



CONDOR AERO CLUB, INC.

CHARTER AND OPERATING RULES

Revised March, 2022



1 Contents

2	ARTICLE I – NAME AND PURPOSE	4
2.1	SECTION 1 – NAME	4
2.2	SECTION 2 – PURPOSE	4
3	ARTICLE II – MEMBERSHIP	4
3.1	SECTION 1 – MEMBERSHIP	4
4	ARTICLE III – MEETINGS	4
4.1	SECTION 1 - ANNUAL	4
4.2	SECTION 2 - REGULAR	4
4.3	SECTION 3 – SPECIAL MEETINGS.....	4
4.4	SECTION 4 – QUORUM AND VOTING RIGHTS.....	4
4.5	SECTION 5 – LACK OF A QUORUM	5
4.6	SECTION 6 – PLACE OF MEETINGS	5
4.7	SECTION 7 – NOTICE OF MEETINGS.....	5
5	ARTICLE IV - TRUSTEES.....	5
5.1	SECTION 1 – ELECTIONS OF TRUSTEES.....	5
5.2	SECTION 2 – POWER OF TRUSTEES.....	5
5.3	SECTION 3 – BOARD OF TRUSTEES MEETINGS	5
6	ARTICLE V - OFFICERS.....	6
6.1	SECTION 1 – OFFICERS GENERALLY.....	6
7	ARTICLE VI – DUTIES OF OFFICERS.....	6
7.1	SECTION 1 – PRESIDENT.....	6
7.2	SECTION 2 – VICE PRESIDENT.....	6
7.3	SECTION 3 - SECRETARY	6
7.4	SECTION 4 - TREASURER	6
8	ARTICLE VII – ADMISSION TO MEMBERSHIP.....	7
8.1	SECTION 1 - PROCEDURE	7
9	ARTICLE VIII – DUES AND MEMBERSHIP CLASSES.....	7
9.1	SECTION 1 – FULL MEMBERSHIP.....	7
9.2	SECTION 2 – HONORARY MEMBERS.....	8
9.3	SECTION 3 – SOCIAL MEMBERSHIP.....	8
9.4	SECTION 4 – IMMEDIATE FAMILY MEMBERSHIP.....	8



9.5	SECTION 5 – YOUTH MEMBERSHIP	9
9.6	SECTION 6 – COLLEGE STUDENT/MILITARY SERVICE INSURANCE DISCOUNT (re-word)	9
9.7	SECTION 7– ADDITIONAL MEMBERSHIP CLASSES	10
10	ARTICLE IX – SUSPENSION, EXPULSION, DISCIPLINE	10
10.1	SECTION 1 – SUSPENSION, EXPULSION, DISCIPLINE	10
10.2	SECTION 2 – DISMISSAL WITH OR WITHOUT PREJUDICE	10
11	ARTICLE X – FISCAL YEAR.....	11
11.1	SECTION 1 – FISCAL YEAR.....	11
11.2	SECTION 2 - AUDIT	11
12	ARTICLE XI – REPEALS AND AMENDMENTS	11
1	GENERAL	12
2	LIMIT OF USE.....	12
2.1	Non-Flying Members.....	12
2.2	Flying Members.....	12
3	RESERVATIONS:.....	12
3.1	Reservation Time	12
3.2	Reservation Limits.....	13
3.3	Maximum Number of Reservations.....	13
3.4	Reservation Reassignment Procedure	13
3.5	Reservation Minimum Charge	14
3.6	Recording Flight Time	14
3.7	Delayed Returns.....	14
4	CHARGE PRIVILEGES.....	14
5	PREPAYMENT INCENTIVE.....	15
6	MANDATORY MEETING ATTENDANCE	16
7	WINTER SEMINARS	16
8	PRE-FLIGHT CHECKS	16
9	TRAFFIC PATTERN	16
10	LANDING LIMITATIONS	16
11	REFUELING	17
12	CARELESSNESS	17
13	DISCIPLINARY ACTIONS.....	17



14	DAMAGES/ACCIDENT/INCIDENT.....	18
15	SOCIAL MEDIA.....	19
16	AIRCRAFT GROUNDING.....	19
17	HANGARING THE AIRPLANE.....	20
18	OFF-FIELD/OVERNIGHT PROCEDURES	20
19	INSURANCE REGULATIONS	20
20	APPOINTED POSITIONS.....	21
20.1	SAFETY OFFICER	21
20.2	CHIEF FLIGHT INSTRUCTOR.....	21
20.3	CLUB INSTRUCTORS	21
20.3.1	REQUIREMENTS FOR CONDOR INSTRUCTORS.....	22
20.3.2	STUDENT PILOT RESPONSIBILITIES.....	22
20.3.3	WRITTEN TESTS	23
20.3.4	CHECK RIDE PREREQUISITE	23
21	NEW MEMBER CHECKOUT.....	24
22	CHECKOUT AND PROFICIENCY REQUIREMENTS.....	24
22.1	FLIGHT CONDITION PRIVILIGES.....	24
22.1.1	Day VFR Local Flights.....	24
22.1.2	Cross-Country Flights	24
22.1.3	Night Flights	24
22.1.4	IFR Flights	24
22.1.5	Winter Flights.....	25
22.2	AIRCRAFT INITIAL PROFICIENCY CHECKOUTS	25
22.2.1	Cessna 152	25
22.2.2	Basic Cessna 172s.....	25
22.2.3	Cessna 172 SP.....	26
22.2.4	Piper Archer	26
22.2.5	Piper Dakota.....	26
22.2.6	Piper Arrow	27
22.3	AIRCRAFT CURRENCY AND RECURRENT PROFICIENCY	28



CHARTER

2 ARTICLE I – NAME AND PURPOSE

2.1 SECTION 1 – NAME

The name of the organization shall be: Condor Aero Club, Inc., Zelienople, Pennsylvania.

2.2 SECTION 2 – PURPOSE

The purpose of the organization shall be:

A non-profit organization, formed to promote, among its members and other persons, the skill of flying and operation of aircraft, for the purpose of business and pleasure

To own and operate aircraft and other property pertaining to the operation

To promote interest in aircraft, flying, and necessary facilities

To enter into such business transactions as might be necessary to sustain the activities of the organization

To hold meetings for the purpose of discussion and acting upon corporation business

3 ARTICLE II – MEMBERSHIP

3.1 SECTION 1 – MEMBERSHIP

Membership shall be open to any and all persons who shall meet the minimum qualifications. All applicants for membership shall pay an initiation fee. The amount of the initiation fee shall be set by a recommendation of the Board of Trustees and voted on by the general membership.

4 ARTICLE III – MEETINGS

4.1 SECTION 1 - ANNUAL

The annual meeting of the members of the Corporation shall be held on the first Tuesday in October, each year, at the time and place designated in the notice.

4.2 SECTION 2 - REGULAR

A regular meeting of the members shall be held on the first Tuesday of each month, each year, at the time and place designated in the notice.

4.3 SECTION 3 – SPECIAL MEETINGS

Special meetings of the members may be held at any time upon call of the President, or a majority of the Board of Trustees, or a signed petition of a minimum of ten (10) percent of the membership in good standing.

4.4 SECTION 4 – QUORUM AND VOTING RIGHTS

A quorum shall consist of a minimum of ten (10) percent of dues paying members in good standing and include at least one officer. A quorum will be necessary to transact business at a regular, annual, or



special meeting of the Corporation. Each regular member in good standing shall be entitled to one vote. No member shall vote by proxy.

4.5 SECTION 5 – LACK OF A QUORUM

At any annual, regular, or special meeting, of the either the members or the Board of Trustees, if a quorum is not present the only business that shall be transacted shall be a motion to adjourn.

4.6 SECTION 6 – PLACE OF MEETINGS

No annual, regular, or special meeting of the members shall be held at a place further than fifty (50) miles from Zelienople, Pennsylvania, unless authorized by a majority present at any annual, regular, or special meeting.

4.7 SECTION 7 – NOTICE OF MEETINGS

Notice of all special meetings shall be provided to each member in good standing, appearing as such on the books of the Corporation by the Secretary, at least seven (7) days prior to the date of the meeting and shall briefly state the meeting objectives.

5 ARTICLE IV - TRUSTEES

5.1 SECTION 1 – ELECTIONS OF TRUSTEES

The number of Trustees shall be nine. The election of the Trustees shall be held at the annual meeting of the members or at a special meeting called for that purpose. The election shall be by ballot and a majority of all votes cast shall be necessary to a choice. A candidate for Trustee must be a member in good standing for at least one year at the time of Election. No more than three non-flying members shall be permitted on the Board of Trustees at one time. Three trustees shall be elected each year and will hold office for three (3) years.

5.2 SECTION 2 – POWER OF TRUSTEES

The Board of Trustees shall have the control and management of the business, funds, and property of the Corporation subject to the action of the members at the annual meeting held the first Tuesday of October, each year, or any special meeting called for such a purpose.

It may adopt by-laws not inconsistent with these regulations, promulgate and enforce rules governing the use of the property of the Corporation and the privileges of its members. It may fill vacancies in its own membership, appoint standing or special committees of the Corporation, create such additional special officers of the Corporation, from time to time, as the Board may deem necessary and may, at will, change their personnel. Any officer of the Corporation may be removed for cause by the affirmative vote of a majority of the members of the Board of Trustees at a meeting therefore duly called and held for such purpose.

5.3 SECTION 3 – BOARD OF TRUSTEES MEETINGS

In addition to the regular organizational meeting held following the annual meeting of the members, the Board of Trustees shall hold a regular, monthly meeting, at a time and place mutually agreed upon by the Board of Trustees. Special meetings of the Board of Trustees may be called by the President and must be called by him upon written request of any three (3) Trustees. Five Trustees shall constitute a quorum.



6 ARTICLE V - OFFICERS

6.1 SECTION 1 – OFFICERS GENERALLY

Within seven (7) days following the annual election of Trustees, the Board of Trustees shall meet and organize by the election of their own members of a President, Vice President, Secretary, and Treasurer and such other members as are necessary. The Board of Trustees may create, from time to time, additional offices and elect officers to fill such offices and such special officers need not be Trustees of the Corporation, but must be members in good standing. A Trustee must attend a minimum of seventy-five (75) percent of all regularly scheduled meetings or be subject to expulsion from the Board.

7 ARTICLE VI – DUTIES OF OFFICERS

7.1 SECTION 1 – PRESIDENT

The President shall preside at all meetings of the members and Trustees, sign any certificates of membership, and generally perform all duties incident to such office and such other and further duties as may from time to time be required by the Board of Trustees. The President shall appoint committees as necessary.

7.2 SECTION 2 – VICE PRESIDENT

The Vice President shall perform all duties of the President in case of the latter's absence or disability, and perform as assistant to the President. In case both the President and Vice President are absent or unable to perform their duties, the members of the Board of Trustees, as the case may be, may appoint a President pro tempore.

7.3 SECTION 3 - SECRETARY

The Secretary shall keep an accurate record of all transactions of meetings of the members and Board of Trustees. They shall give all notices by Law and all notices provided by the code of regulations or by-laws of the Corporation. They shall keep a proper Secretary's book and shall properly record therein all minutes of members and Trustees meetings and such other matters shall be proper and necessary.

They shall issue and attest to all certificates or receipts of membership and generally perform such duties as may be required by them, by members, or the Board of Trustees. They shall keep a membership book containing the name and address of each member and the date of admission to membership. If a member is terminated for any reason, the Secretary shall note such act in the membership book.

7.4 SECTION 4 - TREASURER

The Treasurer shall receive and safely keep all monies, rights, and choices, in action, belonging to the Corporation and the same shall be disbursed under the direction of, and to the satisfaction of, the Board of Trustees. Proper vouchers and other receipts shall be taken for all such disbursements. The Treasurer shall manage the insurance on club assets.

It shall be their duty to keep an accurate account of all finances of the Corporation on the books of the Corporation prepared and furnished for that purpose and all such books shall be open for inspection and examination by the Board of Trustees or any committee of members appointed for that purpose. They



shall render an account of the standing of the Corporation at the monthly meeting of the members and an annual report and at such other time as the Board of Trustees may require.

They shall perform all such other and further duties as may be required of them by the President or by the Board of Trustees. At the expiration of their term of office, they shall deliver all books, papers, and property of the Corporation, in their hands, together with all monies and rights of the Corporation, to their successor in office or to the President.

8 ARTICLE VII – ADMISSION TO MEMBERSHIP

8.1 SECTION 1 - PROCEDURE

Applications for membership shall be made in writing, on a form provided by the Corporation. The questions shall be such as to satisfy the Board of Trustees of acceptability of any applicant. All applicants shall present, with their application, the full amount of the initial fee, or an amount equal to a down payment as set forth by the Board of Trustees, however, the full amount of the initiation fee is to be paid before acceptance by the Board of Trustees. Before being voted into membership, an applicant must have been interviewed by one or more of the Trustees or by a Club-approved instructor.

An applicant shall have the full privilege of any Club member except that of voting, holding office, or being nominated for an office. Payment must be submitted prior to the member's first flight. The applicant will have no charge privileges until accepted as a full member of the Club. An applicant's application must be acted upon within a period of not more than ninety (90) days.

If an applicant fails to be accepted within ninety (90) days, their application shall be set aside and acted upon at a date not later than one hundred twenty (120) days from the date of the application. A person whose name has been proposed for membership and who has been rejected by the Board of Trustees shall not be re-nominated for membership within a period of six (6) months from the date of such rejection.

9 ARTICLE VIII – DUES AND MEMBERSHIP CLASSES

The annual dues of members shall be at a rate set by the Board of Trustees and due payable the first of January of each year.

The Board of Trustees, in its absolute and full discretion, will determine the final fee structure of any member transaction. Members found intentionally abusing the Articles of Membership for direct or indirect benefit, at the expense of the Club, will be terminated without prejudice.

9.1 SECTION 1 – FULL MEMBERSHIP

Once accepted by the Board of Trustees, Full members shall enjoy all privileges of Club membership, including voting, holding a Board of Trustees position, and flying privileges in those aircraft for which they are qualified and have completed an initial Club checkout and/or type-specific checkout by a Club-approved instructor.

If a member joins after October 1st of the year, they are exempt from regular dues for the following year.



After the first year, full member dues and insurance is billed at the current rate, based on the current year's policy.

New members will be assessed \$10 for the Insurance Deductible Fund. Should a member be involved in damage to club assets, the Insurance Deductible Fund will be used to cover the insurance deductible, provided the member's actions were not negligent. If the Insurance Deductible Fund is used, all members may be assessed \$10 to replenish the Insurance Deductible Fund.

9.2 SECTION 2 – HONORARY MEMBERS

Upon recommendation of the Board of Trustees, the minutes may constitute any person an honorary member of the Corporation, but such honorary member shall be entitled to the privileges they have at the time of their selection.

Honorary members will not be required to pay regular dues or special assessments of the Corporation, but may do so, if they so desire.

9.3 SECTION 3 – SOCIAL MEMBERSHIP

The Social Membership is for members in good standing, who, for whatever reason, cannot fly in a given year, but wish to maintain their Condor membership without interruption. The Social Membership is also available to new members who wish to join the Club however, do not wish to fly.

For existing members, the Social Membership maintains their tenure with the Club. Social Members cannot fly Club aircraft, do not have voting privileges, and forfeit their membership interest in the Club for the duration of their Social Membership.

Scenarios for the Social Membership:

- The member has previously paid the initiation fee, full dues, and insurance for at least one year, and is a member in good standing
- The member can continue as a Social member, on a year-to-year basis, as long as they pay their dues
- A Social member who wishes to maintain voting privileges, may do so by paying Full Membership dues for the year.
- When/if the Social member wants to resume flying status, they must upgrade to Full Membership by paying the full dues and insurance at the beginning of the calendar year, no pro-ration will be applied if joining throughout the calendar year.

9.4 SECTION 4 – IMMEDIATE FAMILY MEMBERSHIP

Membership in the Club shall entitle the spouse, and children through the calendar year of their 18th birthday, to full benefits of the Club, but they shall not be entitled to vote or hold office. In the event a member is unable to maintain a current FAA Medical Certificate, that member's spouse may assume the member's right to vote and hold office.

Scenarios for Immediate Family Membership:

- Full Member and Spouse: The member would pay Full Membership dues and pay insurance, at the current rate, for BOTH themselves as well as their spouse



- Social Member and Spouse: The member would pay Social Membership dues at the current rate for their spouse

9.5 SECTION 5 – YOUTH MEMBERSHIP

The Youth Membership provides a means for young people, under the age of 18, to join the Club at a reduced rate for the purpose of obtaining their Private Pilot Certificate.

Scenarios for Youth Membership:

- The Youth member must be under 18 years of age and pursuing their Private Pilot Certificate
- A non-flying parent, or legal guardian, must sponsor the youth by completing the Condor Minor Responsibility form and join the Club, at the Youth Membership rate
- The initiation fee applies, which also serves as the first year's dues
- When the Youth member turns 19 years of age or earns their Private Pilot Certificate, whichever occurs first, they will start paying Full Membership dues and insurance
- If this occurs in the first half of the calendar year, they will be assessed the difference in rates
- If this occurs in the second half of the calendar year, the full rate will go into effect at the beginning of the next calendar year
- When the Youth member turns 19 years of age, their membership will be transferred from their non-flying parent or legal guardian and the Youth member will become a Full Club member and, therefore, their non-flying parent/guardian will no longer be a Condor member
- If the parent or legal guardian decides to start flying after the first year, Full Membership rates apply and will not be pro-rated while the Youth member must pay insurance at the Youth rate of one-half the current rate
- If the parent or legal guardian is already a Full member in good standing, Immediate Family Membership rules apply
- The parent or legal guardian pays Full Membership dues and insurance while the Youth member must pay insurance at the Youth rate of one-half the current rate
- If the parent or legal guardian is already a Social member in good standing, the parent or legal guardian would pay the Social Membership dues and the Youth insurance rate

9.6 SECTION 6 – COLLEGE STUDENT/MILITARY SERVICE INSURANCE DISCOUNT (re-word)

Club members, living away from the Pittsburgh metro area for more than six months of the year, such as college students or military service members, can petition the Board of Trustees for a reduction in insurance. These members must be in good standing with the Club and must provide documentation regarding their extended absence, such as college tuition receipts, military orders, etc.

If their request is approved by the Board of Trustees, these members would be eligible for a 50% discount on the Full Membership insurance rate. However, Full Membership dues would still apply.

An example of an approved request:

- A Full member in good standing enrolls in college outside the Pittsburgh metro area and only travels home during holidays as well as semester/summer breaks



- This member does not have the opportunity to fly as often as the members who live in the Pittsburgh metro area

An example of a denied request:

- A Full member in good standing enrolls in college outside the Pittsburgh metro area however they travel home on weekends, holidays, and semester/summer breaks
 - This member has the opportunity to fly nearly as often as the members who live in the Pittsburgh metro area, on a regular basis

9.7 SECTION 7– ADDITIONAL MEMBERSHIP CLASSES

There will be as many classes of membership as deemed necessary by the Board of Trustees for the advancement of the organization.

10 ARTICLE IX – SUSPENSION, EXPULSION, DISCIPLINE

10.1 SECTION 1 – SUSPENSION, EXPULSION, DISCIPLINE

If the conduct of any member shall appear to be in willful violations of the code of regulations, by-laws, or other rules and regulations of the Corporation, or prejudicial to the Corporation’s interest, or, if any member shall be in default of the payment of his dues or any other indebtedness to the Corporation for ninety (90) days or more, the Board of Trustees, with the affirmative vote of the entire Board of Trustees, can suspend or expel such member.

Any member undergoing an active FAA investigation shall have their flight privileges suspended until the conclusion of that investigation. Disciplinary action for safety and/or FAA regulation violations may include additional flight instruction, suspension of flight privileges, or expulsion, if deemed appropriate. Before taking such action, a written copy of the charges must be served upon the member and an opportunity given, in their defense, to be heard before the Board of Trustees. A motion to reconsider the suspension or expulsion of a member may be made at the next regular meeting of the Board of Trustees (or at a special meeting called for this purpose) but not thereafter.

Any member so expelled or suspended shall be refused admittance to any of the Corporation’s meetings and refused the right to participate in any of the flying activities of the Corporation or any other of its activities. Upon termination of membership, for any reason such as by reason of suspension, expulsion, resignation, or otherwise, said member’s interest in any of the money, property, or affairs of the Corporation shall terminate.

10.2 SECTION 2 – DISMISSAL WITH OR WITHOUT PREJUDICE

That any member who shall behave or create a situation or whose qualification, which in the unanimous opinion of the Board of Trustees is not in the best interest of the organization, may be dismissed by the President. Any member so dismissed shall be entitled to appeal as allowed in Article IX, Section 1. At the discretion of the Board of Trustees, any member shall be entitled to a full refund of their original initiation fee, less any indebtedness to the organization.

Members so dismissed shall not be entitled to re-application during the succeeding twelve (12) months. A charge for such prejudicial action may be brought against any member of the Board, Officer, or



Instructor of the organization. Such charges must be heard and a decision rendered at any regular meeting of the Board of Trustees or any meeting called for such purpose.

The charged member shall be notified in writing and, at their option, be present at a hearing by the Board of Trustees to plead their case. If they fail to appear, the Board of Trustees may find against them.

11 ARTICLE X – FISCAL YEAR

11.1 SECTION 1 – FISCAL YEAR

The Fiscal year of the Corporation shall begin as of October 1 of the calendar year and end as of September 30 of the calendar year.

11.2 SECTION 2 - AUDIT

Annually, at the end of the Fiscal year, the books and accounts may be audited by a special auditing committee of two members, so appointed by the President. The Board of Trustees, by a majority vote, may cause an independent audit to be made by an outside auditing firm at any time when, in their judgment, it is deemed advisable. The other audits may be ordered to be made, from time to time, by the Board of Trustees.

12 ARTICLE XI – REPEALS AND AMENDMENTS

This code of regulations may be repealed or amended in whole, or in part, by a two-thirds vote of the members present, proving a quorum is present and entitled to vote at any annual meeting, or at a special meeting called for that purpose, provided general membership meeting and all members of the organization shall be notified or provided correspondence of the proposed action.



OPERATING RULES AND REGULATIONS

1 GENERAL

The Condor Aero Club, Inc. has been operating very successfully since 1957, and it is the intention of the Board of Trustees to point out that a spirit of cooperation among its members will accomplish what pages of rules may not. We have tried to hold the number of these rules to a practical minimum.

2 LIMIT OF USE

Club airplanes are for the exclusive use of Club flying members, in good standing, and may not be rented, loaned, or otherwise used by anyone other than Club members. There will be absolutely no charter flights. Pilots can share actual flight expenses, as permitted by FAA regulations.

Only Club approved instructors may instruct Club members in Club aircraft.

Condor Aero Club, Inc. considers members in good standing as follows:

2.1 Non-Flying Members

Members who have paid their initiation fee, dues, and assessments as set forth in the Club Charter.

2.2 Flying Members

Members who have paid their initiation fee, dues, assessments, insurance, and whose charge account are current as set forth in the Club Charter and have no active sanctions from the Board of Trustees or the FAA.

Flying members must also meet the following requirements:

- Meet requirements for their rating as set forth by the FAA
- Have a current Flight Review
- Hold a valid medical certificate
- Have a checkout by a Club instructor in the particular aircraft they wish to fly
- Be current for the particular type of flight they are conducting
- Meet all club requirements for proficiency, attendance, and winter seminars

3 RESERVATIONS:

3.1 Reservation Time

To reserve a plane, the member must insert their name in the reservation system schedule, showing the exact starting and terminating time, and **include the destination or intent of the flight in the 'comments' section for each flight**, in a particular aircraft. If more than one member will utilize the plane, the names of all members who will utilize the plane must be entered in the comments section in SkyManager.



The member(s) whose name(s) appear on the reservation shall meet all requirements set forth by the FAA and Condor Aero Club, Inc. They accept responsibility for the flight, as set forth by the Condor Operating Rules and Regulations.

For all flights, it is required to enter the destination in the comments section in SkyManager. For local non-cross-country flights, simply enter “Local”.

Should the member be unable to use all or part of the time scheduled, the member must amend the schedule accordingly, as soon as possible. If a member schedules an airplane and is unable to fly at that time, it is their responsibility to remove their name from the schedule so the plane can be made available to other members.

All members shall have equal access to the aircraft, regardless of their intended purpose.

The club reserves the right to take down any aircraft at any time for maintenance.

No Administrator of the Club scheduling system shall remove the reservation of another member, under any circumstances, without that member’s prior notification, unless the aircraft needs to be taken out of service for maintenance.

Violation of this rule is a considered gross abuse of power. Anyone found to have violated this rule shall be referred to the Board of Trustees for appropriate action under Article IX of the Club Charter.

3.2 Reservation Limits

Monday through Friday is defined as the hours between 0000 Hours local Monday through 2400 Hours local Friday. Saturday through Sunday is defined as the hours between 0000 Hours local Saturday through 2400 Hours local Sunday.

Except for reservations in excess of six (6) hours in a calendar day, the following shall apply:

- During Monday through Friday, the aircraft may be reassigned if the pilot is not ready within thirty (30) minutes of their scheduled time
- During Saturday and Sunday, the aircraft may be reassigned if the pilot is not ready within ten (10) minutes of their scheduled time

For reservations in excess of six (6) hours in a calendar day, the aircraft may not be reassigned if the pilot is not ready within thirty (30) minutes of their schedule time.

However, there may be unintentional delays such as weather or mechanical issues.

3.3 Maximum Number of Reservations

No member is permitted to have more than (6) active reservations at any given time.

3.4 Reservation Reassignment Procedure

A plane may be taken if the original reservation hasn’t shown up per the limitations set in section 4.

The pilot must add a secondary reservation, and check out the aircraft normally.

In addition, the pilot should notify the original pilot and the Condor Board.



3.5 Reservation Minimum Charge

For reservations or flights away from the field of less than six (6) hours in a calendar day, there is no minimum charge.

Pilots with aircraft in excess of six (6) hours per calendar day shall pay a minimum charge of one (1) hour per day, for Monday through Friday, and two (2) hours per day for Saturday and Sunday.

- For example, a Friday afternoon reservation, returning Saturday morning would typically involve a minimum charge of three (3) hours [Friday = 1; Saturday = 2].

Members found intentionally, directly or indirectly, avoiding the minimum charge will face disciplinary actions up to double the minimum charge fines and/or expulsion from the Club.

3.6 Recording Flight Time

The Hobbs In time, Tach In time, Fuel added, Oil added, and number of landings shall be entered in SkyManager for each flight when the aircraft is checked in.

Except for Section 8 (below), all payments must be made by check or money order at the time of the completed flight. NO CASH PAYMENTS ARE PERMITTED. A member must fill out and initial a squawk sheet only if there is a problem, indicating tach time and item(s) to be checked.

3.7 Delayed Returns

In the event a member cannot return the airplane to Zelenople Airport on or before the termination time recorded on the scheduling system, due to weather, unavoidable maintenance problem, or for any other reason, the member shall contact a member of the Board of Trustees, and if the member is a student pilot, shall also contact their Flight Instructor, as soon as possible. AN attempt to contact the next scheduled reservation

They shall:

- Work out a suitable arrangement for returning the airplane
- Request a revision of the scheduled termination time on the system
- Make certain other members that may be affected are notified
 - In order to be contacted regarding delays, it's each member's responsibility to ensure their contact numbers are visible in the system

Always keep in mind that it is the scheduling member's responsibility to return the plane promptly to the Zelenople Airport as long as the trip can be made safely, and weather permitting.

4 CHARGE PRIVILEGES

After an initial new member period of six (6) months, any member in good standing may charge their flying time, subject to the following provisions:

- All charges for flying time are to be paid in full by check or money order on or before the fifteenth (15) of the month
- An interest charge of 1.5% will be assessed on any account more than thirty (30) days delinquent



Failure to comply with the above requirements may result in:

- Immediate suspension of flying privileges until the indebtedness is paid in full
- Resumption of flying privileges to be on a “pay-in-full-as-you-fly” basis

A member whose account is in arrears more than sixty (60) days shall have their flying privileges suspended until further notice. Any member who has had their flying privileges rescinded may appeal to the Board of Trustees for reinstatement by appearing, in person, at a regular Board of Trustees meeting or special meeting called for that purpose.

5 PREPAYMENT INCENTIVE

The program is a tiered bonus payment plan that presents great benefits to both the membership and the club.

Make a deposit to your account and receive a bonus payment on account good for flight time only. Of course, certain conditions below apply.

- Program is currently effective and may be cancelled at the discretion of the Board of Directors at any time.
- Member must be in good standing, registered and have completed a pilot report in the past year.
- Dues and Insurance must be paid first.
- Member must have a ZERO balance before any deposit applies towards a bonus tier.
- Payments under the program DO NOT apply to Dues and Insurance.
- Payments under the program DO NOT apply to Hangar rent.
- Payments under the program only apply towards Flight time.
- Bonuses are only applicable to prepaid flight time. Payment must be made before flight fees are incurred,
- Bonus payments are not refunded under any circumstance.
- Any condition outside of these circumstances will be resolved by the Board.

Incentive Tiers:

- \$1000- \$1,999.99 - 3% Bonus
- \$2,000 -\$3,999.99 - 4% Bonus
- \$4,000 or greater - 5% Bonus

How to Participate:

- Ensure you have a zero balance
- Write the Check or Money order to Condor Aero Club, Inc.
- Send it to:

Condor Aero Club, Inc.
PO Box 143
Zelienople, PA 16063



The board to trustees reserves the right to change cancel program.

6 MANDATORY MEETING ATTENDANCE

All active flying members must attend at least three (3) meetings in the last twelve (12) months or satisfy other requirements as determined by the Board of Trustees to maintain their flying and voting status. The meetings are to include the regular monthly meetings, the annual picnic, and the First Flight Dinner. Request for relief from this rule must be made, in writing, to the Board of Trustees.

New members must attend at one of the two 'readings' meetings Attendance dates will be recorded in their folder. If unable, the member must provide the board justification for a special request.

7 WINTER SEMINARS

All members who want to fly a Club airplane between November 1 and March 31 must attend at least one of the winter seminars, which will be scheduled in October. If a member is unable to attend one of the seminars, they must make arrangements with a Board Member or instructor for personal instruction. The instructor giving the personal instruction must send a written notice of completion of the winter instruction to the Secretary of the Board.

There will be no exceptions to this rule.

8 PRE-FLIGHT CHECKS

Pre-flight shall include checking previous squawk sheets for complaints, flight restrictions on the aircraft, and weather briefings. Each member will make a careful pre-flight check of the airplane before each flight. Pre-flight checklists are provided in each airplane, please refer to FAR 91.205 – Powered Civil Aircraft with Standard Category U.S. Airworthiness Certificates: Instrument and Equipment Requirements for required equipment.

All preflight damage should be photographed and reported to the Maintenance Officer. The pilot is responsible for any unreported damages and will be responsible for repair costs. Repair costs are determined by board and will factor in current condition of the parts damaged (ex. Tire tread remaining at the time of a flat spot). Good examples of this are 'flat-spotted' tires or hangar rash.

9 TRAFFIC PATTERN

Existing traffic and safety should be the main factors in governing the runway-in-use. However, if there is no existing traffic, the AWOS shall govern the runway to be used. If the wind is directly across the runway and there is no existing traffic, Runway 35 is the crosswind/no wind preferential runway.

Follow AIM procedures.

10 LANDING LIMITATIONS

Except in an emergency, no member shall land a Club airplane at any location, which is not generally known to be currently and actively used for takeoff and landings by aircraft of the same type. Under no circumstances shall a pilot intentionally shut down an engine while in flight nor institute a dead-stick landing in a Club aircraft, except in a bona fide emergency.



11 REFUELING

Each member is responsible for refueling the airplane after each use. Also, the member is personally responsible for immediately removing the airplane from the gas pump to make way for other aircraft.

Any member who neglects to refuel a Club airplane may be billed one-half hour's flight time and the subsequent member will be credited a like amount. Each member will record the amount of fuel and oil put into the plane in the reservation system.

For fuel and oil purchased at another field, members must use their personal funds, and submit the receipt with the airport name, date, number of gallons, cost per gallon, and total cost for reimbursement. Place the receipt in the box on the pilot's lounge wall near the key locker. The number of gallons should also be entered into the reservation system when checking the plane in.

Fuel purchases that are eligible for reimbursement shall be reimbursed at the current approved off-field reimbursement rate, regardless of price paid off-field. Please submit your receipt with the name of the reservation, date, and gals on the back.

The intent of this policy is to keep the aircraft rates low and stable with predictable fuel costs.

Members found intentionally abusing the off-field reimbursement policy for personal gain will be expelled from the Club.

It is acceptable to make arrangements with the next member reservation based on the amount of time flown, next mission, etc.

12 CARELESSNESS

Any member who handles Club equipment in a careless, reckless, or incompetent manner will be referred, by a suitable committee, to a Club instructor for additional instruction. Continued carelessness, recklessness, incompetence, or failure to follow rules or temporary restrictions will be referred to the Board of Trustees for appropriate action under Article IX of the Charter.

The Member/Pilot is responsible to ensure there is adequate overnight accommodations or proper use of tie-downs for overnight or off-field flights.

Each member will be responsible for all damage resulting to the aircraft because of carelessness. All hangar rash is classified as carelessness.

13 DISCIPLINARY ACTIONS

Any infraction to the guidelines provided in the Charter/Operating rules, will result in the following:

- 1st offence would be a verbal warning which is documented in the pilot folder.
- 2nd offence would be a written warning also documented in pilot folder.
- 3rd offence would be a face-to -face meeting with the board. Flight suspension, pilot fine, or expulsion may be recommended by the board.



14 DAMAGES/ACCIDENT/INCIDENT

It is understood that any damage done to Club aircraft while in the possession of a Club member will be paid for by the member up to a maximum amount of the current deductible, unless the Board of Trustees find the member was not at fault. The case can be appealed to the Board of Trustees. All flights will be made in strict accordance to the Federal Aviation Administration (FAA) regulations, those special rules set forth by the Condor Aero Club, Inc., and the rules and regulations of the airport operator.

Should a member be involved in aircraft damage, the Insurance Deductible Fund will be used to cover the insurance deductible. If a member did not pay into the Deductible Fund, the insurance deductible will be the responsibility of the member. If the Deductible Fund is used, all members will be assessed \$10 to replenish the Fund. Members can then, again, choose whether or not to participate in the Deductible Fund. Update with previous section

In case of an accident or incident in an aircraft owned or leased by Condor Aero Club, Inc., the PIC of the aircraft should:

- First ensure that all personnel involved seek appropriate medical attention, as required.
- Take photos and document the damage.
- Defer all media inquiries to the board.

The PIC shall contact one of the Trustees (a procedure sheet including their names and telephone numbers is located in each aircraft) and give them the following information:

- Your name, phone number and age
- N-number of the aircraft
- Date and time when the accident or incident occurred
- Brief summary of the accident details
- Your plans to secure the aircraft
- Your contact information is to reach you for additional information

The Trustee will contact our insurance representative.

The PIC should follow local, state, and federal guidelines, per the FAR's. The aircraft must not be moved without FAA permission, as they may wish to investigate the accident.

The PIC will also need to secure the aircraft (arrange to protect it against further damage or vandalism). If the accident/incident resulted in either personal injury or damage to a Club aircraft, the PIC must not fly that aircraft, or any Club aircraft, until they has been authorized to do so, in writing, by the Board of Trustees. The PIC's flying privileges are immediately suspended. The Safety Officer will conduct an investigation and the Board of Trustees will make every effort to resolve the situation, in a timely manner.



15 SOCIAL MEDIA

Social media can be a great networking tool for pilots. It's a great way to connect with other pilots, find local events or places to fly, build industry contacts and it's a quick and easy way to keep up with the latest happenings at your favorite airport. But it can also ruin your career and put the club at risk.

Recommended Do's & Don'ts;

- Don't post photos of yourself doing questionable things. Please remember that someone is always watching. Even if what you're doing is harmless, those who don't understand flying might perceive it differently.
- Don't use expletives or profanity, or spread negativity. Keep it professional
- Don't include your location or other sensitive information. Discretion is important in aviation
- Don't post anything that you don't want the whole world to see. Once you post something online, it's there for the world to see, even if your profile is set to private. All it takes is one friend to, say, become offended and share your photo with others. And particularly offensive photos often go viral, right? You can't count on deleting things that you regret – by the time you delete it, it could already be circulating to the masses.
- Post photos responsibly. Everyone loves good photos. Just make sure you're not posting photos of anything illegal or questionable. Airplane photos are good.
- Use privacy settings. Protect your personal information by using the privacy settings. But don't think that your private profile is actually private.
- Promote aviation and flying in a positive way. It's good to be enthusiastic about flying, and future employers will look favorably on you for promoting aviation in a positive way.
- Use social media to network professionally and promote yourself. It's absolutely okay and encouraged to use social media to connect with others in the industry and to promote yourself and your professional accomplishments. If you do it in a professional and positive manner, you'll benefit from social media in the way that it's meant to be used.
- Social media outlets like Facebook, Twitter and LinkedIn are great for networking, expanding your own knowledge and sharing your aviation experiences with others. Make sure it's a positive influence in your life by protect yourself and your future aviation career. Keeping your profiles professional, private and positive will ensure that future employers will see you in the same way.

Any comments and/or actions that are, or can be perceived to violate an FAR, Club rule, or common sense are strongly discouraged, and will be reviewed by the Board

16 AIRCRAFT GROUNDING

Through a review of previous squawk sheets, preflight checks, or from a previous flight, the aircraft may not be considered airworthy. The aircraft shall be immediately grounded. The person grounding the aircraft is to immediately notify the Maintenance Officer. If unable to contact either, a Board Member shall be notified.



In addition, the next scheduled member for the aircraft is to be notified. The aircraft may be returned to service by one of the following: the Maintenance Officer or Board Member. In returning the aircraft to service, FAR's must be followed.

Pilots making flights in aircraft not considered airworthy, by FAA regulations, shall be personally responsible for any fines.

17 HANGARING THE AIRPLANE

Each aircraft is hangared in a specific unit, with the tail number for each shown on the outside of the man door.

Extreme care should be taken when moving an aircraft out of or into the hangar. It is strongly recommended to have two adults when moving aircraft. Always use a towbar, and do not push on the propeller spinner, as the spinner bulkhead may develop a crack. Grab a prop blade at its base.

Should any damage occur, the member responsible shall pay for all damages.

Members are expected to return the plane to its appropriate hangar, unless the next scheduled member is present to take possession of the plane. Ensure that the control lock has been properly inserted, with the flag covering the ignition lock. Do not set the parking brakes when the aircraft is in its hangar.

Ensure that the master switch, lights, and radio equipment have been turned off. Park vehicles in designated areas. No vehicles are permitted to park in hangars or on taxiways designated for aircraft.

18 OFF-FIELD/OVERNIGHT PROCEDURES

Members are expected to research and make all necessary reservations to ensure there is no damage to the aircraft for overnight flights.

Tie downs and grass field stakes are available in each of the Condor Hangars.

100' electrical extension cords are available for charging during winter months.

19 INSURANCE REGULATIONS

The insurance assessment occurs on an annual basis (January 1st – December 31st) and is not pro-rated, except for new members. If a member does not intend to fly Club aircraft for an upcoming membership year, the pilot must notify the Club Secretary by December 31. If a member decides to start flying again, the pilot is to notify the Secretary immediately and send the annual insurance assessment to the Secretary.

No refunds shall be given a member who loses their flying privileges because of failure to maintain their FAA medical. In the event this continues into the next calendar year, the member may be reinstated to flying status before July 1 by remitting a copy of their medical and entire annual premium. If the reinstatement occurs after June 30, the member shall submit their medical and one-half of the current annual premium.

The Board of Trustees may review unusual circumstances.



No member may fly a Club airplane until the Secretary has received their insurance payment and pilot report.

20 APPOINTED POSITIONS

20.1 SAFETY OFFICER

Shall be a member of the Board of Trustees and appointed by the President of the Board of Trustees. They shall be responsible for the presentation of safety-related information at each regularly scheduled Club meeting.

The Safety Officer is to investigate, or cause to be investigated, any complaints involving the unsafe or improper use of Club aircraft or equipment. The Safety Officer is to chair all investigations of accidents or incidents involving damage to club aircraft and/or injury to any persons involved in an accident or incident. They shall forward the report to the Board of Trustees.

20.2 CHIEF FLIGHT INSTRUCTOR

The Board of Trustees shall appoint a Chief Flight Instructor, annually.

Their primary duties shall include:

- Coordinating instructional activities with respect to promotion of safety and enjoyment of flight
- Maintaining active and inactive instructor lists in conjunction with the Secretary of the Club
- Serving as the liaison between the Board and Club instructors
- Scheduling and chairing Instructor meetings, reporting the results of those meetings to the Board of Trustees.
- Reviewing and recommending, for Board of Trustees approval, candidates seeking status as Club instructors
- Approve insurance applications and auditing.

In the absence of the Chief Flight Instructor, they may designate another Club instructor to perform any of the required duties.

20.3 CLUB INSTRUCTORS

On an annual basis, Club instructors will be recommended for Board of Trustees approval, by the Chief Flight Instructor.

Responsibilities of Club instructors include:

- Submitting photocopies of current, valid, CFI and Medical Certificates to the Chief Flight Instructor, with copies to be filed with the Secretary
- Actively instruct as a Club instructor within the past twelve (12) months to remain on the active instructor list
- Submitting written notification, to the Secretary, of all proficiency checks, instrument, currency, and day/night currency reports for themselves and Club members, under their instruction
- Participating in aviation safety presentations, at the monthly meetings



20.3.1 REQUIREMENTS FOR CONDOR INSTRUCTORS

A Club instructor will not use any of the Club aircraft, or other Club facilities, for the furnishing of flight instruction or ground instruction to any person who is not a member in good standing of Condor Aero Club, Inc.

Instructors will meet once per year, or as scheduled by the Chief Flight Instructor, the purpose of which is the dissemination of information, Club rule changes, and any other matters of relevance. The goal is to provide a more uniform and effective instructional program. All instructors are required to attend regularly scheduled instructor's meetings or be subject to removal as an approved instructor, or receive a briefing from the Chief Flight Instructor.

New instructors shall have a proficiency check with the Chief Flight Instructor for all makes and models in which they intend to instruct.

20.3.2 STUDENT PILOT RESPONSIBILITIES

To ensure safety for Student Pilots and Club aircraft, Club instructors are required to follow the following:

All pilot instruction while in Condor aircraft must be from an approved Condor club instructor.

20.3.2.1 *First Supervised Solo*

- All FAA pre-solo requirements must be met
- Prior to solo, a student should first ride with another instructor to verify progress
- Only full-stop landings are allowed at this time
- Students must stay in the pattern, unless congestion requires them to leave
- Students must remain near the airport until the situation resolves itself and they can return
- At least 3 full-stop landings are recommended

20.3.2.2 *Second Supervised Solo*

- After the first supervised solo, the regular instructor must again ride with the student before they can be re-soloed
- Another instructor is not required after the first solo
- Once again, only full-stop landings are allowed
- The student should consider an hour of solo time for this and also remain in the pattern

20.3.2.3 *Third Supervised Solo*

- After the second supervised solo, the student's progress should be checked again, followed with a flight to the practice area
- The instructor should verify VOR navigation, sectional identification, emergency frequencies (including Pittsburgh App/Dep), and transponder procedures
- The student should start with solo pattern work and then be given the opportunity to travel to the practice area on their own (while being supervised by the instructor) and then return for additional pattern work (full stop)

Three supervised solo flights are required before a student can schedule a plane for unsupervised practice.



Only after the above requirements are met is the student free to schedule a plane for solo work. It is highly recommended that they check with their instructor prior to any flight to verify weather conditions. All instructors should have a hand-held radio in their possession while supervising solo flights. To build up experience for cross-country flying, it is recommended that students are soloed at Butler, New Castle, and Grove City.

Beaver County is also recommended to gain towered field experience. The Beaver Tower is a “teaching tower”, and is very receptive to visits. The CFI can observe the solo from the tower with the controllers, and invite the student to visit the tower afterwards.

20.3.2.4 Cross-Country Preparation

As stated above, soloing at airports other than KPJC will provide experience for cross country flying. It is recommended that one or more dual cross country flights be made to a given airport, then have the student make a solo cross country to those airports.

20.3.2.5 Weather Reports

From the first day of training, stress to all students the importance of a good weather briefing. Ensure you provide the information needed to acquire this. The condoraero.com website is a good start, as there is a “Flight Planning” page that has links to common weather briefing tools. Instructors should also familiarize students with other online tools, as well as tools available on mobile phones and tablets.

Note that while helpful, many of these tools don’t count as an “official weather briefing” per the FAA.

20.3.2.6 STUDENT PILOT LIMITATIONS

- No student shall conduct solo flight in a Club airplane when the current or forecasted crosswind component, as indicated by Flight Service or local ATIS/AWOS exceeds ten (10) knots/twelve (12) mph, including gusts, without first checking with their Club instructor. If the student’s instructor is not available, the student must obtain approval from a Club-approved instructor or they may not fly.
- No student shall conduct solo flight in a Club airplane with a ceiling of less than fifteen hundred (1,500) feet and visibility of less than five (5) miles, without first checking with a Club instructor.
- Any Club-approved instructor has the authority to ground any student pilot who, in their opinion, operated Club aircraft in a careless or dangerous manner. Such a student will be required to resolve this difficulty with their instructor as well as the Chief Flight Instructor.

20.3.3 WRITTEN TESTS

It is strongly recommended that instructors encourage students to enroll in a formal ground school program (classroom, computer test prep, etc.), as soon as their training starts.

Many courses are available and online study and testing are readily available for them to monitor their progress. With all the materials out there, everyone should be able to get a perfect score!

For primary students, training may not continue past cross-country without passing the FAA written test.

20.3.4 CHECK RIDE PREREQUISITE

Before recommending a primary student for a check ride, all applicants are required to take a phase check ride with the Chief Flight Instructor or another Club Instructor.



21 NEW MEMBER CHECKOUT

Instructors acting as the check-pilot, for a new club member, should administer a Flight Review. The Flight Review should include an hour of ground training, relating to the review of general operating and flight rules of part 91, as well as an hour of dual flight instruction per FAA regulations.

Additionally, the new member checkout should review club rules and regulations, and ensure the new member's paperwork is in order. A copy of their current, valid pilot certificate, current FAA medical, Passport or Birth Certificate, and photo ID are required, to be turned in to the Club Secretary.

Club Instructors are required to comply with FAA and TSA requirements to validate US Citizenship for any student pursuing a certificate or rating.

New members must attend at one of the two 'readings' meetings Attendance dates will be recorded in their folder. If unable, the member must provide the board justification for a special request.

22 CHECKOUT AND PROFICIENCY REQUIREMENTS

For any aircraft and/or flight condition, all members are required to have a valid pilot certificate, current FAA medical, and a current Flight Review. The member must also complete an Annual Pilot Report and be in good standing with the Club.

22.1 FLIGHT CONDITION PRIVILIGES

When conducting the initial checkout, the instructor should be informed of the member's intended flight conditions in order to include those scenarios into the checkout. Unless specifically highlighted, initial club checkouts will be limited to "Day VFR Local" flight conditions.

Due to Club insurance reasons, even though a member's pilot certificate may allow other flight conditions, a member must have a club signoff to fly a club aircraft in those conditions.

22.1.1 Day VFR Local Flights

Initial checkout will typically be limited to day flights within 50 nautical miles from Zelenople Municipal Airport (KPJC) and with at least the following weather conditions: 2,500' ceilings, 5 statute miles visibility, and winds <10 knots – no gusts.

22.1.2 Cross-Country Flights

For flights in excess of 50 nautical miles from Zelenople Municipal Airport (KPJC), the member must have a cross-country sign-off from a Club instructor, which can be endorsed based on the initial checkout, subsequent experience, or a follow-up check flight.

22.1.3 Night Flights

For flights from one hour after sunset to one hour before sunrise, the member must be night current and have a night sign-off from a Club instructor, which can be endorsed based on the initial checkout, subsequent experience, or a follow-up check flight.

22.1.4 IFR Flights

For flights conducted under instrument flight rules (IFR), the member must have an Instrument Rating appropriate to the class of aircraft, be instrument current, and have an IFR signoff from a Club



instructor, which can be endorsed based on the initial checkout, subsequent experience, or a follow-up check flight.

22.1.5 Winter Flights

In order for members to fly during “winter” months, November 1 through March 31, they must attend a winter seminar, scheduled in October, or receive individual “winter” training from a Club instructor. If a member attends a scheduled winter seminar, it is their responsibility to sign the attendance sheet or membership book, if attending the winter seminar held during the October general Club meeting.

22.2 AIRCRAFT INITIAL PROFICIENCY CHECKOUTS

There are five classifications of club aircraft requiring type-specific as well as **equipment specific** initial checkouts. The checkout will cover items specific to safely operating the make & model of aircraft, as well as a **thorough checkout on installed avionics and other equipment** in the specific aircraft:

- Cessna 152 & Basic 172s N89549, N62104, N96573, and N98887
- Cessna 172S N684SP
- Piper Archer PA28-181 N2806M
- Piper Dakota PA28-236 N4335M
- Piper Arrow PA28R-200 N1963T

22.2.1 Cessna 152

N89549 was manufactured in 1978. It has a white fuselage with dark red trim, two seats, a 110-HP, four-cylinder Lycoming engine, and VFR/IFR night equipment. It is equipped with an IFR-approved Bendix King KLN94 GPS, intercom, and push-to-talk switch. Payload is approximately 360 pounds, when filled to its 26-gallon fuel capacity.

Cessna 152 Minimum Solo Flight Experience:

- Student Pilot or better (with instructor endorsements)
- Club Flight Instructor checkout appropriate to flight conditions desired (i.e. VFR vs. IFR)

22.2.2 Basic Cessna 172s

N62104, N96573, and N98887 are basic, IFR-certified 172s. If primary (student) training is to be conducted in a 172, it should be done in one of these aircraft.

N62104 was manufactured in 1981. It has a tan fuselage with blue trim, four seats, a 180-HP, four-cylinder Lycoming engine, and VFR/IFR night equipment. It is equipped with an IFR approved GNX 375 GPS, intercom, and push-to-talk switch. It carries a maximum cabin load of about 700 pounds, when filled to its 50-gallon fuel capacity.

N96573 was manufactured in 1984. It has a white fuselage with blue trim, four seats, a 180-HP, four-cylinder Lycoming engine, and VFR/IFR night equipment. It is equipped with an It is equipped with an IFR approved GNX 375 GPS, intercom, and push-to-talk switch. Payload is approximately 750 pounds, when filled to its 40-gallon fuel capacity.

N98887 was manufactured in 1985. It has a white fuselage with blue/red trim, four seats, a 180-HP, four-cylinder Lycoming engine, and VFR/IFR night equipment. It is equipped with an IFR approved GNS



430W GPS, intercom, and push-to-talk switch. Payload is approximately 750 pounds, when filled to its 40-gallon fuel capacity.

Minimum Solo Flight Experience:

- Student Pilot or better
- Club Flight Instructor checkout appropriate to flight conditions desired (i.e. VFR vs. IFR)

22.2.3 Cessna 172 SP

N684SP is a 1998 172S. It has a white fuselage with red trim, four seats, a 180-HP, four-cylinder Lycoming fuel-injected engine, and VFR/IFR night equipment. It is equipped with an IFR approved GNS 430W GPS, single-axis autopilot with nav coupling, intercom, and push-to-talk switch. Payload is approximately 500 pounds, when filled to its 53-gallon fuel capacity.

Note: Primary instruction and/or student pilot solo flight is not permitted in this aircraft unless board approved.

Minimum Solo Flight Experience:

- Private Pilot or better (no students)
- At least five (5) hours in Cessna 172s
- Club flight instructor checkout in N684SP appropriate to flight conditions desired (i.e. VFR vs. IFR)

A club checkout in N684SP may count as a sign-off for all carbureted Cessna's.

22.2.4 Piper Archer

N2806M is a 1978 Piper Archer. It has a white fuselage with blue & silver trim, four seats, a 180-HP, four-cylinder Lycoming engine, and VFR/IFR night equipment. It is equipped with an IFR-approved Garmin GTN 650 WAAS GPS Nav/Com, a second Nav/Com, HSI, S-Tec 50 autopilot with altitude hold, DME, 4-place intercom, and dual push-to-talk switches. The Archer is also equipped with an ADS-B in/out compliant Transponder, which can broadcast ADS-B traffic and weather via Bluetooth to a compatible tablet running Foreflight or Garmin Pilot. Payload is approximately 700 pounds, when filled to its 50-gallon fuel capacity.

Note: Primary instruction and/or student pilot solo flight is not permitted in this aircraft.

Arrow checkout does not qualify for the Archer. Separate checkouts are required.

Minimum Solo Flight Experience:

- Private Pilot or better (no students)
- Club flight instructor checkout in N2806M appropriate to flight conditions desired (i.e. VFR vs. IFR)

22.2.5 Piper Dakota

N4335M is a 1984 Piper Dakota. It has a white fuselage with blue, maroon, & gold trim, four seats, a 235-HP, six-cylinder Lycoming engine, and VFR/IFR night equipment.



It is equipped with two Garmin G5 Electronic Flight Instruments (for AI and HSI), a Bendix-King KAP150 3-Axis Autopilot System, Garmin GMA 350c stereo Audio Panel, Garmin GNS 430W WAAS enabled GPS/Nav/Comm, Bendix-King KX155 Transceiver w/VOR, Appareo Stratus ADS- B In/Out Transponder, WX10A Stormscope, Horizon P1000 Digital Tach, and EGT Gauge. Payload is approximately 872 pounds, when filled to its 57-gallon fuel capacity or approximately 752 pounds, when filled to its 77-gallon fuel capacity.

Note: Primary instruction and/or student pilot solo flight is not permitted in this aircraft.

A Piper Arrow checkout does not constitute a Dakota. Separate checkouts are required.

Minimum Solo Flight Experience:

- Private Pilot or better
- 100 hours PIC or better
- Previous Condor Checkout in Piper Archer or Equivalent
- Condor Club Approved CFI Checkout appropriate to flight conditions desired (i.e. VFR/IFR)
- **For pilots with less than ten (10) hours in high-performance and/or complex aircraft, the checkout must include:**
 - (1) Hour Ground Review of Aircraft and Systems
 - (3) Hours Dual Flight Instruction
 - (10) Takeoffs & Landings
- **For pilots with ten (10) or more hours in high-performance and/or complex aircraft, the checkout must include:**
 - (1) Hour Ground Review of Aircraft and Systems
 - (2) Hours Dual Flight Instruction
 - (3) Takeoffs & Landings
- High-Performance Endorsement will be added to logbook
- These are CLUB MINIMUMS, and additional instruction may be required.

22.2.6 Piper Arrow

N1963T was manufactured in 1971. It has a white fuselage with blue trim, four seats, a 200-HP, four-cylinder Lycoming fuel-injected engine, retractable landing gear, and VFR/IFR night equipment. It is equipped with an IFR approved GNS 430W GPS, single-axis autopilot, intercom, and push-to-talk. Payload is approximately 640 pounds, when filled to its 50-gallon fuel capacity.

Note: Primary instruction and/or student pilot solo flight is not permitted in this aircraft.

Minimum Solo Flight Experience:

- Private Pilot or better
- 100 hours PIC or better
- Previous Condor Checkout in Piper Archer or Equivalent
- Condor Club Approved CFI Checkout appropriate to flight conditions desired (i.e. VFR/IFR)



- **For pilots with less than ten (10) hours in high-performance and/or complex aircraft, the checkout must include:**
 - (1) Hour Ground Review of Aircraft and Systems
 - (3) Hours Dual Flight Instruction
 - (10) Takeoffs & Landings
- **For pilots with ten (10) or more hours in high-performance and/or complex aircraft, the checkout must include:**
 - (1) Hour Ground Review of Aircraft and Systems
 - (2) Hours Dual Flight Instruction
 - (3) Takeoffs & Landings
- Complex Endorsement will be added to logbook
- These are CLUB MINIMUMS, and additional instruction may be required.

A Piper Dakota checkout does not constitute an Arrow checkout. Separate checkouts are required.

22.3 AIRCRAFT CURRENCY AND RECURRENT PROFICIENCY

For currency requirements, there are five classifications of Club aircraft:

- Cessna 152 & Basic 172s N89549, N62104, N96573, and N98887
- Cessna 172S N684SP
- Piper Archer PA28-181 N2806M
- Piper Dakota PA28-236 N4335M
- Piper Arrow PA28R-200 N1963T

In order to utilize Club aircraft, each flying member must have a current/valid pilot certificate, current FAA medical, be in good standing with the Club, and meet FAA currency requirements for the aircraft and flight conditions appropriate to the flight.

In addition to FAA currency requirements, flying members who are rated pilots must log a minimum of six (6) hours during the previous six (6) calendar months with at least one (1) hour in the previous three (3) months in one or more of the five Club classifications above.

If the member does not meet the six (6) month requirement in any Club aircraft, or equivalent aircraft, a Flight Review with a Club-approved instructor is required.

Those members who fly the equivalent of the Club currency requirements in non-Club aircraft must have documentation of such in their logbook, and present that to any Board member or Club instructor upon request.

The following will count at the equivalent of six (6) flight hours toward this requirement for the specific Club proficiency classification in which it was completed:

- A proficiency/safety check with a Club-approved instructor
- An FAA Flight Review or Instrument Proficiency Review
- Passing an FAA check ride for additional certificate or rating



Members who fly multiple currency classifications of Club aircraft must also have flown each aircraft classification at least one (1) hour in the previous three (3) months to maintain currency in that classification.

The exceptions are;

If a member maintains Club currency primarily by flying the C172S, then they will also maintain currency in the 152 and Basic 172s.

If a member maintains Club currency primarily by flying the Arrow or Dakota, then they will also maintain currency in the Archer.