

# M.A.R.C.S. Member Handbook

## I. GENERAL;

### Part 1. Meetings:

Our Society meets on the first Thursday of the month at 7:00 P.M. in room 201B of the Madison Labor Temple. The Labor Temple is located at 1602 S. Park Street in Madison.

Members are encouraged to bring models to the meetings to show. This generally includes discussing the kit, building problems, and flight characteristics of the model. If the model is of a plane of historic significance, a discussion of that is strongly encouraged.

Whenever possible, an extensive program concerning some aspect of modeling or aviation in general is presented, either by a volunteer member or by a guest.

### Part 2. Membership

Prospective members may attend several meetings with no obligation to join. Concurrent membership in the AMA (Academy of Model Aeronautics) is required. AMA membership provides you with liability insurance to 1 million dollars, medical insurance, fire/theft insurance, and a subscription to "Model Aviation" magazine. AMA insurance also applies to the club and the owners of our flying sites. You may send your application for AMA membership and dues payment directly to AMA, or you may submit the application and money to the MARCS Treasurer with your MARCS application and dues payment, all in a single transaction. If you submit the AMA application separately, no MARCS membership will be granted until you can prove AMA membership by displaying the AMA card. This is because MARCS must be certain that you are an AMA member and covered by AMA's liability insurance.

The cost of MARCS membership varies according to type of membership:

- Adult member - (age 19 or over on July 1) Includes voting rights, right to fly at the clubs fields, and monthly newsletter.
- Family member - A family member of an Adult/Open household, same benefits as adult, but no monthly newsletter for additional family members.

- Youth member - (under age 19 on July 1, there is no other member of family in MARCS) Same benefits as adult member, including newsletter, with written consent of parent or guardian is required.
- Associate member - Benefits include newsletter only, no flying or voting privileges.

Other benefits of belonging to our club include a group discount on fuel purchased through a club bulk purchase program, discounts at some hobby shops on at least certain items, free flight training programs, expertise on any aspect of modeling, entertainment, and fellowship.

### **Part 3.        Newsletter**

The club newsletter, *Marc's Sparks*, is published monthly. A calendar of events, the minutes of the last meeting, and relevant reports by Society officers are found in every issue. Articles appear regularly dealing with flying techniques, aerodynamics, aviation history, the history of specific aircraft, and construction methods. The Editor welcomes all such submissions.

### **Part 4.        Activities**

Members of the club participate in a wide variety of modeling activity. These include control line, combat, ducted fans (jets), free flight, helicopters, indoor, pylon racing, thermal and slope soaring, pattern (aerobatics), combat, scale aircraft, giant scale and fun flies. Many activities are conducted as organized events with AMA sanction. Participation by flyers from other clubs in such meets is encouraged.

Fun flies include a New Years Eve night flying event and a New Years Day fun fly. Despite the time of year, the daytime event is usually among the best attended of all club activities.

Each December, the club sponsors a swap meet and model expo that draws participants not only from nearby cities, but surrounding and distant states.

Although several events are held regularly, the number and type of others vary according to the interest of the membership as demonstrated by willingness to not only participate by flying, but by organizing and staffing them. Please note that you, the MARCS member, without regard to age or how long you may have been a

member, have a vital role to play in the successful promotion of the fullest enjoyment of our sport.

**Part 5. Duties of Members.**

No duties are specifically required for membership, but members are encouraged to volunteer to help with club events, as referred to above, and to serve on permanent committees. To volunteer to help with specific events, contact the Contest Director or the event coordinator. If you wish to serve on a particular committee, contact the committee chairman. Members are asked to assist with field maintenance, particularly on scheduled work days. Although we have an excellent flying facility, some work is required to keep it that way and our only source of manpower is our membership. Members are also encouraged to seek election to any of the Society's officer posts or to membership on the Board of Directors.

**Part 5.5. Duties of Officers - for consideration as an addition**

President - The president serves as the club's lead officer. The president presides over all meetings of the club, board of directors and executive committee. The president's responsibilities include the following:

Together with the Executive committee to serve as an emergency decision making body.

Manage the club's business with the help of the board of directors and other officers.

Appoint committee members and committee chairs as needed.

Serve as a member of every committee.

Implement the policies and bylaws of the Society.

The president's term lasts one year.

Vice President - The vice-president shall perform the duties of president should the president be absent or unable to discharge the duties of office. The vice-president also serves as the chairperson of the program committee.

The vice-president s term lasts one year.

Secretary - The secretary is responsible for the following:

Recording and archiving the minutes and records of the society s business and meetings.

Handling the correspondence of the society.

For maintaining relations with the AMA.

The secretary is responsible for the annual rechartering of the club and keeping the paperwork current with the city and county regarding the lease and the insurance information.

The Secretary s term lasts one year.

Treasurer - The treasurer shall collect, receive, deposit and disburse the funds of the society as directed by the President, Executive committee and board of directors. The treasurer s responsibilities include:

Maintaining the clubs financial records.

Process membership applications.

File for renewal of the raffle license.

Prepare annual draft budgets.

Serve as chair of the Finance Committee.

The treasurer s term lasts one year.

Board of Directors - Each of the nine members of the board of directors is responsible for the following:

Serve as Chairperson on at least one of the standing committees.

Represent the club's membership in deciding the club's policies.

Take part in all board meetings.

A board member's term of office lasts three years.

## **Part 6. Organization.**

The organization of the club is governed by its by-laws. A copy of the by-laws is included in this manual. Club business is conducted by the Board of Directors, which consists of the club officers, nine elected board members, and the chairmen of all permanent and standing committees. All board meetings are open to the general membership and notice of such meetings is published in the newsletter. All flying activity is governed by the AMA Safety Code and the MARCS Field Regulations which are also found in this handbook.

## **Part 7. Club Equipment**

The club owns and maintains a variety of equipment for use in contests, for training purposes, and for field maintenance. The club also maintains a large video library. Videos may be checked out at Docter's Hobby World in Westgate Mall or Hobby Horse at Princeton Place near East Towne Mall.

## **Part 8. Flying Field Locations**

Our flying field for powered aircraft is Kettle Field. Kettle Field is located on Highway 12 & 18 east of Interstate 90. One thermal soaring site is located at Long Island Sod Farm and additional site is the Polo field.

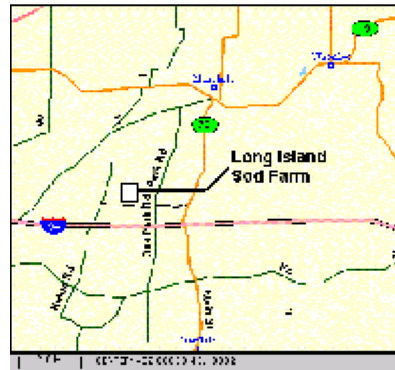
Please note that flying in city parks is NOT allowed by ordinance 6686 section 8.30 file no. 4753-79 which reads as follows:

***"No person shall fly a radio-controlled model airplane in any park in the City of Madison except in areas specifically designated and posted for such purpose. Any person violating this section shall be subject to a forfeiture of not more than two hundred dollars (\$200)."***

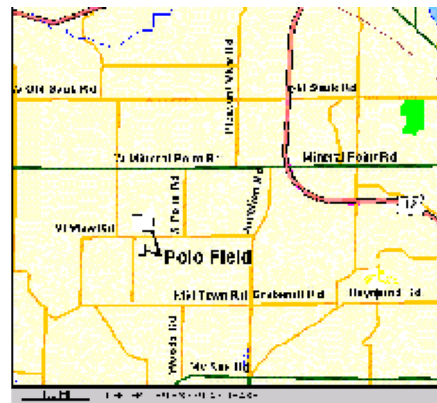
Kettle Field



Long Island Sod Farm



Polo Field



## II. SAFETY AND FLIGHT TRAINING.

### Part 1. [AMA Safety Code](#)

### Part 2. MARCS Field Regulations:

#### 1. Frequency board

All pilots shall place their MARCS membership card in the appropriate channel slot on the frequency board before turning on their transmitter. Promptly after flight is completed and the transmitter is turned off the channel slot will be freed up, by removing the MARCS membership card, permitting others on the same channel to have an opportunity to fly. MARCS membership cards are the only valid means of securing a frequency. Guests of MARCS members must be accompanied by said member and use her/his membership card to secure the frequency. Reference the field map for frequency board location.

#### 2. Pit Area

If a aircraft holding device holding device is used the device and aircraft must be securely anchored while the engine is operating. If a aircraft holding device isn't used the pilot shall have physical contact with the aircraft at all times while the engine is operating in the pit area or pilot box area and shall release the aircraft only after it is in the taxi way or runway. Reference the field map for the pit area boundaries.

#### 3. Taxiways

All ground movement between the runway and pit area shall occur on the taxiways as shown on the field map. Taxiing is not permitted in the pit area or any other area outside of the taxiways or the runway. The field map denotes the taxiway boundaries.

#### 4. Pilot boxes

One pilot and crew shall occupy a pilot box. Each pilot box is defined by a concrete pad within the pilot box area. Pilots must use the pilot boxes. The pilot box area is defined on the field map.

## 5. Runway

Pilots shall use the designated runway and perform their initial turn away from the flight line. The flight line is defined as the line separating the prohibited flying area from the area where flight operation is allowed. The runway and flight line are depicted on the field map.

## 6. Prohibited flying area

No flying is permitted south of the flight line or any of the adjacent prohibited flight areas indicated on the field map. The flight line is the line of separation between the pilot box area and runway area. Reference the field map for the prohibited flight area.

## 7. Retrieval

All intentions to walk on the runway or adjacent flight areas shall be clearly announced, after verifying that no aircraft are currently landing or taking off, by calling out "on the field" and hearing acknowledgment from the other pilots currently flying.

## 8. Low level passes

All low level passes must be performed in accordance with the established pattern.

## 9. Mufflers

Engine sound pressures shall not exceed 85dBa at a distance of 50 feet at full throttle.

## 10. Emergency landings

Pilots will announce any emergency landings for their aircraft. Emergency landings take priority.

## 11. Etiquette

Every courtesy shall be extended to other club members. Any concerns about field regulation violations or breaches of courtesy should be addressed after the pilot has landed and secured the aircraft unless the violation places the safety of others at

risk.

## 12. Violations

Disregard of the Field Regulations, the Safety Code, breaches of courtesy or any activity which might constitute a safety hazard may result in the loss of membership privileges.

## 13. Guests

Guests of MARCS members must be AMA members and use their own equipment at the field. Guests are generally limited to three visits per year, excluding club sponsored events. Additionally visits require permission from a member of the Executive Committee.

### **Part 3. Field Map**

See map at end of Handbook

### **Part 4. Flight Proficiency Program**

General: A prerequisite for any level is the successful performance of all lower levels. Any violation of AMA or club rules will disqualify any attempt; e.g., failure to use the frequency board, flying over the pit area, striking a person or an object such as the fence or a car. All safety rules will take precedence. To qualify for a particular level, the sequence of tasks indicated for that level must be successfully completed twice before an attesting witness, as indicated. You will then be eligible to receive a patch denoting your achievement.

#### **Level I**

- a) Start engine.
- b) Takeoff.
- c) Fly the figure-8 pattern twice in succession. The crossover point must be over the field, away from the runway, and in front of the pilot.
- d) Land on the runway, and stop with the engine still running.

Witness can be any adult club member.

#### **Level 2**

- a) Takeoff.
- b) Perform two consecutive touch and goes. The aircraft must land as in Level 1, taxi, and then liftoff. A "bounce and go" is not allowed, and only one (1), 360 degree turn is permitted between touch and goes; i.e. no go-arounds.
- c) Land as in Level 1.

Witness must be an adult club member who has qualified for Level 2 or higher.

### **Level 3:**

In the following sequence, only one (1) attempt is allowed per maneuver. A missed maneuver will disqualify an entire sequence.

- a) Takeoff.
- b) One loop performed on an upwind heading; turn 360.
- c) One roll; turn 360.
- d) One touch and go; turn 360.
- e) stall turn.
- f) Land as in Level I except only one (1) bounce is allowed.

Witness must be an adult club member who has qualified for Level 3 or higher.

### **Level 4:**

In the following sequence, only one (1) attempt is allowed per maneuver. A missed maneuver will disqualify the entire attempt sequence.

- a) Take-off.
- b) Procedure turn beginning on an upwind heading; turn 180.

- c) Stall turn; turn 180.
- d) Immelman turn; turn 180.
- e) Split-S turn; turn 180.
- f) One loop; turn 180.
- g) Two consecutive rolls.
- h) Land as in Level 3.

Witness must be an adult club member who has qualified for Level 4 or higher.

**Level 5:**

In the following sequence, only one (1) attempt is allowed per maneuver. A missed maneuver will disqualify an entire sequence.

- a) Take-off.
- b) Double stall turn.
- c) Cuban-8.
- d) Immelman turn.
- e) 3-Inside loops.
- f) Straight inverted flight. \*
- g) 1 -Reverse outside loop
- h) 3-Horizontal rolls. \*
- i) Land as in Level 3.

\* This maneuver must be performed down wind.

Witness is an adult club member who has qualified for Level 5.  
 Witness must be an adult club member who has qualified for Level 5.