

8/7/2005

EAA Chapter 272 Hangar Use Policy

Introduction

The hangar use policy is intended to provide necessary guidelines for the use of the chapter's facilities, both clubrooms and hangar.

The use of the facility will be coordinated through the hangar manager for scheduling purposes, or the chapter board of directors as an alternative.

Should there be any conflict with respect to the use of the facility and these policies, the chapter board of directors shall make the final determination as to eligibility and usage. This policy will be reviewed from time to time, and adjustments will be made to its terms as necessity dictates. All changes to the policy require board of director approval.

Eligibility

In order to be able to use any portion of the facility for any purpose, the individual(s) must be a member in good standing of the chapter.

Facility Use Definitions

The chapter facility is divided into three separate areas:

1. Second floor clubrooms and office(s) – are private areas for the exclusive use of chapter members only, non-members must be escorted by a chapter member when in this area of the facility;
2. Classroom, flight planning room, and kitchen areas – may be used or reserved for use by any chapter member for the purpose of meetings or educational seminars. Use of this area of the facility for non-chapter functions require prior approval of the chapter board of directors, and sponsored by a chapter member. It is expected that the sponsoring member will be responsible for the safety, security, cleanliness, and maintenance of the facility arising from such use.
3. The hangar portion of the facility may be used by any member of the chapter for the purpose of aircraft maintenance, or project construction. The hangar area has space available for two projects, and one maintenance operation simultaneously.

Time definitions and limitations

In order to ensure that the hangar is available for everyone's use, the chapter will appoint a hangar manager to coordinate the scheduled use and collect fees for use. Because of the long term nature of building projects, progress will be monitored by the hangar manager. In order to continue to use the facility for construction, the individual(s) must demonstrate continuous, substantial progress toward completion. At the end of the two year maximum construction period, the individual(s) may request an extension of time in order to complete their project. Should an extension of time request be made, the hangar manager will grant such extension of time subject to board approval.

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The following are the minimum and maximum time limits for hangar usage.

1. Maintenance – first 1 to 7 days, weekly rate applies; maximum of 30 days (one month).
2. Construction Project(s) – one month minimum applies; two year maximum*.
3. Meeting facilities – varies, subject to manager and board approval.

Usage rates

In order to reimburse the chapter for operating expenses resulting from the use of the facility, the following rates will apply:

1. Fees for maintenance of aircraft:
 - a. \$20 for the first week (seven days);
 - b. \$5 for each day over seven days
 - c. \$125 maximum for one month.
2. Fees for project space (maximum of 2)
 - a. \$75 per month or any portion thereof.
3. The hangar manager or board of directors may, at their discretion, authorize overnight housing for transient aircraft. The rate for such usage shall be adjusted from time to time to reflect the costs involved. At the present time (January, 2005), the rate for overnight housing for non member aircraft is \$45 per night (heat on) or \$30 per night (heat off).
4. Rates for the use of the classroom/kitchen area for non-chapter purposes, (i.e. an outside entity wants to rent the facility for a meeting or conference), will be determined at the time such use is requested. Rates for this purpose will be based on space and equipment used.

The winter usage rates for the hangar portion of the facility may incur a surcharge due to the increased consumption of fuel for heat. Surcharge rates will be set by the chapter board.

Liability and Insurance

The chapter it's own insurance for the facility. Use of the facility by a chapter member is at their own risk, and the chapter is not responsible for any loss to a member's property while on the premises. All members utilizing the facility will be required to sign a waiver and release of liability prior to use.

Use of chapter tools and equipment

Tools and equipment that are the property of the chapter are intended to be used on-site, in the chapter hangar. If a chapter member wants to borrow a tool or other equipment for use elsewhere, they will be required to sign an receipt for the tool, and return the tool as soon as possible.