

OXFORD FLYING CLUB

MEETING MINUTES

(21 Oct 2014)

Location: 121 Restaurant Oxford, CT

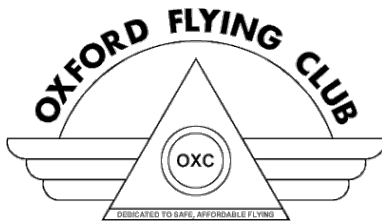
Attendance: Regular: 18 Reg. /Students: Associates: 3 **Quorum:**¹ Yes X No

| Type | Member | Present | Type | Member | present | Type | Member | Present | |
|------|---------------------|---------------------|------|--------|--------------------|------|--------|-------------------|---|
| 1 | Assoc | Aulet, Maximillian | | Reg | Hill, Ed | | Reg | Proulx, Brian | X |
| 2 | Reg | Baker, Matt | X | Assoc | Hill, Jeremy | | Reg | Pugliese, Jay | |
| 3 | Reg | Bell, Joe | | Reg | Kit, Volodymyr | | Reg | Reddy, Mahesh | X |
| 4 | Assoc | Berwick, Ken | | Reg | Krasowski, Tom | | Reg | Richardson, Bruce | X |
| 5 | Reg | Burmann, Bruce | | Reg | Kuhsel, Bob | | Stu | Riolo, Jonah | |
| 6 | Assoc | Camejo, Christopher | | Reg | Laine, George | | Reg | Robinson, Andy | |
| 7 | Reg | Carr, Tim | | Reg | Lafosse, Larry | X | Reg | Rosen, Stewart | X |
| 8 | Reg | Chromczak, Ed | X | Assoc | Lyons, Hal | X | Assoc | Rosendahl, Eric | |
| 9 | Reg | Cooper, Pat | | Assoc | Moir, Floyd | X | Assoc | Sabot, Jay | |
| 10 | Reg | Delp, Greg | X | Reg | Monahan, Jay | X | Assoc | Schindler, Len | |
| 11 | Assoc (Honorary) | Dasilva, Dom | | Reg | Morici, John | X | Reg | Schmecker, Ron | |
| 12 | Reg | Distasio, Jeff | | Assoc | Morrone, Matt | | Reg | Shaker, Ed | |
| 13 | Assoc | Dobbs, Glen | | Assoc | Morrow, Bill | | Reg | Stevens, Burt | |
| 14 | Assoc | Dobbs, Kristi | | Reg | Mowerman, Illya | X | Reg | St. Pierre, Peter | |
| 15 | Reg | Earl, Gavin | | Stu | Murphy, Mick | | Reg | Suarez, Federico | |
| 16 | Reg | Ebbert, Davis | | Assoc | Nalband, Gary | X | Reg | Timpson, Larry | |
| 17 | Reg | Fazio, Mike | | Reg | Nelson, Nick | | Reg | Treanor, Jim | X |
| 18 | Reg | Feeney, Richard | | Reg | Noffke, Karl | X | Reg | Tremallo, Wayne | X |
| 19 | Assoc | Feinman, Jason | | Reg | Oloff, Scott | X | Reg | Tyrrel, Chris | X |
| 20 | Assoc | Feinman, Phil | | Reg | Palmatier, Bruce | | Stu | Vitagliano, Erik | |
| 21 | Reg | Green, Geoffrey | X | Reg | Palombo, Rich | | Reg | Weiner, Jay | |
| 22 | Reg | Greenwood, Roland | | Reg | Poole, Christopher | | Reg | Wilson, Richard | |
| 23 | Reg | Ham, Robert | | Assoc | Poole, Raymond | | Assoc | Zipkin, David | |
| 24 | Reg | Heidrich, Don | X | Assoc | Pozniak, Jerry | | | | |

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.

Burt S. called the meeting to order at 7:06 PM

August & September minutes accepted unanimously



Membership Report Oxford Flying Club

Don Heidrich, October 2014

Membership Changes since Last Meeting:

Resigned:

-

Status Change:

- Joe Bell – Regular to Associate

Joined:

-

Current Totals

| | |
|----------------------|---------------------------|
| Regular | 46 |
| Student | 3 |
| Mentored Student | 0 |
| Associate | 20 (Includes Dom Dasilva) |
| <u>Med Associate</u> | <u>1</u> |
| Total | 70 |

Other Notes:

New Prospects:

- Frank Gentile – ATP / CFII
- Ronan Elefant – Friend of Jay Sabot

Prior Prospects:

- Richard Aniuk – previous member
- Brian Huster – from Louisiana, ATP
- Tom Waterhouse – from Ron's barbershop
- Peter Hill
- Scott Price – Flies with Kyle, getting back into flying, attended Safety Day
- Norm Forrester – Student, paused for a while, attended Safety Day
- John Herman – was member of HFD club, hasn't flown in 4 years

Additional membership business:

Don H. and Ed C. interviewed Frank Gentile for regular membership. Meeting members discussed Frank's application, after a short discussion Scott O. motioned to accept Frank Gentile as a new member of the Oxford Flying Club. There was one opposition, all others favored, motion carried.

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

Mike F. plans on meeting on 10/29 at Burt's house to discuss club finances. A six month review of the budget to actual will be done to evaluate the recent rate increases implemented in June.

Mahesh R. will be sending a meeting invite by email to all club members. All are welcomed to attend. Please RSVP so Burt can plan dinner, yes you heard it right. Financials could be filling.

Treasurer's report accepted unanimously.

MX Report: Presented by Brian P. (see attached)

- 62H – Oil change planned for 10/22 at 7:00 PM in our hanger
- 62Y – Major structural damage to one of the flaps that needs to be replaced
- 34X – Annual at VIP for two weeks in Dec

Maintenance reports accepted unanimously.

Long Range Planning Committee - September 2014: Presented by Ed. C.

We're considering the following purchases, avionics swap-outs, replacements and installations as a way to fulfill the LRP goals previously presented.

The major reason for this revised plan is to replace the "weak" transponder now in N98819. This transponder has been repaired frequently and it's time for a replacement. Unfortunately, the step-by-step process will require working on all the Club planes and 819 is last on the list.

This process will enable all the planes except 819 to meet the FAA ADS-B out requirement; 819 will be addressed for this mandate after we OH the engine, etc.

(1) Purchase a Garmin GTX 330 ES transponder for \$3500.

(2) Have the new Garmin GTX 330 ES replace the GTX 330 transponder now in N4334X. This is a slide-out/slide-in with minor wiring changes. This plane is currently equipped with a Garmin GNS 430W GPS, w/TIS. Configure for ADS-B out.

(3) Have the shop send the GTX 330 removed from 34X to Garmin for ES upgrade.

(4) Have the returned unit replace the GTX 330 now in N8261H. This plane is currently equipped with a Garmin GNS 530W GPS, w/TIS. Configure for ADS-B out.

(5) Have the shop send the GTX 330 removed from 61H to Garmin for ES upgrade.

(6) Have the returned unit Installed in N7362Y. This will require a new tray for the transponder & some wiring changes. This plane currently has a Garmin GTX 327 transponder; and is equipped with a Garmin GNS 430W, w/TIS. Configure for ADS-B out.

(7) Replace the ARC RT359A transponder in N98819, with the GTX 327 removed from 62Y. This will be similar to the changes to 62Y. This plane is equipped with a Garmin GNS 430 (non-WAAS). This will not be ADS-B out unless we add an auxiliary unit.

These change-outs will be cycled through the process so the down time will be minimal. We have requested quotes from four avionics shops & will cost approximately what has been posted by the LRP.

Ed Chromczak, 908-400-9370

ADS-B Out compliant discussion and vote

Burt S. motioned to allow Ed C. and LRP committee to spend up to \$9k to install (3) Garmin GTX 330 ES transponders in 62H, 34X, 62Y and install Garmin GTX 327 transponder in 819 to make (3) of our planes ADS-B out compliant. Motion passed with 4 abstentions. The majority of members did not want to spend the extra cost to install a GTX 330 ES in 819.

Safety: Presented by Burt S.

Jay plans on organizing a Safety Seminar @ NVCC (Naugatuck Valley Community College) Tuesday 11/25 or Monday 12/15.

Unfinished Business:

- **Spot Landing Event – Saturday, July 19th**

Burt S. summed it up “Great day”.

- **IMC program – John M.**

The IMC program at OFC is now an FAA Safety event where you can earn WINGS credit. See excerpt for first endorsement below.

"Oxford IMC Club Monthly Meeting"

Topic: Scenario Based Instrument Learning & Discussion

On Wednesday, November 5, 2014 at 19:00

Location:

Northeast Tees of the Oxford Airport

Juliano Drive

Oxford, CT 06478

Select Number:

EA6358409

Description:

IMC & the Oxford Flying Club offer this organized “hangar flying” which is focused on building proficiency in instrument flying. We believe that safety and proficiency are developed through shared experiences. Our monthly meetings, on the first Wednesday of each month, use real world scenarios to engage and allow our members & guests to share and build their experience. You do not have to be instrument rated to attend. Click on the link below and register TODAY.

To view further details and registration information for this seminar, [click here](#).

The sponsor for this seminar is: **FAASTeam, EA-63 FSDO**

- **Sporty's 5% Rebate program – Mike F.**

Sporty uses your email address on record to send rebate check.
Club gets credited 5% for all purchases.

- **819 engine replacement in January or as required by oil analysis**

The discussion boiled down to engine replacement at TBO (time, which is during annual in January) or per oil analysis (condition). By a show of hands, vast majority of meeting members voted to replace engine based on oil analysis.

A lot of members expressed their opinions to replace 819 versus sinking any more money into this old aircraft, hence the vote outcome. As a result, Jay M. and Ed C. will head a committee to present options for replacing 819.

- **N55387 – Seneca I – Ad Hoc Committee – Scott O.**

Scott has received approx. 8 pilots interested in flying the Seneca

Scott summed up the current proposal:

Flight time - \$275 / Hr. [Calculated by (Hobbs time + Tach time of Engine 1 + Tach time of Engine 2)/3]

Annual insurance costs - \$5000

Annual Scheduler costs - \$300

\$35 from the \$275 goes to club to pay for the insurance and scheduler costs. The remaining \$240 will go to the aircraft owner to cover operational costs.

The hourly rate will have to be reassessed regularly to ensure the aircraft income is in line with the operational costs consumed by the club.

Burt will investigate other Insurance providers to find one that has a reduced dual instruction time requirement in order to fly as PIC.

Meeting members voted in favor of pay the \$5000 for insurance. There were 2 nays, and 4 abstentions

New Business:

- **South Ramp parking location – refer to attached diagram**

Burt offered a lot of details in his email sent Oct 20th. Key points provided below:

- Matt Kelly has offered us three spots on the front line – tiedown #'s 8, 9 & 10. Presently N4334X is tied down in #9.

Burt S. and Don H. provided some feedback.

Cons:

- Very tight between the Hold Short Line and the tie down spot. There is little room to maneuver the plane such that you need to use the tow bar to place the plane into its spot.
- Snow removal also more difficult in the front row where planes are tail to tail

Pros:

- Accessing the taxiway on departure is significantly easier.

Burt is trying to get the last 4 slots; we currently have 3 slots.

After discussing our options club members voted to stay in the back row.

- **Slow flight & stalls on every AIC**

Slow flight and stalls will be included in everyone's AIC.

- **Associate Emeritus Membership –**

Burt S. recommended replacing Associate Honorary Member with Associate Emeritus Member. This is awarded to those members who significantly contributed to club activities in promoting safe affordable flying.

Club members voted unanimously in favor of awarding George Laine Associate Emeritus Member. Dom Dasilva's status will be updated to Associate Emeritus Member.

- **Reimbursement of non-insurance claims caused by members' actions**

Deferred to next month

- **CFIs & minimum monthly flight time**

Deferred to next month

- **Other items as presented by membership**

Bruce R. presented proposed slate of officers for 2015 (see attached).

Brian P. announced that he will not be seeking the position of Maintenance officer for 2015 that he has held for 9 years. As Brian stated, it was a very difficult decision as a recent work promotion has left less time to balance work, family and OFC maintenance activities.

The club expressed their gratitude in Brian's outstanding work, high standards, many hours, and above all his passion for the position which is reflected in our well-maintained aircraft. I always hear comments from new members how impressed they are when they see our planes, somehow they were expecting less. Existing members just thought this was normal, I guess we are spoiled. Brian set the bar high from which we all enjoy "Safe and Affordable Flying"

The club adjourned at 9:28 PM.

Submitted by,
Karl Noffke

Document History

| Version | Date | Change Reference |
|---------|-------------|--------------------------------|
| 1.0 | 21-Oct-2014 | Original release |
| 2.0 | 27-Oct-2014 | Added missing attendance sheet |



Oxford Flying Club

Current Financial Status

Balance Sheet

10/17/2014

Assets

| | | |
|---|--------|-----------|
| Cash | | \$111,071 |
| Accounts Receivable | | \$21,926 |
| Resources | N8261H | \$85,000 |
| | N4334X | \$85,000 |
| | N98819 | \$44,000 |
| | N7362Y | \$94,000 |
| Planes - (values based on AOPA Vref figures as of 5/1/2014) | | \$308,000 |

Total Assets: \$440,997

Liabilities

| | | |
|---|--|----------|
| Accounts Payable | | -\$136 |
| Bank Time (total liability) | | \$19,379 |
| Loan Payable - N7362Y | Monthly payments, including interest: \$1,037. | \$31,033 |
| Loan Payable - N4334X | Monthly payments, including interest: \$1,226. | \$60,031 |
| Prop and Engine Reserve (all planes - cumulative) | | \$63,045 |

Total Liabilities: \$173,352

Aircraft Data

| | Current Mo Hrs Flown | Curr Mo Flight Income | Prop/Eng. reserve | Curr Mo Fuel (apprx) | Tiedown/Hangar | Curr Mo Maint. Exp | NB: oil chng fig \$125. |
|---------------|----------------------|-----------------------|-------------------|----------------------|----------------|--------------------|-------------------------|
| N8261H | 23.71 | \$2,992 | \$426.78 | \$1,386 | \$90 | \$125 | |
| N4334X | 37.20 | \$4,900 | \$669.60 | \$2,286 | \$90 | \$125 | |
| N98819 | 33.10 | \$3,078 | \$595.80 | \$1,744 | \$90 | \$2,671 | |
| N7362Y | 15.00 | \$2,555 | \$270.00 | \$1,483 | \$600 | \$1,687 | |
| totals | 109.01 | \$13,525 | \$1,962.18 | \$6,899 | \$870 | \$4,608 | |

Monthly Inflows/Outflows

| | Current Month | Year-to-date |
|---|----------------|----------------------|
| Membership Payments and Flight Time | \$20,578 | \$179,524 |
| Loan Payments (current month as above) | -\$2,563 | -\$18,000 |
| Officers Flying Time | -\$792 | -\$7,920 |
| Fuel Expense | -\$6,899 | -\$61,474 |
| Other Misc. Expenses (insurance, regs, tax, postage, seminar, safety day, etc.) | -\$403 | -\$23,225 |
| Total Aircraft Expense (excluding officer's, BT and misc. flight time) | -\$7,440 | -\$66,961.62 (est) |
| Monthly Inflow (outflow) total: | \$2,481 | \$1,943 (est) |

OFC Annual Inspections

N4334X items - Annual 2014

| Ope nDat | ID # | Issue | Resolution | Status | Assigne |
|---------------------------|------|---|--|--------------------|---------|
| 10/13/2014 Reliant Air | 1081 | very sticky even with the friction lock fully released | | Mixture control is | Annual |
| 8/5/2014 | 1053 | Alternator sometimes shows low current draw | I am told this is due to a good battery. Will watch this for a few weeks. | Annual | Club |
| 5/10/2014 | 1024 | cable tension is light, may be due to autopilot? | Consult VIP | Annual | VIP |
| 5/10/2014 | 1020 | Co-pilot side heat vent knob missing | | Annual | Club |
| 5/10/2014 | 1018 | Continue to watch the oil leaks, see if they were addressed or if still an issue | | Annual | Club |
| 5/10/2014 | 1012 | Red beacon on tail? | | Annual | |
| 5/10/2014 | 1011 | Coorosion proofing | Reliant will offer this service soon and will compete with Cawley's in price | Annual | Club |

OFC Maintenance Report

Active Issues - October 2014

| Open Date | ID # | Issue | Resolution | Scheduled for | Status | Assigne |
|----------------------|------|--|---|---------------|---------|-------------|
| <u>N4334X</u> | | | | | | |
| 10/13/2014 | 1082 | Need to check plug gap | | | Open | |
| <u>N7362Y</u> | | | | | | |
| 7/8/2014 | 1049 | Ordered a new DG to replace the existing DG | Just to repair the instrument is \$2100 and can not be overhauled. New instrument is \$2500 and can be overhauled at VIP. Now have an overhauled instrument installed. May purchase overhauled unit in plane now. | | Open | VIP |
| 6/16/2014 | 1042 | All wheels severly damaged due to gouging from a screw driver, damage is pre-OFC ownership | One is to the point of requiring replacement, others not far behind. Pricing this now. | | Pending | Reliant Air |

OFC Maintenance Report

Closed Issues - October 2014

| Open Date | ID # | Issue | Resolution | Status | Assigned | Close Date |
|----------------------|------|--|---|--------|-------------|------------|
| <u>N4334X</u> | | | | | | |
| 9/9/2014 | 1071 | 50hr oil change | Performed by Scott O | Closed | Club | 9/9/2014 |
| <u>N7362Y</u> | | | | | | |
| 10/13/201 | 1084 | Copilot door actuator broken | used part installed and repaired lock mechanism | Closed | Image | 9/25/2014 |
| 9/16/2014 | 1078 | Seat rail AD inspection | | Closed | Reliant Air | 10/21/2014 |
| 9/16/2014 | 1077 | Clean the plugs | | Closed | Reliant Air | 10/21/2014 |
| 8/23/2014 | 1062 | Tug needs new fuel cap. Avgas did a number on the rubber seal. | Must run the tug with the cap loose or engine will | Closed | Club | 9/16/2014 |
| 8/23/2014 | 1060 | Per Ed, small engine oil leak top front crankcase. Most likely the crank seal. | | Closed | Reliant Air | 10/21/2014 |
| 7/15/2014 | 1051 | Crack in wingtip needs to be stop drilled | | Closed | Reliant Air | 10/21/2014 |
| 6/15/2014 | 1040 | Red line missing on nose gear. | Temporarily painted a new "Yellow" line. All paint has come off the nose gear and only aluminum remains. Will discuss with J&M Aviation | Closed | Reliant Air | 10/21/2014 |
| 9/14/2012 | 797 | Turn Coordinator 1/4 ball out to right when level. | Please level plane and adjust T/C accordingly | Closed | Reliant Air | 10/21/2014 |
| <u>N8261H</u> | | | | | | |

| Open Date | ID # | Issue | Resolution | Status | Assigned | Close Date |
|----------------------|-------------|---------------------------------------|--|---------------|-----------------|-----------------------|
| 9/16/2014 | 1073 | AI in need of repair | Warrantied instrument installed (new?) | Closed | VIP | 9/18/2014 |
| <u>N98819</u> | | | | | | |
| 9/25/2014 | 1083 | New starter installed (SkyTec NL-149) | revised W&B in POH | Closed | Image | 9/25/2014 |
| 9/17/2014 | 1079 | Seat rail AD completed. | Greg Delp A&P IA 3301792 took care of it. Need Greg to sign logbook. | Closed | Club | 9/17/2014 |
| 9/16/2014 | 1075 | Turn coordinator bank angle INOP | Placarded INOP. New instrument installed. | Closed | VIP | 9/18/2014 |
| 9/13/2014 | 1072 | 15hr oil change - back to normal oil | Performed by Ed C. | Closed | Club | 9/13/2014 |

Proposed Slate 2015

Officers / Board of Directors

| | |
|----------------------|------------------|
| President: | Burt Stevens |
| Vice President: | Ed Chromczak |
| Secretary: | Mahesh Reddy |
| Treasurer: | Mike Fazio |
| Maintenance Officer: | Brian Proulx |
| Safety Officer: | Jay Sabot |
| Membership Officer: | Don Heidrich |
| Activities Chair: | Bruce Richardson |

From the OFC, INC. BY-LAWS:

ARTICLE VII – ELECTIONS

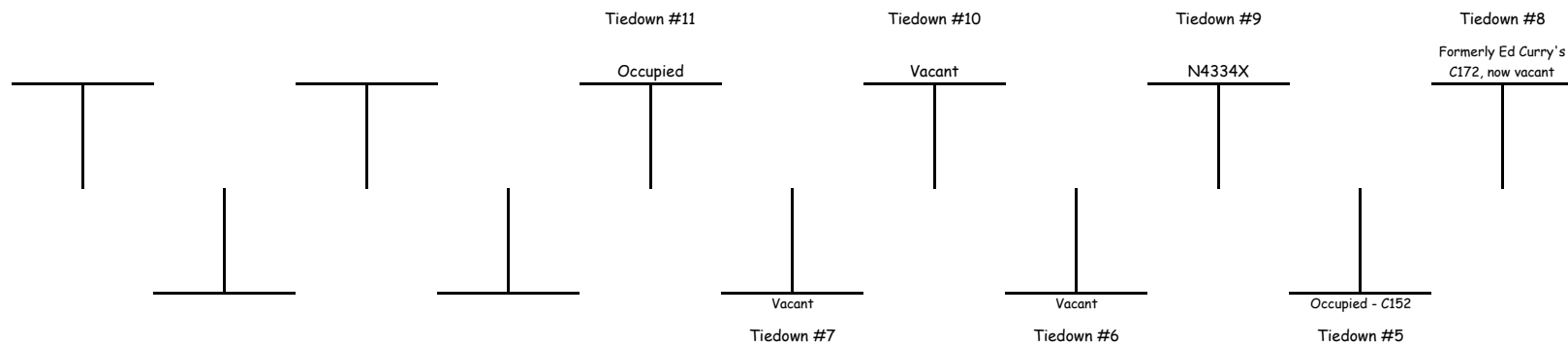
Section 1. The Nominating Committee shall present its slate of candidates at a Club meeting held in the month preceding the annual Club meeting. In addition, nominations may be taken from the floor at the annual Club meeting.

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.

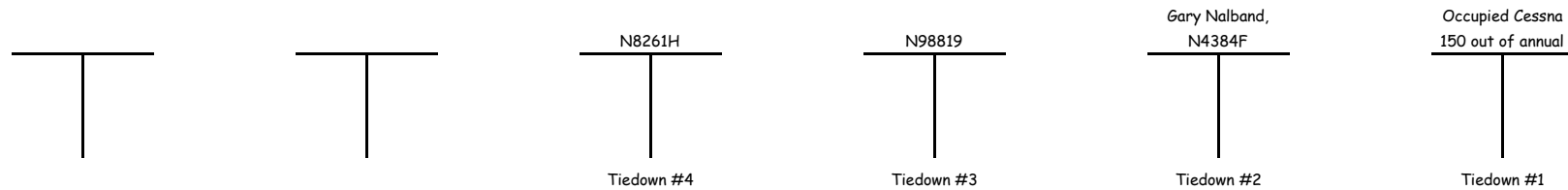
Taxiway A

Hold Short Line



Grass &
parking

South Ramp



Grass & parking area