

Feb 25, 2003



# Members Handbook

AMA Chartered Club #393

Welcome to the one of the oldest AMA Chartered radio control clubs in the US. This club has a long history dating back into the 1950's. Ed Henry one of the club founders wrote the original AMA safety code, and we have one of the oldest continuing running annual aerobatic competitions in the US. This is a recreational club, in that all of the members of the club are in it for enjoyment. Please keep that in mind and be considerate of others in all club related business and activities. Safe flying and pit operations have to be each and every flyers first concern. Our club enjoys a great safety record. If you have any questions concerning safe flight and pit operations, please bring them to the attention of our Safety Officer. If you see an unsafe act, **kindly** bring it to that flyer's attention. We enjoy a **SAFE** and **RELAXED** atmosphere. Each of us holds the future of our flying field in our hands when we put an aircraft in the air. Your cooperation will ensure that we continue to have a great place to fly, and that each of our club members has an enjoyable experience. ENJOY.

## **Members Handbook Phantom Flyers R/C Model Airplane Club**

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## Club Activities

Meetings of the general membership are usually held monthly on the fourth Wednesday of the month at 7 PM, except for November (held on 3<sup>rd</sup> week to avoid Thanksgiving) and December (the Christmas Party serves as the meeting). During the months of October through March the meetings are held indoors at a location to be announced, usually a cafeteria at Boeing. May through August meetings are held at the clubs flying site. April and September may be either location depending on the weather. These meetings include a business meeting, a technical session of relevant topics in modeling, show and tell of members' latest creations and usually a raffle of hobby related items. The business portion of the meeting is structured to address all aspects of the club and is an opportunity for the membership to address specific issues in the appropriate section of the meeting. Each meeting contains a portion for field issues, safety issues, activities and old and new business. Meetings of the Phantom Flyers officers are held periodically at a time and place determined by the club President. Please refer to the club Constitution and Bylaws for further club information.

## Club Events

Phantom Flyers calendar events include a swap meet, fly-ins, and contests and other actives. All events are posted on the club web site and published in the club newsletter "The Carrier Wave". All contests are open to club members; some contests and fly-ins are open to the public and noted as "open".

## Flying Site

The clubs flying site is located several miles north of Boschertown in St. Charles County. The flying site is on 6.5 acres of farmland in St. Charles County and has a 40x400 ft paved runway, a pavilion, parking and toilet facilities. To get to the field go to HWY 94 exit on HWY 370. Go north on HWY 94 approximately 3 miles to Weidey Rd (2). Weidey Rd is a gravel road through the Missouri river bottoms. Follow Weidey 2.8 miles to the club field (1) on the north side of the road. An alternate method that reduces the amount gravel road traveled is to continue on HWY 94 past Weidey to HWY H (3). Follow HWY H over a small lake to Tower Line Rd (4). Follow Tower Line to a stop sign at Black Walnut (5). Continue on Tower Line another 3/10 mile as the road bears to the right, for another 6/10 to another right. The road will turn to gravel then for 6/10 of a mile to the field.



## **Key Policy**

The club Secretary issues keys to the membership. Members not renewing club membership shall return their key to the club Secretary. The club provides a key to its membership, lost keys will be replaced at a modest charge.

## **Flight Training**

Flight training is arranged through the clubs Chief Flight Instructor. The club maintains a list of instructors. Please fee free to contact any of the instructors and arrange flight training. All our instructors realize the importance of flight training and are receptive to calls from beginners.

## **Newsletter**

The club newsletter, The Carrier Wave, is published monthly and is the official record of the minutes of club meetings. Also included in the newsletter are communications to the membership including upcoming events, information on past events, a yearly event schedule and data of interest to the general club membership. The newsletter is sent via either email (preferred), or by US mail for members without easy access to email.

## **Club Website**

<http://phantomflyersrc.com>

The club uses our web site as one of our tools to communicate with the membership. It contains club business information, a photo gallery of club events, event information and information related to our hobby.

## **Membership Policy**

Phantom Flyers membership is open to: Boeing employees, immediate family of Boeing employees (husband, wife, and dependent children), retired Boeing (McDonnell Douglas) employees (those retired company employees now under the Company Retirement plan). Also, their spouse and dependent children, customer representatives and vendor personnel assigned to The Boeing Company and who carry a permanent Boeing badge as well as their spouse and dependent children. 10% of our membership can also be Associate Memberships as defined by company policy. To be eligible as an Associate Member, an individual must be: 1) an immediate family member (as defined below) of an employee or retiree who is a member of the same club or 2) a former employee (as defined below).

Immediate family member (including spouses and dependent children of immediate family members) is defined as to include parents, brothers, sisters, or children/stepchildren (beyond dependent status) of employees or retirees. Former employees are defined as individuals (other than retirees) who voluntarily terminated their employment or individuals who were previously employed by the company and terminated as a result of a reduction in force. Additionally, former employees must have been employed by the company and been active members of the club for which they are seeking associate membership for a minimum of 3 consecutive years immediately prior to their application for associate membership. Former employees must provide evidence of their termination status such as a copy of their resignation letter or a copy of their reduction in force notice, prior to approval of their associate membership.

### **Conditions of Associate Memberships**

1. Associate members cannot sponsor an immediate family member for associate membership.
2. Advance payment of annual dues is required for each associate membership.
3. An Associate member may not hold office.

4. Associate members shall agree in writing prior to approval of membership to comply with all rules, bylaws, and standards established for the safety and well being of the members of the recreation clubs.
5. Associate members who violate safety or conduct rules established by the Recreation Department may have their membership revoked by a majority vote at any business meeting of the club. Dues will be immediately refunded to the terminated member on a prorated basis. No terminated member shall be eligible for reinstatement or his or her membership.

## **Club Guest Participation Policy**

Any Phantom Flyer's club member may sponsor a guest flyer(s). No guest flyer may be sponsored more than three times each year. Open events involving fliers sponsored by the Club, and guest flyers must have in their possession their current AMA and FCC License (if required) and must comply with all Safety Field Use Rules. They must also sign a Boeing Hold Harmless agreement available on the back of the frequency board or can be printed from the club website.

## **Introductory Flight Program**

The club offers an introductory R/C airplane flight at the club field to people eligible to become club members. (i.e. Boeing employee's, their immediate family members, Boeing and MDC retirees, Boeing badged contractors, DCM and on-site customers) Using a club trainer airplane, the guest will via a second transmitter ("buddy box") participate in controlling the airplane during flight. There is no charge for this service.

## **Hold Harmless statement**

Boeing requires that all club members, participants, and guests sign the following hold harmless statement:

***I understand that my participation in this activity is purely voluntary and I agree to hold Boeing harmless for any and all liability for any injuries including death, which I might sustain while participating in this activity. This release will not affect any benefits to which I am entitled under the Boeing benefit plans.***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **Duties of Officers**

The officers of the Club are: President, Vice President, Secretary, Treasurer, Recreation Councilor.

The duties of the officers shall be:

**President:** The President shall preside at all meetings of the Club and act as the spokesman for the Club in matters pertaining to it. The President will solicit and make appointments and charter committees as necessary.

**Vice President:** The Vice President, shall assist the President, as requested by the President, and shall take over the duties of the President in the event that the President is for any reason unable to perform the duties of the office.

**Secretary:** The Secretary shall keep the minutes of all meetings and handle all Club correspondence as directed by the President or Acting President. The Secretary shall maintain the Club's records. The Secretary shall maintain the club database, receives membership application forms, and maintain relevant information for each club member. The Secretary shall take over the duties of the Treasurer in the event the Treasurer is unable to perform the duties of the office.

**Treasurer:** The Treasurer shall collect all monies due and shall keep financial records of monies received and/or disbursed by the Club. The Treasurer shall file a financial report with company as directed by the company. The Treasurer will report monthly at each club meeting financial activity for the month and financial status. The Treasurer will provide a summary at the end of each year for the club President or his designee to review. The Treasurer shall also assume the duties of Secretary in the event that the Secretary is unable to perform the duties of the office.

**Recreation Councilor:** The Recreation Councilor shall represent the Club at Recreation Council meetings. In this capacity, he shall vote for the Club on all motions before the council.

## **Position Appointments**

In addition to club officers, the club may fill the following positions by either the solicitation of volunteers or appointment by the club officers.

**Activities Chairman:** It is the responsibility of the Activities Chairman to coordinate and develop club events for the calendar year of the appointment. At the beginning of the year the Activities Chairman shall work with the officers and develop a calendar of events for the year. The Activities Chairman should plan on attending club and officers meetings as much as possible. The Activities Chairman should work to solicit Contest Director's (CD) for events. The Activities Chairman should coordinate with CD's to advertise their events to the club and applicable audience and in concert with the CD's report results of those events. The Activities Chairman should also report relevant activities to the AMA as applicable. The Activities Chairman may coordinate with the club officers and club membership to create an Activities Committee to divide tasks and responsibilities as necessary.

**Field Manager:** It is the responsibility of the Field Manager to coordinate field maintenance and improvements for the calendar year of the appointment. At the beginning of the year the Field Manager shall propose field related or field equipment related capital improvements (mower, weed-eater, runway sealing, etc) to officers and develop a yearlong budget for field related expenses to submit to club officers for club approval. The Field Manager should plan on attending club and officers meetings as much as possible, monitor our field for issues that need to be addressed, and also report on field related issues at club meetings. The Field Manager should work with the club Secretary to maintain a list of members that can mow and tow the mower trailer to the field. The Field Manager shall prepare a mowing schedule to be published in the club newsletter and also forward list to Webmaster to publish on the club website. The Field Manager should coordinate with scheduled mowing teams for issues regarding mowing equipment. Also the Field Manager should monitor mowers and field equipment for periodic maintenance. Finally the Field Manager should propose and organize work parties, as needed, as well as coordinate volunteer's to accomplish field related work. The Field Manager may coordinate with the club officers and club membership to create a Field Committee to divide task and responsibilities as necessary.

**Editor:** The Newsletter Editor shall publish a monthly newsletter to the club membership. Included in the newsletter shall be pertinent communications to the membership including upcoming events, information on past events, a yearly event schedule and data of interest to the general club membership.

**Chief Flight Instructor:** The Chief Flight Instructor is the primary focal for flight instruction to new flyers. This appointment will work with the club and officers to maintain a list of people that are capable and willing to teach beginners. The Chief Flight instructor coordinates training activities, such as training sessions and individual instruction as necessary. Many times the Chief Flight Instructor is one of the first club contacts by a new member, that new member will have questions on issues related to getting started in the hobby.

**Safety Officer:** The Safety Officer shall manage club safety information, safety equipment, manage safety issues, and report safety related information at club meetings. The Safety Officer is responsible for safety awareness that surrounding flight activities at the club field. The Safety Officer should plan on attending club and officers meetings as much as possible, monitor our field for safety issues that need to be addressed, and also report on safety related issues at club meetings. The Safety Officer should utilize the clubs newsletter and website to communicate safety reminders and safety issues to the club membership.

**Webmaster:** It is the responsibility of the Webmaster to maintain the club website for the calendar year of the appointment. The Webmaster shall keep the website up to date with club related information, schedule of events and advertising events. The Webmaster shall arrange services with a web host provider and manage the web pages and files appropriately.

**Tech Director:** The Tech Director shall be responsible for coordinating a relevant technical presentation or discussion for each meeting. The Tech director shall also provide for the technical programs in which the Club participates and otherwise aid in furthering the goals of the Club as directed by the President.

## **Contest Directors**

Each club-sponsored event shall have a Contest Director. It is the responsibility of the Contest Director to manage the event and acquire volunteer help as needed. The CD shall advertise the event, acquire hold harmless signatures as required, ensure event fees are collected and turned over to the club Treasurer, operate the event under club and field rules.

## **Helicopters**

Flying of helicopters is considered the same as fixed wing aircraft and shall abide by the Safety and Field Use Rules. Take off and landing of helicopters shall make the same announcements as fixed wing aircraft. The position of hovering a helicopter shall take into consideration the operation of fixed wing aircraft's need for runway usage, and not utilize the hazard area for hovering.

## **Field Considerations**

Our flying site is very important to our club. A R/C airplane club without a place for its membership to fly is a club that is in trouble. With that in mind we should all treat it as if it were our own and do the things necessary to sustain and protect it. Since our site is very remote, security is of utmost importance. Almost every year we have at least one incidence of vandalism. Due to this, the gate to the club flying site and toilet are keyed. Both locks utilize the same key. The club Secretary issues keys to the membership. Members not renewing club membership shall return their key to the club Secretary. The club provides a key to its members, lost keys will be replaced at a modest charge. Of utmost importance is the **last person to leave the field must lock the gate and toilet.**

## **Field Mowing**

Mowing our site is probably the most problematic of all the clubs business. Our appeal is that you are one that helps solve the problem, not a contributor to the problem. The field manager and officers come up with a mowing schedule each year, please make note of your scheduled dates and who you are partnered with. If you are able to tow the club mower and trailer to the field please advise the club Secretary. If you can't mow for health reasons please advise the club Secretary. Please read the club mowing FAQ. When mowing, **BE SAFE**

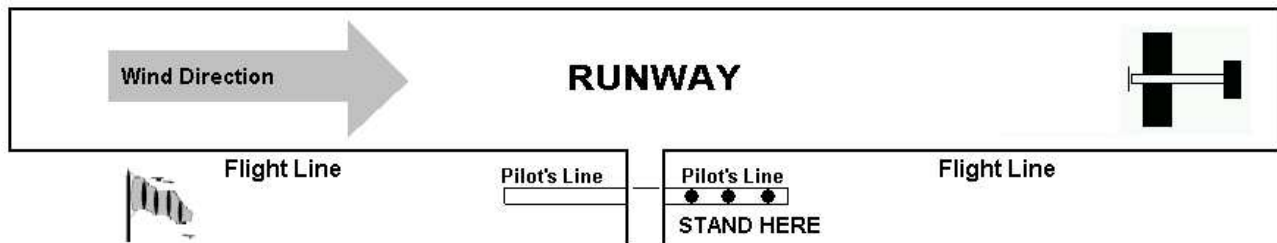
## **Engagement**

The last item is that of an appeal to you as a member. Members that volunteer their services handle all our flying site maintenance, club operations, events, etc. While each member comes to the club to pursue their hobby, it takes members to volunteer their time and talents so that this club and our flying site is available to be able to pursue the hobby. Each member needs to volunteer a portion of his or her time and talent so that we all can enjoy time to fly. There are many ways to help, CD and event, show up at a work party, volunteer to instruct, mow the grass, tow the trailer. Some people may have health limitations that restrict what they can do and the club understands that. If you are one of those please notify the club secretary so that we don't put you on a mowing list. Just think of it this way, if nobody volunteers to do anything, there will be no club and no place to fly!

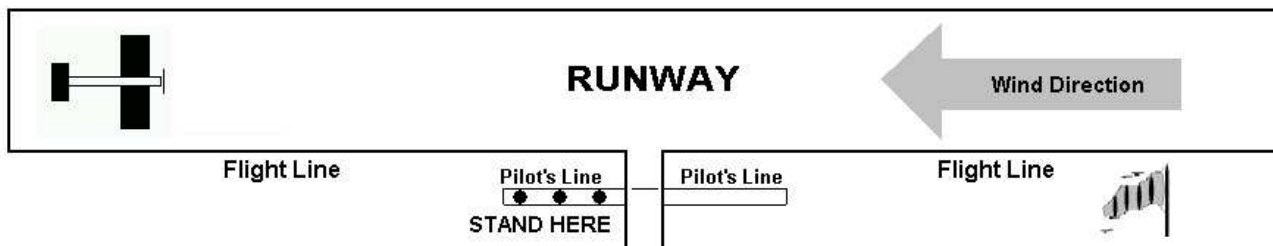
## One Dozen Musts For Pilots

1. Have a current AMA license.
2. Check your channel on the frequency board before doing anything. If its open, put your membership card on the appropriate spot on the frequency board before turning on any transmitters. If it's in use, find out who and coordinate sharing the channel. NEVER turn your transmitter on when you card is not reserving the channel.
3. Never move another person's card on the frequency board.
4. Adjust engine needle valve from the aft side of the engine.
5. Do not fly on the aft side (southwest, pavilion) side of the flight line.
6. Loudly announce when occupying the runway for takeoff.
7. Loudly announce a landing, a touch-and-go or a dead-stick landing.
8. Loudly announce when a person is on the runway and announce when it is clear again.
9. Do not taxi from pits or into pits.
10. Allow a child in pits and beyond ONLY if the child is a capable trusted participant.
11. If you are not sure, **ASK**.
12. Operate on the pilots line and on the downwind side of the center taxiway. (SEE BELOW)

### Pilots position when the wind is from the west (left standing on the pilots line)



### Pilots position when the wind is from the west (left standing on the pilots line)



## **Safety and Field Use Rules**

Safety is paramount to any R/C Club, including ours. Our club has a tailored set of Safety and Field Use Rules that each member is expected to abide by. These rules are posted at the club lying site and are available as a three-fold pamphlet to keep in your field box.

PHANTOM FLYERS RC MODEL AIRPLANE CLUB  
ST. LOUIS, MO

SAFETY & FIELD USE RULES

AUTHORIZED AND PUBLISHED BY THE  
BOEING EMPLOYEES' RC MODEL AIRPLANE CLUB

REVISED SEPTEMBER 2001

SAFE FLYING IS NO ACCIDENT

Everyone is hurt when a careless action causes an accident. Most modelers will react favorably and will comply with Safety Rules if the modeler is given factual information. This booklet provides specific Safety Rules and requirements for safe flying. Follow these Rules and requirements for safe flying. Follow these Rules and you will save your hobby, save your airplane and maybe save someone from serious injury. Protect your right to fly!

SAFETY & FIELD USE RULES

THE FIELD SAFETY OFFICER OR ANY CLUB MEMBER SHALL HAVE THE AUTHORITY TO ENFORCE THE RULES HEREIN. IN MOST CASES, A SIMPLE WARNING WILL REMEDY A SITUATION. HOWEVER, IF A FLYER DELIBERATELY REFUSES TO COMPLY WITH A SPECIFIC RULE, THE SAFETY OFFICER OR CLUB MEMBER MAY REPORT THE FACTS TO THE CLUB PRESIDENT. THE INCIDENT SHALL THEN BECOME CLUB BUSINESS FOR DISCUSSION AND APPROPRIATE ACTION AT THE NEXT REGULARLY SCHEDULED CLUB MEETING. FLAGRANT OR REPEATED VIOLATION OF THE SAFETY & FIELD USE RULES IS GROUNDS FOR ACTION BY THE CLUB UP TO AND INCLUDING THE REVOCATION OF FLYING PRIVILEGES.

1. The official AMA Safety Code and all Safety Rules contained in the AMA official Model Aircraft Regulations shall be applicable to all flying at the field. In situations where specific guidance is not provided, sound judgment must prevail.
2. The Safety & Field Use Rules furnished herein may be changed with the approval of proposed changes by majority vote at a club meeting.
3. While on the field, all flyers must have in their possession their current AMA License, Club Membership Card, and FCC License (if required).
4. All flyers shall be members of the Boeing Employees' Radio Control Model Airplane Club, Inc. Any club member may sponsor a guest flyer(s). No guest flyer may be sponsored more than 3 times each year. Open events involving fliers sponsored by the Club, and guest fliers must have in their possession their current AMA and FCC License (if required) and must comply with all Safety & Field Use Rules.
5. Radio controlled aircraft activity have absolute priority use of the field.

6. No engine operation will be allowed between sunset and 8:00 a.m. For contests or other special Club activities, these requirements may be waived by the Contest Director or the President.
7. Spectators are only allowed in the pit area or on the flying field when escorted by a Club Member. Children shall be allowed in the pit area only if closely supervised. Children shall not be allowed on or near the runway at anytime, unless they are trained and qualified fliers. Do not allow children to wander unescorted at anytime.
8. Animals must be restrained.
9. No flying of any sort shall be performed from, into or over the hazard area. The hazard area includes the pit, spectator, and parking areas. (See Figure 1)
10. Deliberate flight over the pit, spectator, or parking area is prohibited. Low passes and touch and goes shall be conducted in cooperation with other flyers and in such a manner as to prevent hazard to other flyers and spectators
11. Under no condition shall a transmitter be turned on before your membership card has been placed in the appropriate spot on the frequency control board. Remove your membership card from the rack after turning off your transmitter.
12. After acquiring the radio frequency as defined in Rule 11, turn on transmitter and observe aircraft in operation for abnormalities. If none, proceed to start aircraft in a safe manner. If you observe any aircraft experiencing abnormal operation after radio turn on, shut off your transmitter immediately.
13. All airplanes must be physically restrained when the engine is running while the airplane is in the pit area or on the taxiway behind the pilot's line. Taxiing onto the runway is allowed forward of the pilot's line. When retrieving an airplane from the runway, the engine shall be stopped prior to crossing the pilot's line when returning to the pit area.
14. Do not stand in line with a spinning propeller.
15. A supervised transmitter impound shall be employed during contest activity or other activity when so designated by the Contest Director.
16. When frequency sharing is necessary, possession of the frequency shall be limited to 20 minutes.
17. Models shall not exceed 98db at 9 feet. A noise waiver maybe requested using the clubs noise waiver process.
18. Models shall be parked in the pit area. Keep walkways clear.
19. Prolonged ground running of engines, e.g., break-in, will be conducted away from the pit area.
20. Engines started and/or operated in the pit area must be positioned to prevent exhaust, oil, dust and dirt from being blown on spectators, other models, equipment, and/or parked cars.
21. All runway activities including takeoff, landing, touch-and-goes and model retrieval shall be clearly and loudly announced to the other pilots on the pilot's line. (i.e. "on runway", "runway clear", etc.)
22. All pilots must stand on the pilot's line on the downwind side of the taxiway. (Not on the runway, taxiways, or the opposite side of the runway.)
23. Take-offs (including hand launches) and landings shall be forward of the pilot's line. Before crossing the runway to place or retrieve a model, the flyer will (1) ascertain there is no other immediate traffic and (2) advise any other flyers of your intentions. (See also Rule 20)

24. Turns after take-off and during approaches to landings shall be conducted so as to prevent flight over the pits, spectator, or parking area.
25. Careless, reckless, or dangerous flying shall not be permitted.
26. Glider/sailplane launching devices may be utilized only in full cooperation and full cognizance of all flyers at the field.
27. Under all circumstances avoid flying in the proximity of low-flying full-scale aircraft. If in doubt of the path of the full-scale aircraft, land your model and wait until it is safe to resume flight. All flyers must warn each other of approaching full-scale aircraft.
28. When an approaching model appears to be potentially hazardous to flyers or spectators, any observer(s) will loudly and clearly warn others of the danger.
29. The flyer of a "dead stick" model shall loudly and clearly warn other persons of the situation. Landing priority will be given immediately. (See also Rule 21)
30. When a model experiences suspected radio interference, the pilot, or his/her helper, shall loudly and clearly warn other flyers of the situation. Landing priority shall be given immediately to the flyer/model experiencing the difficulty. (See also Rule 21)
31. No more than two persons (preferably one) shall retrieve a model on or near the runway. Do not allow unqualified persons to retrieve or help retrieve a model stopped on the runway. When retrieving a model on or near the runway, be extremely cautious and aware of approaching models. It is very difficult for the flyer making a landing approach to see a person on or near the runway. Observers/helpers shall warn persons on or near the runway of approaching models. (See also Rule 21)
32. No vehicles shall be driven onto the flying field forward of the safety fence. (Exception: field maintenance vehicles.)
33. During periods of field maintenance and grass mowing operations, every consideration for safety will be given. Do not make low passes or touch and go landings when the mower is in the vicinity of the runway. Keep the grass cutter advised of approaching models, particularly during take-offs and landings. Grass cutting shall have priority.
34. Do not litter on the field. Place all trash in the provided barrels.
35. The shelter will not be used as a pit area. Equipment may be placed in the shelter during inclement weather and for assembly.
36. All gasoline powered aircraft must have a properly rated fire extinguisher in the pit area that is provided by the owner of the model.
37. Prior to first flight of an airplane (or significant rework), the airplane should be inspected by someone other than the owner.
38. Powered Aircraft must have rounded prop spinners or blunt face hubs such that no propeller shaft threads protrude.
39. The last person to leave the field is responsible for locking the field.

Figure 1

**ALL FLYING TO BE DONE THIS SIDE OF FLIGHT LINE**

