



Meeting Minutes

30 January 2024, 6:30 PM – Restaurant 121 - Oxford, CT & Zoom

Attendees

Directors (8): Eric Atkins, Joseph McCormick, Leo Mollica, DJ Nicholson, Jillian Porter, Francis Pullaro, Curt Robinson*, Sheldon Werme

Members (18): Ryan Archer, Peter Callahan, Ed Chromczak**, Peter Dawson*, Jack Dennis, Ross Detwiler*, Daniel Gannon, David Irving*, Nathan LaMadeline, Jay Monahan, Scott Price, Bruce Richardson, Matthew Rousso, Burt Stevens**, Christopher Sutherland, Wayne Tremallo, Joshua Whiteley***, Cody Williams

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

Note: This meeting was also made available via Zoom, as arranged by Francis Pullaro.

General Business

The Meeting was called to order at 6:38 p.m. by President Francis Pullaro. As this is an odd month, this was considered a Member Meeting. This meeting was hybrid and available both in-person and via Zoom. A Quorum of Directors (1/2 of Directors) *was* present. A Quorum of Members (1/3 of Regular Members) *was not* present. (8 of 9 Directors, and 19 of 75 Regular Members, were present.)

Safety Meeting Status

This Monthly Meeting *does not* qualify toward members' requirement of two Safety Meetings per year.

Meeting Minutes

November 28 Meeting Minutes posted on the Club's website were approved.

The members present applauded and thanked outgoing Secretary Scott Price for his 3 years of dedicated service.

Guests

The Club welcomed the following guests:

- Kevin Massett - Prospective Member

New Certificates & Ratings

The Club proudly recognized these members who recently earned new certificates or ratings (alphabetically):

- Wayne Tremallo, Certified Flight Instructor–Instrument (CFII)
- Cody McManama, Certified Flight Instructor (CFI)

Membership Chair DJ Nicholson's monthly report also calls out all members who have achieved or were working towards a new certificate or rating in the last year.

Monthly Reports

Refer to Club officers' monthly reports for Activities, Finance, Maintenance, Membership and Safety (**attached**).

President Francis Pullaro called for any questions on the monthly reports.

Maintenance

President Francis Pullaro discussed the Maintenance / Plane Captain meeting, which occurred just prior to the general meeting. Francis let the membership at large know that each Plane Captain had been charged with creating a wish list of cosmetic / quality-of-life issues for each plane, so that a priority list and budget could be created to address them on a rolling basis.

Report from Ad-Hoc Payments Committee

Activities Chair, and Ad-Hoc Finance Committee Member Jillian Porter gave a report based on the recommendations that were determined by the committee. The committee has determined that thanks to the diligent work of President Francis Pullaro and the Finance committee, flight charges in arrears are no longer an issue, but dues charges continue to be a problem.

Jillian outlined the proposed changes to requirements for ACH information on file, as well as the discounts being offered for paying a year in advance (Associate Members will receive 12 months for the price of 11, Regular Members will receive 12 months for the price of 11.5, if the year is paid in full by 7/1). (**Full Details and Recommendations of the Committee Attached**).

A **motion** to accept the recommendations of the ACH Committee and to amend the Standard Operation Manual to reflect these new policies was made by Peter Dawson, and seconded by Sheldon Wermes.

Discussion and questions followed the motion, particularly surrounding ACH Transactions, Security, and Annual Payments. As recommended in the motion, all exceptions to the ACH policy will be decided by the Board on a case-by-case basis.

The motion was called to a vote and adopted unanimously (zero Nay votes or abstentions).

Report from the Finance Committee on Aircraft Hourly Rates

President Francis Pullaro explained that he had tasked the Finance Committee, with help from Maintenance Officer Eric Atkins and Maintenance Assistant Cody McManama, to determine new hourly rates for each of our aircraft.

Treasurer Curt Robinson explained the new leaseback agreement reached for N228TR. The new structure now includes a flat fee to John (vs a percentage) of \$130/hr. OFC will now cover all insurance costs. The proposed new rate for member flights is \$230/hr.

Curt detailed how the rates were determined for the remainder of the OFC fleet of aircraft, with input from the maintenance team. The new formulas took into account updated numbers for propeller and engine savings based on new data we've received from recent engine replacements on N98819 and N735GC. These new formulas will ensure we're no longer undersaving.

(**Full outline of rates / justifications detailed in attached report**).

A **motion** to accept the recommendations and implement the new rates effective 2/1/2024 was made by Peter Dawson and seconded by Josh Whiteley. Discussion followed and the motion was put to a vote, which passed unanimously (zero Nay votes or abstentions).

Membership Termination

President Francis Pullaro presented to the group the account of member Joe Aspelund and recommended him for termination based on nonpayment of dues and failure to respond to any forms of communication to rectify the balance in arrears.

A motion was made by Peter Dawson and seconded by Wayne Tremallo to terminate Joe Aspelund's membership for nonpayment, pending the appeal process as documented in Club policy.

Brief discussion followed, and the motion was put to a vote, which passed unanimously (zero Nay votes or abstentions). Joe Aspelund's membership was terminated.

Additional Business

Emeritus Associate Proposal

During the November 2023 meeting, a proposal was brought forth by Emeritus Associate Members Edward Chromczak and Burt Stevens to develop uniform language defining the criteria to be used to confer the honorary Emeritus Associate category on long-time Club members. A motion was made that Ed and Burt would come up with this language and present to the membership for a vote.

Ed and Burt presented their proposed formula to the membership at this meeting:

An Associate Member will automatically be granted the title of Associate Emeritus when the sum total of the age of the member, and their years of club membership equals or exceeds 80 years.

President Francis Pullaro will circulate this language to the membership, and it will be voted on at the next club meeting.

Proposed Slate of Activities

Activities Chair Jillian Porter drew members' attention to the proposed slate of activities which was circulated with the meeting materials (**attached**). She also informed the membership that there are open spots on the Activities Committee. Anyone interested in joining the committee should contact Jillian directly.

Credit Balance Proposal

Associate Emeritus Member Burt Stevens proposed that any member that maintains a credit balance on their OFC account of \$500 or greater should receive a 5% discount on all charges. This proposal was not intended for discussion, but simply for the consideration of the Board.

No additional business was discussed.

The Meeting was adjourned at 7:37 p.m.

Meeting Minutes submitted by Joe McCormick, Secretary

Dear Club members,

With the start of the new year we will restart the running tally of members but this month I would like to at least compare January 2023 with January 2024. You can see we are all filled up. There has been a lot of movement throughout the year with folks leaving the club and folks moving to Associate. All in all I think it was a successful year when it comes to membership. I am looking forward to another great year.

	Jan 2023	Jan 2024
Member type		
Regular	65	75
Associate	40	33
Med Associate	6	7
Associate Emeritus	4	5
Non-Member	1	3
Other	0	0
TOTAL	116	123

- Although not reflected in the numbers above we did have one member recently move from Regular member to Associate. This opened up a spot. We have only one new member to welcome and that is Brandon Perras who joined in December. Please welcome Brandon when you see him.
- We currently have four potential members in the queue. 😊
- I would also like to congratulate all the members who have earned new tickets/endorsements this year due in part through the club and its **dedicated CFIs**. I will do my best to remember everyone. This is in no particular order.

- Wayne Tremolo (CFI and CFII)
- Cody McManama (CPL, CFI)
- Scott Sambrook (IFR)
- DJ Nicholson (CFII)
- Dan Berk (CFI)
- Mike Xu (PPL)
- Jillian Porter (PPL)
- Fed Pacheco (IFR)
- Luke Andrews (PPL)
- Aaron Okarmus (CFI)
- Peter Calahan (PPL)
- Ryan Archer (CFI)
- Justin Leach (HP)
- Chris Sutherland (HP)
- Brian Hanechak (HP)
- Brandon Perras (HP)
- ***Curt Jones and Scott Sambrook (Seaplane) with a little help from our CFI brothers and sisters in Alaska.*

I also want to give a shout out to all our Student Pilots who continue to actively work towards that coveted PPL and Certificated Pilots who are seeking additional ratings and endorsements. Keep studying, press on, and fly fly fly! You got this!

- Justin Leach (IFR)
- Andy Lem (CPL)
- Nate LaMadeleine (PPL)
- Cody McManama (CFII)
- Dan Berk (CFII)
- Aaron Okarmus (CFII)
- Matt Russo (PPL)
- Tim Cruse (PPL)
- Matt Miller (PPL)
- Tim Walsh (PPL)
- Amy Kaniewski (PPL)
- Vincent Tanuis (PPL)
- Alexis Copolla (IFR)
- Luke Andrews (HP and IFR)
- John Farley (PPL)

- If I missed anyone in the above list let me know. I know some may have done things outside of the club that I may not be privy to, if so, congrats to you too!

Happy Flying everyone and don't forget to keep your online profile updated! PLEASE!

DJ

OFC Membership Chair

Oxford Flying Club

December 2023

Financial Information

Assets

Checking/Fuel Bank Accounts			\$10,255
Savings (Prop/Engine Reserve)			\$106,456
* Prop & Engine Reserve			\$40,918
* Liability Insurance Fund			\$13,859
* LRP Upgrade Fund			\$48,687
* Maintenance Fund			\$2,986
Accounts Receivable			\$6,874
Fixed Assets			
	Piper Archer N8261H	\$105,533	
	Cessna 172P - N98819	\$167,098	
	Piper Archer II - N4334X	\$147,248	
	Cessna C182Q - N735GC	\$186,580	

Aircraft - (values based on AOPA Vref figures as of 2/26/2023)

\$606,458

Total Assets: \$730,044

Liabilities

Accounts Payable (Includes Outstanding Quarterly Insurance Payments)	\$51,903
Club Members with Credit Balance	\$8,719
Prop and Engine Reserve (all planes - cumulative)	\$59,239

Total Liabilities: \$119,861

Total Equity: \$610,183

Equity

TOTAL LIABILITIES & EQUITY

\$730,044

Aircraft Data Current Month

Equipment	Hours Flown	Flight Total	/ Hour	Fuel	/ Hour	Mx Expense	/ Hour	Hanger	Reserve	Upgrade Funds
N8261H	0.00	\$0	\$0.00	\$0	\$0.00	\$0	\$0.00	\$90	\$0	\$0
N4334X	57.80	\$8,427	\$145.80	\$3,504	\$60.61	\$2,040	\$35.29	\$90	\$1,590	\$28
N98819	31.90	\$4,280	\$134.15	\$1,777	\$55.72	\$6,507	\$203.98	\$90	\$877	\$37
N735GC	15.80	\$2,479	\$156.93	\$1,122	\$71.02	\$1,790	\$113.28	\$668	\$514	\$1
N228TR	3.50	\$858	\$245.01	\$337	\$96.31	\$0	\$0.00	\$0	\$0	
Totals	105.50	\$16,044	\$152.07	\$6,740	\$63.89	\$10,336	\$97.98	\$938	\$2,980	\$66

Inflows/Outflows

	Current Month	Totals
Membership - Initiation Fees	\$1,500.00	
Membership Dues - Regular	\$11,908.52	
Membership Dues - Associate	\$1,000.00	
Total Flight Time Billing	\$17,543.87	
Interest Income	\$0.75	
Sporty's Rebate (quarterly)	\$0.00	
Finance Charges/Late Fees/Banktime To Club	\$0.00	

Billed Monthly Total:

\$31,953.14

Flight Hours (Unbilled Maintenance & Marketing)	\$450.00
Transfer to P&E Reserve	\$2,980.25
Insurance Fund Transfer	\$5,136.42
Transfer of aircraft upgrade funds	\$66.01
Transfer to MX Fund for previous loan payments	\$1,509.68
Fuel & Oil Expense	\$6,740.03
Club Officer & Maint. Credits (5 aircraft)	\$1,790.00
Other Misc. Expenses (FSP, Web Site, Events, Advertising, Landing Fees & Other)	\$176.08
Licensing and Registration Fees for Aircraft (CBP Decals)	\$0.00
Accounting Services & QuickBooks	\$1,165.90
Aircraft Liability Insurance/D&O Insurance Payment	\$0.00
General Maintenance Expense - (Includes 8TR tie-down space)	\$270.18
Leaseback Aircraft Waterfall (Minus Management Fee Above)	\$455.00
Total Aircraft Expense (above Ann/Av/Fee/Mx and Tiedown & Hanger)	\$11,274.86

Expenses Total (Minus Initiation Fees To LRP Account):

\$32,014.41

Monthly Cash Flow Total

-\$61.27

Fund Balances (Variance)		Dues %	Month Only	All Funds
Dues:	Accounting	5.05%	\$ (424.84)	\$ (1,305.17)
	Avionics Subscriptions	1.81%	\$ (1,466.62)	\$ 244.06
	D&O Insurance	0.41%	\$ 52.60	\$ 303.32
	Hangar / Tie Down	8.27%	\$ 35.54	\$ (2,973.09)
	Insurance	39.86%	\$ 3,479.92	\$ 31,752.21
	Loan	11.72%	\$ 1,508.79	\$ 25,125.41
	Officer Credits	15.19%	\$ 165.43	\$ 1,033.67
	Taxes & Registrations	0.25%	\$ 32.77	\$ (502.97)
	Web Site / FSP	0.59%	\$ 16.21	\$ (14.99)
	General Maintenance	7.76%	\$ 819.46	\$ 605.97
	Marketing Expenses	0%	\$ -	\$ -
	Landing Fees	0.65%	\$ (32.63)	\$ 266.31
	Quickbooks	7.76%	\$ (3.25)	\$ 114.91
	Not Specified	0.00%	\$ 1,272.95	\$ 71,390.07
	Upgrades - LRP Fund		\$ 0.75	\$ 52,331.74

Aircraft		Last Month	Current Bal
N4334X			
	Fuel	\$ 295.67	\$ 3,820.96
	MX	\$ 2,185.78	\$ (12,559.78)
	P&E	\$ 1,573.00	\$ 20,365.95
	Upgrades	\$ 681.79	\$ (29,696.25)
N735GC			
	Fuel	\$ (214.00)	\$ (5,065.38)
	MX	\$ (780.29)	\$ (84,641.84)
	P&E	\$ 520.00	\$ (2,801.75)
	Upgrades	\$ 41.77	\$ 3,191.10
N8261H			
	Fuel	\$ -	\$ 4,723.83
	MX	\$ -	\$ (62,331.09)
	P&E	\$ -	\$ (20,307.68)
	Upgrades	\$ -	\$ 6,779.29
N98819			
	Fuel	\$ 94.22	\$ 873.10
	MX	\$ (5,134.51)	\$ (15,969.55)
	P&E	\$ 871.75	\$ 33,181.63
	Upgrades	\$ 163.91	\$ 6,951.45

Fuel Account Balance (Across All Aircraft)	\$4,352.51
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Leaseback Report

N228TR	Hours	Income	Fuel Surchar	Fuel	MX	Maint Fee	Hangar/Tie	Insurance	Total	Payout
Apr-22	20.50	\$ 3,690.00	\$ 205.00	\$ 1,379.83	\$ 311.46	\$ 175.64	\$ 340.00	\$ 552.04	\$ 726.03	\$ 726.03
May-22	7.90	\$ 1,534.00	\$ 79.00	\$ 852.13	\$ 311.46	\$ 72.75	\$ 340.00	\$ 212.75	\$ (334.09)	\$ 325.02
Jun-22	25.60	\$ 5,120.00	\$ 256.00	\$ 1,539.59	\$ 26.46	\$ 243.20	\$ 340.00	\$ 689.38	\$ 2,025.37	\$ 2,025.37
Jul-22	32.60	\$ 6,520.00	\$ 326.00	\$ 3,341.76	\$ 311.47	\$ 326.00	\$ 340.00	\$ 877.92	\$ 1,648.85	\$ 1,681.45
Aug-22	8.50	\$ 1,700.00	\$ 85.00	\$ 904.61	\$ 849.74	\$ 85.00	\$ 340.00	\$ 228.91	\$ (623.26)	\$ (623.26)
Sep-22	0.00		\$ -	\$ -	\$ -	\$ -	\$ 340.00	\$ -	\$ (340.00)	\$ (950.71)
Oct-22	0.00		\$ -	\$ -	\$ -	\$ -	\$ 340.00	\$ -	\$ (340.00)	\$ (1,290.71)
Nov-22	0.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,290.71)
Dec-22	0.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,290.71)
Jan-23	6.50	\$ 1,300.00	\$ -	\$ 572.41	\$ -	\$ -	\$ -	\$ 175.05	\$ 552.55	\$ (738.16)
Feb-23	9.00	\$ 2,205.00	\$ -	\$ 759.85	\$ -	\$ -	\$ -	\$ 242.37	\$ 1,202.78	\$ 464.62
Mar-23	8.30	\$ 2,033.50	\$ -	\$ 943.09	\$ -	\$ -	\$ -	\$ 3,710.09	\$ (2,619.68)	\$ (2,155.06)
Apr-23	7.10	\$ 1,739.50	\$ -	\$ 497.64	\$ -	\$ -	\$ -	\$ 234.58	\$ 1,007.28	\$ (1,147.79)
May-23	30.80	\$ 7,546.00	\$ -	\$ 2,025.36	\$ -	\$ -	\$ -	\$ 1,017.63	\$ 4,503.01	\$ 3,355.22
Jun-23	8.40	\$ 2,058.00	\$ -	\$ 898.33	\$ -	\$ -	\$ -	\$ 277.54	\$ 882.13	\$ 882.13
Jul-23	9.00	\$ 2,205.00	\$ -	\$ 1,145.03	\$ -	\$ -	\$ -	\$ 297.36	\$ 762.61	\$ 1,644.74
Aug-23	11.60	\$ 2,842.00	\$ -	\$ 845.10	\$ 711.48	\$ -	\$ -	\$ 383.26	\$ 902.16	\$ 902.16
Sep-23	2.50	\$ 612.50	\$ -	\$ 372.98	\$ -	\$ -	\$ -	\$ 82.60	\$ 156.92	\$ 156.92
Oct-23	0.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Nov-23	12.60	\$ 3,087.00	\$ -	\$ 1,113.08	\$ -	\$ -	\$ -	\$ 416.30	\$ 1,557.62	\$ 1,557.62
Dec-23	3.50	\$ 857.50	\$ -	\$ 337	\$ -	\$ -	\$ -	\$ -	\$ 455.00	\$ 455.00

* Altered for members in the "Transional Rate" by \$46

Indicates Payment Made

Statement of Activity (Income/Expense)		
	Dec-23	YTD 2023
Revenue		
4000 Club Membership Payments		
4010 Flight Time - N735CG	\$ 2,479.48	\$ 33,911.98
4015 Flight Time - N4334X	\$ 8,427.34	\$ 60,639.99
4020 Flight Time - N8361H		\$ 59,952.50
4027 Flight Time - N98819	\$ 4,279.52	\$ 35,258.76
4033 Flight Time - N228TR	\$ 857.53	\$ 26,725.75
4036 Initiation Fee - Regular	\$ 1,500.00	\$ 37,500.00
4050 Monthly Dues - Associate	\$ 1,000.00	\$ 14,175.00
4055 Monthly Dues - Regular	\$ 11,908.52	\$ 133,288.89
4065 Special Functions/Parties	\$ 989.50	\$ 533.62
Total 4000 Club Membership Payments	\$ 31,441.89	\$ 401,986.49
4100 Interest - B of A Saving	\$ 0.75	\$ 14.71
4200 Miscellaneous Revenue		\$ -
4210 Leaseback Management Fee - 8TR		\$ -
Total 4200 Miscellaneous Revenue		\$ -
Services		\$ (896.12)
Total Revenue	\$ 31,442.64	\$ 401,105.08
Gross Profit	\$ 31,442.64	\$ 401,105.08
Expenditures	\$ -	\$ -
4850 Landing Fees	\$ 116.08	\$ 880.52
5999 Maintenance Supplies-All Planes	\$ 270.18	\$ 6,199.40
6100 N8261H - Expenses	\$ -	\$ -
6110 N8261H - Annual Expense		\$ 4,104.53
6140 N8261H - Insurance Expense		\$ 9,933.00
6160 N8261H - Maintenance Expense		\$ 8,252.58
6170 N8261H - Tie Down Expense	\$ 90.00	\$ 1,170.00
6190 N8261H - Engine & Prop Reserve	\$ -	\$ 13,096.26
Total 6100 N8261H - Expenses	\$ 90.00	\$ 106,182.27
6200 N98819 - Expenses	\$ -	\$ -
6210 N98819 - Annual Expense		\$ 5,894.75
6220 N98819 - Avionic Expense		\$ 491.31
6240 N98819 - Insurance Expense		\$ 10,540.00
6260 N98819 - Maintenance Expense	\$ 6,506.82	\$ 12,870.99
6270 N98819 - Tie Down Expense	\$ 90.00	\$ 1,170.00
6290 N98819 - Engine & Prop Reserve	\$ -	\$ 6,211.50
6295 N98819 - Engine & Prop Install		\$ -
Total 6200 N98819 - Expenses	\$ 6,596.82	\$ 37,268.55
6400 N4334X - Expenses	\$ -	\$ -
6410 N4334X - Annual Expense		\$ 14,246.79
6420 N4334X - Avionic Expense	\$ 1,699.48	\$ 37,062.24
6440 N4334X - Insurance Expense		\$ 11,110.00
6460 N4334X - Maintenance Expense	\$ 340.18	\$ 15,369.94
6470 N4334X - Tie Down Expense	\$ 90.00	\$ 1,170.00
6490 N4334X - Engine & Prop Reserve	\$ -	\$ 10,432.25
Total 6400 N4334X - Expenses	\$ 2,129.66	\$ 89,481.22
6600 N735GC - Expenses	\$ -	\$ -
6640 N735GC - Insurance Expense	\$ 1,652.00	\$ 10,790.00
6645 N735GC - Upgrades		\$ 106.19
6660 N735GC - Maintenance Expense	\$ 964.89	\$ 7,891.49
6670 N735GC - Hangar Expense	\$ 668.49	\$ 8,778.95
6690 N735GC - Prop & Engine Reserve	\$ -	\$ 50,489.77
Total 6600 N735GC - Expenses	\$ 4,110.38	\$ 78,971.40
6800 N228TR - Expenses	\$ -	\$ -
6820 N228TR - Avionic Expense		\$ 711.48
6840 N228TR - Insurance Expense	\$ -	\$ 7,424.22
6860 N228TR - Maintenance Expense	\$ -	\$ (711.48)
6870 N228TR - Tie-Down Expense		\$ 2,040.00
6895 N228TR - Waterfall Income	\$ -	\$ 25,628.50
6896 N228TR - Waterfall Billable Amount	\$ -	\$ (717.14)
Total 6800 N228TR - Expenses	\$ -	\$ 34,375.58
6900 Fuel & Oil Expense	\$ -	\$ -
6920 N8261H - Fuel Expense (**0184)	\$ -	\$ 25,657.61
6930 N98819 - Fuel Expense (**6508)	\$ 1,777.33	\$ 15,501.97
6950 N4334X - Fuel Expense (**3329)	\$ 3,503.52	\$ 26,970.12
6970 N735GC - Fuel Expense (**0218)	\$ 1,122.11	\$ 17,272.54

6980 N228TR - Fuel Expense (**3337)	\$ 337.07	\$ 337.07
Total 6900 Fuel & Oil Expense	\$ 6,740.03	\$ 85,739.31
7000 Interest Expense		\$ -
7010 Promissory Note Interest		\$ 278.48
Total 7000 Interest Expense		\$ 278.48
7100 Loan Payment		\$ 188.71
7620 Bad Debt Expense		\$ 2,912.45
7625 Bank Charges		\$ (33.78)
7626 Bank Service Charges		\$ 43.83
7630 Club Credits - Flying Time	\$ -	\$ -
7635 Club Maint&Tres Officer & Asst	\$ 1,790.00	\$ 22,850.00
Total 7630 Club Credits - Flying Time	\$ 1,790.00	\$ 22,850.00
7650 Dues and Subscriptions	\$ 60.00	\$ 984.62
7670 Licenses & Fees		\$ -
7675 Annual Non Profit Corp Fee		\$ 50.00
Total 7670 Licenses & Fees		\$ 50.00
7700 Professional Fees	\$ -	\$ -
7705 Accounting	\$ 550.90	\$ 1,735.45
7706 Bookkeeping		\$ 221.75
7720 Liability Insurance		\$ 633.00
7730 QuickBooks Payments Fees	\$ 74.45	\$ 2,974.94
Total 7700 Professional Fees	\$ 625.35	\$ 5,565.14
7860 Member Distribution		\$ -
Total Expenditures	\$ 23,852.94	\$ 473,312.14
Net Operating Revenue	\$ 7,589.70	\$ (72,207.06)
Other Revenue		\$ -
4300 Sporty's Rebate Program		\$ 203.16
Late Fee Income		\$ 332.46
Total Other Revenue		\$ 535.62
Other Expenditures		\$ -
Reconciliation Discrepancies-1		\$ 80.00
Total Other Expenditures		\$ 80.00
Net Other Revenue		\$ 455.62
Net Revenue	\$ 7,589.70	\$ (71,751.44)

Maintenance Report
January 30, 2024

N735GC is now 38.6 hours into the break-in of the new engine. For those flying it, please refer to the club operating procedures which were distributed to the email list. Also, remember that we are on TYPE M (mineral) oil for the next 12 hours or so to complete the break-in. We have the airplane scheduled with VIP on Feb. 5th to address an autopilot problem that has been plaguing us for awhile.

N8261H has returned from the avionics upgrade with a few outstanding issues. We are working on scheduling with Hangar 2 to address these. Annual is due in April.

N4334X should be back online by the end of the day on Monday the 29th, fresh from the annual inspection and 91.411/413 certification. This airplane also has a few outstanding items to be addressed by Hangar 2.

N98819 has a new Plane Captain, thank you Jay Monahan for volunteering your time and most of all, thank you Ed Chromczak for your many years making OFC the wonderful club it is. This will be the next aircraft due for annual so expect some downtime in March.

N228TR is due back from annual today pending cooperative weather, waiting for confirmation from Dave on this.



Activities Monthly Report – December 2023 & January 2024

- December – Holiday Dinner
 - Thanks to Christos Gogas and his staff at Bistro 143
 - Attendees were billed to their club accounts
 - Any feedback, please reach out!
- January – Impromptu Hangar Clean Up
 - Thank you, DJ, for a spontaneous yet well attended hangar clean up!
 - Multiple members and their families enjoyed pastry and coffee while cleaning and organizing the hangar as well as vacuuming the planes
- February – No formal activities planned
 - Formation of Activities Committee – please email jillian.daddona@gmail.com if you are interested in volunteering on the activity committee. You can help with all events, specific events, or simply offer opinions and give guidance for planning.

ACH Committee Recommendation

On Wednesday January 17th, the ACH Committee met via Zoom. Committee members unanimously agreed to recommend the following dues payment process to club members:

- Automated Clearing House [ACH] electronic payment will be required for all members for club dues beginning July 1st, 2024. All members must submit ACH authorization and credit card, debit card or checking account information at least 10 days prior to commencing dues withdrawal. Failure to comply will result in restriction of access to Flight Schedule Pro.
- An associate member can elect to pay annual dues in advance on July 1 for the following year's membership. If an associate member chooses this option, they will be charged for 11 months and receive 12 months of membership.
- A regular member can also elect to pay annual dues in advance on July 1 for the following year's membership. If a regular member chooses this option, they will be charged for 11.5 months and receive 12 months of membership.
- Any exceptions to ACH payments shall be decided by the BOD on a case-by-case basis.

Report of the Rates Committee and Recommendation of the Finance Committee

N228TR - \$230

With the new Leaseback agreement, we are simply trying to recoup the fuel costs for the aircraft, as John will be covering all MX and other expenses, while the Club will cover Tie-Down and Insurance. The payout for the leaseback is a flat \$130/hr with the other \$100/hr for fuel (approx 13g/hr at the Atlantic Rate). If fuel drops during the year, this could go down too.

N735GC - \$210

This aircraft had the biggest shift, primarily due to the increased set-aside for P&E and possible mid-term top-end overhaul. We did adjust the top-end set aside to be only half, otherwise the overall rate would have been higher.

N4334X - \$150

This rate, with a \$55k P&E target, seems to be working overall for the primary expenses for the aircraft.

N8261H - \$150

Matching the rate to 34X's, which seems reasonable since they now have matching avionics. There are slight calculated differences because there is a difference in age, but still should keep expenses covered.

N98819 - \$142

This is a slight bump to go in line with some of the expenses we are seeing, along with the adjustment for P&E set-aside.

Oxford Flying Club's 2024 Proposed Activities

Calendar

March - Night Landing Event & Potluck @ OXC

April - Airplane Wash

May - Spot Landing Competition/Cookout. Prizes awarded(?). Location TBD (42B?MMK?)

June – OFC Poker Run or Fly Out Challenge. 5 Airports. Prizes awarded(?)

July - Plane Wash, Annual Summer Picnic or Pinch Hitter/Rusty Pilot Course (Safety Meeting)

August - Summer Picnic or Pinch Hitter/Rusty Pilot Course (Safety Meeting)

September - Soft Field Landing Event @ N41

October - Plane Wash, Mt. Toberfest @ N41

November - Night Landing Event & Chili Competition

December - End of Year Holiday Party

- Confidential Safety Report updates:
No CSR in 2024
- Safety Committee meeting Updates:
 - No meeting was held in January. We will continue having committee meetings ad-doc for special items/discussion.
- Safety Meeting/Events updates.
 - Thanks to all that help to complete the Annual Insurance Survey.
 - By Jan 30th **Based on the status of OFC profile update.**
 - 5 of 75 regular members (7%) are fully current. **than previous month.**
 - 58 of 75 regular members (77%) needs CFI to fly. **than previous month.**
 - 26 of 75 regular members (35%) needs to attend or input safety meeting/event to remain current. **than previous month.**
 - Please update your profile once you complete a flight or attend/complete a safety meeting.



Standard Operation Manual

Section 9.05 The MX Team must ensure the proper records are maintained for aircraft airworthiness.

- (a) Any squawk of a system or equipment which is inoperative will be considered grounding until the MX Team has appropriately managed the discrepancy and approved it for flight.
- (b) Only the MX Team may authorize the use of an aircraft after a discrepancy is found or squawk is made.
- (c) No club aircraft shall be returned to service without a logbook entry and confirmation by the plane captain and maintenance officer that all work requested in a work order was completed.
- (d) (Reserved for future use.)

Section 9.06 PIC Member Squawks

- (a) Any discrepancy found must be squawked in Flight Schedule Pro (FSP) and communicated with the MX Team prior to the aircraft's next flight.
- (b) Authorization of flight after an open squawk has been reported is the sole responsibility of the MX Team
- (c) The PIC has the ultimate responsibility to know of squawks and how they may create limitations on a flight operation via Flight Schedule Pro.

X. Rates, Payments & Statements

Section 10.01 Statements are sent to all members via email during the first week of each month.

Section 10.02 Associate members who elect to pre-pay 12 months of dues will be charged the equivalent of 11 months of dues and receive a full year of membership. Regular members who elect to pre-pay 12 months of dues will be charged the equivalent of 11.5 months of dues and receive a full year of membership.

Section 10.03 Payment for flight charges is due upon receipt and is past due if not paid by the end of the month in which the statement is originally sent. Effective July 1, 2024, all club members will submit to Automated Clearing House [ACH] electronic payment for dues payments. Any amount due will be processed upon issuance of the statement. All members must submit ACH authorization and credit card, debit card or checking account information at least 10 days prior to commencing dues withdrawal. The BOD may grant exceptions to the ACH payment requirement.

Section 10.04 Finance charges may be assessed to any past due amount.

Section 10.05 Any member or Club CFI having a balance more than 30 days past due will have flight privileges and airport gate access suspended until the account is paid in full. Each member is responsible for dues charges incurred during the suspension period.

Section 10.06 A member having a balance that is more than 75 days past due will be presented for termination from the club at the next club meeting. The terminated member may appeal the termination at the monthly club meeting following termination and will remain as a suspended member pending the appeal.

Section 10.07 The following are the regular member hourly rates, per tach hour, for flying club aircraft:

N228TR, ~~\$245~~\$230

N735GC, ~~\$175~~\$210

N4334X, \$150

N8261H, ~~\$140~~\$150

N98819, ~~\$135~~\$142

Associate members will be charged the rate of 1.5 times the hourly rate of regular members.

XI. Operational Policy & Procedures