

# **Proposed Rules , EAA Chapter 613 Educational Center December 1, 2006**

## **EAA Chapter 613**

### **Utilization of Chapter Facilities and Equipment**

The hangar, tools, equipment and other properties owned by EAA Chapter 613, Inc., are for the benefit of all Chapter members. The following policy is established to provide procedures and protocol for their utilization.

- Only members in good standing of Chapter 613, Inc. may utilize the hangar facilities and Chapter properties. All Chapter dues and fees must be paid in full to qualify.
- Space will be leased according to waiting lists for the two hangar areas.
- General Aircraft Storage: this waiting list reserves requests on a first-come, first-serve basis for the storage of aircraft in the general hangar area.
- Aircraft Construction Projects: this waiting list reserves requests on a first-come, first-serve basis for work space to build or restore aircraft in the shop area (annex).
- Each waiting list will include the member's name and date of request.
- Only aircraft related activities are permitted; storage, construction or restoration. No commercial activity is permitted.
  
- Allocation of shop and hangar space will be at the discretion of the Chapter 613 Board of Directors.
- The Board of Directors will determine the spaces available for lease.
- When hangar or shop space is determined to be available, the Board of Directors will notify the member with the earliest date on the appropriate waiting list. The member will have thirty (30) days to initiate a lease for the space offered.
- If a member declines when hangar or shop space is available, their name will be transferred to the bottom of the appropriate waiting list or deleted if the member no longer requires the space.
- The Board of Directors is authorized to limit the size of aircraft or projects to assure compatibility with other tenants of the hangar or shop.
- Shop space is preferred for active projects. If a project is not being worked on regularly, the Board of Directors will have the authority to request its removal or relocation to general storage if other members are on the waiting list.

### **Hangar Policy**

- All leases are on a monthly basis, payable on the first day of the month. Lessee may terminate their lease at any time by removing their aircraft or project. Rent will be payable for the full month in which the removal is made.
- Only aircraft or projects owned by the lessee may occupy the rented space.
- The lessee may not sub-let the rented space to any other person.
  
- Temporary (up to 14 days) aircraft storage within the hangar will be permitted by prior approval of the Board of Directors.
  
- Storage of completed aircraft in the shop areas will be permitted by approval of the Board of Directors, but only under the condition that no aircraft construction project is deferred or hampered in any way.

- All tenants shall sign a Hangar or Shop License.
- The Board of Directors is responsible for establishing and maintaining a schedule of fees for the leasing of hangar or shop space.
- All Chapter members shall have free access to Chapter owned tools and equipment and may use the shop or hangar space for minor personal projects. These activities must not interfere in any way with projects using the shop or aircraft stored in the hangar on a leased basis and shall be of not more than 14 days duration.
- Storage of personal property of Chapter members in the facility, other than aircraft or construction projects, will be permitted only by prior approval of the Board of Directors and based on an established fee.
- Use of the Chapter meeting room by Chapter members for meetings and activities is encouraged. Usage should be coordinated with the Chapter president to avoid scheduling conflicts. The room must be clean and set-up after such usage and any major supplies utilized shall be replaced.
- Repair of damage to Chapter owned tools, equipment or the building is the responsibility of the users.

## Proposed Educational Center Monthly Budget December 1, 2006

### Ed. Center Operating Costs

Insurance	\$ 100
Electricity	\$ 35
Heat	\$ 75
Cleaning toiletries'	\$ 75
Maintenance	
(Escrow Account)	\$ 200
Total	\$ 485

### Ed Center Fees (Donations)

Daily Hangar Rental (\$ 10)=	\$ 300
Functions	\$ 100
Meetings	\$ 50
Airplane Storage	\$ 300
	\$ 750