



OFC – Meeting Minutes
June 19th 7:00 PM – 121 Restaurant

- Call to order – 7:04 p.m
- Introduction of guests – Jeff Parkin and wife Angela to join Introduced by Burt S.

Jeff Parkins is a selectman in Kent, CT. Voted in as regular member.

- Approval of April's meeting minutes – Approved
- Monthly reports:
 - Membership - Don Heidrich

5 resignations

Tom Russo associate

Tim Carr / Hal Lyons – Associate

Total 81 members.

- Treasurer's Report – Mike Fazio

Presented the April 2016 report and May 2016 report. Attached. Vrefs updated by Wayne T. Bruce R asked about 34X paid off, advised that 62Y was paid off. Jay M asked about paying off 34X due to large cash flow. Mike F said not advisable as Nov 2016 will bring large cash outlays for engine overhauls and annuals. Discussed the LRP and 819s engine replacement. Bob Baron suggested that we do a 12month cash flow and determine our cash requirements before we decide to pay off 34X. Burt said we will revisit this issue in September, 2016.

Accepted 7:14 p.m

- MX Report – Wayne Tremallo

819 is doing 50 hours a month. Wayne is suggesting 100 hour inspections for 819. Discussion noted, if one plane goes to 100 hours, all planes are subject 100 hour inspections. Discussion on the industry standards recommended by Cessna ensued.

Committee to review the merit of interim inspections. The other consideration of increasing the rates for 819 to provide an incentive to fly other planes was suggested. It was decided to leave 819 rates the same.

Discussion ended at 7:36 p.m.

- LRP – Ed Chromczak

Ed wants a new group with new members to start reviewing the engine analysis of bore scoping, compression tests, engine analysis is critical for 819.

- Safety – Matt Baker – July's Safety Day – Immediately after normal meeting

A separate meeting was held to plan for Safety Day after the regular meeting of today.

- Unfinished Business:
 - Greenwood-Hill Committee – liability for future incidents – Ed Hill & Roland Greenwood

Discussion on limiting the liability to the limit of the \$2mm insurance policy the club has.

- New Business:
 - Aircraft rates – 61H to \$130 per hour and 34X \$140 per hour.

LRP committee will review the rates and recommend.

- Hangar offer

Paul Romanas the landlord of the hanger N17 has offered it for \$80,000.00. Burt suggests that we do not consider buying the hanger. The matter was closed.

- Bruce Palmatier's for extended booking

Extended booking – Once a year any member can request 12 day booking. Bruce P is requesting a 17 days booking which requires member approval. Bruce P approximated that he will be flying 1500 hours of booking for 14 – 15 hours of flying. Bruce presented a chart of the planned visit. Membership approved Bruce P.'s request.

- Membership Application form

Membership form will be presented after the waiver form is finalized to present to membership.

- Items as presented by membership

Adjourned to N17 to discuss the safety meeting agenda.

- Adjourn 8:30 p.m

Presented by:
Mahesh Reddy
Secretary

Document History

Version	Date	Change Reference
1.0	Jul 10, 2016	DRAFT to Board
2.0		FINAL to Membership

Attachments:

- President's Agenda
- Membership report
- Treasurer's Report
- MX Report (D1 & D2)
- LRP Report
- Attendance Report – October 20, 2015
- Safety Day Flyer



OFC – Meeting Agenda

June 19th 7:00 PM – 121 Restaurant

- Call to order
- Introduction of guests
- Approval of April's meeting minutes
- Monthly reports:
 - Membership - Don Heidrich
 - Treasurer's Report – Mike Fazio
 - MX Report – Wayne Tremallo
 - LRP – Ed Chromczak
 - Safety – Matt Baker – July's Safety Day – Immediately after normal meeting
- Unfinished Business:
 - Greenwood-Hill Committee – liability for future incidents – Ed Hill & Roland Greenwood
- New Business:
 - Aircraft rates
 - Hangar offer
 - Bruce Palmatier's for extended booking
 - Membership Application form
 - Items as presented by membership
- Adjourn



Membership Report

Oxford Flying Club

Don Heidrich, June 2016

Membership Changes since Last Meeting:

Resigned:

- Davis Ebbert
- Tom Eckert
- Ryan Nealon
- Jay Sabot (a while ago)
- Chris Tyrell (a while ago)

Status Change:

- Tom Russo to Associate (CFI work at HFD)
- Tim Carr to Associate (a while ago)
- Hal Lyons – to Associate
- Ed Shaker to Regular

Joined:

- Dick Stevens
- Jordan O'Brien
- Mike Molder

Current Totals

Regular	50
Student	0
Mentored Student	0
Associate	27
Medical Associate	2
<u>Associate Emeritus</u>	<u>2</u>
Total	81



Oxford Flying Club

Current Financial Status

MAY Income & Expense

ATTACHMENT C

as of: 5/31/2016

Assets

Cash		\$101,496.71
Accounts Receivable		\$21,401.02
Resources	N8261H	\$80,600
	N4334X	\$84,600
	N98819	\$35,083
	N7362Y	\$94,000
Planes - (values based on AOPA Vref figures as of 4/1/2015)		\$294,283.00

Total Assets: \$417,181

Liabilities

Accounts Payable		\$0
Bank Time (total liability)		\$22,917
Loan Payable - N4334X	Monthly payments, including interest: \$1,226.	\$40,928
Prop and Engine Reserve (all planes - cumulative)		\$90,579

Total Liabilities: \$154,424

Aircraft Data

	Current Mo Hrs Flown	Curr Mo Flight Income	Prop/Eng. reserve	Curr Mo Fuel	Tiedown/Hangar	Curr Mo Maint. Exp
N112RP	-	n/a	n/a		n/a	n/a
N8261H	23.30	\$2,847	\$419.40	\$1,114	\$90	\$531
N4334X	22.60	\$2,842	\$406.80	\$948	\$90	\$964
N98819	34.70	\$3,691	\$624.60	\$1,584	\$90	\$2,515
N7362Y	18.10	\$3,330	\$325.80	\$1,351	\$600	\$0
totals	98.70	\$12,709	\$1,776.60	\$4,997	\$870	\$4,009

Monthly Inflows/Outflows

	Current Month	Year-to-date
Membership Payments and Flight Time	\$22,765	\$103,028
Sporty's Rebate (quarterly)	\$34	\$247
34X Loan Payments (current month as above)	-\$1,226	-\$6,130
Officers Flying Time	-\$1,050	-\$5,250
Fuel Expense (includes billable hangar heat, landing fees)	-\$4,997	-\$19,383
Other Misc. Expenses (regs, tax, postage, seminar, maint suply, etc.)	\$0	-\$5,048
Total Aircraft Expense (excluding officer's, BT and misc. flight time)	-\$6,656	-\$28,367
Monthly Inflow (outflow) total:	\$8,870	\$39,097

OFC Maintenance Report

Closed Issues - As of June 21, 2016

Open Date	ID #	Issue	Resolution	Status	Assigned	Close Date
<u>N4334X</u>						
4/10/2016	1215	Door key lock doesn't turn. Door latches fine. Appears key lock is misaligned.	Repaired	Closed	Image	6/1/2016
<u>N7362Y</u>						
5/6/2016	1218	Excessive left rudder trim is needed in order to fly straight & level.	Re rigged by total Aircraft	Closed	Total	6/14/2016
6/21/2016	1217	Several wing strut fairings have minor cracks that will be address during next maintenance visit either by stop drilling or replacement.	Plastic pieces have been stopped drilled	Closed	Club	6/21/2016
11/17/2015	1191	The passenger window extension arm is not attached to the door frame.	Will be repaired by total (they know a trick)	Closed	Total	5/18/2016
11/2/2015	1189	The DG seems to miss the proper heading by about 20 degrees after flying for about 5 minutes.	Could not find any issue.	Closed	VIP	6/1/2016

OFC Maintenance Report

Active Issues - As of June 21, 2016

Open Date	ID #	Issue	Resolution	Scheduled for	Status	Assigned
<u>N4334X</u>						
6/21/2016	1220	Transponder Mode C reported as intermittent by multiple facilities. Power cycling did not help. Began later in the flight, perhaps temp related?	Will Monitor and have repaired when Transponder Checked in July	7/9/2016	Pending	VIP
<u>N7362Y</u>						
6/11/2016	1219	Noticed on preflight that the port side strobe light is inop.	Will repair. Tail Strobe still operating which make plane legal. Will investigate and repair defective part.	7/7/2016	Pending	Image
<u>N98819</u>						
6/2/2016	1221	Left tire has flat spot on top of tire. Maintenance will monitor and replace when wear became excessive. Please inform Maintenance team if you feel an excessive thumping while taxing.	Will be repaired when tire goes flat or treads show wear	8/1/2016	Watch	Club

Long Range Planning - June, 2016

819:

2016: **Overhaul engine [approximately \$26K]:** Additional engine monitoring was done recently by bore scoping & compression tests, along with the motor oil analysis. During the February 2016 annual, the engine condition was reviewed and it has been decided to plan for the overhaul during the early fall.

Latest oil analysis shows engine in good condition. This time period was selected so that the break-in process can be completed during good flying weather temperatures.

Touch-up paint. [\$50 - \$500]; work-in-progress may perform during engine OH.

62Y:

2016: Study engine for excessive wear as indicated from recent oil analysis and filter debris.

2016 – 2017:

(Need to be researched by MX & LRP Committees.)

Determine when/if we should add newer C172 to fleet before we have the engine overhauled on 819.

Determine if/when we should replace 62Y with a PA28-200R Piper Arrow.

The following are optional and can be done "anytime" in the future:

Future: **62Y; 34X; 61H:** Install units to support ADS-B IN, based on needs to have additional information displayed (WX & traffic) and interconnections (iPads/iPhones).

61H: Replace front & rear seat coverings with cloth or repair existing leather seat upholstery.

Ed Chromczak 908-400-9370 (6/20/2016)

Attendance for June 2016 meeting

Quorum = Yes – 17 Regular Members

Present at meeting:

Burt S - R

William K - A

Leo Molica - R

Ed C - Rat

Wayne T - R

Geoff G - R

Stuart G - R

Mike F - R

Gavin E - R

Tom Russo - R

Peter St. P - R

Ed H - MA

Bruce P - R

Matt B - R

Robert B – R

Bob Ham - R

Jay M - R

Mahesh R - R

Don H - R

Gary N - A

Steve Baronovsky – A

Jeff Parkin – Guest with Angela



ATTACHMENT G

OFC – SAFETY DAY REQUIREMENTS

July 16th 9:00 AM – Main Ramp

Items to complete:

- Select a Seminar Speaker (75 days prior to event)
- Create flyer announcing event (45 days prior to event)
- Email Airport Manager for Permission (45 days prior to event)
 - Email Jackie Robles jrobles@ctairports.org for Right of Entry
- Contact Tower Manager (45 days prior to event)
- Create a SPANS notice for the FAAS Team (30 days prior to event)
-
-

Meeting in Burt's hangar

Bring safety vest and stantions