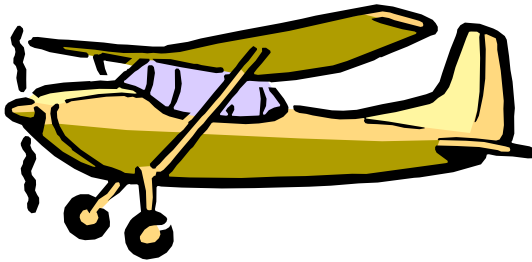


**BLACKHAWK  
FLYING  
CLUB**

*Est. 1953*



**MEMBERSHIP RULES**

Revised February 2, 2010

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## Membership Rules

### A. Membership Classifications

1. Class 1 The holder of this class of membership shall have the privileges of receiving instruction and acting as pilot-in-command of the Cessna 172 in addition to the other privileges provided in the by-laws while a student pilot. The membership fee for this class shall be \$200. Upon receiving a private pilot's certificate, Class 1 members shall be billed for upgrading their membership.
2. Class 2 The holder of this class of membership shall have the privileges of receiving instruction and acting as pilot-in-command of the Cessna 172 in addition to the other privileges provided in the by-laws. Member must have at least a private pilot's certificate and previously received a check-out from, and written approval of a certified flight instructor in a Cessna 172, or receive instruction from an approved CFI. The membership fee for this class shall be \$300, or \$100 if upgrading from a Class 1 membership.
3. Class 3 The holder of this class of membership shall have the privileges of receiving instruction and acting as pilot-in-command of the Cessna 172 and Cessna 182 aircraft in addition to the other privileges provided in the by-laws. Member must have at least a private pilot's certificate and previously received a check-out from, and written approval of a certified flight instructor in a Cessna 172 and Cessna 182, or receive instruction from an approved CFI. Member must previously have at least the following logged pilot time in a Cessna 182 prior to acting as pilot in command of the Cessna 182: a) 10 hours if member has less than 100 hours of total logged flight time; b) 5 hours if member has 100 hours or more of total logged flight time. A member may receive dual flight instruction in the Cessna 182 from an approved CFI to meet these requirements. The membership fee for this class shall be \$400, or \$100 if upgrading from a Class 2 membership.

### B. Applicants

1. Individuals 18 years of age and over may apply for membership, regardless of race, color or religion.

2. Applicants must be interviewed by at least three board members separately or jointly prior to acceptance of the application.

#### C. Inactive Memberships

1. Inactive membership is available to all general members in good standing, for the following reasons only:
  - a. Medical (temporary health condition leading to failing Class III Medical).
  - b. Relocation (75 miles or more from Chicago/Rockford Airport).
  - c. Military (active status).
  - d. College (full time student pursuing degree)
2. Each member must request inactive status from the board in writing, setting forth the reasons (identified above), and duration of the status. The duration is normally greater than one year, with the intention of returning to active status. All back dues are payable if returning to active status in less than one year. A return to active status requires a written request to the board.
3. Inactive members shall not have voting rights, flying privileges, or rights to club assets upon dissolution.
4. Each year, inactive members shall be billed 10% of the total yearly dues, payable upon receipt, except for members in active military service, in which case all dues are waived.
5. If a member requests to depart the club for a period of time, and does not qualify for inactive status, the member must resign from the club and re-apply for membership if the member desires to return. After resignation, a special request to the board can be made to continue receiving the club newsletter, and receive invitations to club social events, for a fee of \$12 per year.

#### D. Charges and Billing Procedures

1. The by-laws provide that the board shall fix general rates for aircraft and dues, which shall be payable within 10

days after a statement has been received, or by the 21<sup>st</sup> day of the month that the statement was sent, whichever is greater. Penalties for non-payment may be assessed by the board, such as removal from scheduling, interest charged, or termination.

2. Monthly dues are based on the average monthly fixed costs divided by the number of members. One month's dues credit will be given for the calendar year, if dues for eleven months are paid prior to January 31 of that calendar year.
3. A member is charged for the flight time recorded on the Hobbs meter (rounded up to the nearest 10th), or the tachometer, if the Hobbs meter is inoperative.
4. A member will be charged a minimum of 2 hours for every 24-hour period of scheduled time except for the months of October through April where 1.5 hours for every 24-hour period will apply for the C172. For the C182, the minimum shall be 1-½ and 1 hours for the same months. If a member is held over his scheduled time due to weather or mechanical reasons, the minimum charge will not apply for the days held over due to weather or mechanical reasons.
5. If \$500 is paid toward future flight time, 5% (\$25) will be credited.
6. To encourage attendance, a \$20 fee will be billed for each active member absent from the spring or fall wash and wax.
7. Original cash (or credit card) receipts for fuel will be accepted for credit. Members will receive credit for fuel equal to the cost of fuel paid or the cost of fuel at Chicago/Rockford Airport, whichever is less.
8. Non-fuel expenses such as tie-downs, hanger and landing fees incurred by a member away from Chicago/Rockford Airport are to be paid by the member. Original receipts for maintenance paid by the member away from Chicago/Rockford Airport will be accepted for cash reimbursement.

9. If the aircraft does not check out for flight due to mechanical reasons, members will not be charged for the time to taxi to and from the hanger.
10. The member signing out the aircraft or the member acting as pilot shall be responsible for the deductible portion of the insurance (\$200), in the event of aircraft damage resulting from member's actions, weather related causes, or acts of vandalism.
11. The member acting as pilot will be responsible for aircraft retrieval costs if the member is unable to return to Chicago/Rockford Airport for other than mechanical reasons.

#### E. Check Ride Procedures

##### 1. New Member Check Ride

Each new member shall take a check ride by an approved CFI prior to receiving flight privileges. An initial check ride shall consist of an acceptable familiarity with aircraft systems, and ability to safely perform the following maneuvers:

- a. Stalls: power on, power off, approach and departure.
- b. Landings: flap, no flap, simulated short field, simulated soft field, cross wind and simulated emergency.
- c. Take-offs: simulated short field, simulated soft field, and maximum performance.
- d. Flying: climbs, descents, shallow and steep turns.
- e. Navigation: Locating and flying to a VOR. Locating position using two VOR's or other appropriate facilities.

New Class 3 members shall take a check ride by an approved CFI in the Cessna 172 and Cessna 182 prior to receiving flight privileges. See Class 3 requirements in Paragraph A for minimum hours in the Cessna 182.

##### 2. General Member Check Ride

Club members are required to submit to and pass proficiency check rides twice a year, alternating between each two aircraft for Class 3 members, and for the type of flight activity to be engaged in. These check rides are in addition to other club rules and FAR's.

Class 1 Members: Cessna 172/ Twice a year

Class 2 Members: Cessna 172/ Twice a year

Class 3 Members: Cessna 172/ Once a year  
Cessna 182/ Once a year

For night flying privileges, one check ride per year must be at night. If member intends to file IFR flight plans, one check ride per year must be in simulated or actual instrument conditions.

Between March 1 and April 30 (for spring/summer) and again between September 1 and October 31 (for fall/winter), each member shall take a check ride by an approved CFI. Flight privileges shall be suspended after the last day in the period, pending the successful completion of the check ride. Check rides taken before the time periods above will not be accepted for that period without prior board approval.

A check ride shall be consistent with the member's class, rating and anticipated use for the next six months, and shall include a minimum of the following acceptable levels of performance:

- a. Demonstrate competency of tasks in the Private Pilot Practical Test Standards (for Airplane, Single-Engine Land) at the discretion of the CFI.
- b. Demonstrate competency of tasks in the Instrument Rating Practical Test Standards (for Airplane) at the discretion of the CFI, if member is instrument rated.

Student pilots who have not flown in a 30 day period must undergo a check ride with an approved CFI before flying solo.

Other check rides may be required at the request of the Safety Officer, with the concurrence of the board. All check rides and instruction shall be accomplished by an appropriately rated and current CFI approved by the board.

Members who intend to fly Special or Marginal VFR must complete a hood checkout.

## F. Flight Planning and Operations

1. Members are required to comply with all applicable FAR's, state laws, airport rules, club rules and by-laws.
2. No member may act as pilot in command within 12 hours after consuming any alcoholic beverages, or drugs affecting pilot responses.
3. Flights over 200 NM in radius require flight plans with FSS.
4. Flights over open water are prohibited unless made at an altitude sufficient to allow a landing on dry land in case of emergency, unless waiver of board obtained prior to flight.
5. Cross-country flights over 500 miles in radius or over unusual terrain must have prior approval of the Safety Officer or the board.
6. Simulated forced landings without approved CFI are prohibited.
7. Students
  - a. No solo Special or Marginal VFR.
  - b. Prior approval of CFI and endorsement in logbook is required for solo cross-country flying.
  - c. Flight plans required for all cross-country flights.
  - d. Weather minimums for solo students:
    - Ceilings greater than 3000 ft.
    - Visibility greater than 5 mi.
    - Winds less than 15 kts (xwinds<10 kts).



8. Flights outside the continental U.S. require written itinerary and board approval.
9. Night cross-country flights require flight plans with FSS.
10. Only club members are allowed to fly club aircraft except that current and appropriately rated CFI's approved by the board may instruct club members or perform check rides.
11. Club aircraft shall not be used for commercial operations, personal monetary gain, or business purposes.
12. No flight below 500 ft. AGL, other than takeoff and landing.
13. No loading or unloading passengers with the engine running.
14. Do not start the engine with the aircraft in hanger.
15. Park cars in hanger and close hanger doors after the aircraft is taken out. Latch the doors in windy weather and when the aircraft will be away more than 2 hours.
16. Club assets are not to be used for personal accommodation without board approval.
17. All aircraft shall be operated in accordance with the pertinent owner's manual and applicable aircraft placards.
18. Scheduled member shall have the aircraft refueled upon returning to Chicago/Rockford Airport after a flight.

#### G. Scheduling

1. All flying must be scheduled.
2. Cancel all unused time in excess of ½ hour.
3. If a member is delayed in returning aircraft, the member must extend scheduled time and notify members with whom there is a conflict. If this is not practical, contact a board member.

4. If a member is more than 2 hours late arriving at the hanger for a scheduled flight, a second member with a back-up schedule can assume control of the aircraft, provided that the second member has made a reasonable attempt to contact the scheduled member.

#### H. Maintenance

1. Maintenance of club aircraft is a responsibility of the board. The board will designate a maintenance officer and delegate authority for all maintenance.
2. Attachment or adjustment of objects on the aircraft without the approval of the maintenance officer is prohibited.
3. Equipment problems must be entered on the aircraft squawk sheet and immediately reported to the maintenance officer.
4. Members shall not order maintenance of club aircraft without approval of the maintenance officer or club president.

#### I. Board Members (Officers)

1. Serving board members may fly club aircraft at a discounted rate, as the board from time to time deems appropriate. The discounted rate shall equal 1 hour of flying per month at half price, regardless of the aircraft flown. The board member is allowed to carry up to 6 hours at half price, if the member does not utilize the time provided. The hours carried shall expire six months after the member vacates the board position. Board members shall not receive a salary.
2. The assistant treasurer shall have check writing authority and be responsible for paying routine expenses, such as normal maintenance, fuel, insurance, hanger, scheduling, oil, electricity, postage and supplies. **Board approval shall be required for non-routine expenses.** The assistant treasurer shall provide a summary of expenses during each regular meeting.

3. The board shall operate under a balanced budget, while keeping reserves for future expenses and member credits such as, flight credit, pre-paid dues, overhauls, insurance, planned and unplanned maintenance. Reserves for engine overhauls shall be calculated by the TSMOH (tach time since major overhaul) divided by the recommended TBO (tach time before overhaul; 1500 hrs. for the Cessna 182, 2000 hrs. for the Cessna 172) multiplied by the estimated overhaul cost (approx. \$22,000 for the Cessna 182, \$16,000 for the Cessna 172).
4. To keep dues and flying costs reasonable, the board shall monitor club's expenses, number of members, active flyers and flying hours. The aircraft should be reasonably busy without being difficult to schedule. Dues shall be based on the club's fixed expenses divided by the number of members. Flying costs shall be based on the aircraft's variable expenses on an hourly basis.
5. To promote attendance, member participation and social interaction, board members shall hold a drawing during each regular meeting for attending non-board members. The winner of the drawing shall receive flight credit for ½ hour in the Cessna 172, valued at the time of the drawing.
6. The Airport Authority requires the club president to perform a background check on all applicants to verify place of employment or schooling for the previous five years. The club president shall sign and return the applicant's security form to the Airport Authority.
7. The board shall be responsible for new member orientation.
8. Upon member resignation or termination, the board is responsible for collecting aircraft and hanger keys along with gate cards. A board member shall contact the Airport Authority for returning hanger keys and gate cards as soon as practical.
9. As required by the IRS, a board member shall be designated to file Return of Organization Exempt from Income Tax form 990-EZ prior to May 15. As required by the State of Illinois, a board member shall be designated

to file the Domestic/Foreign Corporation Annual Report  
prior to August 1.

## Amendments to Membership Rules

Para.	Description of Change	Effective Date
All	Revised	10-21-1974
A.3	Last sentence to read: “One hundred hours of which five hours in a 182 are required before exercising the privileges of this classification”. Reason AVEMCO insurance requirements.	3-16-1975
A.4	In last sentence, change to: “Two hundred hours of total pilot time of which twenty-five hours in a Cessna 182 or comparable aircraft are required before exercising the privileges of this classification”. Reason; AVEMCO insurance requirements plus prerequisites of the Club.	3-16-1975
F.12	Change entirety to read: “Operations from airports not open to the public”. Reason: Clarification of intent.	3-16-1975
A.1	Delete reference to Cessna 150 and limit this class to students.	1-17-1995
A.2	Delete reference to Cessna 150	1-17-1995
A.3	Delete reference to Cessna 150. Changed PIC requirement in Cessna 182 to change make 3/16/75.	1-17-1995
A.4	Deleted Class IV membership as we don't have Cessna 210.	1-17-1995
A.5	Deleted associate membership as it applied to flying Cessna 150.	1-17-1995
B.1	Changed membership age to 18. This was changed by the board.	1-17-1995

## Amendments to Membership Rules

<u>Para.</u>	<u>Description of Change</u>	<u>Effective Date</u>
B.4	Deleted advanced notification of general membership of new member.	1-17-1995
D.2	Updated dues amount and date due for payment of dues.	1-17-1995
D.7	Changed wording of credit card Purchase proof copy.	1-17-1995
E.2	Deleted Class I and Class IV proficiency check rides.	1-17-1995
E.2	Deleted Class IV currency requirement.	1-17-1995
E.2	Changed Spring check ride to between March 1 and April 30.	1-17-1995
M.3	Changed to addendum wording approved 3/16/75.	1-17-1995
A.1	Added membership fee.	1-1-2002
A.2	Added insurance requirements for check-outs. Added membership fee.	1-1-2002
A.3	Added insurance requirements for check-outs and pilot hours for the Cessna 182. Added membership fee.	1-1-2002
F.1	Added by-laws.	1-1-2002
H.1	Changed wording to "will designate".	1-1-2002
D.7	Added fuel credit information to prevent BFC loss.	1-1-2002
E.1.	Added "prior to receiving flight privileges.	1-1-2002

## Amendments to Membership Rules

Para.	Description of Change	Effective Date
E.2	Added "Flight privileges shall be suspended..."	1-1-2002
E.2a	Added paragraph to clarify the acceptable levels of performance.	1-1-2002
E.2b	Added paragraph to clarify the acceptable levels of performance.	1-1-2002
G.3	Changed contact to Scheduling Officer	1-2-2002
G.4	Added paragraph to allow forfeiture of scheduled time.	1-1-2002
D.1	Added "Section in BFC by-laws" to clarify. Added penalties as specified in by-laws.	1-1-2002
D.3	Added "to nearest 10th" to clarify.	1-1-2002
D.6	Added paragraph to inform members of assessment and encourage attendance..	1-1-2002
D.10	Added paragraph to inform members of their responsibility in the event of an accident.	1-1-2002
D.11	Added paragraph to inform members of their responsibility in the event of being unable to return the aircraft.	1-1-2002
F.7d	Added minimum weather guidelines for students to make go/no-go decisions.	1-1-2002
H.4	Added assistant maintenance officer.	1-1-2002
F.14	Added prohibition	1-1-2002
F.15	Added prohibition	1-1-2002

## Amendments to Membership Rules

Para.	Description of Change	Effective Date
	Revised to update rules and improve organization. Re-numbered paragraphs in previous amendments to match current order.	1-1-2006
B.1	Added regardless of race, color, or religion to comply with laws.	1-1-2006
B.2	Removed 3 hour flying requirement for new members.	1-1-2006
C.1d	Added College to reason for inactive membership.	1-1-2006
C.2	Added duration is normally greater than one year, with the intention of returning. Added rules in C.5 and C.6.	1-1-2006
C.3	Added no rights to club assets upon Dissolution.	1-1-2006
C.4	Changed inactive dues from \$24 to 10% of yearly dues (\$30).	1-1-2006
C.5	Added clarification for members not qualifying for inactive status.	1-1-2006
D	Combined Charges and Billing Procedures.	1-1-2006
D.2	Added dues basis and discount.	1-1-2006
D.5	Added 5% (\$25) credit for \$500 pre-paid.	1-1-2006
D.10	Added deductible \$200.	1-1-2006
E.1	Clarified rules for Class 3 members.	1-1-2006
E.2	Clarified rules for taking check ride earlier than specified.	1-1-2006



## Amendments to Membership Rules

Para.	Description of Change	Effective Date
F	Combined Flight Planning and Operations.	1-1-2006
F.11	Added business purposes.	1-1-2006
F.15	Added park cars in hanger.	1-1-2006
F.18	Added refueling rule.	1-1-2006
G.3	Deleted contact Scheduling Officer.	1-1-2006
I.1	Added rules for board member's flying allowance. Added board members shall not receive a salary.	1-1-2006
I.2	Added rules for assistant treasurer. Removed \$50 approval rule.	1-1-2006
I.3	Added rule for balanced budget.	1-1-2006
I.4	Added rules for calculating dues and hourly fees.	1-1-2006
I.5	Added rules for drawing. The club qualifies for tax exemption under IRS organization type 501(c)(7), social clubs, and encourages interaction of members as described in IRS Revenue Ruling 74-30.	1-1-2006
I.6	Added background check required by Airport Authority.	1-1-2006
I.7	Added new member orientation.	1-1-2006
I.8	Added responsibility for collecting keys.	1-1-2006
I.9	Added IRS and State of Illinois filing requirements. Ref. Blackhawk Flying Club EIN 36-2552979 and Illinois file number 3393-680-0.	1-1-2006

D.4	Added daily minimum hours for C182.	6-11-2007
A.1	Change to initial cost of Class 1 Membership.	2-2-2010
A.2	Change to initial cost of Class 2 Membership.	2-2-2010
A.3	Change to initial cost of Class 3 Membership.	2-2-2010