

AIRPORT COMMITTEE CHARTER

PURPOSE OF COMMITTEE:

The Airport Committee (committee) monitors the use and operation of Chesapeake Ranch Airport (Federal Aviation Administration (FAA) Airport Identifier MD50, herein referred to as "MD50 Airport"). The committee will advise and provide recommendations to the Board of Directors (BOD) on the use, maintenance, and operation of the MD-50 Airport.

MEMBERS OF THE COMMITTEE:

Members of the committee are a Chair, at least four (4) members of POACRE in good standing, and the Airport Manager. The BOD will approve the Chair and members of the committee each fiscal year. Names of committee members will be posted on the POACRE web site: <http://www.poacre.org>.

AIRPORT MANAGER:

The Airport Manager is a volunteer position, and must be held by a POACRE member in good standing. The committee will recommend an Airport Manager to the BOD each fiscal year, and the BOD shall then vote on approving the recommendation. The Airport Manager will manage, supervise, and coordinate operations and maintenance of the MD50 Airport, coordinate assigned activities with other committees and outside agencies, and provide administrative support to the committee.

DUTIES AND RESPONSIBILITIES OF THE COMMITTEE:

The committee will:

- a. Oversee the use of the MD-50 Airport in accordance with POACRE Covenants, By-laws, Rules and Regulations (R&Rs), and Policies and Procedures (P&Ps).
- b. Draft and update documents needed for the operation of the MD50 Airport, including P&Ps, R&Rs, contracts, charters, etc., and forward all documents to the BOD for approval prior to implementation.
- c. Provide recommendations to the BOD regarding fees to be paid by airport users.
- d. Convey to the Airport Manager approved revisions to procedures and policies addressing safe aviation activities at the MD50 Airport.
- e. Forward to the BOD information and recommendations regarding MD50 Airport operations.
- f. Provide status reports to the BOD on MD50 Airport operations when requested or as necessary.
- g. Receive annual notification from the Airport Manager regarding renewed certification of the MD50 Airport the Maryland Aviation Administration, then report these renewed certifications to the POACRE Manager.
- h. Coordinate future upgrades, budgets, and operation of the MD50 Airport with the BOD.
- i. Recommend candidates to the BOD for Airport Manager either annually or upon the Airport Manger's resignation/termination, whichever occurs earlier.
- j. Schedule and conduct periodic safety meetings.
- k. Schedule and conduct periodic work parties to maintain the MD50 Airport.