

YOUNG PILOTS USA
Organizational Bylaws
Seventh Edition

Bylaws and Policies of Young Pilots USA

Section I – Mission Statement

Subpart A – Statement Content: Young Pilots USA, hereafter referred to simply as “the organization,” shall be governed according to the following mission statement, hereafter referred to simply as “the mission”:

“The mission of Young Pilots USA is to build a community for the next generation of aviators, which will, through its events and network of Members, empower and inspire fellow young people to fly, while securing the future of aviation and preserving crucial skills and safety.”

Subpart B – Amendments to the Mission: The organization’s mission statement may only be edited, amended, or modified by an Organizational Amendment¹.

¹ See *Bylaws*, Section IV, Subpart A.

Section II – Organizational Structure

Subpart A – General Structure: The organization shall be, fundamentally, a loose network of regional chapters, working to further the mission, with the support of a national organization which shall handle matters requiring greater financial resources, professional support, and logistical or strategic skill.

Subpart B – Chapter Leadership: These regional chapters shall be composed of “rank-and-file” Members, who are the main beneficiaries of the mission, as well as a chapter leadership made up of a required President, in addition to others, at the discretion of the chapter leadership. The chapter leadership shall be chosen by a direct election by the chapter Members, but is subject to approval by the Executive Board².

Subpart C – National Leadership: The organization’s national affairs shall be overseen by an Executive Board, made up of the organization’s President, in addition to other board Members, hereafter referred to simply as “Directors,” at the discretion of the President. The Executive Board shall be made up of an odd number of Directors, between 3 and 15, chosen personally by the President. Members may make nominations to the Executive Board. All Directors must first be Members of the organization. The Executive Board shall have the last say on all of the organization’s affairs.

CURRENT MEMBERS OF THE EXECUTIVE BOARD

- Luc Zipkin, YP 1 – President
- Ethan C. Hand, YP 3 – Vice President, Director of Chapters
- Krista E. Jordan, YP 11 – Board Member
- Hugh T. Flanagan, YP 9 – Board Member, Director of Collegiate Outreach
- John M. Dennis, YP 12 – Board Member, Director of Professional Outreach

Subpart D – Legal Status: The organization is not a legally incorporated organization, but is instead, for the purposes of its Members, an unincorporated members’ association and community group existing for the benefit of its Members.

Subpart E – Fiscal Agency Agreements: The organization has entered into a fiscal agency agreement with the Tunison Foundation, Inc., whereby the organization will make use of the Tunison Foundation’s accounts, tax status, and contact network, and becoming, for the purposes of fundraising efforts, an educational program housed under the umbrella of the Tunison Foundation. The Tunison Foundation, Inc. is a Florida 501(c)(3) nonprofit, headquartered in Oxford, Connecticut, which operates a 1942 Douglas C-47 Skytrain *Placid Lassie* for educational and “living history” purposes, in addition to a 1943 Consolidated Vultee PBY-5A Catalina under long-term restoration. The organization shall remain legally unincorporated.

Subpart F – Changes to Organizational Structure: Organizational structure may only be changed by an Organizational Amendment.

² See *Bylaws*, Section II, Subpart C.

Section III – Membership

Subpart A – Defining Membership: Registered participants in programs sponsored or conducted by the organization are hereafter referred to as “Members.” They are not the owners, organizers, or, necessarily, the managers of the organization.

Subpart B – Membership Fees: Members may be charged both an initiation fee or an annual Membership fee, but not both within a 12-month period. For all Members admitted after the passing of *Organizational Bylaws: First Edition* during the 2021 calendar year, the initiation fee is set at \$0.00, and annual Membership fees are set at \$0.00 per year. Membership fees may be changed by a Policy Amendment³.

Subpart C – Changing Membership Fees: Membership fees may only be changed by a Policy Amendment. Existing members and applicants with pending Membership applications may not be charged the new rate (or the difference between the original and revised rates) until their most recently paid fee term (twelve months) has elapsed. The Executive Board should inform the organization of the change and implement it for new applicants as immediately following the decision as possible.

Subpart D – Admission as a Member: Prospective Members must complete an application for Membership, outlining the following details:

1. Email Address
2. First Name
3. Middle Initial
4. Last Name
5. Date of Birth
6. Mailing Address
7. Pilot Status
8. Connections to Young Pilots USA
9. Chapter Choice
10. Consent to Terms and Conditions

The Member’s application must be accepted by the organization, if all age requirements are met.

Subpart E – Membership Responsibilities: Members are expected to behave in a professional manner throughout all organization activities; given that aviation is usually a privilege reserved for adults, organization Members will be treated as such, but maturity is expected in return. Members must pay their fees on time, or their Membership/acceptance will expire, must be honest in all their disclosures to the organization, in the application process or otherwise, and are expected to contribute to any organization events or programs to the fullest extent possible, while providing constructive criticism to its managers and participating in votes and nominations for leadership positions. The organization does not guarantee free admission or participation in any of its programs, and Members should expect that event participation may require an additional financial commitment in addition to their previously paid fees, as outlined in Section III, Subpart B.

Subpart F – Benefits of Membership: Members of the organization shall be entitled to full admission to all programs, with fees either waived or discounted from general admission

³ See *Bylaws*, Section IV, Subpart B.

rates, along with access to the national network of organization Members, strategic advisors, ambassadors, and guest speakers.

Subpart C – Removing Members: Members may be removed from their positions and have their Membership number rescinded if their conduct is judged to be unbecoming of the organization. Any Member may nominate a fellow Member to be removed through a formal request to the Executive Board, which will thoroughly investigate the situation and make a determination as to whether the Member may continue to hold their status..

Section IV – Policy Procedure

Subpart A – Organizational Amendments: Organizational Amendments shall be used to amend major parts of the organization’s structure. Organizational Amendments may only be passed by a supermajority⁴ of the Executive Board, in which all Board Directors must be present, either in person⁵ or by proxy. Any Board Director may propose an Organizational Amendment at any time during a meeting of the Executive Board.

Subpart B – Policy Amendments: Policy Amendments shall be used to change the detailed policies of the organization. Policy Amendments may only be passed by a simple majority of the Executive Board, in which all Board Directors must be present, either in person or by proxy, and may be proposed by any Board Director at any time during a meeting of the Executive Board.

Subpart C – Resolutions: Resolutions shall be used to describe a change in attitude or a desire to move in a particular direction in a specific field by the organization. Resolutions may only be passed by a simple majority of the Executive Board Directors in attendance, and may be proposed by any Board Director at any time during a meeting of the Executive Board.

Subpart D – Meeting Organization: The Executive Board must meet regularly, and should be conducted according to standard parliamentary procedure for such managing boards, with a pre-planned agenda, meeting minutes, moderated and unmoderated debate on various topics, and introductions of various amendments or resolutions.

⁴ In the context of Young Pilots USA, meaning 75 percent.

⁵ “In person” refers to a live presence, whether physically in person or online, as opposed to present by proxy.

Section V – Policies

Subpart A – Diversity, Equity, and Inclusion: The organization does not and shall not discriminate based upon sex, race, color, sexual orientation or preference, gender identity or expression, socioeconomic status, region or country of origin, religion, creed, or political philosophy. Given its basis as an American organization for young people, the organization reserves the right to discriminate based upon age and nation of residence in admitting members. Prospective applicants should live a majority of the time in the United States of America, and be between 13 and 25 years of age, although exceptions can be made to the age guidelines.

Subpart B – Chapter Activity: Each chapter is expected to remain as active, both in activities, events, and programming for their Members and for the general public, as is practicable given the limitations of each chapter's management and resources. The Executive Board retains the right to limit resources to or close Chapters if they are not sufficiently active in the eyes of the Board.

Subpart C – Social Media Management: Young Pilots USA social media accounts, currently consisting of accounts on Instagram and Facebook, shall be managed by a Social Media Team, responsible for regular postings to each account. Current policy dictates that this team is made up of the following people:

1. Luc Zipkin, YP 1
2. Ethan C. Hand, YP 3
3. Ava E. Hand, YP 5

Subpart D – Newsletter Incorporation: Young Pilots USA previously committed to publishing a monthly e-newsletter in PDF format for the benefit of its chapters and their members, adult liaisons, strategic advisors, supporters, and friends, as well as the general public. As a result of Policy Amendments made in *Organizational Bylaws, Third Edition*, this program was closed. It is the intention of the Executive Board to resume this publication in the spring of 2023.

Subpart E – Membership Requirements: While the Executive Board prefers, in accordance with Section II, Subpart B, that Members affiliate themselves with one or more Chapters, it is not necessary that they do so. Members may remain unaffiliated with a specific Chapter for as long as they wish, so long as they continue to meet the standards set forth throughout Section II.

Subpart F – Delegation on the Executive Board: Reporting to their fellow Directors and to the President of the Executive Board, individual Directors shall be responsible for the following areas of Young Pilots USA's operations:

1. Chapters
2. Collegiate Outreach
3. Professional Outreach

Section VI – Amendments Journal

Second Edition: The Executive Board voted over Zoom on **Thursday, April 8th, 2021**,
to:

1. Install Grace M. Kane, YP 20, as Social Media Manager.
2. Incorporate a Newsletter managed by Kirk D. Garner, YP 15.
3. Add an Amendments Journal as Section VI of the Organizational Bylaws.
4. Add an official list of Executive Board members to Section II, Subpart C of the Organizational Bylaws.

Third Edition: The Executive Board voted in person at its Annual Planning Conference at Goodspeed Airport (42B) in East Haddam, CT on **Saturday, August 21st, 2021** to:

1. Remove Kirk D. Garner, YP 15, from the Executive Board, as amended in Section II, Subpart C of the Organizational Bylaws, due to conduct unbecoming of a Director. Mr. Garner will remain a Member of Young Pilots USA and President of Chapter 7 of Lebanon, NH.
2. Add Krista E. Jordan, YP 11, to the position of Director of the Executive Board of Young Pilots USA.
3. Alter the Social Media management process to a joint Social Media team made up of Luc Zipkin, YP 1, Ethan C. Hand, YP 3, Grace M. Kane, YP 20, and Ava E. Hand, YP 5, as amended in Section V, Subpart C of the Organizational Bylaws.
4. Close the Young Pilots USA monthly e-newsletter, as amended in Section V, Subpart D of the Organizational Bylaws.
5. Remove chapter activity mandates, as amended in Section V, Subpart B of the Organizational Bylaws.
6. Simplify the Member application and admission process, as amended in Section III, Subpart D of the Organizational Bylaws.

Fourth Edition: The membership of Young Pilots USA voted by popular referendum at its Annual Meeting over Zoom on **Sunday, December 12th, 2021** to:

1. Re-elect Luc Zipkin, YP 1, as President of the Executive Board, and Ethan C. Hand, YP 3, and Krista E. Jordan, YP 11, as Directors for a further one-year term.
2. Elect Hugh T. Flanagan, YP 9, as a Director of the Executive Board.
3. Allow the Executive Board to temporarily maintain an even number of Directors while the search for a fifth Director continues.

In the same meeting, the Executive Board voted over Zoom to:

1. Amend the joint Social Media team membership to include Luc Zipkin, YP 1, Ethan C. Hand, YP 3, and Ava E. Hand, YP 5, due to the retirement of Grace M. Kane, YP 20.

Fifth Edition: The Executive Board voted over Zoom on **Tuesday, February 8th, 2022** to:

1. Set a minimum threshold for incorporating a new Chapter of Young Pilots USA of a prospective Chapter President and two prospective Members, each of whom must already be Members of Young Pilots USA.
2. Require existing Chapters to designate a street address as their base in order to be moved off of "Pending" status, and to require new Chapters to designate a street address as their base in order to be allowed to incorporate.
3. Dissolve the "Pending" Chapter status for new Chapter applications. Existing Chapters holding this status will be allowed to continue to do so indefinitely.

Sixth Edition: The Executive Board voted in-person at the 2022 Goodspeed Fly-In at Goodspeed Airport (42B) in East Haddam, CT on **Saturday, June 25th, 2022** to:

1. Elect John M. Dennis, YP 12, as a Director of the Executive Board.
2. Rephrase and clarify various statements within the Bylaws and Records, without any change in meaning.

Seventh Edition: The Executive Board voted over Zoom on **Monday, January 23rd, 2023** to:

1. Suspend re-election of Board Members for one year, extending the current 2022 term to the end of 2023, in light of recent relative inactivity at the Chapter level.
2. Amend Section V, Subpart D to declare the Board's intent to reopen the newsletter program at a later date.
3. Add Section V, Subpart E to address the implication in Section II, Subpart B that all Members must be affiliated with one or more specific Chapters.
4. Add Section V, Subpart F to address the need for greater decentralization in the Executive Board beyond the President, and to create the roles of Director of Chapters, Director of Collegiate Outreach, and Director of Professional Outreach to correct this issue.
5. Promote Ethan C. Hand, YP 3, to Vice President of the Executive Board.
6. Install Ethan C. Hand, YP 3, as Director of Chapters.
7. Install Hugh T. Flanagan, YP 9, as Director of Collegiate Outreach.
8. Install John M. Dennis, YP 12, as Director of Professional Outreach.
9. Clarify that although the membership of the Executive Board are referred to as "Directors" throughout *Bylaws* consistent with the general practice of a 'Board of Directors,' individual members shall now be referred to as "Board Members" if they do not possess a further office, such as President or Vice President, to avoid confusion with new offices created under Section V, Subpart F that include the word 'director' in their titles.

Initial Passing Ratifications
Thursday, March 25th, 2021

Luc Zipkin

YP 1 – Founder & President

Second Edition Revision Ratifications
Thursday, April 8th, 2021

Luc Zipkin

YP 1 – Founder & President of the Executive Board

Voted: Yea

Ethan C. Hand

YP 3 – Executive Board Director

Voted: Yea

Kirk D. Garner

YP 15 – Executive Board Director

Voted: Yea (by proxy Luc Zipkin)

Third Edition Revision Ratifications
Saturday, August 21st, 2021

Luc Zipkin

YP 1 – Founder & President of the Executive Board

Voted: Yea

Ethan C. Hand

YP 3 – Executive Board Director

Voted: Yea

Kirk D. Garner

YP 15 – Executive Board Director

Removed from post by proceedings

Krista E. Jordan

YP 11 – Executive Board Director

Not yet confirmed as Director

Fourth Edition Revision Ratifications
Sunday, December 12th, 2021

Luc Zipkin

YP 1 – Founder & President of the Executive Board

Voted: Yea

Ethan C. Hand

YP 3 – Executive Board Director

Voted: Yea

Krista E. Jordan

YP 11 – Executive Board Director

Voted: Yea

Hugh T. Flanagan

YP 9 – Executive Board Director

Voted: Yea (by proxy Luc Zipkin)

**Fifth Edition Revision Ratifications
Tuesday, February 8th, 2022**

Luc Zipkin

YP 1 – Founder & President of the Executive Board

Voted: Yea

Ethan C. Hand

YP 3 – Executive Board Director

Voted: Yea

Krista E. Jordan

YP 11 – Executive Board Director

Voted: Yea

Hugh T. Flanagan

YP 9 – Executive Board Director

Voted: Yea

Sixth Edition Revision Ratifications
Saturday, June 25th, 2022

Luc Zipkin

YP 1 – Founder & President of the Executive Board

Voted: Yea

Ethan C. Hand

YP 3 – Executive Board Director

Voted: Yea

Krista E. Jordan

YP 11 – Executive Board Director

Voted: Yea

Hugh T. Flanagan

YP 9 – Executive Board Director

Voted: Yea

John M. Dennis

YP 12 – Executive Board Director

Elected by proceedings

**Seventh Edition Revision Ratifications
Monday, January 23rd, 2023**

Luc Zipkin

YP 1 – Founder & President of the Executive Board

Voted: Yea

Ethan C. Hand

YP 3 – Vice President of the Executive Board, Director of Chapters

Voted: Yea

Krista E. Jordan

YP 11 – Board Member

Hugh T. Flanagan

YP 9 – Board Member, Director of Collegiate Outreach

John M. Dennis

YP 12 – Board Member, Director of Professional Outreach