

6343 Limewood Circle
Louisville, Kentucky

May 22, 1961

Experimental Aircraft Association, Inc.
Hales Corners,
Wisconsin

Gentlemen:

Several of us in Louisville are interested in starting
a local chapter and would appreciate your forwarding the
requirements for forming a local chapter.

Please also send fifteen (15) membership applications.

Very truly yours,

Howard D. Edwards

HDE:bms

EAA CHAPTERS

I. Officers

A. EAA chapters shall have the following officers:

1. President
2. Vice-President
3. Secretary-Treasurer
4. Program Chairman

B. Duties of the officers include:

1. President
 - a. Preside at monthly meetings.
 - b. Represent his chapter in all dealings with Headquarters and other organizations.
 - c. Assign committees.
 - (1) Appoint a publicity committee and head that committee, or appoint a qualified individual to that post.
 - d. Operate the chapter in such a manner that it is a credit to the homebuilt aircraft movement.
2. Vice-President
 - a. Preside in the absence of the president.
 - b. Assist the president in all dealings with Headquarters.
 - c. Head committees assigned to him by the President.
3. Secretary-Treasurer
 - a. Handle correspondence of the chapter.
 - b. Record minutes of the meeting and submit these minutes to the membership for additions and corrections at the next meeting.
 - c. Handle all chapter finances and report financial status at each meeting.
 - (1) Secretary-treasurer is responsible for collecting membership dues and forwarding designated amount to Headquarters.
 - (2) Secretary-Treasurer must provide Headquarters with up-to-date listing of members and their standing.
4. Program Chairman
 - a. Provide speakers for monthly meetings.
 - b. Provide films and other visual aids for meetings.
 - c. Appoint committees (and act as their chairman) for various activities sponsored by the chapter.

C. All officers shall be EAA members in good standing, and shall be elected by the chapter members.

II. General Information

- A. Minimum number of members necessary to form a chapter is ten.
- B. Dues.

1. An annual fee of \$10 is required of each member. A fee of \$5 is required of junior members (18 years of age or under).
 - a. A special husband-and-wife membership may be obtained for the regular \$10 individual fee. Each will receive a membership card and number.
2. Each chapter is responsible for collecting the dues of its members.
 - a. A roster of members, listing member's dues, expiration date, should be kept to guide in collecting renewals when they are due.
 - b. Forwarding to National Headquarters a copy of the minutes of each monthly meeting.
3. Each chapter shall forward each \$10 individual and husband-and-wife membership, and each \$5 junior membership to Headquarters.
 - a. Headquarters will furnish the following to each member:
 - (1) monthly magazine SPORT AVIATION AND THE EXPERIMENTER
 - (2) membership card
 - (3) EAA decal for automobile

C. Headquarters will furnish the following to chapters at no charge:

1. EAA brochures
2. Attractive posters with space to add your chapter imprint for promotional purposes.
3. Stationery with EAA letterhead (upon request).
4. Sample SPORT AVIATION magazine for promotional purposes.
5. Amateur Builder's Manual for chapter headquarters use.
6. Constitution and By-Laws
7. Explanation of Experimental Aircraft Regulations.
8. 16mm films of the '54, '55, '56, '57 and '58 Fly-Ins for viewing at chapter meetings.

D. Name

1. Each chapter shall choose a name (ie) Chapter 1, Riverside, California, or Dalworth Chapter #34, Dallas-Ft. Worth, Texas.
2. Headquarters will assign each chapter a number, charter and copy of the association's Constitution and By-Laws.

ARTICLE I

NAME

The name of this organization is the Experimental Aircraft Association, Inc.

ARTICLE II

LOCATION OF OFFICE

The office for the transaction of business for the organization shall be located in the Milwaukee, Wisconsin area.

ARTICLE III

The purposes for which this association is formed are:

- a. To encourage, aid and engage in scientific research for the improvement and better understanding of aviation and the science of aeronautics.
- b. To foster, promote and engage in aviation education.
- c. To establish and maintain an aviation museum and air education center to contain exhibits of historical and scientific interest.

ARTICLE IV

MEMBERSHIP

Section I—Eligibility for Membership

- a. Eligibility for membership is open to any person of good moral character subject to approval by the Board of Directors.
- b. An Honorary Member shall be any person nominated by the membership and approved by the Board of Directors as such a member.

Section II—Classification of Membership

- a. A voting member shall be any member of the Experimental Aircraft Association in good standing.
- b. Honorary members shall not be entitled to vote, nor shall they hold office in this association.

Section III—Duration of Membership

- a. Duration of membership is for a 12 (twelve) month period following payment of dues.
- b. Duration of Honorary membership shall be for one year following such nomination by members and approved by the Board of Directors as stated in Section I, paragraph (b) of this Article.
- c. Renewal of an Honorary membership may be made in accordance with Section I, paragraph (b) of this Article.

Section IV—Expulsion of Members

- a. Any member deemed undesirable by acts or deeds that tend to jeopardize our organization can be expelled from membership at any published meeting by a 75% popular vote of the members present at such meeting.

ARTICLE V

DUES

Section I—Rate of Assessment

- a. Rate of assessment of dues will be determined by financial obligations and approved by the Board of Directors.

Section II—Collection of Dues

- a. Payment of dues shall be made to the National Secretary-Treasurer or Treasurer as the case might be.

ARTICLE VI

OFFICERS

Section I—Executive Office

- a. The Executive Office of this organization shall have a President, Vice-President, Secretary, Treasurer, or a Secretary-Treasurer.
- b. The President, Vice-President, Secretary, and Treasurer or Secretary-Treasurer shall be elected by the members at the regular annual meeting of the members, and shall hold office as stated

in Article 7(b), Class I, and until their successors are elected and qualified.

- c. The Secretary-Treasurer or Treasurer shall be bonded. The premium is at the expense of the association.

Section II—President

- a. The President shall be the Chief Executive Officer of the association and of the Board of Directors. He may call any special meeting of the members of the Board of Directors and shall have, subject to the advice and control of the Directors, general charge of the business of the association. He shall execute in the name of the association all certificates of membership. He shall execute with the Secretary or Secretary-Treasurer all contracts, instruments and checks which have first been approved by the Board of Directors.

Section III—Vice-President

- a. The Vice-President shall be vested with all the powers and shall perform the duties of the President in case of the absence or disability of the President.
- b. The Vice-President shall also perform such duties connected with the operation of the association as he may undertake at the suggestion of the President.

Section IV—Secretary-Treasurer

- a. The Secretary, or the Secretary-Treasurer shall keep the minutes of all proceedings of the members and the Board of Directors in books provided for that purpose. He shall attend to the giving and serving of notices of all meetings of the members and of the Board of Directors and otherwise. He shall keep a proper membership book showing the name of each member of the association and the book of By-Laws, and such other books and papers as the Board of Directors may direct. He shall execute with the President, in the name of the association, all contracts and instruments which have been first approved by the Board of Directors.
- b. The Treasurer, or the Secretary-Treasurer and the President shall execute in the name of the association all checks for the expenditures authorized by the Board of Directors. He shall receive and deposit all funds of the association in the bank selected by the Board of Directors, which funds shall be paid out only by check as hereinbefore provided. He shall also account for all receipts, disbursements and balance on hand.
- c. The Secretary and the Treasurer, or the Secretary-Treasurer shall perform such duties connected with the operation of the association as directed by the President.
- d. The Secretary and the Treasurer or the Secretary-Treasurer shall perform all duties incident to said office subject to the control of the Board of Directors.

ARTICLE VII

BOARD OF DIRECTORS

- a. The powers, business and property of the association shall be exercised, conducted and controlled by a Board of Directors of not less than nine or more than ten members.
- b. Commencing with the annual election to be held at the annual meeting on August 5, 1960, the Board of Directors shall be divided into three separate classes as follows:

CLASS I: Three Directors in Class I will be elected from members in good standing whose first term of office will expire at the third annual meeting of the members after their election. Said Directors will also be the officers of the Association, to-wit: President, Vice President, Secretary and Treasurer, and/or Secretary-Treasurer.

CLASS II: Three Directors in Class II will be elected from members in good standing whose first term of office will expire at the second annual meeting of the members after their election. Said Directors will serve on the Board but not as officers during their term of office.

CLASS III: Three Directors in Class III will be elected from members in good standing whose first term of office will expire at the first annual meeting of the members after their election. Said Directors will serve on the Board but not as officers during their term of office. At each annual meeting of the members after such classification has been established, the number of Directors equal to the number in the Class whose term of office expires at the time of such meeting shall be elected to hold office until the third annual meeting after their election.

- c. In case of a vacancy in the Board, the remaining Directors shall fill such vacancy by appointment from the association membership. If three or more vacancies occur at any one time, they shall be filled by vote of the members at a meeting duly called.
- d. Regular meetings of the Board of Directors shall be called at any time and place to be determined by the President.
- e. Special meetings of the Board of Directors shall be called at any time on the order of the President or on the order of three Directors.
- f. Notice of special meetings of the Board of Directors stating the time and in general terms, the purpose shall be mailed or personally given to Directors not later than the day before the day appointed for the meeting. If all Directors shall be present at any meeting any business may be transacted without previous notice.
- g. Five (5) Directors shall constitute a quorum of the Board at all meetings and the affirmative vote of a majority shall be necessary to pass any resolution or authorize any act of the association.
- h. Each member of the Board of Directors shall serve as such Director without compensation except that reimbursement for travel expenses to not exceed five dollars (\$5.00) per meeting may be paid to Directors living more than 10 miles from the site of the Directors meeting.
- i. The Board of Directors shall cause to be kept a complete record of all its acts and proceedings of its meetings.
- j. The Board of Directors shall have the power and authority to promulgate and enforce all rules and regulations pertaining to the use and operation of association property and to do and perform, or cause to be done and performed any and every act which the association may lawfully do and perform.
- k. To remain eligible to serve on the Board of Directors each member thereof must attend 50% of meetings of the Directors during each calendar year.

ARTICLE VIII MEETINGS OF MEMBERS

- a. All meetings of the members, except as herein otherwise provided, shall be held at a place to be determined by the President.
- b. Notice of the annual meeting of the members shall be given by notice published in the official publication of the Association at least twenty (20) days before such meeting.
- c. Special meetings of the members may be held at such time and place as the President may determine, or may be called by a majority of the Directors.

- d. Notice of special meetings of members, stating the time and in general terms the purpose thereof, shall be given in a like manner as the notice required for the regular annual meetings.
- e. At any meeting of the members, a quorum shall consist of one-tenth of the total members who are in good standing, represented either in person or by proxy.
- f. The President, or in his absence the Vice-President, or in the absence of the President and Vice-President, a Chairman elected by the members present shall call the meeting of the members to order and shall act as the presiding officer thereof.
- g. At the annual meeting the members shall elect by ballot, Directors as constituted by these by-laws. Members not able to be present at the annual meeting may vote by requested absentee ballot, which sealed ballot must be received at National Headquarters at least five (5) days prior to such annual meeting.
- h. At every meeting of the members, each member shall have only one vote. In the absence of a member he shall have the right to vote by proxy or to give his proxy to another member in good standing.
- i. A majority vote of the members present is necessary for the adoption of any resolution and for the election of a member to the Board of Directors.

ARTICLE IX VACANCIES

If the office of President, Vice President, Secretary, Treasurer, or Secretary-Treasurer becomes vacant for any reason, the Board of Directors shall elect a successor who shall hold office for the unexpired term.

ARTICLE X AMENDMENTS

- a. These By-Laws may be repealed or amended or new By-Laws adopted at any meeting of the members called for that purpose or at the annual meeting of the members by a two-thirds majority vote of members present at such meeting.

ARTICLE XI SEAL

A corporate seal may be provided for.

ARTICLE XII CHAPTERS

Section I

1. A minimum of ten (10) members in good standing are required to form a Chapter.
2. Chapters shall have a:
 - a. President
 - b. Vice-President
 - c. Secretary-Treasurer
3. Each Chapter shall have a name. (Example—EAA Chapter No. 1, Riverside, California.) National Headquarters EAA will assign numbers to Chapters.
4. Chapters will follow Constitution and By-Laws issued by National Headquarters EAA.
 - a. A supplement can be adopted by Chapters to fulfill their local needs, a copy of same to be forwarded to National Headquarters EAA.

Section II

National EAA Headquarters shall not be liable for any activities of Chapters when such activities, of whatsoever kind or nature, are not directly under the control of the National Board of Directors. Any such activities shall be conducted solely at the risk and the responsibility of each Chapter.

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EXPERIMENTAL AIRCRAFT ASSOCIATION

Chapter _____, Louisville, Ky.

By-Laws

ARTICLE I - Name

The name of this organization is the Experimental Aircraft Association Chapter _____, Louisville, Ky.

ARTICLE II - Location of Office

The office for the transaction of business for the organization shall be located in the Louisville, Ky. area.

ARTICLE III -

The purposes for which this association is formed are:

- a. To encourage, aid and engage in scientific research for the improvement and better understanding of aviation and the science of aeronautics.
- b. To foster, promote and engage in aviation education.

ARTICLE IV - Membership

Section I - Eligibility for Membership

Eligibility for membership is open to any member of the Experimental Aircraft Association of good moral character subject to approval by the officers.

Section II - Duration of Membership

Duration of membership is for a twelve (12) month period following payment of dues.

Section III - Expulsion of Members

Any member deemed undesirable by acts or deeds that tend to jeopardize our organization can be expelled from membership at any regular scheduled meeting by a 75% popular vote of the members present at such meeting.

ARTICLE V - Dues

Section I - Rate of Assessment

Rate of assessment of dues will be determined by financial obligations and approved by 75% popular vote at any regularly scheduled meeting.

Section II - Collection of Dues

Payment of dues shall be made to the Secretary-Treasurer.

Members will become delinquent 60 days after notification by Secretary-Treasurer of assessment date of dues.

ARTICLE VI - Officers

Section I - Executive Office

- a. The Executive Office of this organization shall have a President, Vice-President, Secretary-Treasurer, and Program Chairman.
- b. The President, Vice-President, Secretary-Treasurer, and Program Chairman shall be elected by the members at the regular annual meeting of the members.

Section II - President

The President shall be the Chief Executive Officer of the association. He may call any special meeting of the officers and shall have, subject to the advice and control of the officers, general charge of the business of the association. He shall execute in the name of the association all certificates of membership. He shall execute with the Secretary-Treasurer all contracts, instruments and checks which have first been approved by the officers.

Section III - Vice-President

- a. The Vice-President shall be vested with all the powers and shall perform the duties of the President in case of the absence or disability of the President.
- b. The Vice-President shall also perform such duties connected with the operation of the association as he may undertake at the suggestion of the President.

Section IV - Secretary-Treasurer

- a. The Secretary-Treasurer shall keep the minutes of all proceedings of the members and the officers in books provided for that purpose. He shall attend to the giving and serving of notices of all meetings of the members and of the officers and otherwise. He shall keep a proper membership book showing the name of each member of the association and the book of By-Laws, and such other books and papers as the officers may direct. He shall execute with the President, in the name of the association, all contracts and instruments which have been first approved by the officers.
- b. The Secretary-Treasurer and the President shall execute in the name of the association all checks for the expenditures authorized by the officers. He shall receive and deposit all funds of the association in the bank selected by the officers, which funds shall be paid out only by check as hereinbefore provided. He shall also account for all receipts, disbursements and balance on hand.
- c. The Secretary-Treasurer shall perform such duties connected with the operation of the association as directed by the President.

ARTICLE VI - Section IV (continued)

d. The Secretary-Treasurer shall perform all duties incident to said office subject to the control of the officers.

Section V - Program Chairman

a. The Program Chairman shall arrange programs for each meeting.

ARTICLE VII - Meetings of Members

a. All meetings of the members, except as herein otherwise provided, shall be held at a place to be determined by the President.

b. Notice of the annual meeting of the members shall be given by written notice at least ten (10) days before such meeting.

c. Special meetings of the members may be held at such time and place as the President may determine.

d. Notice of special meetings of members, stating the time and in general terms the purpose thereof, shall be given in a like manner as the notice required for the regular annual meetings.

e. At any meeting of the members, a quorum shall consist of one-third of the total members who are in good standing, represented either in person or by written proxy.

f. The President, or in his absence the Vice-President, or in the absence of the President and Vice-President, a Chairman elected by the members present shall call the meeting of the members to order and shall act as the presiding officer thereof.

h. At every meeting of the members, each member shall have only one vote. In the absence of a member he shall have the right to vote by written proxy or to give his written proxy to another member in good standing.

i. A majority vote of the members present is necessary for the adoption of any resolution.

j. Regularly scheduled meetings will be held on the second Monday of each month unless such Monday is a holiday and then meeting will be held on the following Monday.

ARTICLE VIII - Vacancies

If the office of President, Vice-President, Secretary-Treasurer, or Program Chairman becomes vacant for any reason, the officers shall elect a successor who shall hold office for the unexpired term.

ARTICLE IX - Amendments

These By-Laws may be repealed or amended or new By-Laws adopted at any meeting of the members called for that purpose or at the annual meeting of the members by a two-thirds majority vote of members present at such meeting.

EXPERIMENTAL AIRCRAFT ASSOCIATION

Chapter 110, Louisville, Ky.

Minutes of Meeting
October 9, 1961

A meeting was held at Kentucky Air Transport on Monday, October 9, 1961.

Howard Edwards announced that he had received a telephone call from Paul Poberezny congratulating us on the formation of our chapter.

A report was made by George McGowan and Howard Edwards as to the suggested changes to be made in the shop space offered for our use by J. B. Wathen. It was proposed that in the near future we level and fill in the concrete floor and provide a work bench. With these two changes the shop space could be made acceptable.

Three projects are presently underway. Ed Stafford is in the process of making ribs for his Baby Ace. John Collon is well on his way to completing the fuselage for his Cougar. The fuselage of Howard Edwards' Tailwind is taking shape.

Chuck Driver was unable to make the meeting and we look forward to seeing him at one of our meetings in the near future.

There was some discussion regarding a chapter project and it was decided that it would be most practical to have several members within the group get together and combine their efforts on a project rather than have the complete chapter sponsor one.

Programs for future meetings were discussed and Howard Edwards was assigned to write EAA Headquarters in an effort to obtain films for future meetings.

We were honored by the presence of one of our out-of-town members, M. W. Stuart from Russellville, who flew his Tailwind to Louisville to attend our meeting. The chapter members enjoyed looking over the fine workmanship of Mr. Stuart's Tailwind which was built by Mr. Schermerhorn of Rochester, Minnesota.

The next chapter meeting will be held at Kentucky Air Transport on Monday, November 13, at 8 P.M.

Howard D. Edwards
H. D. Edwards
Secretary-Treasurer

November 1, 1961