

**Morris Hancock Flying Club**  
**By-laws**  
**As of January 4, 2016**

**General Rules**

1. Membership fees will be determined by the board of directors. The board will determine which members are eligible to operate equipment owned by the Morris Hancock Flying Club (MHFC) or its subsidiaries.

Junior club membership is one-half of a full membership (see Financial Schedule), and only children of club members are eligible. Junior club members must pay the difference between junior membership and full membership at age 21 or on obtaining a private pilot's license, whichever comes first. Assessments also apply to junior members. The parent of a junior member must sign an affidavit assuming full financial responsibility according to established club rules. Junior membership must be approved by the board.

Members holding an initial stock will have access to the Skyhawk only. Members holding the +Mooney stock will have access to the Skyhawk and the Mooney. Members holding the all-plane stock will have access to all planes.

2. All members are required to pay a monthly assessment (see Financial Schedule), which will cover insurance, hangar rent, licenses, and other miscellaneous expenses. This assessment cannot be flown out.

3. The hourly flying rate for club planes shall include gas, oil, and maintenance. The hourly rate will be determined by the board of directors. Hangar rental away from Morris, tie down fees, landing fees, and other direct costs are the responsibility of the member incurring said expenses.

4. All bills for dues, flying time, assessments, etc., are due when presented. Those members not paying these bills will be considered delinquent. The board of directors may declare the delinquent member ineligible to fly. A per month finance charge will be added to bills more than 30 days old (see Financial Schedule).

5. The board may elect to withdraw a share when a delinquent member owes the club the refund value of the member's share for more than 30 days. Members holding initial shares may be removed from the club if their accounts are delinquent for more than 60 days. The board, at its discretion, may commence legal proceedings to collect delinquent accounts.

6. A member may withdraw from the club by redeeming his or her all-plane share to the club for \$450. The +Mooney share may be redeemed for \$250 upon resignation. The request for withdrawal must be made in writing to the treasurer. The board will authorize redeeming a share when the money is available. No share may be sold or transferred by a member except to the club. Members holding initial shares will receive no remuneration.

7. Emergency repairs necessary for continued safe flight up to \$500 are authorized without consent of the board when away from Morris. Emergency repairs in excess of \$500 require board approval. All other repairs not necessary for continued safe flight require board approval.

8. January-February-March, April-May-June, July-August-September, and October-November-December comprise four three-month periods. Each club members will be assessed a quarterly minimum charge (see Financial Schedule). This minimum can be flown out. If a club member does not fly during a quarter, or if his or her flying bill for the quarter is less than this minimum charge, the member will be billed the minimum or the difference between the minimum and the member's total flying bills for the quarter. If the member's total flying bill for the three-month period is greater than his or her minimum, no minimum charge will be assessed. Members may not fly out another member's assessment. The monthly assessment cannot be flown out.

9. A club member may, on the approval of the board, be granted a leave of absence from the club if the member will be living at least 50 miles from Morris for a period of at least six months. In such cases, the member will pay one half the minimum charge each quarter. The monthly assessment must still be paid by the member on leave. Request for leave must be submitted in writing to the club treasurer for board action. The request must be for a specified length of time.

10. No three-month minimum charge will be assessed members who are unable to fly because of inability to pass FAA physical examinations. Such members will retain membership privileges (except flying) and responsibilities including assessments, unless exempted by the board. The member should notify the treasurer in this situation.

11. One member, referred to as plane captain, will be assigned the responsibility of care and maintenance for each of the planes. The plane captain's duties are listed below, and will be carried out by that person or any other member who he or she agrees to have assist at the time.

a. Periodically check the log and oil change record to determine the time necessary to change the oil (and filter, if necessary), and to obtain the annual. The member who changes the oil will receive a credit on his or her flying bill. Club planes are annualized every 12 months, or after 300 hours, whichever comes first.

b. When notified by a club member of a malfunction in the plane, the captain will investigate the problem, and be responsible for obtaining any service that is necessary.

c. The plane captain will make arrangements for service and transportation of the plane to and from the service shop.

- d. The plane captain has the authority to ground a plane if he or she determines it is unsafe to fly.

Members should lend all the support possible to aid those in charge of servicing the planes by making themselves available when called for assistance, and by carefully preflighting the planes before each flight. They should note any evidence of malfunction or damage at that time or during any flight on the time sheet in the plane, and by informing the plane captain immediately.

### **Flying Rules**

1. On trips of more than two days or one night, the member will be charged a minimum of one hour flying time daily. Arrangements must be made with the board for extended trips of more than three days in the Skyhawk, or more than seven days in other club planes.
2. Tachometer readings in the plane will be used to determine flight time. Tachometer time must be recorded on the flight sheet and signed for by the member.
3. Each member shall comply with all pertinent parts of the FARs and club insurance regulations, and also the regulations of all airports used. Club rules prohibit the use of club planes for flight instruction of non-club members. Any pilot landing at an airport not shown on a current sectional chart assumes full responsibility for any damages or liability incurred.
4. A member must have both a current medical certificate, and a current BFR, in order to fly any club plane. The club's insurance will not cover either a pilot whose eligibility has lapsed; nor does it cover the flying club in such an instance. Unless the member is current in both medical certificate and BFR, the member may not fly out his or her minimum flying time, even though a current club member is also in the plane acting as pilot in command (PIC). In this instance the flying time must be logged by the member who is current, even though he or she is flying right seat. The exception is when a non-current pilot is flying with a certified flight instructor (CFI) for the purpose of obtaining his or her BFR.
5. A member of the club, acting as PIC, must be in the plane when flown, except for ferrying or instructing, as described in the club insurance policy.
6. Reservations for use of any club plane shall be made in advance using the current method agreed to by the board. If a trip is cancelled, the member's name should be removed from the sign-up form promptly.
7. There shall be no smoking in any club plane at any time.
8. In the event of an accident not caused by mechanical failure, the PIC or the club member who is flying a club plane will be responsible for the first \$1,000 in damages to the plane, or the deductible, whichever is less. The flying club will be responsible for the balance. In the event of mechanical failure, MHFC will assume liability.

9. Each member is responsible for remaining current in FAA certification and current in the operation of each aircraft he or she flies.

10. Any mechanical or electrical malfunctions of a plane must be reported immediately, by doing each of the following:

a. Attaching a note on the control wheel of the plane.

b. Reporting the problem on the current method of scheduling.

c. Calling the plane captain and reporting the problem. If the plane's captain is not available, the captain of another club plane must be notified. The name and phone number of the plane captains will be available in the glove box of each club plane.

11. The board will determine responsibility in case of damage.

12. Deliberate violation of any of these rules is punishable by removal from the club with no cash remuneration.