

By-laws of the TTD Chapter of the Oregon Pilots Association

Article I: Name and Location

The name of the organization shall be “The TTD Chapter, O.P.A.,” hereinafter referred to as “the Chapter.” The principal office of the organization shall be in Oregon, at the home or office of any one of the currently serving officers as designated by the Executive Committee.

Article II: Purposes

The purposes of the Chapter shall be:

1. To support the objectives of the Oregon Pilots Association (“The Association”), as stated in the Association’s By-laws;
2. To support and protect the interests of pilots, aircraft owners, and service providers who fly out of, park airplanes at, or provide services to pilots or aircraft owners at Portland Troutdale Airport (“TTD”);
3. To provide a venue for Chapter members to interact and communicate, and to enhance the utility and enjoyment of flying, aircraft ownership, and use of TTD; and,
4. To engage in any other activities that do not conflict with the Chapter’s first three purposes as the Membership may at any time decide.

Article III: Membership

Membership shall be open to any current member of the Oregon Pilots Association (including spousal members) who agrees to support the Chapter’s Purposes, and who pays such dues as the Chapter may from time impose. Membership shall automatically terminate upon any of the following events:

1. Lapse of membership in the Association;
2. Failure to pay Chapter dues for more than 90 days after dues are payable;
3. Vote by a 75% majority of the Chapter members at a regular meeting of the Chapter, or at a meeting called to consider expelling a member, provided that notice, as defined in Article IX of these By-laws, shall have been given to the entire Chapter membership that a motion to terminate the membership will be considered at the meeting.

Article IV: Meetings

The Chapter shall regularly meet on the second Monday of each month, and shall specially meet as may be called as provided in these By-laws. Regular meetings in odd numbered months shall be 7:15 P.M. at TTD, or at such other location as the Executive Committee shall decide, provided that the location of any odd-month regular meeting other than at TTD shall be announced no later than two weeks before the meeting. Regular meetings in even-numbered months shall include a no-host dinner, shall start at 6:30 P.M., and shall be held at such locations as the Program Committee, with the approval of the Executive Committee, shall decide. Special meetings may be called at any time by the Executive Committee, provided that notice under Article IX of these By-laws is given to the membership. Special meetings may also

be called, with similar notice, by 20% of the membership of the Chapter then in good standing. The agenda for any special meeting shall be set forth in the notice of the meeting.

Article V: Rules of Order

1. Quorum: A quorum for any regular meeting or duly called special meeting of the Chapter shall be the members present.
2. Voting: To the maximum extent possible the Chapter shall make decisions by consensus. When a division is necessary, all matters shall be determined by the majority vote of the members present and voting, except as otherwise specifically provided in these By-laws.
3. Debate: no motion from the floor to cut off debate on any matter before the Membership shall be in order until at least three persons have spoken on each side of the pending issue. A motion to cut off debate shall itself not be debatable, and shall require a 2/3 majority of those present and voting.

Article VI: Officers and Duties

The officers of the Chapter shall be the President, Vice President, Secretary and Treasurer. Their terms shall be for one year, or until their replacements are elected and accept their election. The duties of the Officers shall be:

1. President
 - a. To prepare the agenda for all regular meetings of the Chapter;
 - b. To preside at all meetings of the Chapter except upon the issue of the election or removal of the President;
 - c. To preside over the Executive Committee;
 - d. To represent the Chapter on the Association's Board of Directors; and,
 - e. To act as spokesperson for the Chapter, provided that, no representation shall be binding upon the Chapter, or be recognized as the position of the Chapter, until adopted by the membership of the Chapter at a duly called Chapter meeting.
2. Vice President
 - a. To serve as liaison between the Standing Committees of the Chapter, and to be an ex-officio member of all said Committees; and,
 - b. To perform the duties of the president whenever he or she is incapacitated or unavailable.
3. Secretary
 - a. To make and keep minutes of all meetings of the Chapter, and of the Executive Committee, and to make copies of same available to the membership;
 - b. To provide notice to Chapter members of all regular and special meetings of the Chapter; and,
 - c. To keep and maintain all records of the Chapter.
4. Treasurer

- a. To maintain such bank accounts and/or certificates of deposit as are reasonably necessary to contain any funds of any kind belonging to the Chapter;
 - b. To collect and receive all such moneys, including but not limited to any dues that are imposed by the membership;
 - c. To pay all costs and satisfy all debts incurred by the Chapter, provided that any disbursement exceeding \$25.00 shall require the co-endorsement of either the President or Vice President of the Chapter.
5. Removal of Officers: Any officer may be removed by a majority vote of the Membership at any regular meeting of the Membership, or at a special meeting called for that purpose, provided that notice of intent to remove shall have been given the Membership as required by Article IX of these By-Laws.
 6. Vacancies: Any vacancy in any office of the Chapter shall be filled at the first meeting of the Membership after that vacancy occurs.

Article VII: Executive Committee

The Executive Committee shall be comprised of the four elected officers, and the chairs of the six Standing Committees. The Executive Committee shall have such authority and responsibility as the Membership may from time to time decide. The Executive Committee shall meet at such times and places as it may decide, and may meet via conference call or e-mail chat room.

Article VIII: Standing and Special Committees

There shall be six standing committees, whose titles and responsibilities are as follows:

1. Program Committee, which shall provide for programs at the regular meetings in odd-numbered months, and will assist as is appropriate in such special events as may be scheduled;
2. Public Relations Committee, which shall provide leadership and coordination of activities designed to foster a positive image for the Chapter, the Association, TTD, and aviation;
3. Government Policy Committee, which shall together with the Executive Committee provide leadership and coordination of activities dealing with legislation and/or regulation of the use of TTD, or of aviation generally;
4. Membership, which shall coordinate efforts to bring in and keep members of the Chapter;
5. Education/Safety, which shall provide for programs at the regular meetings in even-numbered months, and will assist as is appropriate in such special events as may be scheduled;
6. Fly-out Committee, which shall provide leadership and coordination for fly-out activities of the Chapter.

Each Standing Committee shall be chaired by a member of the Chapter appointed by the Chapter President with the advice and consent of the other three Chapter officers, and

shall serve at the pleasure of the President. Members of each Committee shall be appointed by that Committee's chair, and each Committee shall establish its own rules, provided that no Committee shall obligate the Chapter financially without the consent of the Executive Committee.

Special or ad-hoc committees may be created as the Chapter, or the Executive Committee, may from time to time decide; such committees shall have such responsibilities and authority as the Membership of the Chapter shall provide.

Article IX: Notices

Notice of all regular meetings shall be deemed to have been given as of the conclusion of the preceding regular meeting, unless the Membership at that meeting votes to change the time, date, or place of the next meeting, or, the Executive Committee changes the place, in which case notice shall be provided the Membership in one of the three ways set forth in this Article, below.

Any notice required by these By-laws shall be sent to all members at least eleven days before the date of the proposed action or meeting. Notice to a member shall be deemed complete upon any of the following:

1. Three days after deposit in the mail, correctly addressed with postage prepaid;
2. Actual notice, by telephone or in person; or,
3. E-mail notice correctly addressed to the most recent e-mail address provided to the Chapter by the member.

Any special meeting shall require specific notice of that meeting as set forth above.

Article X: Dues

The Chapter shall upon adopting these By-laws consider whether or not to impose Chapter dues, and if yes, the amount thereof. A vote to impose dues the first time shall require a 60% majority vote; thereafter, dues shall continue at the rate adopted until and less changed by vote of the Membership, and any change in the amount of dues shall also require a 60% majority vote. After February 25th, 2002, no vote shall be taken on any proposal to charge, or change the amount of, any dues levied unless notice of intent has been given the membership as provided in Section IX of the By-laws.*

Article XI: Termination of the Chapter

The Chapter shall be deemed terminated if the active membership (defined, if there are Chapter dues, as the members whose dues are current, and if there are no Chapter dues, the members present at each of six consecutive regular meetings of the Chapter) falls below five. Upon such termination the Treasurer shall from any funds belonging to the Chapter pay all outstanding debts of the Chapter, and shall transfer any remaining funds to the Association as provided in Article VIII, Section 3 of the Association's By-laws.

Article XII: Adoption and Amendment

These By-laws shall be first considered and adopted at the formative meeting of the Chapter, on February 25, 2002. At that meeting any amendment proposed shall be in order, and shall upon the majority vote of those O.P.A. members attending become part of these By-laws. For purposes of this Article any person at the meeting who has submitted an application to join, accompanied by the membership fee, shall be deemed to be an O.P.A. member, whether or not that application has been approved by O.P.A.

Thereafter, any proposed amendment shall be considered only after notice to the Membership under Article IX. After such notice, any amendment other than one to amend Article X shall require the majority of the Members present and attending; any amendment to Article X shall require a 60% majority vote.

Adopted this 25th of February, 2002.

(As amended April 19, 2004, and September 13, 2004)

*At the February 2002 meeting the Chapter approved dues of \$20.00 per year for regular members, and \$5.00 for student pilots who participate actively in the Chapter, meaning working actively with at least one standing committee. Subsequently the Chapter agreed that someone joining after October 1 will pay just one half dues (presently \$10.00). The Chapter year, for dues purposes, runs from March 1 through February last.

(As Amended on November 13, 2017)

*At the November 2017 meeting the Chapter approved discontinuing the alternating schedule of regular meetings at the Troutdale Airport and opted to have all meetings as dinner meetings held at a location approved by the Executive committee. The location may be changed at the Executive committees discretion without a vote of the chapter members.