



**MIGHTY MULE FLYING CLUB**  
— EST. 2016 —

Mighty Mule Flying Club, a  
501 (c)(7) Non Profit Social  
Club  
Warrensburg, MO

# Part B – Operational Rules

Updated 12/01/2025

## SECTION I - GENERAL OPERATIONAL RULES

1. Aircraft provided by the Club are for the exclusive use of its members and their passengers. Members are required to conduct themselves in a manner that is a credit to the Club.
2. Only Club Members and Club approved FAA designated examiners are authorized to pilot Club aircraft.
3. A member may use Club aircraft for personal transportation, for training of the member, or the member's pleasure.
4. Club members will maintain their pilot record with current medical certification, bi-annual, ratings and endorsements with the club. Failure to do so will mean a suspension of your flying privileges until corrected.
5. Club aircraft may not be used for commercial operation as defined by Federal Aviation Regulations.
6. The club objective is to maintain an average ratio of 15 members per aircraft, but can be changed based

off actual aircraft usage. A member who utilizes club aircraft to the extent that they are impeding other member's ability to utilize the aircraft may have a maximum flight time limit imposed at the discretion of the board.

7. Certificated Flight Instructors approved by the Club are the only individuals who are authorized to give checkouts in Club aircraft.
8. Instructors are independent contractors and are not provided by the Club and must be approved by the Club prior to any training.
9. Members may pilot only the Club aircraft for which they have received a checkout from an instructor approved by the Club. The board may grant an exception from this rule in unusual circumstances.
10. Club aircraft may be flown solo only by individuals who have a current medical certificate or meet the requirements of BasicMed and who have completed a flight review as set forth in FAR 61.56, or by student pilots that have flight instructor authorization for solo operation.
11. Members are reminded that insurance coverage is not available if Club aircraft are flown without meeting the FAA's regulatory requirements.
12. Smoking is not permitted in Club aircraft.
13. Fuel tanks should be filled to the tabs for Piper Cherokee aircraft at the conclusion of each flight unless prior arrangements have been made with the member using the aircraft next.
14. Members are responsible for the upkeep of the aircraft. Ample time should be planned at the

conclusion of each flight for general maintenance items such as cleaning the leading edges of the wings, cleaning the windshield, wiping up oil drips, post flight-ing the aircraft to identify any new issues, etc.

15. At the conclusion of each flight ensure the keys are returned to the airplane specific lock box that resides in, on, or near the airplane.
16. Do not leave the tow bar attached to the front wheel at any time. It should be removed and stored appropriately.
17. Be careful when moving aircraft in & out of the hangar. Make sure the hangar door is fully open and there is sufficient wing clearance on both sides. The tow bar will be used to pull the aircraft in and out of the hangar. All members except for CFIs should use Skyhaven line service or another member to aide in pushing the aircraft back into a hangar. **DO NOT USE THE PROPELLER!**
18. The aircraft will only be started on hard pavement. Special attention will be made not to start the aircraft on gravel or hard surfaces in need of repair to avoid dings in the prop. Special attention will also be made to avoid grates or where rain water collects to avoid any debris that might have collected.
19. Spins or aerobatic maneuvers are prohibited in club aircraft.
20. Except in emergencies, operations on dirt, sod, or gravel runways — or at any airport that is not listed in the Airport/Facility Directory — requires prior approval by the President.

21. The Club strongly encourages all members to file a flight plan with the local Flight Service Station and/or to use ATC flight following for all flights of 100 NM or more.

## SECTION II – USE OF HANGAR

1. Only Club aircraft and equipment may be stored in the hangar. Members may not store personal property in the hangar at any time unless explicitly allowed in the Operational Procedures.
2. At no time shall any vehicle be parked so that it prohibits aircraft movement into or out of the hangar unless the member is in the immediate vicinity of the vehicle.
3. A personal vehicle of a club member may be temporarily stored in the hangar while the member is using the aircraft for an extended duration trip. In this case the member shall leave the vehicle unlocked with keys in the vehicle to allow movement if necessary.
4. Members are responsible for the cleanliness of the hangar. If you make a mess, clean it up.
5. The hangar door shall be kept closed except for aircraft movement into or out of the hangar.
6. Used oil and filters shall be properly discarded and shall not be stored in the hangar.

## SECTION II - RESERVATION OF CLUB AIRCRAFT ([www.flightcircle.com](http://www.flightcircle.com))

1. No member may fly a Club aircraft without scheduling time for the flight.

2. Reserve only the time in which you will be using the aircraft.
3. No more than 4 reservations may be held at one time.
4. Reservation times are valid for 30 minutes after the time of initial reservation. After the 30 minute period, the reservation lapses and the reservation is forfeited.
5. If the aircraft cannot be returned at the time stated in the schedule, update the schedule. Notify any other members affected by the change.
6. If a member is unable to keep a reservation or arrives back early from a flight, the schedule should be updated so as to allow the aircraft to be used by other members.
7. If there is a scheduling conflict, it will be settled as follows. If the conflict occurs prior to the preceding Sunday at 5PM central time, the reservations conflict will be resolved in the following priority order:
  - a. Flying Member
  - b. Family
  - c. All others
8. If the conflict arises after the preceding Sunday at 5pm, then it is first come first serve for that conflict unless the members can work the conflict amongst themselves.

## SECTION III - REPORTING TIME AND EXPENSES

1. All flight time will be reported from the hobbs. Discrepancies should be noted in the airplane specific club flight log kept in each aircraft.

2. PRINT your name neatly and fill out the flight log form completely.
3. If the tenths digit on the hobbs meter is inbetween numbers, the higher number will be recorded. If there is a discrepancy between numbers on the log and what is seen on the hobbs meter before flight, notify club officers and make a note of the discrepancy. Lack of notification or note of the discrepancy risks the flying hour charge to be applied to the next pilot.
4. All scheduling and maintenance issue tracking will be accomplished on the website [www.flightcircle.com](http://www.flightcircle.com). Flights done outside of the website will be charged a 40% additional fee. Members will gain and maintain user accounts tied to the Mighty Mule Flying Club on the site
5. Receipts should be obtained for purchase of other products, such as oil and added to the envelope in the log book. Club will reimburse for oil as long as oil is tracked pre and post flight on the flight logs.
6. Expense statements must be turned in promptly with the monthly statement for credit.
7. Any maintenance services purchased must have approval of the President or another Club Officer prior to having the service performed. Any maintenance performed outside of these guidelines could become the financial responsibility of the member who authorized the work.
8. All maintenance squawks should be reported in the [www.flightcircle.com](http://www.flightcircle.com) website.
9. If the aircraft is unfit for flight contact the President, Vice President or Maintenance & Safety Director

**IMMEDIATELY** and alert any members who have the aircraft reserved within the next 24 hours.

10. Check and follow the procedures for shutdown and securing the aircraft at the completion of all flights.
11. Any unreported squawks of the club aircraft could result in the member being charged for the damage.

## SECTION IV - OVERNIGHT RESERVATIONS

1. Use of Club aircraft for overnight trips is encouraged.
2. A minimum of 1 hour of flying time per calendar day will be assessed.
3. If a weather delay occurs that prevents the aircraft from being returned as planned, the minimum hourly charge will not be assessed. If this occurs contact the treasurer to ensure you will be charged appropriately.
4. Do not fly in weather that exceeds the capability of the aircraft or the pilot, and do not violate any regulations.
5. If a club aircraft becomes stranded due to weather please contact an Officer to discuss the situation and determine a way to resolve the issue.

## SECTION V - PILOT REQUIREMENTS

1. In order to act as PIC a member must be current to fly per FAA regulations and complete a checkout with a club approved flight instructor in the aircraft they intend to fly.

2. Members must have completed a 1 hr annual safety check with a MMFC Instructor specifically for that purpose.
3. During a checkout for an aircraft the member pilot shall demonstrate sufficient aeronautical skill in the following areas of operation, appropriate for the class of pilot certificate held (i.e. Private, Commercial, ATP):
  - a. Preflight operations.
  - b. Normal Takeoff and Landing.
  - c. Crosswind takeoff and landing.
  - d. Short field takeoff and landing.
  - e. Soft field takeoff and landing.
  - f. Go-Around / rejected landing.
  - g. Steep turns.
  - h. Maneuvering during slow flight.
  - i. Power Off Stalls (straight and turning):
  - j. Flight by Reference to Instruments:
  - k. Straight and level flight.
  - l. Constant airspeed climbs and descents.
  - m. Turns to headings.
  - n. Recovery from unusual attitudes.
  - o. Emergency Operations:
  - p. Emergency approach and landing.
  - q. Emergency descent.
  - r. Equipment malfunctions.
  - s. Inadvertent flight into IMC.

## SECTION VI – RULES OF REFUELING @ RCM

1. Each member shall set up an individual fuel account with the FBO at KRCM Skyhaven airport.
2. Refuel after each flight immediately.
3. If it is after KRCM line service hours then make arrangements to refuel club aircraft when line service first opens.
4. Immediately pay for the fuel or have the fuel billed to your individual account.
  - a. Do not delay payment
  - b. Do not request line service worker split the payment up between members or different payment types. (If you split payment with another club member, the bill must be paid in full by one person. Then the split amount will be settled between members).
  - c. Do not make payment by phone unless it is emergency as KRCM line service has to pay more for this type of transaction.
5. If the airplane is unable to be filled immediately after flight, prior to the next flight, or first thing the next morning, then notify the club president and any other affected members who's next scheduled flight will be affected. Arrangements for fuel between members will be handled by members.
6. If members are unable to follow the above rules and fail to notify club leadership then a monetary penalty per incident will be assessed against offending members. Amount per incident as determined by the board or club president.