

OPERATING RULES OF THE FLYING 20 CLUB, INC.

ARTICLE I: Use and Operation of Aircraft

- Section 1. Under no circumstances shall Club aircraft be operated in violation of either the Operating Rules contained herein, or Federal Aviation Regulations.
- Section 2. Club aircraft will be flown only by a member or a Certified Flight Instructor or FAA Check Pilot whom the member has engaged to provide him/her instruction, a biennial flight review, or a proficiency flight.
- Section 3. Flight instructors who provide instruction to Club members in Club aircraft are required to complete the Club's CFI registration form. The form collects basic data about the flight instructor and includes a checklist to ensure that the instructor achieves a baseline level of familiarization with the Club's aircraft (including avionics), hangers, and procedures. The completed form may be submitted to any Club officer. A majority of the Club's officers must approve before the CFI is allowed to provide flight instruction in Club aircraft.
- Section 4. Aircraft will be used only for recreation or pleasure including flight instruction for members. Use of the aircraft for profit or hire is absolutely forbidden. Use for profit or hire is as defined in the FAR'S. This prohibition does not preclude the payment of Certified Flight Instructors by members of the Club, whether or not the instructor is a member of the Club. Specifically, Certified Flight Instructors who are members of the Club are prohibited from using the Club aircraft for the instruction of non-members, whether or not they are paid for such services. Violation of this Section will be cause for immediate suspension of flying privileges. The name of the offending member will be presented to the membership for expulsion from the club. All members, including Club CFI's, may provide discovery flights for potential students without violating this section.
- Section 5. Aircraft shall be flown and utilized only as authorized within the insurance policy in effect at the time of the flight. The Treasurer shall inform the members of the restrictions within the policy and of changes, which may occur therein. The current insurance policy shall be posted on the Club website.
- Section 6. Additional requirements or limitations for the use or operation of Club aircraft may be provided in these Operating Rules and may be more stringent than those required by the FAR's.

ARTICLE II: Scheduling

- Section 1. All flights shall be scheduled through Flight Schedule Pro. No unscheduled flights shall be made.
- Section 2. Scheduled time not to be used shall be canceled as soon as possible, including the early return of the aircraft.
- Section 3. Local flights shall be scheduled on a per flight basis allowing time for preflight inspection and post flight cleanup.
- Section 4. If an aircraft is found not airworthy, the pilot in command shall take it out of service. The member shall affix a tag to the control column and make an entry of the deficiency in the Flight Schedule Pro Maintenance Squawk for the aircraft. If it is determined that the aircraft will be out of service for more than a 24-hour period, the Maintenance Officer responsible for the aircraft will, take the aircraft out of service and return the aircraft to service when repairs are completed. These suggested procedures are not meant to relieve individual members scheduling aircraft from responsibility for verifying the availability and status of the aircraft prior to flight. Members will not attempt to operate any Club aircraft with a tag affixed to the control column or ignition key until such aircraft is certified as airworthy by the Maintenance Officer or a certified A&P Mechanic.
- Section 5. Scheduling for any Club aircraft shall not exceed ten (10) hours flight time without advance notification to the Maintenance Officers or, in their absence, one of the remaining Officers. Cross country flights

are limited to two consecutive weeks for any individual from May 2 through September 30, as determined to be necessary to provide equitable use of the aircraft by the membership.

Section 6. Members should allow adequate time upon the completion of their flights for routine cleaning of the aircraft prior to the expiration, of their scheduled time.

Section 7. The Governing Board must approve any flight by members outside the United States in Club aircraft.

ARTICLE III: Flights

Section 1. No interim member shall fly Club aircraft until he has been advised by the Treasurer, or in his absence another Officer, that he might do so. The Treasurer, or other officer, has the responsibility to notify the insurance company agent of the name of the interim member.

Section 2. No member may act as pilot in command of any Club aircraft unless, within the preceding twelve months, he/she has completed a flight proficiency check with a FAA approved Certified Flight Instructor. These flight checks are known in the Club as Annual Club Proficiency Checks. The Annual Club Proficiency Checks must be reported in writing on the form known as the Annual Club Proficiency Certificate, blank copies of which are kept in the all-purpose hangar and are also available on the Club's web site at www.flying20spi.org. FAA biennial flight reviews in class and type are acceptable substitutes for an Annual Club Proficiency Check, as are any flight reviews, check rides, or pilot proficiency programs listed in the FARs (14 CFR, Part 61, Section 61.56: Flight Reviews) as satisfying the requirements for a biennial flight review. To qualify for pilot-in-command privileges, members are required to have copies of the following documents on file with the Club's Safety Officer via Flight Schedule Pro: current FAA Airman's Certificate, current FAA Medical Certificate, and current Annual Club Proficiency Certificate (or suitable substitute as defined above). Student pilots must upload these documents prior to scheduling privileges. Pilots are responsible for ensuring their required documents are uploaded to Flight Schedule Pro when new ones are issued. Failure to comply with this requirement will result in revocation of scheduling privileges as pilot-in-command.

Section 3. No member or non-member CFI will fly a Club aircraft as pilot in command unless he/she has an official checkout entry in his/her flight log for the type and model to be flown, and is otherwise current under the FAR's and these Operating Rules. Such flight log entries may be verified by an Officer on request. All new members, including interim members, are required to complete a check flight with a club certified flight instructor, and have a club proficiency certification on file, before being allowed flying privileges. Student pilots must comply with this rule before soloing. All non-member CFI's will be checked out annually by member CFI's. The first checkout will be covered by Club. All subsequent checkouts covered by the non-member CFI and the member CFI will be credited for the flight.

Section 4. Solo students will be governed by the limitations set forth by the FAR's and their instructor.

Section 5. The Officers may require a check-flight of any member.

Section 6. The pilot in command is responsible for the use of an appropriate checklist for the accomplishment of all pre-flights, engine starts, ground operations, flight operations, shutdowns, and post-flights of the aircraft. Checklists utilized shall be no less complete than those provided in the official flight manuals for the aircraft concerned.

Section 7. No aircraft shall be started unless a responsible person is at the controls with brakes applied. No aircraft shall be started in a hangar or with the propeller blast directed toward the interior of the hangar (or adjacent open hangars).

Section 8. Club members are responsible for the proper securing of the aircraft after flight, and for appropriate precautions against high winds or storms, both at Capital Airport and when on cross country flights. Steps should be taken after flight to have fuel tanks filled if the accumulated flight time from top-off exceeds one (1) hour. If a member wishes to have less than full tanks for their flight they are to notify the member scheduled prior to their flight or leave a note in the hangar.

- Section 9. Members involved in an incident (not requiring notification to the NTSB or the FAA) shall make a written report to the Club Officers, but are not grounded from the use of Club equipment unless the officers revoke flight privileges. Any incident which may have caused structural damage (such as a hard landing) shall be cause for grounding the aircraft until it is inspected and released for flight by a certified A&P Mechanic.
- Section 10. Members involved in an accident (any mishap requiring notification of the NTSB or the FAA) with Club aircraft will be automatically grounded from the use of Club equipment pending an investigation by a specially appointed Accident/Incident Investigating Committee, whose responsibilities are outlined in Article X, Section 1, Paragraph g, of the Constitution.
- Section 11. Forced landings must be reported immediately to the Maintenance Officers or, in their absence, to another Officer. No member will attempt to take off following a forced landing except from a recognized airport. If the landing was due to a mechanical malfunction, takeoff will only be attempted after the aircraft has been inspected and certified airworthy by a certified A&P Mechanic.
- Section 12. On cross-country flight, members are responsible for returning the aircraft to Capital Airport, unless relieved of this responsibility on approval of the Officers.
- Section 13. Members may be financially responsible for any damage to the aircraft, up to a maximum of \$10,000.00, unless relieved of this responsibility as decided by the Officers upon recommendation of the Accident/Incident Committee.
- Section 14. Air traffic rules at each airport, and the FAR's, are made a part of these Rules.
- Section 15. Any member found in violation of any current Operating Rule governing or applicable to the Club is subject to disciplinary action by the Officers, which may include suspension from flying Club aircraft and the initiation of action to revoke membership.

ARTICLE IV: Maintenance of Club Aircraft

- Section 1. All FAR's pertaining to the maintenance, inspection and airworthiness of aircraft as they apply to their private use under the Constitution and these Rules are made a part of these Rules. Upon recommendation of the Maintenance Officers and approval of the membership, additional maintenance standards may be adopted as part of these Rules.
- Section 2. An engine overhaul fund is hereby established which will be funded by setting aside in an overhaul fund amounts from the hourly charges of each aircraft per Attachment A. Amounts set aside in the overhaul fund may be used for other than the periodic major overhaul of the engines of the respective aircraft only with approval of a majority of members present at a regular or special meeting.
- Section 3. Any maintenance or repair in excess of \$10,000 (except for annual and major engine overhauls covered by the Overhaul Fund) shall require the approval of the Governing Board or a majority of the members present at a regular or special meeting. The Officers or an authorized delegate may approve financial transactions of lesser amounts.
- Section 4. The Maintenance Officers will advise the Equipment Replacement Planning Committee and the membership when each Club aircraft engine has consumed 80% of the hours to major overhaul to ensure that the appropriate consideration of repair and replacement alternatives before the commitment to overhaul is made.
- Section 5. An additional amount as listed in Attachment A may be added to the hourly rate for all aircraft, to be devoted to acquisition of equipment or new (or replacement) aircraft, or to pay any debt for the purchase of a new aircraft or equipment.
- Section 6. The President may designate "work days" for the purposes of cleaning the aircraft and hangars.

ARTICLE V: Membership Fees, Dues and Flight Rates

- Section 1. Basic membership fees will be set by vote of the members in accordance with the Operating Rules, and such established fees are displayed in Attachment A.
- Section 2. Club dues shall cover all maintenance and fixed costs. Flying charges shall cover fuel costs. Fixed costs are defined as those, which occur independently of aircraft usage and maintenance costs are required for continued operation of the aircraft.
- Section 3. Monthly dues are established and adjusted by a vote of the members in accordance with the Operating Rules. Dues are displayed in Attachment A. The Treasurer and the Maintenance Officers shall not be required to pay the monthly dues applicable to individual members.
- Monthly dues may be waived for Club members who are serving in a branch of our Nation's armed services and who are deployed, under orders from their service, to a location which renders their ability to utilize Club aircraft impractical or impossible. Waivers shall be made by the Club officers on a case-by-case basis.
- Section 4. Charges per tach-hour of flight time will be determined as follows: The prior 12 months average hourly flying expenses will be determined and rounded up to the next higher dollar. Fund transfers defined in Article IV and any fuel adjustment surcharges (see Attachment A) will be added to this computed average. This will be the flying charge for the following quarter. These charges will be adjusted each quarter based on the previous 12-month average hourly expense.
- Section 5. The member is responsible for the payment of flight instructors and, when away from Springfield's Abraham Lincoln Capital Airport, for hangar fees, landing fees, tie-down fees and other related fees.
- Section 6. The Club will pay fuel and oil for all flights. The member will pay for purchases at other than Springfield's Abraham Lincoln Capital Airport and the receipted invoice submitted with his/her payment of the next monthly statement, and deducted therefrom. Maintenance charges in excess of \$300.00 shall be made only with the approval of a Maintenance Officer or, in their absence, another Officer.
- Section 7. Minor maintenance of less than \$300.00, required away from the home airport, may be authorized and paid by the member, and the receipted invoice submitted with payment of the next monthly statement, and deducted therefrom.
- Section 8. Any member may be considered in default and not in good standing when indebtedness to the Club in any amount exceeds thirty days. A member in default is prohibited from using Club aircraft and shall be so notified by the Treasurer by e-mail or regular mail, to their last known address. Their membership may be presented for revocation by action of the Governing Board if payment is not received within sixty days after such notice. The flying privileges of the member will not be restored until the member's account is paid in full. The member shall be responsible for any charges and/or fees associated with collecting any indebtedness owed to the club.
- Section 9. Former members who left the club in good standing, who wish to rejoin the Club, and who are voted in anew as members in accordance with the Constitution, will be assessed one half of the initial membership fee. Former members that did not leave the club in good standing and who wish to rejoin the Club will be required to pay any outstanding balances prior to application and will be assessed the full initial membership fee. Former members will be given priority on the waiting list should there be one. Any past member may rescind their resignation by:
1. Majority approval of officers to accept.
 2. Pay in full all past monthly dues.
- Section 10. The Governing Board may establish honorary memberships. A vote of a majority of the membership present shall be required to induct an honorary member.

ARTICLE VI: Amendments

- Section 1. The Operating Rules may be amended or replaced by approval of a simple majority of the members present at a regularly scheduled meeting of the Club. All members will be furnished a written copy of all proposed changes at least ten days prior to a vote thereon.
- Section 2. Approved Operating Rules Amendments shall be effective upon adoption unless a specified subsequent effective date is included as part of the Amendment.

ARTICLE VII: Effective Date

These Amended Operating Rules are effective as of 20 January 2020.

FLYING 20 CLUB**ATTACHMENT A****FLYING CHARGES**

Calculated on 12 months average cost plus the following:

OVERHAUL FUND

	<u>AIRCRAFT</u>	<u>PER HOUR</u>
A.	172	\$13.00
B.	PA-32-260	\$22.00
C.	PA28-181	\$13.00

IMPROVEMENT FUND

	<u>AIRCRAFT</u>	<u>*PER HOUR</u>	<u>*PER MONTH</u>
A.	172	\$20.00	
B.	PA-32-260	\$20.00	
C.	PA28-181	\$20.00	
D.	Per Member		\$10.00

FUEL ADJUSTMENT**SUSPENDED**

The Club will apply a fuel adjustment surcharge equal to the difference between the 12-month average and the average for the most recent 6 months. This difference will then be multiplied by an average of 10 gallons-per-hour fuel burn. The calculation is then added to the hourly rate and adjusted at the beginning of each quarter. The surcharge will be monitored closely and could be adjusted more frequently if the fuel cost either spikes or dives by more than \$1.00 between any given months.

BLOCK TIME

EFFECTIVE 19 MAY 2014

The Club may offer block time rates for the rental of any of its aircraft. Block time increments and rates will be set by the Club officers and approved by a majority vote of the membership attending a regular or special meeting of the Club. Blocks of time must be purchased before they are used. Any block time rates in effect will be posted in the monthly Treasurer's Report and on Flight Schedule Pro.

MEMBERSHIP TYPES, FEES AND MONTHLY DUES

EFFECTIVE 1 AUGUST 2024

A. Membership fees:

Individual Member:

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New members joining in student status: \$3500 membership fee; New members joining that hold a private pilot license (or greater): \$2500 membership fee.

Past Individual Members Rejoining: One-half the price of the current membership fee.

B. Monthly Dues: \$100