

**CLOUD ONE FLYING CLUB, INCORPORATED
OPERATING RULES**

Amended: August 1, 2007

The following rules for the operation of the aircraft owned by CLOUD ONE FLYING CLUB, INCORPORATED were adopted by the Board of Directors of CLOUD ONE FLYING CLUB, INC. at the regular meeting on August 1, 2007, which have been amended since the previous adoption at the regular meeting of the Board on the 2nd day of June 2004 and on the 7th day of August, 1990, which were first amended at a special meeting of the Board on June 7, 1995, and approved at the regular meeting of the Board of Directors on December 6, 1995.

I. AIRCRAFT OPERATIONS.

All aircraft are to be operated in accordance with applicable Federal Aviation Regulations.

- A. The pilot in command will be:
 - 1. A member and stockholder of the corporation who holds at least a private pilots certificate, or
 - 2. A member and stockholder of the corporation who holds a student pilot certificate and:
 - a. Has a logbook endorsement from an approved flight instructor appropriate to the flight operation undertaken
 - b. Has no more than 120 hours total flight time
 - c. Has had a flight review conducted by a flight instructor who is a member of Cloud One. This requirement may be waived if no member of Cloud One holds a current flight instructor certificate.
 - 3. A flight instructor approved by the officers of the Corporation

The pilot in command will fly and control the aircraft from the left front seat of the aircraft, except as follows: the pilot in command in the right seat holds a Certified Flight Instructor Certificate, or has received a logbook endorsement from a certified flight instructor that the member has demonstrated the capability to operate the aircraft from the right seat

- B. Aircraft are to be operated within aircraft limitations specified by the manufacturer and set forth in the aircraft manual. Aerobatic maneuvers other than those specified by the manufacturer are forbidden.

- C. The aircraft will be utilized for the normal use of providing transportation, training and recreation for the benefit of members. Under no circumstances will the seats of the aircraft be removed. The aircraft may not be utilized for the generation of income either by any activity that could be interpreted by the Federal Aviation Administration as transporting passengers, freight charter, or flight instruction. The aircraft will not be modified in any manner in violation of FARs or used for para-jumping at any time.
 - 1. Any member violating the provisions of this paragraph shall be subject to disciplinary action by the Board of Directors, which can include the termination of membership. If termination of membership is voted by a majority of member of the Board of Directors in attendance at the disciplinary hearing, the member violating the provision of this paragraph will sell his share within thirty days in accordance with the provision of the Corporate By-Laws regulating transfer of membership. If not sold within thirty days, the stock will be sold as soon as possible to a qualified new member for fair market value and the proceeds less sales expense will be remitted to the selling member.
- D. All aircraft are to be operated from approved airports. No runway of less than 2,000 feet in length will be used when the aircraft is at or near gross weight.
- E. The aircraft are to be preflighted using checklist. Engines that are cold soaked will be pre-heated at the operator's sole expense when the air temperature is 25 F or **less**.
- F. Before the engine is started for any flight the oil level shall be checked and brought to the proper level. Aircraft are to be operated not more than two quarts low for a flight of less than three hours in duration. Before beginning flights of more than three hours in duration, the oil level shall be brought to the level of no more than two quarts low. The addition of oil shall be entered on the aircraft Tachometer time log.
- G. The aircraft is to be refueled with the tanks brought to the full level upon completion of each flight at the home base of the aircraft (MKC).
 - 1. Charges for fuel required to fill the aircraft is to be paid by the operator of the aircraft, either charged to the member's account or paid for by the member at the time of purchase.

2. Fuel bills shall not be billed to the corporation.
 3. All fuel shall be fresh aviation grade gasoline.
 4. Failure to fill aircraft with fuel will result in a \$10.00 penalty the first occurrence, a \$20.00 penalty the second occurrence, and upon successive events the member will be suspended from use of the aircraft for thirty days.
- H. The flight time must be entered in the appropriate record book in the aircraft, taken from the Tachometer prior to starting the engine and upon conclusion of the flight at MKC. If the aircraft is flown for an extended period of time after the twentieth of the month and the current month's Tachometer time sheet is still in the aircraft, place the time sheet in the top drawer of the club file cabinet located in the hangar to facilitate normal billing by the Treasurer.
- I. An hourly charge shall be made for use of the aircraft based on the lapsed time as reflected by the Tachometer. These charges are subject to change based on the majority opinion of the board of directors. The current charge is as follows:
Those hourly dry rates are:
- | | |
|-----------------|------------------|
| Cessna 172 | \$35.00 per hour |
| Piper Arrow 180 | \$45.00 per hour |
- J. The treasury is not to drop below \$500.00.
- K. Each member shall pay an equal share of any large expense and an equal amount necessary to reestablish a \$500.00 operating fund balance.
- L. Each member will pay a monthly assessment of \$100.00 to defray fixed operating expenses and a portion of the estimated maintenance cost.
- M. An appropriate percentage, based on the estimated cost of engine overhaul at TBO of the hourly operating rates will be established as a reserve for major engine overhauls.
- N. Members must notify the maintenance officer and enter on the Tachometer time sheet in each aircraft any deficiency that needs to be corrected on the aircraft.
- O. If a member discovers any deficiency that causes the aircraft to be not airworthy, the member shall ground the aircraft and immediately notify the maintenance officer of the defect.

- P. Grounding procedure includes as follows
 - 1. Send Email to Cloudone list
 - 2. Note in the aircraft Tachometer Log.
 - 3. Place placard on the control yoke of aircraft.
 - 4. Contact the maintenance officer by telephone.

- Q. No repairs are to be performed on aircraft by members unless the maintenance officer or a certified aircraft mechanic is present to observe and enter such maintenance in the appropriate aircraft logs as required by F.A.R. Parts 43 and 91.

- R. Maintenance officer shall contact members for assistance in cleaning and maintaining aircraft.

II. **AIRCRAFT SCHEDULING.**

- A. The corporation will maintain a scheduling program at the Cloud One website for member's access. A member in good standing with the corporation can schedule the aircraft as outlined hereafter.
 - 1. Any member over thirty days in arrears in payment to the corporation of any dues, assessments or hourly charges for use shall be suspended from aircraft operations until all monies due the corporation are paid in full.
 - 2. Before beginning any flight operation, the member beginning the flight should be aware of the scheduling of the aircraft for the period following his scheduled return.

- B. Should the member not be able to return the aircraft in accordance with the schedule:
 - 1. Determine if any other members will be affected by the delay in return of the aircraft, and make such amendment to the scheduling program as necessary to advise of the anticipated return time and date.
 - 2. Contact the members affected by the schedule problem and cooperate in arriving at resolve of the problem.

- C. Any member may exercise an annual right to a PRIORITY SCHEDULING.
 - 1. Under a PRIORITY SCHEDULING, a member may schedule one aircraft for one period of up to 16 consecutive days one time per calendar year.
 - 2. Such scheduling shall be made thirty days in advance.
 - 3. Such scheduling shall have priority over all other scheduling.

- D. A member may have no more than two non-priority flights that have not yet been flown. Non-priority flights are limited to a maximum of 9 days in durations. All flights for the current day are considered to be flown. Unflown, non priority flights will conform to the following restrictions:
 - 1. Only one, unflown, flight may exceed 3 hours.
 - 2. Only one, unflown, flight may be scheduled on a weekend, defined as 5:00pm Friday through 8:00am Monday.

- E. Emergency situations will have priority over any scheduling.
 - 1. The member with the emergency will notify the President and present the justification for the emergency use.
 - 2. With approval of the President, the member will then contact the members with whom there is a schedule conflict and resolve the situation.

- F. In the event a member will not utilize the aircraft as scheduled, it is his responsibility to have the schedule changed to reflect the actual circumstances as soon as possible.
 - 1. In the case of a "no-show", scheduled flights will be canceled and the aircraft made available for other scheduling as follows:
 - a. For flights scheduled less than four hours, after a one-half hour waiting period.
 - b. For flights scheduled for four or more hours, after a two-hour waiting period for that day only.
 - c. The foregoing F.1, paragraphs a and b apply only if the other aircraft is not available.

III. **INSTRUCTORS.**

- A. Any member holding a current Certified Flight Instructor certificate may provide flight instruction to other members in Cloud One aircraft, and may charge their normal fees for providing flight instruction.
- B. All approved instructors will meet these minimum requirements:
 - a. 200 hours of dual instruction given
 - b. To instruct in the Arrow, 100 hours of complex time, and 25 hours in Arrows(PA28R)
- C. When there are openings for approved flight instructors, any member may submit a name to the President and Insurance Officer for approval. The submissions will be reviewed on a first come, first served basis. The submission must be in writing and include:
 - 1. Flight instructor's name

2. Copy of flight instructor certificate
 3. Copy of last medical certificate
 4. Total hours, hours in each type of Cloud One aircraft, and hours of dual given.
 5. Copies of all logbook endorsement and pilot certificates required to act as PIC in all Cloud One aircraft
- D. Upon receipt of the submission, the President and the Insurance Officer will evaluate the proposed instructor in the Cloud One aircraft.
- E. Once on the approved instructor list, an instructor remains there until the instructor asks to be removed, or a majority of all officers vote to remove the instructor.

Upon motion duly made and seconded, the above and foregoing Operating rules are approved this 1st Day of August, 2007.

Attest.

Richard Vaughn
Secretary

Gene Keohan
President