

Arizona
Cloudbusters

Rules & Regulations

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Arizona Clodbusters Rules and Regulations

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I. DEFINITIONS:

- A. Corporation: **Arizona Cloudbusters, Inc.**, a corporation organized in the State of Arizona under the “General Not for Profit Corporation Act.”
- B. Stockholder: An individual owning either a Class I or Class II share of stock in the Corporation.

II. RESPONSIBILITIES:

- A. Corporation Responsibilities:
 - 1. Provide and maintain airworthy and insured aircraft for the use of members.
 - 2. Furnish to each Stockholder, current copies of By-laws, Operating Rules and Regulations, Insurance materials, Membership roster, and minutes of Board of Directors Meetings.
 - 3. Maintain a current list of Stockholders including mailing addresses, pilot license number with ratings, and medical certificate class and date.
 - 4. Provide a facility for reservation of Corporation owned airplanes.
- B. Stockholders Responsibilities:
 - 1. Have knowledge of and abide by all current FAA, State, Airport and Corporation rules, regulations and procedures.
 - 2. Acknowledge in writing the receipt of copies of current Corporation By-laws and Operating Rules and Regulations.
 - 3. Inform the Corporation in writing of current home and business addresses and telephone numbers.
 - 4. Inform the Corporation of expiration or renewal of all necessary certifications and permits and changes of any kind relative to FAA certification.
 - 5. Use Corporation airplanes only after properly scheduling the use with the reservation facility Promptly notify the reservation facility of changes or cancellations. Stockholders are responsible for the accuracy of their reservations.
 - 6. Note any malfunction of airplanes or avionics in the airplane logs and report the malfunction to the Crew Chief or Maintenance Officer and to the Safety Officer. “Ground” the airplane with the reservation facility when warranted.
 - 7. Remain financially current in payments due the Corporation.
 - 8. Assist in the operation and maintenance activities of the Corporation.
 - 9. Notice by the Stockholder of his desire or intent to sell his share in the Corporation shall not relieve him of the responsibility for all charges incurred prior to the actual transfer of the share.

II. ELIGIBILITY:

- A. Financial:
 - 1. Stockholders will be invoiced monthly by mail for fixed fees, flying time and any other charges which may be due. If payment is not made by the payment due date, Stockholders will be restricted as follows:
 - a. Accounts having a balance greater than \$30.00, on the due date will be surcharged 5% of the entire unpaid balance or \$5.00, whichever is greater on the next monthly invoicing.
 - b. Stockholders shall be grounded by the Treasurer for non-payment of charges due the Corporation in the amount in excess of \$75.00, as of the due date.
 - c. Stockholders delinquent in excess of \$200.00, or delinquent more than 60 days may be suspended from membership at the discretion of the Board of Directors. Suspension of membership does not relieve the individual from any financial obligation to the Corporation.

- d. Stockholders shall be responsible for attorney's fees, court costs, and other costs incurred in collecting Moines due the Corporation from the stockholder.
2. The Corporation may purchase Stockholder's shares from the stockholders at the Stockholder's request and upon approval of the Board of Directors.
 - a. The purchase price shall be set by (and amendable by) the Board of Directors at its' discretion.
 - b. The Board of Directors shall limit the number of shares purchased by the Corporation each month at its discretion.
- B. Flight Qualifications and Proficiency:
 1. The Stockholder must meet all requirements of the Corporation insurance policies, including endorsements.
 2. The Stockholder shall maintain recent flight experience as required by **FAR 61.56**, as appropriate to his activity. Flight reviews must be accomplished with corporate approved **FLIGHT INSTRUCTORS**.
 3. New Stockholders must complete satisfactory flight reviews in each make and model airplane to be used, including an oral review with the Safety Officer after the initial flight review.

III. AIRCRAFT OPERATION:

- A. Stockholders shall read the Owners Manual and other materials regarding operating restrictions and limitations for each airplane flown, and operate each airplane in accordance therewith.
- B. Each Stockholder may schedule one airplane for one **fourteen (14) day** period each calendar year. Reservations for longer periods must be approved by the Board.
- C. Reservations for periods longer than **24 hours** shall be charged a minimum of 1.5 hours flying time per day or fraction thereof..
- D. Planes not used within **30 minutes** of scheduled time will be available to reschedule.
- E. If a reservation is canceled less than **one hour** before the beginning time, the Stockholder will be charged 1/2 hour flying time for the airplane involved.
- F. In case of conflicts in scheduling, the Stockholder listed by the reservation facility shall have preference. Courteous compromise and understanding are encouraged.
- G. After each flight, the Stockholder shall be responsible for refueling and securing the aircraft, making all appropriate entries in the aircraft log, cleaning the windshield and all of the leading edges as well as the interior of the aircraft.
- H. Expenses paid by the Stockholder for fuel at the home airport or expenses for fuel, maintenance, or other items necessary for operation while away from the home airport will be credited to the Stockholder's account when a valid receipt is presented to the Treasurer showing the stockholders name, date, nature of the charge, and the aircraft involved. Receipts older than 60 days will not be accepted by the Treasurer effective August 1st 2004.
- I. Any cost for landing, parking, or storage away from the home airport are the responsibility of the Stockholder and will not be reimbursed by the Corporation.
- J. Stockholders are liable for all expenses payable by the Corporation and not paid or reimbursed by insurance for damage to or by Corporation airplanes if, in the judgment of the Board of Directors, the Stockholder violated Corporation rules or regulations or operated the airplane in a careless or negligent manner or in violation of any applicable laws or regulations.
- K. Corporation airplanes shall not be used for any commercial purpose and are not insured for such use. Business related travel is not commercial use.

- L. Corporation airplanes shall not be used for the transportation or storage of an unlawful or illicit material or for any unlawful purpose as defined by Federal, State or Local laws and ordinances.
- M. Except in the case of emergency, club aircraft shall only be operated in and out of paved airfields, including properly maintained grass airfields. Operating in and out of unpaved or gravel airfields is strictly prohibited.
- N. All pilots are responsible for performing a thorough preflight inspection of the aircraft including checking the discrepancy log for uncorrected squawks. If the discrepancy involves instruments or equipment that is permitted to be inoperative for the type of flight being conducted, for example inoperative landing light during day VFR, the inoperative equipment or instrument will be placarded as such. Inoperative instruments are placarded on the instrument. Inoperative equipment should be deactivated and placarded as inoperative at the control. The pilot will then record "Placarded as Inoperative" on the squawk sheet under corrective action along with his signature and pilot certificate number. If the discrepancy cannot be corrected as described above the pilot should consult with an appropriately rated mechanic. If an appropriately rated mechanic is unavailable, the flight should be discontinued. In all cases discrepancies must be reported to the aircraft crew chief or club maintenance officer as soon as practicable.

IV. MAINTENANCE and REPAIR:

- A. Preventative Maintenance:
 - 1. Airplanes are grounded when overdue for the next scheduled maintenance or if the airplane will be more than five (5) hours overdue for the maintenance before returning to the home airport from a trip.
 - 2. Stockholders flying an airplane that is within five (5) hours of being due for maintenance shall report the information to the Crew Chief, Maintenance Director, or any member of the Board of Directors.
- B. Any malfunction or changes in the operating characteristics of any airplane or its equipment shall be noted in the airplane discrepancy log and reported to the Crew Chief or Maintenance Officer. If safe or legal operation of the airplane or its equipment is questioned, the airplane shall be grounded by affixing a "GROUNDED" tag to the control wheel, notifying the Crew Chief or the Maintenance Officer as well as the next member who is scheduled to fly the aircraft and the reservation facility.
- C. Grounded airplanes shall not be flown except with explicit authorization from the Maintenance Officer or Crew Chief of the grounded airplane.
- D. Any problem requiring service or repair while away from the home airport and exceeding \$100.00 in cost shall be reported to the Maintenance Officer or a member of the Board of Directors for authorization before the work is performed.
- E. The Board of Directors shall determine the responsibility, cause and liability in all cases of airplane damage, and shall record the information in the Corporate minutes. Stockholders are cautioned to perform careful and through pre-flight inspections and to report any damage or discrepancies in the airplane discrepancy log and to the Crew Chief or Maintenance Officer.
- F. Maintenance Procedures:
 - 1. Oil changes may be accomplished by crew chiefs with the assistance of another qualified member.
 - 2. All other maintenance shall be accomplished by an approved facility or by a rated A&P mechanic.
 - 3. An exception to paragraph 2) above is that instruments and equipment that are permitted to be inoperative may be placarded as such and deactivated.

4. Updates to GPS and moving map databases that are loaded from the front panel of the unit, may only be made by the avionics officer or his designee. In all cases, the updates must be made using instructions provided by the unit's manufacturer. Database updates must be recorded in the aircraft maintenance record along with the signature of the individual and pilots certificate number.

G. Maintenance Duties:

1. Maintenance Officer's Duties:

- a) Appoints Crew Chiefs
- b) Verifies that all maintenance is accomplished
- c) Audits & maintains the aircraft log books with the crew chiefs on a monthly basis
- d) Audits the quality of the maintenance facility's work

2. Crew Chief's Duties:

- a) Contact point for squawks on the aircraft
- b) Authorizes work on the aircraft with the maintenance facility
- c) Verifies that the aircraft log book entries are complete after the work is accomplished
- d) Releases the aircraft for flight status
- e) Assist as an alternate on all of the club aircraft

V. OPERATING PRACTICES:

- A. Except in emergencies, Corporation airplanes shall only be operated from active airports shown on current National Ocean Survey Sectional or World Aeronautical Charts.
- B. A flight plan shall be filed for any flight in excess of **75 nautical miles** from the point of departure.

VI. RECEIVING INSTRUCTION IN CLUB AIRCRAFT:

- A. The Safety Director will maintain a list of designated instructors, both club members and non-members, who have been specifically approved by the Board of Directors to give club orientation check rides and instruct primary students (those who have not received Private Pilot Certificates) in club aircraft.
- B. Members who are not certificated pilots and all members who wish airplane check rides in club aircraft must use one of the instructors from the list of designated flight instructors.
- C. Each instructor so designated must be re-approved by the newly elected Board of Directors at their April meeting each year and the new list will be published with the minutes of that meeting.
- D. Instructors can be added to or deleted from the list, as necessary, at anytime by appropriate motions at any duly constituted meeting of the Board of Directors.