

BFA GAS BALLOON DIVISION BY-LAWS

Article 1. NAME AND PURPOSE

1.1 This division of the BFA shall be known as the Gas Balloon Division. It shall operate in accordance with the BFA Charter and By-laws. The purpose of this division is to foster gas ballooning and competition in local, regional, national and international gas balloon events.

Article 2. AUTHORITY AND RESPONSIBILITIES.

2.1 The Gas Balloon Division has the authority on behalf of the BFA to sanction local, regional and national gas balloon competition under the sanctioning rules and procedures established by this division.

2.2 The Gas Balloon Division shall maintain a national ranking of BFA member pilots who compete in sanctioned competition. This ranking shall be used for an eligibility listing of pilots eligible to compete in the World Championships and other international events. The eligibility listing shall be used in conjunction with the overall selection procedures which the division sets for such events.

2.3 The Gas Balloon Division shall determine the location of, and championship director and officials for, any national or international gas balloon championship held in the United States, subject to the provision of the Gas Balloon Division Charter.

Article 3. MEMBERSHIP AND DUES.

3.1 Membership in the Gas Balloon Division shall be open to all persons meeting the following requirements:

a) Persons holding a current pilot membership in the Balloon Federation of America,
and

b) Who hold a valid lighter than air, free balloon pilot certificate with no limitations.

Or

a) Persons holding a current membership in the Balloon Federation of America, and

b) who have been approved to act in the capacity of Competition Director, Safety Officer, or Scoring Officer of a BFA sanctioned gas balloon event within the past three (3) years.

3.2 The Gas Balloon Division may set annual membership dues as it deems appropriate.

Article 4. RIGHTS AND PRIVILEGES.

4.1 Membership in this division is a requirement for entry into the nationals ranking system.

4.2 A person otherwise qualified for membership, shall automatically become a member upon completion of a division sanctioned task.

Article 5. VOTING

5.1 Each member shall be entitled to one vote.

5.2 Voting shall be by mail ballots on issues and elections determined by the Board of Directors of the Gas Balloon Division in accordance with provisions of the by-laws of the division.

5.3 All voting shall be determined by a majority of the eligible members voting.

5.4 In the event of a tie a run-off election shall be held.

Article 6. BOARD OF DIRECTORS

6.1 The Gas Balloon Division shall be governed by a Board of Directors. This Board shall consist of six (6) members elected by the division members, and one (1) member of the BFA Board of Directors, appointed annually by the BFA President, subject to the ratification of the BFA Board. The Gas Balloon Division Board of Directors shall elect its Chairperson and officers.

6.2 The Board members shall serve for terms of three (3) years, with two (2) of the members elected each year. (For the first election the two (2) members with the highest number of votes will serve for three years, and the two (2) with the next highest number of votes will serve for two (2) years, and the two (2) with the lower number of votes shall serve for one (1) year.)

6.3 Board members and officers shall not receive any remuneration for their services but they shall have their expenses reimbursed, consistent with Division policies and procedures.

6.4 Election of the Gas Balloon Division Board of Directors shall be scheduled so as to coincide with the election of the members of the BFA Board of Directors. (This shall not apply for the initial election of the first board.)

6.4.1 The Chairperson of the Board shall appoint from the division membership a nominating committee having a minimum of two (2) members. This committee shall be appointed on or before the 1st day of April, and shall nominate all candidates. All nominees shall be current members of the Gas Balloon Division. The committee shall report their nominations to the Gas Balloon Division Board on or before May 10. Additionally, any current member of the Gas Balloon Division shall also become a nominee by petition of at least 20% of the respective members. Petitions must be received by the Gas Balloon Division Secretary on or before June 1. Each member may sign only one petition for a Gas Balloon Division board nominee. Nominees by petition shall be included as part of the minimum number of candidates which must be nominated. Nominees of a nominating committee shall be so designated on the ballot.

6.4.2 The Board of Directors of the Gas Balloon Division shall elect the following officers from members of the Board.

6.5.1 The Chairperson shall be the chief administrative officer of the division. As such, the Chairperson shall conduct the day to day operations of the division and shall perform the duties as are necessarily incident to the office of the Chairperson or as may be prescribed by the Gas Balloon Division Board.

- 6.5.2 The Secretary shall maintain a complete and accurate record of all Gas Balloon Division meetings, and perform other duties as may be assigned by the Chairperson or the Gas Balloon Division Board, consistent with BFA policies as established by the BFA Board of Directors.
- 6.5.3 The Treasurer shall maintain accurate financial records and budgets for the Gas Balloon Division, and prepare, or cause to be prepared, a written annual financial report which will be attached to the annual report of the division. The Treasurer shall issue and receive, or cause to be issued and received, all receipts for financial transactions of the Division in accordance with these by-laws. The Treasurer shall issue or cause to be issued all drafts for the division, including a monthly transfer of thirty percent of competition sanction fees received to the BFA Treasurer. The Treasurer shall perform such other duties as are usual for such an official or as may be assigned by the Chairperson or the Gas Balloon Division Board, consistent with BFA policies as established by the BFA Board of Directors.
- 6.6 Any board member may resign at any time by giving written notice to the Chairperson or the Gas Balloon Division Board. Such resignation shall take effect at the time specified therein, or if no time is specified, at the time of the acceptance of the resignation as determined by the Chairperson. Any member of the Gas Balloon Division Board may be removed for cause by a unanimous vote of the other members of the board. Consistent actions which are a detriment to the Gas Balloon Division shall constitute cause for removal.
- 6.7 In case of a vacancy on the Gas Balloon Division Board, the remaining members of the board shall appoint a member of the Gas Balloon Division to fill the remainder of the term vacated. In case of a vacancy in one of the division offices, the members of the Board shall appoint a replacement to fill the remainder of the term vacated.
- 6.8 The Gas Balloon Division Board shall meet every fall and at other times as called by the Chairperson of the board or by a majority of its members. The conduct for such meetings shall be according to the parliamentary procedures of ROBERT'S RULES OF ORDER, except to the extent that the rules of procedure described therein may be inconsistent with these by-laws, the BFA by-laws, or procedures established by either the BFA Board of Directors or the Gas Balloon Division Board. Meetings of the Gas Balloon Division Board shall be announced by a mailing to the division members at least ten (10) days prior to the meeting. A majority of the membership of the Gas Balloon Division Board of Directors shall constitute a quorum.

Article 7. COMPETITION OFFICERS.

- 7.1 The Board of Directors of the division shall annually appoint persons to each of the following positions and all activities conducted shall be consistent with BFA Policies as established by the BFA Board of Directors. These positions may be held by any division member including board members.
- 7.1.1 The Sanction Officer shall be a member of the division and shall administer the sanctioning of gas balloon competition.
- 7.1.2 The Scoring Officer shall be a BFA member and shall be responsible for the scoring of events and national ranking of competitors.

7.1.3 The Safety Officer shall be a member of the division and shall be in charge of gas balloon competition safety.

7.1.4 The Protest Jury shall include three (3) BFA members qualified to judge protests of scoring of sanctioned events.

Article 8. SANCTIONS.

8.1 The Gas Balloon Division, through its Board of Directors, shall maintain policies and procedures for the approval and operation of sanctioned gas balloon competition.

Article 9. SUSPENSION AND EXPULSION.

9.1 Membership in the Gas Balloon Division may be suspended or terminated for cause. Sufficient cause for such suspension or termination of membership shall be a violation suspension or termination of membership shall be a violation of these by-laws or any lawful rule or regulation duly adopted by the Division, or any other conduct prejudicial to the best interests of the Gas Balloon Division.

9.1.1 Complaints against members shall be received by the Board of Directors, and shall be in writing with sufficient documentation to support the complaint. Suspension or expulsion shall be by two-thirds vote of the entire membership of the Gas Balloon Division Board of Directors; provided that a statement of the charges shall have been mailed by certified or registered mail to the last recorded address of the member at least ten days before final action is to be taken by the Board. This statement shall be accompanied by a notice of the time and place of the board meeting at which the charges shall be considered. The member shall have the opportunity to appear in person and/or to be represented by counsel to present any defense to such charges before final action is taken by the Gas Balloon Division Board of Directors on the charge.

Article 10. AMENDMENTS,

10.1 These by-laws may be amended by an affirmative vote of two-thirds (2/3) of the members of the Division voting by mail, provided that any such amendment has been approved by a majority of the Board of Directors of the Division prior to this mail vote. All amendments must also receive the ratification of the BFA Board of Directors prior to taking effect.

3/1/90

(retyped 4/4/2000)