required for incorporation in the State of Illinois. Past elected Presidents are to be automatic members of the Board of Directors, so long as he or she is an active member and in good standing.

3. Membership:
 - a. Members of Chapter 64 must also be members or associate members in good standing with National EAA headquarters. They shall supply the Treasurer with their membership number.
4. Finance
 - a. Annual membership dues amount will be set by a vote of the membership.
 - b. Membership is by calendar year, commencing in January. Dues are normally payable by the March membership meeting.
 - c. A person whose dues are delinquent for the preceding calendar year will forfeit his membership standing.
 - d. Dues for new members will be pro-rated on a monthly basis. Yearly rate of dues will be divided by 12, and then multiplied by the numbers of

months remaining in the calendar year to obtain dues amount for the balance of the year.

- e. No chapter money in excess of \$100 per calendar year shall be spent by the chapter officers, other than ordinary operating expenses and office supplies, without the approval of the chapter membership as outlined in paragraph 1.c.i.
5. Property:
- a. Title to real and personal property shall be held in the name of the chapter.
6. Chapter Directory:
- a. The chapter directory shall be published (on paper or on our chapter's website) at the discretion of the officers.
 - b. The directory should contain the following information:
 - i. Chapter officers and committees, and Board of Directors.
 - ii. Roster of membership, listing the following:
 - 1. Aircraft under construction
 - 2. Aircraft completed by members
 - iii. Sources of aircraft building material
 - iv. Technical library publications, and other media available for loan to Chapter members.
 - v. List of all property, and chattel, owned by Chapter 64.