

EAA Chapter 732 Bylaw Summary

Prepared 7/26/2002 by Chip Gibbons

- Chapter Name: Northwest Arkansas Experimental Aircraft Association Chapter 732
- Location: Address of the elected Secretary of the chapter
- Membership:

Type	Voting Rights?	Required to Pay Dues?	Allowed to Hold Office?	Must be EAA Member?
Regular	Yes	Yes	Yes	Yes
Honorary/Complimentary	No	No	No	Yes
Special	Yes	No	Yes	Yes
Life	Yes	No	Yes	Yes

- Dues:
 - Due January 1 of each year
 - Delinquent if not paid by February 15
 - New member joining January – October – full dues apply
 - New members joining November or December – full dues must be paid but they apply to the subsequent year
- Membership Quorum:
 - 1/3 of the voting membership (including proxy votes) but not less than 8 members
 - Proxy votes count toward the quorum
- Vote:
 - Any vote requires a quorum of either the BOD or membership
 - We do not have any votes which require voting in person... all allow proxy voting

Resolution	Found Where in Bylaws	Membership Required Vote		BOD Required Vote
Removal of a member	Article III, Paragraph 5	Simple Majority		N/A
Setting Dues	Article IV	80.0%		N/A
Special Assessment	Article IV	80.0%		N/A
Call Special Meeting	Article V, Paragraph 3	N/A		66.6%
Separate from EAA	Article V, Paragraph 8	80.0%		N/A
Call BOD Meeting	Article VII, Paragraph 4	N/A		66.6% or Call by President
Replace Vacant Officer Position	Article VIII	Simple Majority	OR	66.6%
Election of Officers	Article IV, Paragraph 6	Simple Majority		N/A
Amendment to Bylaws	Article XVI	80.0%	OR	66.6%
Dissolution of Chapter	Article XVII	80.0%		N/A
Any Other Business	Article V, Paragraph 8	Simple Majority		N/A

- Officers:
 - Term: 1 year
 - Elected: May meeting

- Board of Directors:

Type	Comprised Of	Count
Class I	Executive Officers	3 to 4
Class II	Elected Members	3 to 9

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- Chapter President is Chairperson
- BOD Quorum: 2/3 of the BOD (including proxy votes) – at least two Class I
- Vacancy: BOD may elect replacement officer or call a special election of membership
- Election Process:
 - President appoints nominating committee of at least two members – this is our chapter’s only required committee
 - Nominating committee appointments are made public no later than April meeting and must appear in the next newsletter
 - Names placed in nomination are announced at the April meeting and additional names are taken during the meeting
 - Names placed in nomination are reported in the May newsletter
 - The election takes place during the May meeting
 - If only one nominee exists for an office the vote may be made by show of hands
 - If multiple candidates exist, vote is by written ballot
 - Officers and BOD members assume their responsibilities Jan 1 of the following year
- Financial Reports
 - Treasurer prepares quarterly and annual statements for the membership
 - BOD arranges to have the financials “verified” by someone other than the Treasurer once per year.