

# **OXFORD FLYING CLUB**

## **MEETING MINUTES**

15 Apr 2014

**Attendance:** Regular: 12 Reg/Student: 2 Associate: 3 **Quorum:**<sup>1</sup> Yes X No   

**Location:** 121 Restaurant Oxford, CT

Type	Member	Present	Type	Member	Present	Type	Member	Present
1	Assoc	Aulet, Maximillian		Reg	Hill, Ed		Reg	Pugliese, Jay
2	Reg	Baker, Matt		Med/Assoc	Hill, Jeremy		Reg/Stu	Reddy, Mahesh <b>X</b>
3	Reg	Bell, Joe		Reg	Kit, Volodymyr		Reg	Richardson, Bruce
4	Assoc	Berwick, Ken		Assoc	Kramer, Tom		Reg/Stu	Riolo, Jonah
5	Reg	Burmann, Bruce		Reg	Kuhse, Bob <b>X</b>		Reg	Robinson, Andy
6	Assoc	Camejo, Christopher		Reg	Laine, George		Reg	Rosen, Stewart
7	Reg	Carr, Tim		Reg	Lafosse, Larry		Reg	Rosendahl, Eric
8	Reg	Chromczak, Ed <b>X</b>		Assoc	Lyons, Hal <b>X</b>		Assoc	Sabot, Jay <b>X</b>
9	Assoc (Honorary)	Dasilva, Domingos		Assoc	Moir, Floyd <b>X</b>		Assoc	Schindler, Len
10	Reg	Delp, Greg		Reg	Monahan, Jay <b>X</b>		Reg	Schmecker, Ron <b>X</b>
11	Assoc	Dobbs, Glen		Reg	Morici, John <b>X</b>		Reg/Stu	Shaker, Ed
12	Assoc	Dobbs, Kristi		Assoc	Morrow, Bill		Reg	Stevens, Burt <b>X</b>
13	Reg	Earl, Gavin		Reg	Mowerman, Illya		Reg	Treanor, Jim <b>X</b>
14	Reg	Ebbert, Davis		Reg/Stu	Murphy, Mick		Reg	Tremallo, Wayne
15	Reg	Fazio, Mike		Reg	Nalband, Gary <b>X</b>		Reg	Trueman, Jeffrey
16	Reg	Feeney, Richard		Reg	Noffke, Karl <b>X</b>		Reg	Tyrrel, Chris
17	Reg	Feinman, Jason		Reg	Oloff, Scott <b>X</b>		Reg/Stu	Vitagliano, Erik <b>X</b>
18	Assoc	Feinman, Phil		Reg	Palmatier, Bruce		Reg	Wilson, Richard <b>X</b>
19	Reg	Green, Geoffrey		Reg	Poole, Christopher		Assoc	Zipkin, David
20	Reg	Hansen, Jens		Reg	Poole, Raymond			
21	Reg	Heidrich, Don		Reg	Proulx, Brian <b>X</b>			

- **Burt S. called the meeting to order at 7:06 PM**
- **Prospective new member Peter St. Pierre, former member Jerry Posniak attended meeting**
- **March meeting minutes accepted unanimously**

<sup>1</sup> 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.

## **Monthly Reports:**

**Membership Report:** Presented by Ed C. on behalf of Don H.



## **Membership Report Oxford Flying Club**

Don Heidrich, April 2014

### **Membership Changes since Last Meeting:**

Resigned:

- Jens Hanson (returned to Denmark)

Status Change:

- Ron Schmecker - Associate to Regular
- Jeff Trueman – Student to Regular – CONGRATS!

Joined:

-

### **Current Totals**

Regular	40
Student	5
Mentored Student	0
Associate	14 (Includes Dom Dasilva)
<u>Med Associate</u>	<u>1</u>
Total	60

### **Other Notes:**

New Prospects:

- Larry Timpson
- Peter St. Pierre
- Roland Greenwood

Prior Prospects:

- Peter Hill
- Scott Price – Flies with Kyle, getting back into flying, attended Safety Day
- Norm Forrester – Student, paused for a while, attended Safety Day

- Jeff DiStasio – Flew with Barry Lerman, works for Cisco
- John Herman – was member of HFD club, hasn't flown in 4 years
- Tom Krasowski – owns a Cherokee, working on IFR with Ron, interested after that

Membership Report accepted unanimously.

**Additional membership business:**

Applications for reinstating former member Jerry Posniak as associate member and Larry Timpson as a new regular member were discussed during the meeting and a motion to approve both Jerry and Larry was presented, all meeting members unanimously approved the motion.

**Treasurer's Report:** Presented by Mahesh Reddy (see attached).

Mahesh R. wrote:

"The loss shown of \$32k is not a true loss. In fact, there is a YTD profit of about \$11,000. The difference is an expense of \$44,058 recorded as an engine expense. Rightfully this amount should be reversed to E&P Reserve and the value of the aircraft (61H) adjusted accordingly.

The other significant issues to report is the total cost of Engine and Prop overhaul (for 61H) is \$35,111 of which \$11,300 is outstanding and is yet to be paid.

Please feel free to call Mike Fazio or me if you have any questions."

Burt S. mentioned to make every effort to use up our \$329.00 credit we have with Oxford Flight Training.

Treasure's Report accepted unanimously.

**MX Report:** Presented by Brian Proulx (see attached).

Brian P. wrote:

"A busy month for the maintenance team!

4334X – Pre-buy was completed at Mutual Air in Brookhaven. The plane is in great shape. We found a small list of items that need to be addressed, nothing major. The aircraft logs have been reviewed thoroughly and I have an electronic logbook built for use going forward. You will also see that 4334X has been added to the MX page on the scheduler. Waiting for next steps from the BoD and Finance committee.

61H – Engine replaced, new prop, and annual all within 1 week – Wonderful!. Engine break-in going well, thank you for your patience while we go through these next few weeks. We are close to the end of Phase 2 and will be entering Phase 3. Please refer to the club scheduler [News](#) page for a link to the break-in document to see what Phase 3 will entail. The MX team will advise when this occurs. I flew approx. 4.3 hrs. in it over the past two weeks, and this is what is needed. If you have a long flight approaching please consider 61H for that trip. The sooner the break-in is complete, the sooner we can get back to normal ops! I also have an air scoop on order to replace the one that is now broken.

84F – Entering annual with Russell Emmons at MMK. Guestimate of \$2800 plus new tires. Engine oil analysis continues to impress, good numbers across the board.

62Y – 50hr oil change done over the weekend. Found a flat spot on the left main that is now causing some vibration. Will wait a few more weeks before considering replacement, as this is the time of year for notorious crosswind flying at OXC.

NOTE to 182-checked pilots: The dipstick was found unsecure when the cowl was removed for the oil change and oil seepage was found in the engine compartment as a result. Please make sure that the dipstick is not getting caught on the baffle material. The hook at the top of the dipstick comes in contact with the baffle and the O-ring will not seat well unless double checked for positive engagement. The dipstick also has evidence of being bent, please use caution.

819 – Needed to perform an oil change mid-week. Do not check engine oil after a flight. The oil readings will be low as the oil is still in the cylinders and valve area. Doing so and adding oil in a hot engine will lead to a potential overfill scenario. I have a Pitot cover on order to replace the one that went missing last week.”

Maintenance Reports accepted unanimously.

**Long Range Planning Committee Summary, 4/15/2014:** Presented by Ed Chromczak (see attached).

**All Category (A) upgrades, except for maintenance have been suspended until further notice, due to pending aircraft purchase/sale/upgrade/overhauls, etc.**

- 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

*The scheduling of the LRP projects have been coordinated with maintenance issues and are on track with the Committee's goals.*

### **Suggested Aircraft Improvements:**

**62Y** (230 hrs/yr; airframe TT 4.8K hrs; engine since MOH 355 hrs; remaining 900 hrs)  
Install ADS-B in/out collision avoidance avionics [\$6K] (B)  
LED landing & taxi light upgrade [\$285ea. x 2 = \$570] (C) {repl. lamps should be LED}  
LRP (A+B+C) Summary: \$6.6K

**61H** (350 hrs/yr; airframe TT 4.0K hrs; engine since MOH 5 hrs;  
Upgrade Transponder to Extended Squitter-out collision avoidance [\$1.5K] (A)  
LRP (A+B+C) Summary: \$29.5K

**34X** (290 hrs/yr; airframe TT 3.5K hrs; engine since MOH 150 hrs) Engine OH'd 2013  
Upgrade Transponder to Extended Squitter-out collision avoidance [\$1.5K] (A)  
Upgrade ELT to 406 mhz; \$2K (A)  
Corrosion proofing; \$700 (A)

**819** (210 hrs/yr; airframe TT 7.0K hrs; engine since MOH 1700 hrs; remaining 300 hrs)  
Install co-pilot seat inertia reel [\$1K]; back-ordered via Cessna (B)  
Upgrade GPS - to 430WAAS [\$3.5K] (B)  
Install ADS-B in/out collision avoidance avionics [\$6K] (C)  
Exterior Paint - Consider 2 years from now. [\$18K] (C)  
LED landing light upgrade [\$285] (C) {replacement lamps should be LED}  
LRP (A+B+C) Summary: \$27.8K [consider extending paint job by touch-ups]

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

LRP upgrades only.]

The above, one per year or earlier, ADS-B installation schedules are considered due to avionics shop scheduling prior to the end of 2019 & available funding.

### **Safety:** Presented by Jay Sabot

FAA Safety seminar at NVCC held on April 8<sup>th</sup> was a great success.

Jay has lined-up two guest speakers for our Safety Day event:

Jerry Posniak suggested combining our OFC Safety Day event by inviting the American Yankee group to host a more diverse and interesting event. All club members expressed approval for the idea saying it can only make the event better. Jerry will be involved in making this happen if the club chooses to accept this idea.

### **Unfinished Business:**

- **Pinch Hitter course, Summer 2014 – Mahesh Reddy**

This involves 3 hrs. of ground school and 1 hr. in the plane. Mahesh has 3 CFIs lined-up and 14 interested in the program so far. Scott O. volunteered to teach the ground school portion. Mahesh plans on sending a reminder email in early May.

- **IMC program – John Morici – KMMK at 6pm April 22 (next Tuesday)**

John highly suggested attending meeting in Meriden to see if this is something OFC will be interested in starting up.

- **Jones Beach Air Show & speaker for Spot Landing Event – Jay Sabot**

Jay is still looking for more participants to go on this great event. This year the Blue Angels will be flying and they are amazing.

- **Finance Committee report – Rates**

The finance committee plans on presenting their findings and a proposal on club rates at our May meeting so no numbers will be provided here. In lieu of that the topic was discussed informally and there appears to be a rate hike for both membership rates and aircraft hourly rates.

- **N4334X purchase price \$85k – pre-buy – borrowing \$55k**

The club affirmed the purchase price of \$85K is a good value for OFC. All the records and inspections show this plane is in great shape and valued higher.

Brian shared his pre-buy concerns with the members present and requested the following be addressed in the near-term:

- Door loose on hinges – The door is sloppy and appears to be the hinge pins. This same repair was made to 84F. While the parts are inexpensive, the door was not properly aligned. This made the door difficult to close. Additional labor hours were needed to make the appropriate adjustments. Estimate up to \$1000 to fix.
- Fuel tank vent – wrong orientation and may result in a lower pressure within the tank. Estimate up to \$600 to fix.
- Oil pressure indication – When engine initially starts the pressure reading is at the top of yellow/red line. Pressure comes down once warmed up but remains at the green/yellow line.

Suspect this is an indication issue and not an engine issue. According to Burt, VIP Maintenance Director Eric Santerre was consulted. Penn Yann indicated this was normal. Brian recommended additional troubleshooting should be performed. No estimate provided.

Mike F. wrote:

“... The purchase will be partially funded from the proceeds of the sale of 84F. Following a rather exhaustive review of our current cash position, it was determined that we should request the membership to loan the club treasury \$55,000. to be used for the purchase of the plane.

We are offering notes of \$5,000 each, to be repaid over a term of five years at an interest rate of 5% per annum. Preference would be given to members who do not have a current outstanding note (for 62Y's purchase). We would also like to limit notes to two notes (\$10,000) per member, if you would have interest in purchasing more than a single \$5,000 note.

As we do want to move this process forward as soon as possible, please contact Burt ([bstevens@snet.net](mailto:bstevens@snet.net)) or me if you have any questions. We would like to complete this process by 4/20.”

Burt S. mentioned that members should only fly N4334X VFR until they get checked-out on the Aspen avionics package. Brian P. is working on creating a PowerPoint presentation summing up the operating instruction manual.

## **New Business:**

- **Davis Ebbert has offered to develop a Facebook website for OFC.**

Club members feel this could be a good idea to reach more potential members. Let's see what Davis offers.

The club adjourned at 8:17 PM.

Submitted by,  
Karl Noffke

### Document History

Version	Date	Change Reference
1.0	22-Apr-2014	Original release

# Oxford Flying Club

## Current Financial Status

### Balance Sheet

04/15/14

#### *Assets*

Cash			\$52,612
Accounts Receivable			\$19,627
- Core Deposit for 61H			\$16,400
	N8261H	\$82,000	
	N4384F	\$51,000	
	N98819	\$45,000	
	N7362Y	\$97,000	
Planes - (values based on AOPA Vref figures as of 1/1/2013)			\$275,000

**Total Assets:** \$363,639

#### *Liabilities*

Accounts Payable (O/S Inv. of approx. \$11k approx 61H not included)			-\$329
Bank Time			\$21,658
Loans			\$36,597
Engine & Prop Reserve* (Not Reduced by 61H Engine)			\$123,457

**Total Liabilities:** \$181,383

**Total Equity:** \$182,256

### Profit & Loss Statement

	April-14	YTD
<b>Total Income</b>	\$7,157	\$48,281

#### *Expenses*

	Monthly	YTD
N4384F	\$90	\$5,068
N8261H	\$143	\$49,698
N98819	\$90	\$4,941
N7362Y	\$600	\$8,013
Officers Flying Time	\$760	\$2,850
Fuel & Oil Expense	\$3,938	\$8,506
Other Expenses	\$1,160	\$2,013
<b>Total Expenses:</b>	\$6,782	\$81,087
<b>Net Income:</b>	\$375	(\$32,807)

(When adj. JE is made to reduce \$44K for 61H engine Expense, OFC will show a YTD profit of \$11,000)



# OFC Maintenance Report

## Active Issues - April 2014

Open Date	ID #	Issue	Resolution	Scheduled for	Status	Assigne
<b><u>N4384F</u></b>						
3/2/2014	993	Dry rot on main tires, Pilot side main has significant flatspot	Replacing at Annual	4/14/2014	Open	Russ
<b><u>N7362Y</u></b>						
11/17/2013	967	The non-essential top right side instrument light sometimes function when "tapping" on the top of the instrument panel.			Pending	Club
11/17/2013	966	The airspeed indicator is very difficult to view during night operations because it has a "ring" lighting device installed	Perhaps there may be a "brighter" way to illuminate the ASI. Bring along a "head-lamp" if flying at night.		Pending	Club
<b><u>N8261H</u></b>						
4/7/2014	1001	GPS becoming intermittent again...need to watch this	2 separate occasions the GPS lost signal with satellites. Could be interference from electronic devices?		Open	Club
4/1/2014	1000	Kool scoop broken	Will replace		Open	Club
<b><u>N98819</u></b>						
2/24/2014	987	Air cleaner bracket broken on co-pilot side			Open	Image
11/17/2013	964	Co-pilot inertia reel install	backordered for weeks.		Open	Image

# OFC Maintenance Report

## Closed Issues - April 2014

Open Date	ID #	Issue	Resolution	Status	Assigned	Close Date
2/1/2014	984	337s needed for all ELTs installed.	Reliant is working on 84F/61H/62Y. Image is working on 819. Resolved by Steve DeSorbo. A&P log entry is sufficient per Steve's FAA Assigned mechanic	Closed	Club	4/1/2014
<b><u>N4384F</u></b>						
3/8/2014	998	50hr oil change		Closed	Club	3/8/2014
<b><u>N7362Y</u></b>						
4/12/2014	1003	50hr oil change		Closed		4/12/2014
2/24/2014	988	Primary COM radio has static on transmission		Closed	VIP	4/10/2014
<b><u>N8261H</u></b>						
3/18/2014	999	Avionics fan inop?	There is no fan in 61H	Closed	Reliant Air	3/26/2014
3/4/2014	996	50hr oil change		Closed	Club	3/6/2014
3/2/2014	995	Prop Overhaul	Will send out for overhaul while in annual. May want to dynamic balance at some point over the summer. Required a new prop.	Closed	Reliant Air	3/26/2014
3/2/2014	994	New OH engine from Lycoming, w/new cylinders	Inspect baffling and engine mounts.	Closed	Reliant Air	3/26/2014

Open Date	ID #	Issue	Resolution	Status	Assigned	Close Date
2/24/2014	992	Rear leather seats cracking on surface	Not sure what to do with this. Poor leather treatment is all. Cant fix what is already damaged.	Closed	Club	3/26/2014
2/24/2014	991	Several places where paint is starting to flake off	Needs touchup	Closed	Reliant Air	3/26/2014
1/16/2014	980	Uneven CYL temps on 61H per ECI	Baffles rebuilt, not seeing this issue since new engine was installed	Closed	Reliant Air	3/26/2014
1/16/2014	979	Condensation on inside windows	Condensation on the inside windows of 61H. Morici stated it was there when he got into the plane and never cleared. Will keep an eye on this as it may have been due to the unusual cold/warm weather and not a water leak. Checked seals, all good	Closed	Reliant Air	3/26/2014
2/1/2013	837	Remove DME from 61H, not needed anymore.	Need new W&B.	Closed	Reliant Air	3/26/2014
<b><u>N98819</u></b>						
4/9/2014	1002	Oil change due to MX reasons	Had to change oil prior to 50hrs due to an unforeseen issue	Closed	Image	4/9/2014
3/4/2014	997	50hr oil change		Closed	Club	3/6/2014
9/8/2013	921	Loaner transponder installed while ours is bench tested	Spoke with VIP, do not worry...	Closed	VIP	3/26/2014

## 7573.1

Hobbs (calc)	4791.8
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Dec-2020

5538.3

Hobbs (calc)	8267.6
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May-2013

Nov-2014

7067.0

Hobbs (calc)	8317.9
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**Apr-2015**

## 4412.9

Hobbs (calc)	5711.3
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or 8/2017

Jan-2017

# Maintenance Overview

1984 Piper Archer II - N4334X (28-8490040)

April 2, 2014

Eng. TT

64.0

3rd run case

TTAF

3386.4

1736 in service

SMOH

64.0

Annual Insp & hours to date

1533

3

Tachometer Reading

1536

50hr Oil Due

50.0

TBO

1936.0

prop

1936

Engine Overhaul (11/30)

2053

oil samples

1/0/1900

Hobbs (calc)

172.7

Estimated Engine replacement

May-2021