

RULES OF THE WEST MICHIGAN FLYING CLUB, INC.

PREAMBLE

These Rules set the day-to-day specific operating parameters of the West Michigan Flying Club, Inc. The Board of Directors of the Club has the power to set and change the contents of these Rules where specific money, time or other values are concerned. The Board cannot, however, add to, detract from or change the intent of these Rules.

The authority for these Rules is established in the Club's By-Laws, a separate document.

ARTICLE I MEMBERSHIP

SECTION I Initial Fee

Referring to Article I, Section 1 of the By-Laws: The one time, non-refundable fee to allow a new Member the right to fly one specific Club aircraft (the initial aircraft) is \$250.00.

SECTION II Scheduled Meetings

Board of Directors meetings will be held at a time and place convenient to the Members of the Board, and will be open to all members.

Meetings of the general Membership will be held the second Monday of each month at 7:30 P.M. at the Club's facility, or at other times at the discretion of the Board.

Special meetings will be called and held as provided for in the various Articles of the By-Laws.

ARTICLE II FEES, DUES, AND RATES

SECTION I Initial Fees

Referring to Article II, Section I of the By-Laws: The non-refundable fee that a Member must pay to gain the right to fly any subsequent aircraft is \$200.00 for each aircraft.

SECTION II Monthly Dues

Referring to Article II, section III of the By-Laws: The monthly dues are \$49.00.

SECTION III Aircraft Hourly Rates

The following are the "wet" rates for Club Members to fly the Club aircraft:

C-150	\$75.00 per hour
C-172	\$85.00 per hour
C-177	\$95.00 per hour
Mooney	\$102.00 per hour

SECTION IV Interest on Past Due Bills

Referring to Article II, Section III of the By-Laws: The interest that will be levied on all past due bills will be one and one-half percent (1-1/2%) per month on the unpaid balance.

ARTICLE III FLIGHT RULES

SECTION I Safety

Club aircraft must be operated in accordance with applicable F.A.A. regulations at all times.

Club aircraft may only be used for Members' pleasure and business purposes, and may not be used for any activity of a commercial nature, or for any illegal purpose.

SECTION II Check Out

Prior to soloing in each Club aircraft, each Member must be checked out by a Board-approved C.F.I. The checkout will include a check-ride and completion of a checkout familiarization sheet, and the endorsement for the checkout must be made in the Member's logbook. A list of Board approved C.F.I.'s will be posted on the Clubhouse bulletin board.

SECTION III Reservations

Flight reservations for use of the Club aircraft are to be made by calling Executive Air, at the Muskegon County Airport, (231) 798-2126 or (231) 798-3331. Members are responsible to ensure that reservations are noted accurately in the schedule book, especially reservations made for flights planned far in advance.

Any member 15 or more minutes late for a flight reservation will forfeit that reservation if another Member is waiting to use the aircraft in question. No member may have more than 3 reservations on the book at any one time, nor have 2 or more aircraft reserved simultaneously, without approval from the Board.

As a courtesy, Members are requested to call and make aircraft available when they are unable to keep a reservation, or if they return early from a trip.

SECTION IV Aircraft Away From Home Airport

When a Member keeps a Club airplane away from the Club hangar overnight, there will be a minimum charge of 1-1/2 hours of flight time per day that the plane is gone.

Permission must be obtained from any two Board members before aircraft can be taken for flights exceeding the duration shown below:

C-150	2 days / 1 night
C-172	3 days / 2 nights
C-177	4 days / 3 nights
Mooney	4 days / 3 nights

Flying any Club aircraft into any foreign country, other than Canada, is prohibited without prior approval from the Board of Directors.

SECTION V Fuel Tanks

It is the responsibility of any Member putting an aircraft back into the hangar after a flight to make sure that the fuel tanks are more than 1/2 filled with fuel. If this is not possible (e.g. if the airport is closed when the aircraft is returned) the reason should be noted on the flight record slip.

SECTION VI C-177 Checkout

In order to fly the C-177 Cardinal, a Club Member must have at least a Private Pilot's rating, and a check ride by a Board approved CFI. The endorsement for the check-ride must be in the Member's logbook.

SECTION VII Mooney Checkout

In order to fly the Mooney M20F, a Club Member must have at least a Private Pilot's rating; a check-ride in the aircraft with a Board approved CFI, and meets the insurance requirements for the aircraft. Current insurance requirements are:

"At least a private pilot rating with 125 hours logged flight time, plus at least 25 logged hours in a retractable gear aircraft, or in lieu of the latter, 10 hours dual instruction in type."

SECTION VIII Weather Conditions for Flight

No Member is allowed to fly any Club aircraft in weather with winds exceeding the plane's operating handbook limits, nor fly a Club aircraft in visibility or ceiling conditions exceeding the capabilities of either the aircraft or the Pilot.

SECTION IX Animals in Club Aircraft

Animals, including but not limited to cats, dogs etc. may only be carried in Club aircraft if held on a passenger's lap or be placed in a proper case or cage. This means that for solo flight, any animal carried must be in a case or cage.

ARTICLE IV SPECIAL RULES FOR STUDENT PILOTS

SECTION I Student Checkout

A Club Member who is a student pilot must be checked out and certified by a Board-approved C.F.I. before he is allowed to fly solo in any Club aircraft.

Student pilots may only be checked out in and fly the C-150 and/or the C-172. (See Article III, Section VI and VII of these Rules for qualification to fly the C-177 and the Mooney.) Student pilots may not take any aircraft on overnight flights, nor fly solo after dark or under Special VFR rules unless specifically pre-authorized to do so by a Club-approved C.F.I.

SECTION II Other Pilots on Board

No student pilot may fly a Club aircraft with another person on board, unless that person is a Board approved CFI.

SECTION III Weather Minimums for Students

Student pilots may not operate Club aircraft solo when actual or forecast weather includes any of the following:

1. Visibility less than five (5) miles
2. Ceiling of less than 2,000 feet.
3. Any winds, or gusts, in excess of 15 knots.

ARTICLE V GENERAL RULES

SECTION I Expense Authorization Limits

The C.M.O. is authorized to spend up to \$1000.00 on any one repair as he sees fit. Above this limit he must have Board approval.

A Maintenance Officer, or an Alternate Maintenance Officer, is authorized to spend up to \$300.00 on any one repair as he sees fit. Above this limit he must seek the approval of the C.M.O.

SECTION II Hangar and Lounge

The club is charged as a business for all phone calls. Therefore, all personal phone calls made from the Club premises must be paid for by using the "honor system" collection boxes next to the phones. The following payment guidelines should be used:

Local calls, toll-free calls, calls charged to credit cards	10¢
Brief calls within a 30-40 mile radius	25¢
Other calls	use best judgment

A contribution to the phone fund should also be made when the personal computer is used "on-line". When "on-line", the P.C. is to be used only to obtain weather information.

Members must provide adequate supervision for any guest(s) they bring to the Club premises, for their own safety and to protect the Club's property.

SECTION III Taking Aircraft "Down" For Maintenance

Members are responsible to report any maintenance needed on aircraft after their flight. If a serious problem is encountered, the aircraft should be taken "down" until reviewed by the C.M.O. and/or repaired.

When taking an aircraft "down", the Member should do the following:

1. Call the C.M.O. or Maintenance Officer for the particular aircraft.
2. Attach a prominent note explaining the problem to the aircraft clipboard, covering the keys. (An additional note may be made on the dry-erase board, or left inside the aircraft cockpit for extra safety).
3. Call Executive Air and have the aircraft marked out for maintenance for the remainder of the day and all of the following day. Also, call any Member(s) that have the aircraft booked out so they can adjust their plans.

The Maintenance Officer or C.M.O. should then assume responsibility to update Executive Air on the aircraft's status, and notify other Members that have reservations if they too will become affected by the maintenance problem.

All phone calls made in complying with this Rule will be made at the Club's expense.

SECTION IV Authorization for Off-Home Field Maintenance

A Member is authorized to spend up to \$250 to diagnose and/or correct aircraft mechanical problems when away from the home airport, in accordance with By Laws ARTICLE V Section IV.