

**CONSTITUTION AND BY-LAWS
OF
THE OAK RIDGE FLYERS, INCORPORATED
(Amended March 1, 2008)**

**ARTICLE I
Name and Objective**

The name of the organization shall be the "Oak Ridge Flyers, Incorporated" (hereafter "Club"). The Club shall be created for the purpose of maintaining a nonprofit cooperative association to own and maintain aircraft in order to permit members of the association to obtain recreation, instruction, and education in aviation. It shall further be the purpose of this organization to promote, encourage and require a high standard of flying safety of all members.

**ARTICLE II
Membership and Dues**

- A. The field of membership shall consist of those persons, acceptable to all other members, who indicate and express an interest in aviation in general, and in flying club safety in particular. A person becomes a provisional member in the Club, with all the privileges and obligations of full membership, upon receipt by the Club of an application and the full membership purchase price. Each provisional member's name shall be published in the first Club newsletter following receipt of his application and purchase price payment. A provisional member becomes a full member (4) four weeks after said publication, unless a full member brings an objection to the Board of Directors and the Board revokes membership.

Each member shall strictly comply with all the rules, regulations and restrictions promulgated herein and by subsequent orders or directives duly created and issued.

- B. No person shall own more than one membership.
- C. Total full membership shall be limited to fifty (50) members.
- D. A full member may sponsor members of his immediate family (spouse, children, and parents) as associate members. Each prospective associate member shall submit an application for associate membership and his name shall be published in the first Club newsletter following its receipt by the Club. A prospective associate member becomes an associate member four (4) weeks after said publication, unless a full member brings an objection to the Board of Directors and the Board revokes membership. Associate members shall have the same privileges as full members but their memberships shall have no monetary value and shall automatically end when their sponsor's membership ends. Associate members shall pay the same monthly dues and operational charges as full members, but shall have no voting privileges. Billings for dues and operational charges

will normally go directly to whoever incurs the charges billed; however, each associate member's sponsor shall ultimately be responsible for any debts incurred by that associate member.

- E. A minimum of two (2) regular meetings shall be held during the calendar year. These meetings shall be held on the second Tuesdays of February and August unless varied by the president with concurrence by the Board of Directors. Proxy votes will be permitted only in writing.
- F. Fixed and operating costs shall be assessed each member at a rate determined by a majority vote of the responding members in accordance with non profit income to be derived when considering depreciation, maintenance and general operation costs. A member delinquent in excess of \$100.00 shall not be permitted to operate the aircraft or vote at the meetings.
- G. Interest may be charged at a rate of 5% per month on a member's unpaid balance. Balance is due before issuance of the next month's statement.
- H. A member who has an unpaid balance in excess of \$500.00 shall be notified in writing by the president that his account must be paid in full or other satisfactory arrangements made with the Board of Directors within 90 days. If said delinquent member does not pay his account in full or contact the Board of Directors to make arrangements satisfactory to the board within the period described, his membership may, at the discretion of the board, be forfeit and sold to cover the debt owed to the corporation.
- I. Any full member who wishes to withdraw from the Club may offer his membership to the Club in writing. The Board of Directors of the Club may, at it's discretion, either negotiate a purchase price with said member who wishes to withdraw, or refuse to purchase the membership; alternatively, the member may sell his membership to any person acceptable to all members of the corporation.

ARTICLE III

Officers

- A. The corporation shall have at least two officers to be elected at the February meeting by the membership: a president and a Secretary-Treasurer. In a timely manner the outgoing officers will brief the newly-elected officers and will turn over all Club records in a current condition. These two officers shall be members of the Board of Directors.
- B. The president shall preside over meetings and Board of Directors meetings, may call special meetings, may appoint Boards of Inquiry, Flying Evaluation Boards, and/or Committees whenever he deems it necessary. The president shall appoint a Maintenance Officer and a Check Airman, and may appoint members to serve in special capacities such as assistant to the Secretary, Safety officer, etc. The president shall, in general, manage and direct the affairs of the Club in conjunction with the Board of Directors. The

president may authorize spending for normal expenses, including, but not limited to, maintenance and repairs, insurance payments, membership transfers, hangar use fees, and fuel payments. Expenditures outside of normal expenses require consultation with the Board. The president will be responsible to see that all aircraft and engine logs, and other licenses and certificates for proper aircraft operation are kept current. The president or his duly appointed safety officer may, for good cause, ground any Club aircraft at any time.

- C. The Secretary-Treasurer shall keep the minutes and financial books of account of the corporation, and shall notify members of meetings and items of special interest. He shall maintain correspondence files and permanent records of the corporation. He may at his discretion issue and sign checks for normal expenses. Normal expenses include, but are not limited to, normal maintenance and repairs, insurance payments, fuel payments, hanger use fees, and membership transfers. Expenditures outside of normal expenses will require consultation with the Board. He shall be a member of the Board of Directors and in consideration of his duties, the Secretary-Treasurer shall be granted flying credit equivalent to that of flying each Club aircraft for a total of one (1) hour each month. Any such credits not used within six (6) months of his term in office shall be forfeit.

ARTICLE IV Board of Directors

- A. The Board of Directors shall consist of five (5) Members, including the officers. Three (3) Directors shall initially be elected from the membership eighteen (18), twelve (12), and six (6) months, and one new board member shall thereafter be elected every six (6) months to serve for an eighteen (18) month term. The board shall be empowered to authorize expenditures of Club funds to maintain current assets. The Directors will authorize the nature and scope of work to be performed on Club aircraft and together with the president or Maintenance Officer may limit, restrict, regulate, and/or control the use of Club aircraft. The Board shall have the power to borrow money or to issue special assessments when needed to purchase special equipment or undertake major repair or maintenance projects on Club aircraft. Such assessments shall not exceed a total in excess \$200.00 per member per calendar year without prior approval by at least 60% of the responding members.
- B. The Board of Directors will determine the advisability of a Flying Evaluation Board or other special boards for any member who damages the aircraft, violates any of the rules or regulations of this Club, FAA, FAR or local airport, or who appears to be below a minimum proficiency in flying.
The Board of Directors shall have the power to revoke flying privileges of and assess financial responsibility to Club members to cover deductibles and associated costs not to exceed the value of Club assets divided by the number of Club members.
- C. The Board of Directors will gain approval of 60% of responding members for securing new major assets.

ARTICLE V
Special Boards

Special boards may be appointed by the president or by the Board of Directors for a specific need. These may include but not limited to the following:

1. To investigate the circumstances and facts pertaining to an aircraft accident.
2. To determine the cause of an accident.
3. To determine the responsibility and/or liability of an accident.
4. To determine the flying proficiency of Club members and to require specific mandatory corrective action.
5. To investigate and determine the general responsibility of Club members in adhering to the rules and regulations of the Club, FAA, FAR and/or airport.
6. To set forth corrective action advisable for failure to abide by Club, FAA, FAR and/or airport rules and regulations.
7. To evaluate financial responsibility for accidents of any nature involving damage to Club property.
8. To investigate and report on any instances where members are suspected of acting in contravention to the purposes of this organization.

In performance of it's duties a Special Board will make recommendations to the Board of Directors regarding fines, revocation of flying privileges, and financial responsibility assigned to Club members.

ARTICLE VI
Operations

- A. The operation of any Club aircraft shall be in accordance with all Federal Aviation Administration (FAA) regulations, all local airport rules and regulations, all generally accepted safe flying procedures and practices, Club rules and regulations for aircraft operation, and Club and/or manufacturer's operational procedures for the particular aircraft involved. Club aircraft will not be used for commercial purposes.
- B. No member shall execute any acrobatic or violent maneuver for which the FAA does not certify the aircraft; nor shall any acrobatic maneuver be executed until the member has been checked and approved by a Certified Flight Instructor for that particular type of maneuver. No member will operate Club aircraft from a field other than an approved flying field, except in the case of an actual emergency.

- C. Club aircraft shall not be operated by any person other than (1) a Club member in good standing, (2) a commercial pilot in the employ of an FAA approved Aircraft Repair Station in connection with inspections or repairs to be, or that have been performed on the aircraft or (3) a Certified Flight Instructor approved by the Club Check Airman or Federal Aviation Administration (FAA) Inspector for the purpose of examining a Club member.
- D. Before operating any Club aircraft, a new member must, at his own expense, receive an aircraft and airport familiarization by the Club Check Airman.
- E. Each member shall meet FAA requirements pertaining to currency and medical certification prior to operating Club aircraft. Members must show proof of compliance upon demand by the Club.
- F. Failure of a member to be in compliance with Article VI, Section E shall result in automatic suspension of flying privileges.
- G. If a Club aircraft experiences mechanical difficulties while away from home base and in the pilot's best judgment cannot be safely flown home, the pilot should have the airplane repaired. However, he must obtain authorization from the president or secretary-treasurer before committing more than \$500.00 for such repairs.

ARTICLE VII

Scheduling

- A. A schedule for the operation of each Club aircraft will be maintained in a manner designated by the president, and any members desiring to schedule the use of a Club aircraft may do so in advance of the particular time requested.
- B. Any member desiring to use a Club aircraft that has been scheduled, but is not in use, may do so provided he does not take the aircraft from a tie-down, ramp or hanger until ten (10) minutes after the scheduled period and that he return the aircraft to the tie down, ramp, or hanger at the end of the period scheduled.
- C. If a Club aircraft is left at a foreign base due to bad weather conditions, it is the responsibility of the member to have it returned at the earliest available time.
- D. If a member can not meet a schedule, he should cancel his reservation as much in advance as possible. Excessive scheduling and/or subsequent failure to cancel will subject a member to loss of flying privileges, but only by board action.
- E. Any member is allowed a reasonable grace period on returning from a cross-country trip for unexpected winds or weather; however this time is not to be used for extra flying privileges.

- F. Each member shall be permitted to schedule no more than two (2) reservations at any given time. Only one reservation may require a Club aircraft to be away from home base overnight or longer. No member shall reserve more than one aircraft concurrently.
- G. No member shall schedule a Club aircraft to be away from home base for more than six (6) consecutive nights without explicit permission from the Board of Directors to do so. A member keeping a Club aircraft away from home base overnight or longer shall be billed for a minimum of two (2) hours flying time for each night said aircraft is away from home base. The Board of Directors shall have discretion to wave this minimum if extenuating circumstances justify doing so.

ARTICLE VIII

- A. These by-laws may be amended by a vote of two-thirds of members in good standing. All proposed amendments shall be presented to the membership in writing at least fifteen (15) days prior to balloting.