



BLUE SKIES FLYING CLUB
THE SKY'S THE LIMIT

Club Bylaws

Adopted by the Board of Directors

on

Month Day, 2024

BYLAWS OF BLUE SKIES FLYING CLUB, INC.

TABLE OF CONTENTS

ARTICLE 1 – “NAME”	3
ARTICLE 2 - “AUTHORITY, PURPOSE AND OBJECTIVES”	3
ARTICLE 3 - “BYLAWS AND OTHER REGULATIONS”	3
ARTICLE 4 - “MEMBERSHIP”	3
ARTICLE 5 - “BOARD OF DIRECTORS”	6
ARTICLE 6 - “OFFICERS”	6
ARTICLE 7 - “ELECTIONS AND TERM OF OFFICE”	8
ARTICLE 8 - “QUORUMS, MEETINGS and RESOLUTIONS”	8
ARTICLE 9 - “COMMITTEES”	10
ARTICLE 10 - “FINANCE, DUES, ASSESSMENTS”	10
ARTICLE 11 - “SCHEDULING, RESERVATIONS, USE OF CLUB EQUIPMENT”	12
ARTICLE 12 - “LIABILITY AND INSURANCE”	13
ARTICLE 13 - “PROHIBITED OPERATIONS AND BEHAVIORS”	13
ARTICLE 14 - “AMENDMENTS”	14
ARTICLE 15 - “DISSOLUTION”	15
ADDENDUM A: “APPLICATION FOR MEMBERSHIP”	16
ADDENDUM B: “ANNUAL ADOPTED REGULATIONS”	18
ADDENDUM C: “SAFETY POLICIES”	20
About the Safety Policy	20
Safety Officer Duties	20
A. Aircraft Inspection and Maintenance:	20
B. Pilot Qualifications, Currency and Training	21
C. Weather	21
D. Flight Planning	22
E. Safety Meetings	22
F. Safety and Incident Reporting	22
G. General Safety Operations	23

ARTICLE 1 – “NAME”

Section 1: The name of the organization shall be BLUE SKIES FLYING CLUB, INC., hereafter referred to as the “Club”, organized as a Washington Non-profit Corporation.

ARTICLE 2 - “AUTHORITY, PURPOSE AND OBJECTIVES”

Section 1: Upon the request of certain aviation minded citizens living in and around Seattle, Washington, these Bylaws for the club are hereby established.

Section 2: The purpose of the club is to encourage and promote an interest in aviation, to advance the knowledge of its members in aviation subjects, and to bring to more people the social benefits and pleasures of recreational flying in a club environment.

Section 3: The club is a non-profit, social organization, established and operated exclusively for the benefit of its members. Financial support of the club shall be by membership fees, dues and assessments. The club is structured as an equity flying club.

Section 4: The Board of Directors (BOD) is empowered to negotiate and purchase aircraft and equipment as it determines meets the goals and mission of the club and to arrange and obtain financing for club aircraft.

Section 5: The Board of Directors may establish any other entity it deems necessary to protect the board and club members from liability; for example the BOD may establish an LLC to own the aircraft and issue shares in the LLC to club members when they pay their Buy-in fee to join the club.

ARTICLE 3 - “BYLAWS AND OTHER REGULATIONS”

Section 1: These Bylaws, Addendum A “Blue Skies Flying Club Membership Application”, Addendum B “Club Membership, Dues and Hourly Rates” and Addendum C “Blue Skies Flying Club Safety Policies”, and any other regulations deemed necessary by the Board of Directors, constitute the regulations that govern the club in the best interest of all members.

Section 2: Members shall adhere to the rules and conditions set forth in the Blue Skies Flying Club Operating Handbook.

Section 3: Changes to these Bylaws and other club documents shall be approved by majority vote of the Board of Directors. Changes to addenda of these Bylaws may be approved separately from these Bylaws, and by majority vote of the Board of Directors.

ARTICLE 4 - “MEMBERSHIP”

Section 1: Membership is a privilege and shall be open to those interested in aviation, and who are acceptable by majority vote of the Board of Directors (Board).

Section 2: No person shall be refused membership based on any form of discrimination concerning sex, age, race, color, national origin, or religion, or any other basis prohibited by law.

Section 3: A member is an individual person with an interest in aviation. Membership does not extend to family members nor to members of other organizations to which the individual member belongs. Memberships are not transferrable to any other person, for any reason.

Section 4: All members share equally in the property rights, assets, interests, liabilities, and obligations of the club.

Section 5: Candidate members shall hold at least an FAA Private Pilot Certificate, shall complete the application form in Addendum A and shall return the form and copies of required documents to the Secretary / Treasurer, along with payment of the Membership Fee specified in Addendum B. The Board of Directors shall consider the application and shall determine suitability for membership. A prospective member who is not approved for membership shall receive a refund of the Membership Deposit within 30 days of the Board's decision.

Section 6: An individual who wishes to be affiliated with the club to share in the social and educational aspects of the club, but not as a flying member, may be approved as a Club Associate, by majority vote of the Board of Directors, and shall then pay dues as detailed in Addendum B. Associates are not members and have no ownership, voting or flying privileges.

Section 7: The Board shall specify a maximum number of members for the club. The number of members is specified in Addendum B of these Bylaws. Changes to Addendum B may be approved separately from these Bylaws, and by majority vote of the Board of Directors.

Section 8: A member in good standing is one who has met all financial and other obligations to the club in the previous 30 days.

Section 9: All members in good standing shall have equal privileges and access to club aircraft.

Section 10: A member not in good standing shall not have access to club aircraft until such time that the member returns to good standing by fully meeting all outstanding obligations.

Section 11: The Board of Directors may, by majority vote, terminate the membership of a member who has remained not in good standing for the previous 30 days. In such cases, the Club shall purchase the member's shares of the member's equity for the original Buy-in amount paid by the member; the member is not entitled to any reimbursement of other payments and shall relinquish all ownership and membership rights to the club.

Section 12: A member may be suspended by majority vote of the Board of Directors for non-payment of accounts, violation of any of the Bylaws or Safety Policies, for disregard of FAA regulations, or unacceptable behavior or conduct. In such cases, a Grievance Committee (see Article 9: "Committees") shall submit a report to the Board of Directors for further consideration. The Board has the right to terminate a membership after due consideration.

Section 13: Membership is obtained by one of the following methods:

1. If the club has not reached its membership cap, memberships shall be purchased from the club, in the amount specified in Addendum B.

2. Once the membership cap is reached, new members shall only be accommodated once an existing member leaves the club and in accordance with Section 16 of this Article.

Section 14: Membership dues and use fees are non-refundable.

Section 15: When operating at the membership cap, the club may maintain a waiting list, that shall comprise an ordered list of vetted and pre-approved prospective members. To be placed on the waiting list, a prospective member shall follow the Club Membership Application process and shall be interviewed and approved by the Board of Directors.

Section 16: Members leaving the club:

1. When a member wishes to leave the club for reasons acceptable to the Board of Directors (which will not be unreasonably refused), that member shall notify the Board of Directors of their intent to leave at least 30 days prior to leaving. It is the leaving member's responsibility to sell or otherwise transfer his ownership shares in the club aircraft prior to leaving.
2. The leaving member may negotiate the sale price and terms of his equity share with a buyer.
3. Leaving member shall offer his equity share to the approved waiting list members first in the order of waiting list priority prior to offering to buyers at large. If selling to a buyer at large, the buyer must be vetted and approved by the Board of Directors prior to the transfer being completed.
4. Leaving member shall keep all dues and other assessments and fees current until the transfer of the leaving member's equity share is completed.

Section 17: Incapacitation of a member.

1. A member who becomes incapacitated and cannot enjoy the benefits of membership may, by majority vote of the Board of Directors, be entitled to up to three (3) months of association with the club, at the rate consistent with Club Associate (see Section 6), as detailed in Addendum B. Beyond the period designated by the Board of Directors, the member shall consider the options in section 16, above.

Section 18: The club shall not disclose members' personal information to other parties, unless required by law, in the due course of business (e.g. obtaining insurance), or in interests of safety.

Section 19: No club member, Board Member or Officer shall receive any salary, compensation or payments for their services relating to any role, position, or service.

Section 20: Each member operating a club aircraft, or responsible for its operation, shall comply with the Safety Policies, specified in Addendum C "Blue Skies Flying Club Safety Policies".

Section 21: Members of the club are expected to:

1. attend meetings
2. be available for Board of Director positions as rotations dictate

3. conduct themselves in a proper and fitting manner
4. uphold the dignity of the club at all times
5. be alert, mindful and considerate of the club and members' interests
6. exercise due caution and safety in flying
7. observe all federal, state, local, airport, and club flying rules and regulations
8. not divulge club information and membership rosters to external parties, without permission from the President
9. adhere to the Bylaws and Safety Policies of the club

ARTICLE 5 - "BOARD OF DIRECTORS"

Section 1: The Board of Directors shall manage the business affairs of the club. The Board shall manage the club through the implementation of fees, operating rules, maintenance, safety, social, and other procedures as deemed necessary, by majority vote of the Board of Directors.

Section 2: The Board of Directors shall comprise a President and four additional Board Members, elected from the club membership. One Board Member shall serve as Vice President of the club. One Board Member shall also serve as Secretary/Treasurer of the club. One Board Member shall serve as Director of Maintenance. One Board Member shall serve as Director of Safety of the club.

Section 3: Any Director may resign at any time by giving at least 10 days written notice to the Board of Directors, the notice to include the effective day and time of resignation. A vacancy on the Board of Directors that rises for any reason shall be filled temporarily, by agreement of the remaining Board Members, until such time that an election is held, that time being no longer than 60 days from the time of the temporary appointment.

ARTICLE 6 - "OFFICERS"

Section 1: The Officers of the club shall comprise a President, who shall be the Chairman of the Board Vice-President, Secretary / Treasurer, Director of Maintenance and Director of Safety, respectively. Contingent on size of the club, the positions of Membership Officer, and Social Officer may be established, by majority vote of the Board of Directors. Officers shall be elected from the club membership, and by majority vote of the club membership.

Section 2: The President: The President provides leadership to the Board of Directors and Officers and leads the club in the pursuit of the club's goals and objectives. The President presides over membership meetings, appoints all committees, and performs all other duties normally required and pertaining to the office. The President shall also preside over Board of Director meetings. In addition, the President: Calls meetings to order and adjourns meetings; calls for motions and manages the voting of motions; represents the club's interests at meetings and signs official documents on behalf of the club; delegates duties and responsibilities as necessary; appoints and disbands committees that conduct research and report back to the Board of Directors.

Section 3: The Vice President: The Vice President shall preside in the absence of the President. The President may assign specific duties to the Vice Present – in particular, the Vice President may be temporarily assigned another board position, as needs arise.

Section 4: The Secretary/Treasurer: The Secretary/Treasurer maintains all club records, including membership rosters, insurance papers, airport lease agreements, and aircraft agreements. In consultation with the President, the Secretary/Treasurer shall publish and post calls for meetings, agendas, and shall keep and publish minutes of meetings, including meeting dates, times, attendance, discussions and decisions, motions and voting, any other business, and the time of adjournment Provides a Secretary's Report at all membership meetings. The President shall be constantly apprised of all matters related to the club's administrative status. The Secretary / Treasurer manages the club's finances and keeps accurate and up- to-date records and reports and shall present financial reports at all meetings of members. The Secretary/Treasurer shall keep accurate financial records and transactions, receive all funds, issue monthly statements to all members, disburse club funds to meet all obligations after board approval, and notify the Board of Directors of any delinquent accounts by the fifteenth (15th) of each month. The Treasurer also prepares – or delegates – the completion of annual tax returns and statements, shall maintain a 3-year rolling budget, and shall arrange for financial audits, as necessary. The President shall be constantly apprised of all matters related to club finances.

Section 5: The Director of Safety: The Director of Safety shall be responsible for the club's safety culture, records, education, training, and conformance. The Director of Safety shall be designated as the club's Chief Pilot, and shall either directly or through delegation, check-out new members prior to them operating club aircraft, and shall oversee recurrent check-outs to all members, as specified in the Club Operating Rules. The Director of Safety shall maintain records of members' qualifications and currency, and shall inform affected members and the President of lapses. The Director of Safety shall plan and conduct safety meetings and a mandatory annual safety stand down meeting. The Director of Safety shall encourage the open discussion of safety matters and shall create and maintain methods whereby members may confidentially report issues related to safety to the Director of Safety and Board of Directors. Director of Safety provides a Safety Report at all membership meetings. The President shall be constantly apprised of all matters related to safety.

Section 6: The Director of Maintenance: The Director of Maintenance shall be responsible for the maintenance of club aircraft and equipment. The Director of Maintenance arranges for all maintenance tasks, scheduled and unscheduled, and keeps all maintenance records up-to-date. The Director of Maintenance creates and maintains methods of reporting maintenance issues, including methods for members to immediately ground aircraft at the sole discretion of that member. The Director of Maintenance shall create and enforce return-to service standards. In consultation with the Social Officer, the Director of Maintenance shall arrange aircraft and hangar clean-up and maintenance days. Director of Maintenance provides a Maintenance Report at all membership meetings. The President shall be constantly apprised of all matters related to maintenance.

Section 7: The Membership Officer: The Membership Officer (if appointed) shall maintain membership at the required level by managing a waiting list and shall create and distribute a Club Newsletter. The Membership Officer shall create flyers and other marketing materials to promote membership of the club.

Section 8: Section 9: The Social Officer: The Social Officer shall maintain the club's social calendar and shall be responsible for forming and leading ad-hoc committees to organize and implement activities such as fly-outs, fly-ins, open days, etc. The Social Officer shall be responsible for the club website and social media sites. The Social Officer shall promote the club through community outreach.

Section 10: It shall be the duty of the Board of Directors and Officers to conduct activities of the club in an efficient and businesslike manner, and to safeguard the interest of the club at all times.

ARTICLE 7 - "ELECTIONS AND TERM OF OFFICE"

Section 1: The club membership shall elect members to the Board of Directors and Officers, at the Annual General Meeting.

Section 2: Board and Officer positions shall be for two-year terms.

Section 3: To ensure continuity, elections shall be staggered. The President, Secretary / Treasurer, Director of Maintenance and Membership Officer shall be elected every even year, whereas the Vice President, Director of Safety Officer and Social Officer shall be elected every odd year.

Section 4: Nominations shall be made in writing to the Secretary / Treasurer at least 10-days prior to the Annual General Meeting. Any member may nominate another member, with that member's permission, and any member may nominate themselves. Nominations require the name and signature of the nominee, plus the name of one other club member, as a reference.

Section 5: Elections for positions shall be conducted by the Secretary / Treasurer and shall be by secret ballot during the Annual General Meeting. Members may each cast one individual, non-transferrable vote.

Section 6: The quorum for the Annual General Meeting shall be the number of members present.

Section 7: Members must be present to vote. Proxy votes are not permitted. Absentee votes are not permitted.

Section 8: Hung votes are not permitted. If a vote is hung, the vote shall be repeated. If the vote is still hung, the President shall abstain from the next round of voting in order to force a majority result.

Section 9: In the event of Officer positions becoming available mid-term, the President shall call a Special General Meeting for the purpose of elections. Nominations shall be made in writing to the Secretary / Treasurer at least 10-days prior to the Special General Meeting.

Section 10: A majority written vote of members shall be required to remove a Board Member from office. Such action shall be presided over by a member chosen by the membership.

ARTICLE 8 - "QUORUMS, MEETINGS and RESOLUTIONS"

Section 1: Regular meetings of members ("membership meetings") shall be held at least quarterly and shall be called by the President.

Section 2: The quorum for membership meetings shall be the number of members present.

Section 3: The President may call special membership meetings, as deemed necessary.

Section 4: Upon request to the Secretary / Treasurer of more than 50 percent (>50%) of the members, the President shall be required to call a special membership meeting.

Section 5: Board of Director meetings shall be held at least quarterly and shall be called by the Chairman.

Section 6: The quorum for Board of Director meetings shall comprise at least the President or Vice President and the Secretary / Treasurer. The Vice President may act for the President, if so delegated.

Section 7: The Chairman may call special Board of Director meetings, as deemed necessary.

Section 8: The Annual General Meeting of the club, for purposes of Board of Director reports and elections, shall be held in January of each year and shall be called by the President. Elected officers begin duties on February 1st of that year.

Section 9: The passage of any resolution at membership and Board of Directors meetings, except as otherwise provided in these Bylaws, shall require a majority vote of those members present.

Section 10: Any action that may be taken at a meeting, may also be taken without a meeting and without a physical vote, if a consent in writing (including email or other electronic correspondence), setting forth the actions so taken, is provided by a majority of the members eligible to vote.

Section 11: Club meetings, including Board of Director meetings, but excluding meetings or sections of meetings dealing with personnel issues and/or matter of grievance, shall be open to all club members.

Section 12: All meetings shall follow a formal agenda, distributed by the Secretary/Treasurer to members at least 5 days prior to the meeting itself.

Section 13: The Secretary/Treasurer or other person designated by the President, shall keep detailed minutes of meetings, including motions and voting, and shall publish the minutes to all club members within 5 days of each meeting.

Section 14: Meetings shall conform to the following Rules of Order:

1. Call to order
2. Roll call
3. Reading, corrections, and approval of minutes from the previous meeting
4. Officers' reports
5. Payment of bills
6. Committee reports, as applicable
7. Unfinished previous business
8. New business

9. Adjournment

ARTICLE 9 - "COMMITTEES"

Section 1: Standing Committees: The President may form the following standing committees:

1. Maintenance Committee: Headed by the Director of Maintenance, this committee shall consider all aspects of maintenance and airworthiness of club aircraft. Maintenance Committee may, under the oversight of the Director of Maintenance, assist the A&P mechanic Associate with required maintenance, including but not limited to oil changes, 100 hour inspections and annual inspections. Maintenance Committee shall ensure that the aircraft is cleaned and left in good condition and repair by members after each flight.
2. Safety Committee: Headed by the Director of Safety, this committee shall consider all aspects of safety, safety training and member currency/proficiency. The Committee shall run quarterly Safety Meetings. Members are expected to attend at least 3 safety meetings per year, including the mandatory safety stand down meeting.
3. Social Committee: Headed by the Social Officer, this committee shall consider all aspects of club events and community outreach, including marketing, the club website and social media sites.
4. Membership Committee: Headed by the Membership Officer, this committee shall consider all aspects of club membership, including marketing for, and maintaining a waiting list.

Section 2: Special Committees: The President may form special committees, as needed. Examples are:

1. Aircraft Selection and Procurement Committee: An ad-hoc committee formed by the President to consider aircraft selection and, once agreed by a majority of the members, aircraft procurement.
2. Grievance Committee: An ad-hoc committee formed by the President to consider matters of conflict in the club. Any club member can refer an issue to the President for consideration. The Grievance Committee shall make recommendations to the Board of Directors. The final resolution of conflicts and grievances shall be by a majority vote of the Board of Directors.
3. A Strategic Planning Committee: The Board of Directors shall engage members in the future of the club through this committee whose output shall be an approved Strategic Plan.

ARTICLE 10 - "FINANCE, DUES, ASSESSMENTS"

Section 1: Monthly dues and hourly use rates shall be determined by the Secretary/Treasurer in consultation with the President and presented at each Annual General Meeting, or any other time as determined by the Board of Directors. The monthly dues shall cover all fixed costs involved in operating the club, and the hourly use rate shall cover operational costs of the club aircraft.

Section 2: Each member shall be billed at the end of each month, for dues and hourly charges. Balances are due upon receipt and shall be considered delinquent after the tenth (10th) of the month. Members shall be deemed to be not in good standing if a balance remains unpaid by the end of the month, and flying privileges shall be withdrawn until that time that the balance has been paid.

Section 3: Monthly dues shall be assessed on each member, regardless of whether that member has flown, or not, during that month.

Section 4: If the Board of Directors determines that a member is personally responsible for damage through negligence, that member shall be assessed for 100% of any insurance deductible for damages so incurred. That member shall also be responsible to pay for increases in insurance premiums and all other costs incurred from their negligence.

Section 5: Club Associates, as defined in Article 4, section 6, shall be charged as specified in Addendum B "Club Memberships, Dues and Hourly Rates".

Section 6: The Board of Directors, may, by majority vote, levy a special assessment on all members of the club to pay for necessary repairs, acquisitions, or capital improvements to club assets. The amount of assessment shall be equal for all members, the amount being the required total divided by the actual number of club members at that time.

Section 7: Assessments in Lieu of Reserves. Since propeller and engine overhaul "Time Between Overhaul" (TBO) can vary wildly depending on maintenance, initial condition of the engine and propeller, and countless other factors, each member shall be assessed an hourly fee for their use of the aircraft to be payable at the termination of membership or when the Board determines that the Overhauls are due.

1. Engine and Propeller Overhaul Fund

- a. The Club shall maintain an Engine and Propeller Overhaul Fund ("the Fund") for the purpose of covering the cost of periodic engine and propeller overhauls as required by the manufacturer's specifications or applicable regulations.
- b. Each Member shall contribute to the Fund through regular assessments determined by the Board of Directors based on the projected costs and usage of the aircraft.
- c. The Secretary/Treasurer, in consultation with the Director of Maintenance and President will estimate the cost for an overhaul of the propeller and the engine.
- d. The total amount of the Fund shall be determined by taking the initial Time Since Major Overhaul (TSMOH) of the propeller subtracted from the manufacturer's recommend TBO for the Propeller assessment plus the initial TSMOH of the engine subtracted from the manufacturer's TBO.
- e. The hourly assessment for the propeller shall be calculated by taking the total estimated cost of the propeller overhaul, divided by the remaining time until recommended overhaul.
- f. The hourly assessment for the engine shall be calculated by taking the total estimated cost of the engine overhaul, divided by the remaining time until recommended overhaul.

2. Prorated Overhaul Contribution Upon Sale

- a. In the event that a Member sells their ownership share before the engine and/or propeller overhaul is due, the selling Member shall be required to contribute their prorated share of the overhaul cost based on the hours flown during their ownership period.
 - b. The prorated contribution shall be calculated based on the following:
 - 1. Engine Hours: The total engine hours flown during the Member's ownership, as a percentage of the engine's time since its last overhaul or since the Member joined the Club.
 - 2. Propeller Hours: The total propeller hours flown during the Member's ownership, as a percentage of the propeller's time since its last overhaul or since the Member joined the Club.
3. Cancellation of Assessments
- a. The hourly assessments for the propeller and engine will cease when the Fund reaches 1.25x of the estimated cost of the overhauls plus reasonable escalation for inflation.
4. Settlement of Overhaul Assessments
- a. The selling Member's overhaul assessment shall be deducted from the proceeds of their ownership share sale or paid in full to the Club prior to the completion of the sale.
 - b. The new Member purchasing the share shall not be responsible for any prorated overhaul costs attributable to the selling Member's use of the aircraft.
5. Transparency and Record-Keeping
- a. The Club shall maintain accurate records of engine and propeller hours and ensure that all Members are informed of their prorated responsibilities at the time of sale.
6. Special Circumstances
- a. In the event that an overhaul is completed while a Member is in the process of selling their share, the selling Member shall be responsible for their prorated share of the cost incurred, and the assessment shall be calculated based on actual overhaul costs.

ARTICLE 11 - "SCHEDULING, RESERVATIONS, USE OF CLUB EQUIPMENT"

Section 1: Information about using club aircraft and equipment is provided in Addendum C of these Bylaws - "Blue Skies Flying Club Safety Policies".

Section 2: Only members in good standing as defined in Article 4 of these Bylaws shall reserve club aircraft.

Section 3: Members shall use the on-line scheduling tool provided by the club. All reservations should be made in advance as much as possible. The scheduling system shall be used to reserve, check-out and check-in club aircraft, as detailed in Addendum C.

Section 4: Members are expected to treat club equipment as their own.

Section 5: The club does not provide flight instruction. The club shall maintain a list of approved flight instructors. A member shall choose an instructor from the list (only) for: check-outs, flight reviews and other individual training needs. The member shall directly compensate the instructor.

Section 6: A member shall not fly without an instructor until satisfactorily checked out by an approved instructor and written approval by the Safety Officer.

ARTICLE 12 - "LIABILITY AND INSURANCE"

Section 1: Adequate insurance shall be carried at all times. The club shall carry liability and hull insurance for each club aircraft. The Secretary/Treasurer shall research policy options and rates each year. Final selection shall be by majority vote of the Board of Directors.

Club insurance is carried to:

- A: Protect the aircraft owners in case of aircraft loss or damage.
- B. Provide liability insurance to cover the club in the case of third-party claims.
- C. Provide Directors and Officers coverage for the Board of Directors.

Liability coverage may extend to members, according to the insurance policy. The club encourages all members to review their personal situations and to consider purchasing additional insurance, as appropriate. Club members are required to read, understand, and sign the Equipment Use, Release, Assumption of Risk and Waiver of Liability AGREEMENT, in

ARTICLE 13 - "PROHIBITED OPERATIONS AND BEHAVIORS"

As a member of our flying club, safety and responsible conduct are of utmost importance. Engaging in prohibited operations or behaviors may jeopardize the well-being of our members and the integrity of the club. To maintain a safe and enjoyable environment, the following list outlines activities or behaviors that may result in the termination of a pilot's membership in Blue Skies Flying Club:

Section 1: Violation of Safety Procedures

- A. Repeated Failure to adhere to established safety regulations, protocols and procedures.
- B. Engaging in reckless or negligent behavior that compromises the safety of oneself or others

Section 2: Failure to Report Incidents

- A. Failure to promptly report any accidents, incidents or safety concerns to the Club's Director of Safety or other Board members.

Section 3: Unauthorized Aircraft Use

- A. Unauthorized use or operation of Club aircraft outside the approved scheduling and usage guidelines.

Section 4: Alcohol and/or Substance Abuse

- A. Operating an aircraft under the influence of alcohol or any substance, including medications, that impairs cognitive or motor functions.
- B. Consumption of alcohol or substances that impede judgment within 8 hours before starting the aircraft.

Section 5: Failure to Meet Membership Obligations

- A. Non-payment of membership dues or fees within the specified timeframe.
- B. Failure to fulfill volunteer or administrative responsibilities assigned to members.

Section 6: Intentional Damage or Negligence

- A. Intentional damage to club aircraft or facilities.
- B. Negligent behavior leading to avoidable damage to Club aircraft or property.

Section 7: Unauthorized Modifications

- A. Making unauthorized modifications to club aircraft without proper Board approval.

Section 8: Repeated Cancellations or No-Shows

- A. Frequent last-minute cancellations or no-shows for scheduled flights without valid reasons.

Section 9: Insubordination

- A. Failure to follow the instructions of club officials or staff members.

Section 10: Lack of Respect for Fellow Members

- A. Engaging in disrespectful or disruptive behavior towards other Club Members.
- B. Misuse of Club resources for personal gain or unauthorized purposes.

Members are expected to familiarize themselves with club rules, guidelines, and safety protocols. The club reserves the right to investigate and take appropriate action, including termination of membership, for any behavior that poses a risk to the safety and well-being of the flying community. Members terminated due to such behaviors may be ineligible for future membership reinstatement. The decision to terminate membership will be made by the club's leadership, and the terminated member will be notified of the reasons for the decision.

ARTICLE 14 - "AMENDMENTS"

Section 1: A majority vote of the board of directors may amend these Bylaws. Requests for amendment shall be made as an agenda item before a membership meeting, in the form of a marked-up version of the membership package.

ARTICLE 15 - "DISSOLUTION"

Section 1: Upon dissolution of the club, the board of directors shall be designated as trustees and shall liquidate the assets of the club and pay all outstanding obligations in proportion to the final available capital. Any surplus shall be distributed according to the laws of the State of Washington, and in accordance with the tax status of the club.

ADDENDUM A: “APPLICATION FOR MEMBERSHIP”

APPLICATION OF INTEREST TO JOIN							
							
APPLICANT INFORMATION							
FULL NAME				DATE OF BIRTH			
STREET ADDRESS				CITY, STATE, ZIP	CITY	STATE	ZIP CODE
PHONE 1				PHONE 2			
EMAIL 1				EMAIL 2			
CITIZENSHIP				OTHER:			
OCCUPATION				EMPLOYER			
AVIATION EXPERIENCE							
CERTIFICATES		RATINGS	ENDORSEMENTS		PILOT CERTIFICATE NO.		
					DATE ISSUED		
					LAST MEDICAL		
					MEDICAL TYPE:		
FLIGHT EXPERIENCE							
	HOURS FLOWN	VFR	IFR	X-COUNTRY	P.I.C.	DUAL INSTRUCTO	LAST FLIGHT REVIEW
TOTAL							
LAST 90 DAYS							
LAST 12 MONTHS							
EXPERIENCE FLYING MOONEY				MODEL AND YEAR FLOWN:			YEAR
EXPLAIN:							
AIRCRAFT PREVIOUSLY FLOWN (MAKE AND MODELS)							
MEMBERSHIP PREFERENCES							
MEMBER STATUS		EXPECTED HOURS TO FLY		PREFERRED DAYS/TIME		SPECIAL EXPERIENCE	

AIRCRAFT USAGE		PLANNED DESTINATIONS OR ROUTES			SPECIAL REQUIREMENTS FOR AIRCRAFT USE		
COMMUNITY ENGAGEMENT							
HAVE YOU BEEN A FLIGHT CLUB MEMBER IN THE PAST?							
DO YOU HAVE INTEREST IN PARTICIPATING IN CLUB EVENTS OR ACTIVITIES?							
ARE YOU WILLING TO CONTRIBUTE TO THE CLUB'S COMMUNITY?							
EXPECTATIONS FROM THE CLUB / HOW WE MIGHT MAKE YOUR EXPERIENCE BETTER							
ADDITIONAL INFORMATION YOU'D LIKE TO SHARE:							
AFFIRMATION AND SIGNATURE							
<i>I hereby affirm that to the best of my knowledge all of the information provided above is true and correct. I also agree that any and all representations are preliminary and budget numbers, make or model of planes represented by Founders are only suggested as</i>							
SIGNATURE						DATE	

ADDENDUM B: “ANNUAL ADOPTED REGULATIONS”

Adopted Date _____

Section 1: Club membership, Monthly Dues, and Hourly charges: Club membership, monthly dues and hourly rates are determined by reference to the Club budget. The calculated numbers may be modified at the discretion of, and by majority vote, of the Board of Directors. Current numbers are specified in Section 2 of this Addendum.

Section 2: Financial Data:

	<u>Amount</u>	<u>When Due</u>
Club Capacity:	10	
Earnest Money Deposit:		With Application
Club Membership Buy-in:		Upon Acceptance (less EM Deposit)
Member Monthly Dues:		First Day of Month
Associate Monthly Dues:		
Usage Fees Hourly Rate:		First Day of Month

~~Section 3: Sales Tax: Washington State Sales Tax (10.2%) shall be levied on the Hourly Rate. The club Treasurer shall forward withheld taxes as required by Washington State Law.~~

Section 4: Payments:

1. Earnest Money and Buy-in Fees shall be paid by check, payable to Blue Skies Flying Club, Inc.
2. Monthly dues shall be paid by direct bank transfer on, or before, the first day of every month. Payments shall be made to:

Bank Name

Bank Address

Bank CSZ

Bank Phone:

Routing Code: _____ Account number: _____

3. Usage fees. Invoices shall be available within Flight Circle at the time of aircraft check in. Payment shall be by direct bank transfer to the account specified above. Payments shall be made by the end of the first week following the month during which usage charges were incurred.

Section 5: Proficiency Requirements:

1. For Membership: Any pilot maintaining a Private or more advanced pilot certificate who has demonstrated to the Named Insured's appropriately certificated flight instructor the piloting skill required for the aircraft being flown and who has logged a minimum total time of 100 hours including either 25 hours in single engine aircraft with retractable landing gear and 5 hours in the make and model; or in lieu of type time and make and model time, 10 hours of dual flight instruction in aircraft of the same make and model being flown including at least 15 takeoffs and landings while accompanied by an appropriately certificated flight instructor.

2. Ongoing Proficiency:

Minimum Hours per Month:

Minimum Landings per Month:

If the minimum hours or landings per month are not maintained, Member shall fly and receive an endorsement with the designated and approved club CFI(I) prior to flying again as PIC and send a copy of the endorsement to the Secretary / Treasurer.

Section 6: Insurance Provider and Requirements:

Insurance Provider

Insurance Address

Insurance CSZ

Insurance Phone

Limits:

Deductible: \$5,000.00

Liability per Passenger 100,000.00

Total Liability 1,000,000.00

ADDENDUM C: “SAFETY POLICIES”

About the Safety Policy

Safety is our utmost priority at Blue Skies Flying Club. This safety plan outlines the procedures and guidelines to ensure a secure and enjoyable flying experience for all members, specifically focusing on the operation of the aircraft.

The Club will foster a safety-conscious culture through continuous communication, training and the recognition of safety practices. Members are encouraged to actively contribute to safety discussions and improvements.

The following are safety policies for the Blue Skies Flying Club. These policies have been developed to help maintain a safe flying culture for our club. Any questions about this policy should be directed to the club's Director of Safety.

Director of Safety

Name:

Email:

Phone:

Address:

Safety Officer Duties

1. Schedule and facilitate eight club safety meetings, annually.
2. Track relevant FAA and NTSB safety data, alerts, and publications to provide proactive suggestions to help improve the safety of Flying Club operations.
3. Review Safety and Incident Reports.
4. Hold follow up conversations with members who submit reports.
5. Develop corrective action from each report to correct any safety concerns. This may include the development of new policies or require recurrent training with a club approved CFI.
6. Report safety concerns at Flying Club board of director meetings.
7. Do not act in a punitive manner following review of safety reports, unless the issues go directly against FARs, club policies, etc. However, follow up conversations and actions to address concerns are encouraged.

A. Aircraft Inspection and Maintenance:

1. Pre-flight Checks:

- Members must perform thorough pre-flight checks before every flight in accordance with the POH, following the checklist provided by the club at a minimum.
 - Checklists shall be used for all phases of flight
 - Any discrepancies or concerns identified during pre-flight checks must be reported immediately to the club's maintenance team.
2. Scheduled Maintenance:
- The club will adhere to a strict maintenance schedule for all aircraft, ensuring regular inspections, servicing, and necessary repairs are conducted.
 - Members will be informed in advance of scheduled maintenance activities that may affect aircraft availability.
3. Prompt Reporting:
- Members are encouraged to report any aircraft irregularities or safety concerns immediately to the designated club safety officer or maintenance team.

B. Pilot Qualifications, Currency and Training

1. Members must hold a valid pilot's license and adhere to all relevant FAA regulations.
2. Pilot-In-Command (PIC) must be a member in good standing of the Blue Skies Flying Club.
3. Members must receive training and logbook sign off from an approved CFI before operating as PIC in any Blue Skies Flying Club Aircraft.
4. It is required by the Blue Skies Flying Club that each member of the club MUST fly with a Club approved CFI every 12 calendar months to remain eligible to fly the Blue Skies Flying Club Aircraft.
5. Continuous Education. Members should regularly participate in seminars, workshops, online and in person training sessions. All Members shall enroll in the FAA Wings program and take part in at least one Wings approved training per quarter. Members will report their Wings status to the Director of Safety at the end of each year.

C. Weather

1. Members are required to obtain thorough weather briefings before each flight from reliable sources including TAF's, METARs, winds aloft, local, en route, and destination advisories, etc.
2. Ultimate authority for go/no-go decisions rests with the PIC. Members are encouraged to prioritize safety over schedule considerations.
3. Night flying is discouraged except under an IFR flight plan.
4. Weather Minimums:

Private Pilots

- Local – 3 SM visibility, ceiling of 1,000 AGL or greater. (NO SVFR)
- Cross Country – 3SM visibility, ceiling of 1,500 AGL or greater. (NO SVFR)

Instrument Rated/Commercial/CFI Pilot

- Local – FAR Minimums
- Cross Country – FAR Minimums

Convective Activity Operations

- No operations within 10 miles of thunderstorms/convective activity.

D. Flight Planning

1. Members are expected to complete thorough flight planning, including route considerations, destination and alternate airports and fuel requirements.
2. Members are encouraged to use all available services available to ensure safe flight including but not limited to:
 - Flight following
 - Filing flight plans
 - Foreflight or other similar EFBs
 - Obtaining advisories from Flight Service Station services

E. Safety Meetings

The Blue Skies Flying Club puts on safety meetings for club members throughout the calendar year. Notifications of these meetings will come directly from the Club Director of Safety via emails and the schedule can also be found on the club website.

F. Safety and Incident Reporting

The purpose of the safety reporting program is to help improve safety throughout the entire club. This reporting system is not intended to punish those who submit reports, or those who may be included within the report. Blue Skies Flying Club maintains a non-retaliatory culture to encourage proper safety reporting.

Should you witness an incident that requires reporting, please do so within the first 24 hours. There are two separate forms that are available to submit.

Safety Report: Members are encouraged to submit a safety report anytime they notice a potential hazard, see an incident occur, or are involved in an incident themselves. Whether it is as simple as a

faulty door latch, repeated unsafe behavior by peer club members, or a bird strike, please file a report. Simply put, any hazard that can impact the safety of club members warrants the filing of a safety report.

Incident Report: Anytime that you are involved in or witness an operation that requires deviation from standard procedure warrants the filing of an incident report. For example, if an incident results in required maintenance or an anomaly occurs that requires usage of the emergency checklist, then members should file an incident report.

Please note, anytime an incident report is filed, a safety report should also be filed.

Safety Report and Incident Report forms can be found on the Club's website Directions for filling out and filing the forms can be found directly on the form themselves.

G. General Safety Operations

1. Fuel Reserves – Although the FARs require pilots to plan for a 30 minute fuel reserve during VFR daytime operations and a 45 minute reserve for VFR nighttime operations or any IFR operations, Blue Skies Flying Club requires a 45 minute reserve for all VFR operations and a 60 minute reserve for all IFR operations. At an average of 9 gallons burn per hour, that would be a reserve of 6.75 gallons for VFR and 9 gallons for IFR.
2. Aircraft Documents – The following must remain in the aircraft at all times.
 - Airworthiness Certificate
 - Aircraft Registration
 - Operating Limitations (E-ABs)
 - Pilot's Operating Handbook
 - Weight and Balance
3. Pilot Responsibilities
 - Hot loading is STRICTLY PROHIBITED. Hot loading is defined as loading or unloading of the aircraft when the engine is running.
 - Hand-propping is not an acceptable method of starting an aircraft with a dead battery. Report a dead battery to the Director of Safety immediately upon discovery. Be sure the Master Switch is off promptly after each flight to preclude the potential of a dead battery.