

EXPERIMENTAL AIRCRAFT ASSOCIATION

SPIRIT OF ST. LOUIS CHAPTER 32

6410 GRAFTON FERRY ROAD

PORTAGE DES SOUX, MO. 63373

CHAPTER BUILDING UTILIZATION

The intent and purpose of the construction of EAA Chapter 32's Hangar/Meeting room facility at St. Charles County Airport is to provide hangar and workspace for Chapter members and a meeting place for Chapter business meetings and social events. The following rules and guidelines are established by the Officers and Executive Committee of Chapter 32 for the use of the facility. The terms Aviation Resource Center, know as "The A.R.C.", and the term Hangar are interchangeable in the following guidelines.

1. Grounds cleaning, trimming, mowing, general cleanup of the A.R.C., including kitchen and bathrooms, will be the responsibility of all members on a voluntary basis.
2. Repairs, additions and modifications to the lot or facilities will be determined by the Officers and or the Executive Committee and will be accomplished by the members on a voluntary basis.
3. No alcoholic beverages will be consumed on the premises unless a Chapter event has had prior approval by the Executive Committee.

CONFERENCE ROOM/ LIBRARY:

1. The conference room/library is defined as the southern end approximately 20% of the building, separated from the hanger by the inner wall, to include the two bathrooms and kitchen area.
2. The meeting room is open and available to Chapter 32 members and their guests on a continual basis, except as noted below. Chapter members are defined as members of the Experimental Aircraft Association National Organization, EAA Chapter 32 with active attendance and in good standing.
3. Using members will insure that a high state of cleanliness and sanitation is maintained during and after use.
4. All Chapter property (furniture, appliances, books, magazines tapes, etc.) are to remain in the meeting room or on the premises unless removal is specifically approved by the Chapter President or Secretary, and will be logged in and out in the meeting room journal.
5. Savings on utilities will be of primary concern and importance to member users at all times. Unnecessary utility consuming items should be shut off when not in use. This is especially true for the hot water heater, air conditioning, heat, fans, etc. A checklist located on the West exit door should be checked and read.
6. Fuel, fuel cans and other highly flammable products will not be kept or stored in the A.R.C. Building.
7. The meeting room will be made available to other organizations on a rental basis, with the following conditions:
 - a. A current EAA Chapter 32 member is present with a key.
 - b. Availability to other organizations will be secondary to Chapter requirements.
 - c. Availability is on a "first come, first serve" basis.
 - d. A minimum of 24 hours advance request is required.
 - e. The Chapter President must approve use by other organizations

Rate Schedule:

Meetings will be \$10.00 per hour with a cleaning/ damage deposit of \$50.00. Charges will be in one-hour increments with a minimum of one hour

Social events: Evening events, \$25.00. All day events, \$25.00. One-half day events, \$15.00 with a \$50.00 cleaning/damage deposit for all events mentioned. Deposit shall be paid in advance and returned only after inspection by the Chapter. Renting organization shall be responsible for cleanup.

- f. The hangar area, defined as the Northern approximately 80% of the building, excluding the bathrooms, will be off limits to renters and their guests.
- g. No alcoholic beverages will be consumed on the premises.
- h. The above rules will be prominently displayed in the meeting room.

HANGAR:

1. The hangar, as defined in 7f above, is to be used by the Chapter for the storage of the Chapter owned aircraft projects, materials, and equipment, and by members for the purpose of final assembly of their own homebuilt project. A reasonable time will be allowed for completion, but if more than one month, a rental fee, which will be equal to the current rental fee of the hangars leased by the Chapter to individuals with completed airplanes, will be charged. This amount will be prorated and is currently \$67.00 per month.
2. Fuel, fuel cans and other highly flammable products will not be kept or stored in the hangar. There will be NO SMOKING in the hangar at any time.
3. Re-fueling/de-fueling of aircraft will be kept to a minimum inside the hangar and will not be done unless a fire extinguisher is located close by and available for immediate use.
4. Members will perform final construction and assembly as quickly as possible. A time limit of 30 days will be established, however with the approval of the hangar scheduler and/or Officers, a "reasonable" extension will be granted on the terms listed in #1 above. The Officers and/or scheduler will determine what a "reasonable" time is to be on an individual basis. Their decision will also take into account other member's needs. When the Officers and/or scheduler have determined a reasonable time has expired, the President will be instructed to inform the member that he/she must remove their project/homebuilt.
5. A.R.C. use will be on a "first come, first serve basis." The Chapter scheduler will maintain a written log noting the day of the request and the order of use.
6. The use of the A.R.C. by our members will be done in a manner as to keep it in a neat and clean condition. At the end of a work session, the area surrounding the project will be swept and cleaned, with all loose items picked up and stowed. At the completion of work on a project, and after vacating the A.R.C., the member/user will assure that the area is cleaned and ready for the next member's use.
7. If the work being done by a member, on a member owned project, requires the moving of a Chapter owned aircraft out of the A.R.C., the Chapter aircraft will be returned to the A.R.C. at the completion of the work session. Under no circumstances will the Chapter aircraft be left outside overnight, or in inclement weather.

COMPLETION AND ADOPTION OF THESE RULES:

1. A copy of these rules will be displayed in a prominent location in both the meeting room and the hangar area.
2. The contents will be read by all members at the next meeting following the adoption and so noted in the minutes. Thereafter, it will be the responsibility of each member not present at the meeting to apprise themselves of the contents by reading the display copies. All new members will receive a copy as part of their "NEW MEMBER PACKAGE".

Gale Derosier: Jan 04