

OXFORD FLYING CLUB

MEETING MINUTES

20 November 2012

Location: 121 Restaurant, Oxford, CT

Attendance: Regular: 15 Mentored Students: 1 Associates: 0 **Quorum:**¹ Yes X No

Type	Member	Present	Type	Member	Present	Type	Member	Present	
1	Assoc	Aulet, Maximillian		Med Assoc	Hill, Jeremy		Reg	Rosen, Stewart	
2	Reg	Baggett, Scudder		Reg	Kit, Volod		Reg	Rosendahl, Eric	
3	Reg	Baker, Matt	X	Mentored Stu	Kramer, Skyler		Assoc	Sabot, Jay	
4	Assoc	Bell, Joe		Reg	Kramer, Tom		Reg	Schafer, Tim	
5	Reg	Berwick, Kent	X	Reg	Laine, George		Assoc	Schindler, Leonard	
6	Reg	Burmann, Bruce		Reg	Lyons, Hal		Resigned	Schmecker, Peter	
7	Assoc	Camejo, Christopher		Assoc	Morrow, Bill		Reg	Schmecker, Ron	X
8	Reg	Carr, Tim		Reg	Mowerman, Illya		Reg/Stu	Shaker, Ed	
9	Reg	Chromczak, Ed	X	Reg	Nalband, Gary	X	Reg	Stevens, Burt	X
10	Assoc (Honorary)	Dasilva, Domingos		Reg	Noffke, Karl	X	Reg	Strasburger, Rusty	
11	Reg	Dobbs, Glen	X	Reg	Oloff, Scott		Reg	Treanor, Jim	X
12	Reg	Dobbs, Kristi	X	Reg	Osborne, Tom		Assoc	Vallilo, Tony	
13	Mentored Stu	Fazio, Mike	X	Reg	Palmatier, Bruce	X	Reg	Wilson, Richard	X
14	Reg	Feeney, Richard		Assoc	Piwowarski, David		Reg	Zipkin, David	
15	Assoc	Feinman, Phil		Reg	Proulx, Brian	X			
16	Reg	Goudy, Jim		Reg	Pugliese, Jay				
17	Reg	Green, Geoffrey	X	Reg	Richardson, Bruce	X			
18	Reg	Heidrich, Don		Reg	Robinson, Andy				

Gary N called the meeting to order at 7:03 pm.

October minutes accepted unanimously.

¹ Per By-Laws, quorum = one-third of regular plus non-mentored student members. In the event a quorum is not achieved, or is subsequently lost, the President will determine if a majority of the board is present. If so, then the meeting will become a Board Meeting.

Membership Report:

- Gary N presented the Membership Report for Don H.
- Peter Schmecker has resigned.
- The club unanimously approved sending another membership recruiting mailer for the “approximate same” cost as the last one.
- Membership report accepted unanimously

Treasurer’s Report: Attached is the treasurer’s report of 20 October 2012.

Burt reported: “Last month we were in the red by about \$5.5k but that was mostly due to the \$8.5k deposit we made for the annual and elevator repair on 62Y. For the YTD numbers after removing the extraordinary expenses, we’re about \$3k in the red. I suspect that by the end of the year we will have a breakeven year which, in my opinion, after all is said and done, will be pretty good considering the addition of a fourth plane.”

Report accepted unanimously.

MX Report: Brian summarized and provided the following via email. Also see attached.

Proper pre-heating will extend the lives of our engines and instruments...We have one engine over TBO, and another engine approaching TBO. Treat them with care. I plan to have the KeyAir RedDragon Preheater at 121 tonight for a quick training class on its usage. There will be Free preheats using KeyAir’s unit provided you get it to the ramp and back. More to follow at the meeting tonight. I will also briefly review the Winter Ops Guide for 2012-2013 tonight as well.

Wow! It has been quite a year for the MX team in 2012. Thanks go to Ed C and Bruce R for their assistance throughout the year and helping me keep the planes airworthy and flying. Thanks also to Ron S, Scott O, and Andy R for jumping in on oil changes throughout the year. We became owners of a complex plane and some of us learned a tremendous amount in just a few short months about complex aircraft ownership. We need to treat N7362Y with a lot of care and finesse than our 172 or PA-28 counterparts. Practice honing your piloting skills and greasing every landing in 62Y! Complex airplane = complex problems J. I plotted this year’s annual usage along with previous years. We are -34hrs from last year’s total number but I am plotting this 1 month early (still have December to go) and 62Y was down for almost 7 weeks. Let’s see how December shapes up.

We are entering the season for annuals, and N7362Y did pretty well considering the major landing gear issue we experienced. In talking with several A&Ps all I have been hearing is that we were very lucky that the landing gear did not collapse once the gear up light stopped working. 819 goes to Classic for annual this Monday.

62Y – We ended up doing the SBs on the gear actuators and will be due again in 5yrs or 1500hrs, whichever comes first. We have an overhauled/serviceable gear installed on the co-pilot side as well as a new actuator bulkhead. The old bulkhead was cracked by the gear shock that took out the actuator. The gear repairs cost about \$8000. We had the ribs replaced in the stabilizer (\$1650), and we had a new fuel

pump, new vacuum pump, and new wiring harness installed (\$2500). The annual was \$1300, and leaves us with about \$1800 in additional labor charges to perform all of the annual work and adjustments. After annual, the gear pump breaker was popping numerous times on a gear up activation so I brought the plane back to J&M where we found a faulty breaker. Re-lubed the gear system and we are back in business. COM2 failed over the weekend, somehow the internal fuse on the KX-155 blew. I had this repaired @ VIP yesterday. We removed the GNS-430 and bench tested it but could not isolate the static issue that we pick up every once and a while. The COM antennas were swapped to see if the static follows the radio or the antenna. Lastly, the MX20 is experiencing a display issue. The magenta line sometimes turns blue, or green. This is a RGB display issue and was told that these units are famous for this problem. It is a factory only repair and will cost thousands to fix. I am waiting on a quote to see where this will go. It is doubtful I will repair this at this time.

84F – Trim wheel adjustments made, club oil change completed, and with the help of Vlad we were able to locate the water leak. The door latch is not creating a waterproof seal which is why we had so much force on the latch at one point in time. By loosening this latch, water is getting back into the cabin. Unfortunately there is little we can do at this point. I am working a possible replacement of a door seal which may solve this problem. Then again, it may not. Engine has officially exceeded TBO. I will closely monitor the oil analysis reports to help judge what is going on inside the engine but with the new cylinders installed in 2010, we should be good for another 200-500 hrs in ideal conditions provided we treat all of our engines gingerly (proper pre-heats) over the cold winter months. Otherwise, 84F continues to impress with its snappy new interior I really enjoy flying it.

61H – No major issues or squawks other than the long lead times on the wing tip lights. Both lights have been replaced and I am going to send the old ones to Whelen directly for repair work. Whelen is located on the Chester airfield so I will take a trip there sometime in the next week or so and drop them off.

819 – We will have put ~240hrs on the 172 this year, congrats to OFC! This is the 2nd highest ever for the 172. I know about the heater knob, and will be getting that addressed today/tomorrow. We are preparing for the annual which will be completed by Classic and will start Monday 11/26. I expect 2-3 weeks of down time but will get it back on the line as quickly as possible. I attached a list of annual items that will be addressed. I am also aware that there is one cowl screw that just likes to depart the aircraft every time we replace it. I will have Russ look at the cowl bracket itself to see if we can prevent this from happening again.

As an aside....I spoke with J&M about painting the 172. He quoted me \$10,500 without seeing the plane, and said that a two tone paint job is priced at that level (this is \$4000 less than we paid for 61H). I mentioned the corrosion issues and he expected that most of that is addressed in labor hours and is typically another \$500-1000 additional.

Plans for 2013:

- Address the COM issues with 62Y
- Swap the copilot PTT on 84F from left side to right side (for the CFIs) at annual
- Work with LPC on LED lighting requirements and 337 paperwork where applicable

- Removal of ADF from 61H and 84F when FAA removes this requirement on the ILS36 approach plate
- Repair of the DME in 61H
- MX20 – do we keep in up to date regarding charts?
- 84F door seal
- 2 new mags (one each) for the Archers as part of our phase in plan
- Possibly a new engine for 84F in 2013, watching closely
 - o Would keep our case, it is a first run case and is considered gold (not a fan of engine swaps)
 - o Would take ~4 weeks to rebuild
 - o We would remove, inspect, and powder coat the engine mount white just like 61H (easily identify leaks)
 - o Most likely a Penn Yan overhaul with new Lycoming cylinders

Maintenance report accepted unanimously.

Safety: On behalf of Jay, Gary requested the members provide Jay their suggestions for the 2012 Safety Award

Long Range Planning Committee: Ed C reported that while we will be in a “strategic pause” while we work through 62Y expenses, we should anticipate an engine for 84F in 2013 and perhaps a paint job for 819. Please see attached. LRP report accepted unanimously.

Unfinished Business:

- Night Currency Wrap-up: Another great event. Thanks to all who attended and especially our instructors who guided us through our night currency.
- Holiday Party was confirmed for December 7th at the Curtis House in Woodbury. Many thanks to Bruce R for arranging all this. See you there!

New Business:

- Election of Officers for 2013. Please see attached slate. All were unanimously voted in. Thanks for your service to our club!
- Winter Rates: Burt S. proposed we reduce rates by \$10 per hour during the winter months. Approved unanimously.
- Winter pre-heats. Brian to release updated winter operations guide. Note there are new charges for hanger preheats and Key Air tugs. There are multiple alternatives for ensuring a proper preheat:

- Key Air hanger
- Key Air Red Dragon
- “Buddy’s” preheater
- Burt’s preheater
- Vlad’s Double Diamond hanger (Not Club-endorsed)
- For 61H, park between the C and D hangers for use of the engine block heater.

In any case, start with Brian’s Winter Operations instructions.

- Jay P is organizing a tour of the Bradley Air museum and possible tower tour. (As of this writing, we’ve learned the tower is on hold due to insufficient personnel in the tower.)

The meeting suspended at 7:52 for Kent Berwick’s presentation on “What’s It Doing Now? – a presentation on Autopilots.” Great job, Kent!! Thanks very much.

Meeting adjourned at 8:55 PM.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "B. J. Palmatier".

Oxford Flying Club

Current Financial Status

Balance Sheet

11/20/12

Assets

Cash		\$87,950
Accounts Receivables		\$13,428
	N8261H	\$80,000
	N4384F	\$51,000
	N98819	\$45,000
	N7362Y	\$87,500
Planes - (values based on AOPA Vref figures as of 1/1/2011)		\$263,500

Total Assets: \$364,878

Liabilities

Accounts Payable	-\$329
Bank Time	\$13,055
Loans	\$69,440
Engine & Prop Reserve* includes P&E on 7362Y to date	\$101,576

Total Liabilities: \$183,743

Total Equity: \$181,135

Profit & Loss Statement

	October-12	YTD
Total Income	\$11,564	\$151,105
Expenses (includes \$5,761 upholstery upgrade in 84F, \$10,846 GPS upgrade in 819 & \$45,584 acquisition costs for 62Y))		
	Monthly	YTD
N4384F Annual in 05/12 @ \$8698	\$1,966	\$41,722
N8261H Annual in 03/12 @ 5313	\$2,010	\$38,194
N98819 Annual in 11/11 @ \$2498	\$2,273	\$33,710
N7362Y In Annual now - have paid \$8500 deposit	\$9,471	\$90,146
Officers Flying Time	\$570	\$6,033
Other Expenses	\$732	\$6,552
Total Expenses:	\$17,022	\$216,357
Net Income (before extraordinary costs):	(\$5,458)	(\$65,251)
Extraordinary Costs: 84F Reupholstery, 819 G430 & 62Y Avion		\$62,191
Net Income:	(\$5,458)	(\$3,060)

OFC Maintenance Report

Active Issues - November 2012

Open Date	ID #	Issue	Resolution	Scheduled for	Status	Assigne
<u>N4384F</u>						
7/28/2012	770	Water dripping from the overhead console	Door seal leaking around upper latch.		Open	Club
4/17/2012	733	Corrosion proofing	Process and procedure to be determined once aircraft is returned from		Pending	
<u>N7362Y</u>						
11/20/2012	816	AI and Airspeed instrument backlights out. It is possible that these instruments do not support backlighting.	I will investigate further		Pending	VIP
11/20/2012	815	MX20 display changing colors by itself	Magenta line sometimes is blue, and sometimes green. Expensive to repair, and is a factory only type repair. More to		Pending	VIP
11/20/2012	812	Pilot side fiberglass wingtip (underneath) has a crack and needs to be stop drilled			Pending	
9/14/2012	797	Turn Coordinator 1/4 ball out to right when level.	Please level plane and adjust T/C accordingly		Open	VIP
8/12/2012	781	COM1 picking up static in the background when not transmitting	Took it to VIP on 11/19. Bench tested COMs and swapped antennas. Could not find an issue on the bench.		Open	VIP
<u>N8261H</u>						

Open Date	ID #	Issue	Resolution	Scheduled for	Status	Assigne
10/16/2012	806	Broken co-pilot side window	Applied epoxy and stop drilled. Will be looking to replace the window soon		Open	Classic Air
8/4/2012	773	Door seal falling apart			Open	Reliant Air
4/17/2012	735	Corrosion proofing	Process and procedure to be determined once 819 has been completed		Pending	
<u>N98819</u>						
11/6/2012	810	Heater knob frozen	Will have classic have a look.		Open	Classic Air
4/17/2012	734	Corrosion proofing	Process and procedure to be determined once 84F has been completed		Pending	
11/17/2011	670	Deal with bare metal and corrosion on airframe	Russ will do his best to locate and clean/paint visable corrosion		Open	Classic Air

Long Range Planning Committee Summary, 11/20/2012:

- o Category (A): Basic upgrades that make the aircraft better and safer – 1 year or less
- o Category (B): Recommended but requiring substantially more resources – 1-2 years
- o Category (C): Items to add to wish-list; or a 3-4 year time horizon

OFC Long Range Planning Considerations:

- (1) Keep the monthly & usage rates low (A)
- (2) Maintain existing fleet (IFR+, IFR, VFR/IFR-) & monitor aircraft availability (A)
- (3) Resolve maintenance issues quicker. (Avionics, etc issues require a/c relocation for work) (A)
- (4) Improve location of tie downs. (B)
- (5) Have storage box adjacent to tie-downs for pre-heater, oil supply, cleaning tools. (B)
- (6) Verify aircraft usage with exiting fleet; at year end. (B)
- (7) Trade-up to similar but newer before planes reach 10K hrs (C)

Suggested Aircraft Improvements:

62Y (200 hrs/yr; TT 4K hrs; 730 hrs since MOH; remaining 1200 hrs)

LED landing & taxi light upgrade [\$285ea. x 2 = \$570] (B)

Install ADS-B in/out collision avoidance avionics [\$4K] (C)

Upgrade ELT. [\$2Kea] (C)

61H (240 hrs/yr; airframe TT 3K hrs; engine since MOH 1200 hrs; remaining 500 hrs) (B)

Install LED tail beacon underbelly [\$800] (A)

Install ADS-B in/out collision avoidance avionics [\$4K] (B)

Upgrade ELT. [\$2Kea] (B)

Replace compass w/lighted instrument (B)

Electronic AI/DG upgrade with battery backup [\$2500] (C)

84F (180 hrs/yr; airframe TT 6K hrs; engine since MOH 1700 hrs; remaining 200 hrs)

Engine overhaul; @ 2500+- hours? Oil testing? {1.5 yrs max.} [\$21K] Requires monitoring. (A)

Install ADS-B in/out collision avoidance avionics [\$4K] (A)

Upgrade ELT. [\$2Kea] (A)

LED upgrade tail beacon [\$350] (B)

Exterior Paint - Consider 3+ years from now. [\$18K] (C)

Install electric engine pan heater [\$?] (C)

819 (240 hrs/yr; airframe TT 6K hrs; engine since MOH 1200 hrs; remaining 700 hrs)

Exterior paint & corrosion repairs; work-in-progress. [Part of annual inspection] (A)

Install ADS-B in/out collision avoidance avionics [\$4K] (A)

Upgrade ELT. [\$2Kea] (A)

Install co-pilot seat inertia reel [\$1K] (A)

LED landing & taxi light upgrade [\$285ea. x 2 = \$570] (B)

Corrosion protection per Cessna bulletin; 2 years max. [\$2K] (C)

Exterior Paint - Consider 2 years from now. [\$18K] (C)

Install electric engine pan heater [\$?] (C)

Three-four year summary of a/c improvements (A+B+C):

62Y = \$18K (exterior in good condition, prop overhauled; may need several OH cylinders, etc.)

61H = \$23.5K (reasonable; also add engine OH 1.5 yrs)

84F = \$40K (engine OH -1 yrs; consider extending paint job by touch-ups)

819 = \$28.5K (consider extending paint job by touch-ups)

Proposed Slate 2013

Officers / Board of Directors

President:	Gary Nalband
Vice President:	Ed Chromczak
Secretary:	Karl Noffke
Treasurer:	Kristi Dobbs
Maintenance Officer:	Brian Proulx
Safety Officer:	Jay Sabot
Membership Officer:	Don Heidrich

From the OFC, INC. BY-LAWS:

ARTICLE VII – ELECTIONS

Section 1. The Nominating Committee shall present its slate of candidates at a Club meeting held in the month preceding the annual Club meeting. In addition, nominations may be taken from the floor at the annual Club meeting.

Section 2. Election of candidates shall be secured by simple majority vote of the members present at the annual Club meeting. In the event of a tie vote, the incumbent officer or director shall cast one additional vote.

Section 3. Officers and directors shall assume office on the first day of January following their election and shall serve for a term of one year.

Appointed Positions

Assistants

Treasurer Assist:	Jim Goudy
Maintenance Assist:	Brian Proulx
	Ed Chromczak
	Bruce Richardson

Standing Committees (term of all committee members expires on December 31)

Activities Chair:	Bruce Richardson
Audit Chair (Vice President):	Ed Chromczak
Audit:	Len Schindler
Audit:	Richard Feeney
Finance Chair (Treasurer):	Burt Stevens
Finance:	Geoffrey Green
Finance:	
LT Planning Chair:	Edward Chromczak
LT Planning Com:	Brian Proulx
LT Planning Com:	Burt Stevens
LT Planning Com:	Richard Wilson
LT Planning Com:	<i>MATT BAKER volunteered</i>
Membership Chair(Officer):	Don Heidrich
Membership:	
Nominating Committee	Board Member
Nominating Committee	Bruce Richardson

Other

Scheduler Master:	Brian Proulx
Webmaster:	Don Heidrich