



Meeting Minutes

16 August 2022, 6:30 PM – NW B10 Hangar

Attendees

Directors (5): Jack Dennis, Vaughn Mauren, Scott Price, Francis Pullaro, Landon Sock

Members (16): Ryan Archer, Daniel Berk, Edward Chromczak**, Peter Dawson*, Luke Egan, John Farley, Daniel Gannon, Scott Knight, Michael Kroha*, Cody McManama, Jon Miller, Oran Mills*, Bruce Richardson, Christopher Sutherland, Sheldon Wermes, Joshua Whitely

*Directors and Members are Regular Members unless otherwise noted as *Associate, **Emeritus Associate, or ***Medical Associate.*

Note: This meeting was not Zoomed.

General Business

The Meeting was called to order at 6:35 p.m. by President Landon Sock. As this is an even month, this was considered a Board Meeting. The meeting was held in Hangar NW B10 and *not* via Zoom. A Quorum of Directors (1/2 of Directors) *was* present. A Quorum of Members (1/3 of Regular Members) *was not* present. (5 of 9 Directors, and 17 of 61 Regular Members, were present.)

Guests

The Club welcomed the following guests:

- Jillian Porter

New Members

The Club welcomed the following new members:

- None

Meeting Minutes

July 19 Meeting Minutes posted on the Club's website were approved.

New Certificates & Ratings

No new certificates or ratings were announced. (None known to be achieved since last Meeting.)

Membership Report

Membership Officer Vaughn Mauren gave a membership report.

Refer to Vaughn's e-mail to Club members ([attached](#)).

Regular:.....	61
Associate	36
Medical Associate	4
Associate Emeritus:	4
Other	1
Total:	106

Finance Report

Regular Member Christopher Sutherland gave a Finance Report on behalf of Treasurer Curt Robinson.

Refer to Curt's e-mail to Club members ([attached](#)) and most recent Monthly Financial Report, dated July 31 ([attached](#)).

Christopher said fuel prices remain very high and asked members to pay dues promptly. President Landon Sock encouraged members to refuel at airports with cheaper fuel, like nearby Sky Acres (44N), if possible.

Maintenance Report

Maintenance Officer Jack Dennis gave a Maintenance Report.

Refer to Jack's report to Club members ([attached](#)) and aircraft summary, below.

Aircraft Summary

- [N228TR](#) - Active: Troubleshooting HSI / AHRS
- [N735GC](#) - Active: Avionics repair scheduled, decision pending, VFR only; left fuel tank leaking
- [N4334X](#) - Active: Recurring squawks include door lock mechanism
- [N8261H](#) - Active: Paint peeling on new skin by wing walk
- [N98819](#) - Active: Left fuel vent replaced; VOR #2 replaced; engine overhaul planning underway
- [N172HL](#) - Active: Negative ammeter indication reported, so pilots should monitor electrical load

Maintenance Officer

President Landon Sock said that Regular Member Cody McManama had generously volunteered to serve as Maintenance Officer after Jack returns to the Florida Institute of Technology (FIT). After nominating Cody to the position of Maintenance Officer, Landon made, and Vice President Francis Pullaro seconded, the following motion, which was voted upon and approved unanimously.

Motion: Oxford Flying Club appoints Regular Member Cody McManama to the Board position of Maintenance Officer, effective September 1, 2022.

Vote on Motion to Appoint Cody McManama as Maintenance Officer:

Yea:.....	21
Nay:.....	0
Abstain:	0
Total:	21

The members expressed their appreciation for Jack's and Cody's service to the Club.

Activities Report

LRP Committee Member Peter Dawson gave an Activities Report on behalf of Activities Chair DJ Nicholson.

Refer to DJ's e-mail to Club members ([attached](#)).

Reading from DJ's e-mail, Peter summarized Club activities being planned for the months of August through November. Peter noted that the Crosswind / Stall Spin training event scheduled for August 20 had been cancelled. Volunteer CFIs are needed for the other scheduled events.

Safety Report

LRP Committee Member Peter Dawson gave a Safety Report on behalf of Safety Officer Leo Mollica.

Refer to Leo's report to Club members ([attached](#)).

The regular monthly Safety Committee meeting was *not* held in August but is planned for September. Safety Committee meetings are normally held on the second Thursday of each month.

Flight Standards Documents

Note: During the Club's regular monthly meeting on February 15, the members voted to establish a Flight Standards Committee to be chaired by Associate Member Ross Detwiler. During the July 19 monthly meeting, Ross reported that first drafts of the new standards documents had been prepared and were ready to be adopted. He asked the members to review and comment on the documents so they could be improved and refined.

President Landon Sock opened a discussion of the work done by the Flight Standards Committee. Discussion was open-ended and revolved around several key concepts, including:

- Importance of flight standards, especially during training, and the value of checklists in general
- Implementing standards in differing environments: flying clubs vs. professional flight departments
- Use of the new standards documents in conjunction with existing Quick Reference Handbooks (QRHs) and checklists

Further discussion of the Flight Standards Committee's draft checklists was tabled due to time constraints but will be on the agenda again for the monthly meeting on September 20.

Emeritus Associate Member Category

President Landon Sock opened a discussion of the Emeritus Associate member category. Members briefly discussed the merits of adopting specific qualifications (member's age, years of membership) for automatically appointing members to the Emeritus Associate category.

Additional Business

No additional business was discussed.

The Meeting was adjourned at 8:07 p.m.

Meeting Minutes submitted by Scott Price, Secretary

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From: **Vaughn Mauren via Ofc-mem** <ofc-mem@lists.oxfordflyingclub.com>
Date: Tue, Aug 16, 2022 at 11:37 AM
Subject: [OFC-Mem] August membership report
To: OFC - Current Members <ofc-mem@oxfordflyingclub.com>

Dear club,

Our current membership stands at:

Regular: 61
Associate: 36
Medical Associate: 4
Associate Emeritus: 4
Other: 1
Total: 106

Our numbers are stable. I'm speaking with two pilots about joining as regular members and you will be hearing more about that soon.

Our bylaws allow for 15 regular members per aircraft. With six aircraft, we have some room for growth. Please help spread the word about our excellent club!

See you at the meeting!

Vaughn

From: **Curt Robinson via Ofc-mem** <ofc-mem@lists.oxfordflyingclub.com>
Date: Thu, Aug 11, 2022 at 5:29 PM
Subject: [OFC-Mem] 2022 July OFC Monthly Financial Report
To: Ofc Mem <ofc-mem@oxfordflyingclub.com>

Hello Club,

Attached is the Financial Report for July 2022. Fuel is holding steady at \$9.35 (\$8.45 to OFC) at Atlantic. Things are tight, but we're keeping things going. The planes have all been flying a lot, 132 hours total! Keep it going!

Let me know if you have any questions.

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Thank you,

Curt Robinson
Treasurer, Oxford Flying Club
treasurer@oxfordflyingclub.com
c. 203-450-0111

Oxford Flying Club

July 2022

Financial Information

Assets

Checking/Fuel Bank Accounts			\$16,636
Savings (Prop/Engine Reserve)			\$164,600
* Prop & Engine Reserve			\$80,156
* Liability Insurance Fund (\$40,000 target)			\$61,691
* Proficiency Time Fund			\$9,990
* LRP Upgrade Fund			\$29,788
* Cash from 7YT Sale			\$2,973
Accounts Receivable			\$45,143
Fixed Assets			
	Piper Archer N8261H	\$77,000	
	Cessna 172P - N98819	\$71,000	
	Piper Archer II - N4334X	\$86,000	
	Cessna C182Q - N735GC	\$146,900	
Aircraft - (values based on AOPA Vref figures as of 9/30/17)			\$380,900
		Total Assets:	\$607,280

Liabilities

Accounts Payable (Includes Outstanding Quarterly Insurance Payments)			\$32,641
Bank Time			\$9,990
Loan Payable - N735GC	Monthly payments, including interest: \$1,510.		\$19,066
Prop and Engine Reserve (all planes - cumulative)			\$82,541
		Total Liabilities:	\$144,237
		Total Equity:	\$463,042
		TOTAL LIABILITIES & EQUITY	\$607,280

Aircraft Data Current Month

Equipment	Hours Flown	Flight Total	/ Hour	Fuel	/ Hour	Mx Expense	/ Hour	Tiedown and Hanger	Prop and Engine Reserve	Hourly Cost (Fuel, MX, P&E)
N8261H	38.43	\$5,501	\$143.13	\$2,777	\$72.26	\$554	\$14.40	\$90	\$769	\$107
N4334X	28.70	\$4,305	\$150.00	\$2,096	\$73.03	\$4,142	\$144.31	\$90	\$718	\$242
N98819	40.70	\$5,698	\$140.00	\$2,712	\$66.63	\$561	\$13.78	\$90	\$814	\$100
N735GC	24.30	\$4,253	\$175.00	\$2,976	\$122.48	\$0	\$0.00	\$650	\$729	\$152
N228TR	32.60	\$6,623	\$203.16	\$3,342	\$102.51	\$311	\$9.55	\$90	\$0	\$112
N172HL	17.04	\$2,215	\$130.00	\$393	\$23.08	\$0	\$0.00	\$340	\$0	\$23
Totals	132.13	\$28,594	\$216.41	\$14,296	\$108.19	\$5,568	\$42.14	\$1,350	\$3,029	

Inflows/Outflows

	Current Month	Totals
Membership - Initiation Fees	\$1,500.00	
Membership Dues - Regular	\$8,321.33	
Membership Dues - Associate	\$1,025.00	
Total Flight Time Billing	\$28,594.20	
Interest Income	\$1.37	
Sporty's Rebate (quarterly)	\$0.00	
Leaseback Management Income	\$345.44	
Finance Charges/Late Fees/Banktime To Club	\$1.37	
Billed Monthly Total:		\$39,788.71
Flight Hours (Unbilled Maintenance & Marketing)	-\$783.30	
Transfer to P&E Reserve (Total hours x \$20)	-\$3,029.10	
Insurance Fund Transfer (Goal \$42,000 by 3/15/2023)	-\$3,875.00	
5GC Loan Payments (current month as above)	-\$1,509.68	
Fuel & Oil Expense	-\$14,295.75	
Club Officer & Maint. Credits (5 aircraft)	-\$2,015.00	
Other Misc. Expenses (FSP, Web Site, Events, Advertising, Landing Fees & Other)	-\$256.87	
Licensing and Registration Fees for Aircraft (CBP Decals)	\$0.00	
Aircraft Liability Insurance/D&O Insurance Payment	-\$633.00	
General Maintenance Expense (Funds collected for 8TR Wax)	\$500.00	
Leaseback Aircraft Waterfall (Minus Management Fee Above)	-\$2,653.69	
Total Aircraft Expense (above Ann/Av/Fee/Mx and Tiedown & Hanger)	-\$6,917.71	
Expenses Total:		-\$35,469.10
Monthly Cash Flow Total		\$4,319.61

Fund Balances		Dues %	Month Only	All Funds
Dues:	Accounting	4.01%	\$ (94.57)	\$ (365.51)
	Avionics Subscriptions	1.75%	\$ 170.68	\$ 21.89
	D&O Insurance	0.55%	\$ (578.67)	\$ 53.33
	Hangar/Tie Down	2.84%	\$ (262.25)	\$ (1,058.84)
	Liability Insurance	40.71%	\$ 3,966.70	\$ (638.43)
	Loan Payments	15.86%	\$ (94.57)	\$ -
	Officer's Credits	21.17%	\$ 47.41	\$ 592.20
	Taxes & Registrations (Town of Oxford delayed because of COVID-19)	0.32%	\$ 1.90	\$ (2.17)
	Web Site / FSP	0.80%	\$ 6.04	\$ 93.96
	General Maintenance	3.06%	\$ 697.03	\$ 116.45
	Marketing Expenses		\$ -	\$ (538.04)
	Unbilled Flight Hours (+MX, +MARK)		\$ -	\$ (354.38)
	Landing Fees	0.66%	\$ 9.59	\$ 221.59
	Quickbooks Online	0.99%	\$ 1.90	\$ 130.63
	Dues Unallocated		\$ (16.89)	\$ 10,418.00
	LRP Upgrade Fund (Expired PT, Initiation Fees, Bank Interest)		\$ 1,562.54	\$ 18,161

Flight	Last Month	Current Bal
Flight: N4334X		
Fuel	\$ (15.33)	\$ 970.70
MX	\$ (2,923.34)	\$ (5,063.10)
P&E	\$ -	\$ -
Upgrades	\$ 288.41	\$ 461.41
Flight: N735GC		
Fuel	\$ (935.20)	\$ (1,491.34)
MX	\$ 1,481.10	\$ (3,083.51)
P&E	\$ -	\$ -
Upgrades	\$ 1.45	\$ 2,828.77
Flight: N8261H		
Fuel	\$ 103.58	\$ 2,536.21
MX	\$ 1,177.34	\$ (4,514.93)
P&E	\$ -	\$ -
Upgrades	\$ 120.75	\$ 4,475.80
Flight: N98819		
Fuel	\$ 39.53	\$ (360.51)
MX	\$ 1,569.25	\$ (4,512.72)
P&E	\$ -	\$ -
Upgrades	\$ 2.43	\$ 5,693.65

Fuel Account Balance (Across All Aircraft)	\$1,655.06
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Leaseback Report

N228TR	Hours	Income	Fuel Surchar	Fuel	MX	Maint Fee	Hangar/Tie	Insurance	Total	Payout
Nov-21	9.90	\$ 1,683.00		\$ 660.31	\$ -	\$ 84.15			\$ 938.54	
Dec-21	9.20	\$ 1,564.00		\$ 885.74	\$ 240.00	\$ 78.20			\$ 360.06	
Jan-22	8.10	\$ 1,377.00		\$ 397.85	\$ -	\$ 68.85			\$ 910.30	\$ 2,208.90
Feb-22	14.80	\$ 2,516.00		\$ 1,186.98	\$ -	\$ 125.80	\$ 340.00		\$ 863.22	\$ 863.22
Mar-22	4.30	\$ 731.00		\$ 384.58	\$ -	\$ 36.55	\$ 340.00	\$ 115.79	\$ (145.92)	
Apr-22	20.50	\$ 3,690.00	\$ 205.00	\$ 1,381.19	\$ 311.46	\$ 174.25	\$ 340.00	\$ 552.07	\$ 726.04	
May-22	7.90	\$ 1,534.00	\$ 79.00	\$ 773.13	\$ 311.46	\$ 72.75	\$ 340.00	\$ 212.75	\$ (255.09)	\$ 325.03
Jun-22	25.60	\$ 5,120.00	\$ 256.00	\$ 1,539.59	\$ 311.46	\$ 243.20	\$ 340.00	\$ 689.41	\$ 1,740.34	\$ 1,740.34
Jul-22	32.60	\$ 6,194.00	\$ 326.00	\$ 3,341.76	\$ 311.47	\$ 293.40	\$ 340.00	\$ 877.92	\$ 703.45	\$ 703.45
* Altered for members in the "Transional Rate" by \$46										
N172HL		Income		Fuel	MX	Maint Fee	Hangar/Tie	Insurance	Total	
Mar-22	4.15	\$ 539.50		\$ 346.04	\$ -	\$ 26.98	\$ 90.00	\$ -	\$ 76.48	
Apr-22	9.41	\$ 1,317.40	\$ 94.10	\$ 406.86	\$ -	\$ 61.17	\$ 90.00	\$ -	\$ 665.27	
May-22	4.9	\$ 637.00	\$ 49.00	\$ 293.47	\$ -	\$ 29.40	\$ 90.00	\$ -	\$ 175.13	\$ 916.88
Jun-22	13.1	\$ 1,703.00	\$ 131.00	\$ 735.98	\$ -	\$ 78.60	\$ 90.00	\$ -	\$ 667.42	\$ 667.42
Jul-22	17.04	\$ 2,215.20	\$ 170.40	\$ 939.21	\$ -	\$ 102.24	\$ 90.00	\$ -	\$ 913.35	\$ 913.35



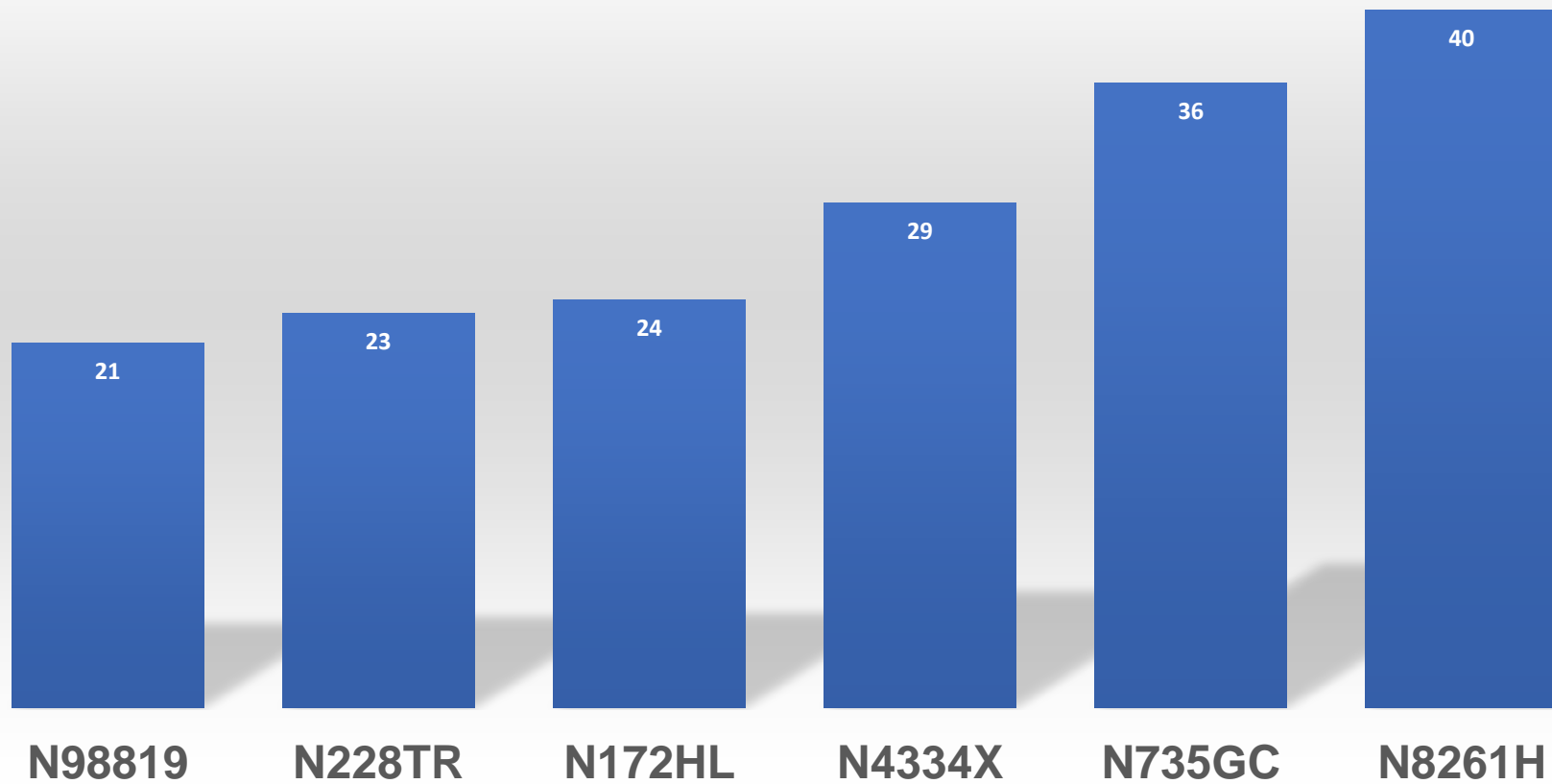
August 2022 Fleet Status

Aircraft	Status	Scheduled	Squawks	LRP	Notes
N735GC	Online	<ul style="list-style-type: none"> Avionics repair 	<ul style="list-style-type: none"> VFR only Left fuel sump leaking 	<ul style="list-style-type: none"> Avionics decision New interior? 	<ul style="list-style-type: none"> Thank you for your patience!
N98819	Online	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> Engine overhaul planning 	<ul style="list-style-type: none"> Left fuel vent replaced VOR #2 replaced
N172HL	Online	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> Negative ammeter indication 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> Monitor electrical load Be careful with door handles
N4334X	Online	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> Reoccurring squawks (door lock) 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> 100hrs are not feasible
N8261H	Online	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> Paint peeling on new skin by wing walk 	<ul style="list-style-type: none"> New shoulder harness? GI275's & autopilot? 	<ul style="list-style-type: none"> N/A
N228TR	Online	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> Troubleshooting HSI/AHRS 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A



August 2022 Fleet Status

Tach Hours 7-17 to 8-17



From: **Darryl Nicholson via Ofc-mem** <ofc-mem@lists.oxfordflyingclub.com>
Date: Mon, Aug 15, 2022 at 9:48 AM
Subject: [OFC-Mem] August 20th Stall/Spin/Xwind event has been cancelled.
To: OFC - Current Members <ofc-mem@oxfordflyingclub.com>

Dear fellow club members,

Because of a lack of interest in this event we are canceling. Please consider being part of the next event that will be a combination Safety committee/Activities committee event. Please see the dates below. We definitely need CFI help for this one so if you are a CFI and have not yet filled out my survey I sent the other day please do so now. It will only take a minute to complete.

Thanks!!

DJ Nicholson
Activities

~~Sat, Aug 20, 2022 - Crosswind/Stall-Spin training event at OXC and Potluck lunch. Tentatively from 11:30am-6pm~~ **CANCELLED**

Sat, Sept 10, 2022 - In concert with the Safety Committee we would like to hold an Emergency Engine out training at OXC from 8am-2pm. Tuesday Sept 6, from 6-8pm will be ground school at the hanger. **WE NEED CFIs!**

Sat, Oct 22, 2022 - Short and Soft Field landing event with BBQ at N41, Mount Tobe. Tentatively from 9am-3pm **RAF is running a flyin/campout/spot landing/pumpkin drop this weekend as well. It would be great if we could participate alongside.**

Sat, Nov 12, 2022 - Night Landing proficiency event and Pizza at OXC. 4-9:30pm



OFC SAFETY COMMITTEE Update | Aug 2022

- **Meeting:** August OFC Safety Committee meeting was postponed on August 11th (vacation)
- **CSR update:** By August 16th not new CSR were input.
- **Operation Manual Feedback:** The Operation Manual is continue being reviewed with not updated at this point on the website.
- **Safety recommendation for Activity Committee:** Topics were selected based on observation patterns, working on the content for the Safety activity on September.