



Meeting Minutes

19 April 2022, 6:30 PM – NW B10 Hangar

Attendees

Directors (6): Robert (“Bob”) Ham (Proxy), Leo Mollica, DJ Nicholson, Scott Price, Francis Pullaro, Curt Robinson

Members (10): Edward Chromczak**, John Gray, Heather Heidinger, Michael Kroha*, Thomas McCullough, Jack McKinney, Cody McManama, Oran Mills*, Burt Stevens**, Christopher Sutherland

*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 6:32 p.m. by Vice President Francis Pullaro. 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. (6 of 8 Directors, and 11 of 57 Regular Members, were present.) One Director participated via Proxy (see Attendees).

Guests

None

New Members

The Club welcomed the following new members:

- Ryan Archer (Regular Member)
- Sheldon Wormes (Regular Member)

Meeting Minutes

March 15 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 our last Meeting.)

Safety Report

Safety Officer Leo Mollica gave a safety report.

Leo said the Safety Committee's normal monthly meeting was postponed due to the recent holiday. Safety Committee meetings are normally held on the second Thursday of each month. The April meeting, however, will be held on April 21, the third Thursday of the month.

Maintenance Report

DJ Nicholson, Activities Chair and Maintenance Assistant for N735GC, gave a Maintenance Report on behalf of President Landon Sock, who is temporarily serving as Acting Maintenance Officer.

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

Aircraft Summary

- [N228TR](#) - Active: 50-hour oil change completed; engine oil pressure and nose wheel adjusted; Annual scheduled for October 24 at Fly Advanced, Lancaster, PA
- [N735GC](#) - Active: 500-hour magneto check completed; avionics master toggle switch issue will be addressed; erratic and low oil pressure readings reported; *please monitor and report anomalies*
- [N4334X](#) - Active: 100-hour inspection scheduled at Tally-Ho Aviation, Danbury; navigation lights issue will be addressed; training recommended on new avionics
- [N8261H](#) - Active: Annual inspection and transponder and pitot static system tests completed; seats need repair, especially right-front seat
- [N98819](#) - Active: Transponder and pitot static system tests completed; engine overhaul planned (current engine is near TBO); considering 180 HP upgrade (must order in next 60 days)
- [N172HL](#) - Active: Leaseback negotiations completed; this attractive aircraft features a Garmin avionics suite and is now available as part of the OFC fleet. Fly me!

With N98819's engine near TBO, members briefly discussed the possibility of upgrading its existing 160 HP engine with a 180 HP replacement. One option being considered by the Maintenance team is the [SuperHawk STC](#) available from Penn Yan Aero.

Activities Report

Activities Chair DJ Nicholson gave an Activities Report.

Refer to DJ's e-mail to Club members ([attached](#)) on the upcoming plane wash.

DJ spoke about the plane wash event scheduled for Saturday, April 30 (rain date May 1), and warmly invited members to attend with family and friends. The wash starts at 9:30 a.m., followed by a cookout and socializing at 12:00 p.m. All hands on deck, please!

In response to a suggestion made by Burt Stevens, members discussed the possibility of the Club hosting a Safety Day-type event focused on simulated engine-out landing practice.

Membership Report

Emeritus Associate Member Burt Stevens gave a membership report on behalf of Membership Officer Vaughn Mauren.

Refer to Vaughn's e-mail to Club members ([attached](#)), which Burt read to the members in attendance.

Regular:..... 57

Associate	34
Medical Associate.....	3
Associate Emeritus:	4
Other	1
Total:	99

Finance Report

Treasurer Curt Robinson gave a finance report.

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

Curt said March was a good month, with low maintenance expenses for the period. Financially speaking, Curt said he believes the SuperHawk STC for N98819 is a possibility. He reminded members that the Club had voted to adopt a temporary (three-month) \$10 per hour fuel surcharge for all Club aircraft beginning April 1 to offset rising fuel costs. The cost of 100 LL at the field is now \$7.06 per gallon, with our Atlantic discount.

Curt announced that he will be moving to Virginia starting on May 1. He will continue to serve as the Club’s Treasurer and do the books, with Regular Member Chris Sutherland functioning as the collector of the mail and serving as our Assistant Treasurer. Curt said his cell phone number and e-mail address will not change and he invited members to contact him with questions.

The members applauded Curt for his service as Treasurer. Curt’s enthusiasm and professionalism have been appreciated by the entire Club. On a personal note, Curt said he will be joining the TSS Flying Club based at the Montgomery County Airpark (KGAI) in Gaithersburg, Maryland.

Financial Review

Curt invited members to attend an online review of the Club’s finances. The review will take place via Zoom on Tuesday, April 26 at 7:00 p.m. He will e-mail a Zoom invite to members soon.

Additional Business

Website

Vice President Francis Pullaro said Webmaster Don Heidrich had cleaned up the documents residing on the Club’s [website](#). Newer versions of Club documents were posted, and older versions were placed in a section for obsolete material.

The Meeting was adjourned at 7:24 p.m.

Meeting Minutes submitted by Scott Price, Secretary

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Oxford Flying Club Maintenance Status Report

April 2022

<i>Aircraft</i>	Status	Scheduled	Open Squawks	Long Range Planning	Notes
<i>N98819</i>	Active Pitot Static Complete	none	Squawk Free	Engine Overhaul Planning	Possible 180HP? Engine should be ordered in next 60days.
<i>N735GC</i>	Active 500 hour mag inspection complete	none	Avionics master toggle switch		Erratic and low oil pressure. Please monitor and report any anomalys
<i>N4334X</i>	Active	100 hour inspection at Tally-Ho	r/brake soft Nav Lights will be addressed at 100 inspection		Training Training training
<i>N8261H</i>	Active Pitot -static complete	none	Seats need repair		
<i>N288TR</i>	Active Oil change/Tire complete. Adjusted Oil pressure and nose wheel	Annual October 24 th at Fly Advanced Lancaster			Please make sure oil pressure stays in the green at cruise power
<i>N172HL</i>	Active	Rent me	I'm perfect	Please fly me	

From: Darryl Nicholson via Ofc-mem <ofc-mem@lists.oxfordflyingclub.com>
To: OFC - Current Members <ofc-mem@oxfordflyingclub.com>
Sent: Sunday, April 10, 2022, 04:15:27 PM EDT
Subject: [OFC-Mem] Time to get our planes looking spiffy!

Hello fellow OFC aviators,

I would like us all to gather at the hanger on Saturday, April 30th at 10 am for a plane washing. (May 1st is reserved as a weather date). We have 6 planes to wash and vacuum and get ready for the spring and summer flying season. All hands on deck, Please! As the old saying goes, "many hands make light work." We could also use this as an opportunity to straighten up the hanger and give it a good spring cleaning. I thought it would be great to turn this into a social gathering as well and have a cookout at the hanger.

Agenda:

9:30 AM - arrival and setup - donuts and coffee will be provided.

10:00 AM - 12:30 PM ish- wash and vacuum planes.

12 PM - 2 PM ish - cookout and socializing - bring a chair and your favorite drink - burgers and dogs will be provided.

2 PM - 3PMish - cleanup and say goodbyes

If anyone would like to bring something please feel free to email me. Chips, drinks, and sides are welcome.

I will need a grill master or two willing to bring their grills to help with the cooking, please email me if you're willing to help.

If you have a shop vac, sponges, soft bristle brushes, and/or chamois clothes please let me know and bring them along.

Please shoot me an email so I can keep track of who will be coming.

Thank you!

DJ Nicholson
Activities Chair

From: Vaughn Mauren via Ofc-mem <ofc-mem@lists.oxfordflyingclub.com>
To: OFC - Current Members <ofc-mem@oxfordflyingclub.com>
Sent: Monday, April 18, 2022, 07:39:48 PM EDT
Subject: [OFC-Mem] April membership report

Dear club,

Please help me welcome new OFC members Sheldon Wermes and Ryan Archer!

Our current membership stands at:

Regular: 57
Associate: 34
Medical Associate: 3
Associate Emeritus: 4
Other: 1
Total: 99

I have two, possibly three more who are interested but not yet applied. They may be waiting for favorable weather!

The good news is that our regular membership continues to trend higher. Please help me get the word out to prospective pilots.

That's all for now!

Vaughn

From: Curt Robinson via Ofc-mem <ofc-mem@lists.oxfordflyingclub.com>
To: OFC - Current Members <ofc-mem@oxfordflyingclub.com>
Sent: Sunday, April 17, 2022, 03:58:20 PM EDT
Subject: [OFC-Mem] March 2022 - Monthly Financial Report

Hi Club,

Attached, please find the Monthly Financial Report for March 2022.

Overall, it was a good month. Maintenance costs were low (partially because one vendor sent all our billing just last week), but overall not bad. Fuel costs are still off the hook, and as a reminder, the Membership voted to add a \$10/hr fuel surcharge for April, May, and June. We will reassess the mix at that time.

Hopefully, the weather is going to get better (maybe a little less windy) and we can all do some flying!

I'll see everyone on Tuesday. Let me know if you have any questions.

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Thanks,

Curt Robinson
curtmrobinson@gmail.com
t. 203-816-0065
c. 203-450-0111

Oxford Flying Club

March 2022

Financial Information

Assets

Checking/Fuel Bank Accounts		\$32,596
Savings (Prop/Engine Reserve)		\$162,501
* Prop & Engine Reserve		\$72,095
* Liability Insurance Fund (\$40,000 target)		\$45,379
* Proficiency Time Fund		\$14,883
* LRP Upgrade Fund (819 Paint \$12,681)		\$28,751
* Cash from 7YT Sale		\$2,973
Accounts Receivable		\$26,745
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: \$602,741

Liabilities

Accounts Payable (Includes Outstanding Quarterly Ins Payments)		\$56,909
Bank Time		\$14,444
Loan Payable - N735GC	Monthly payments, including interest: \$1,510.	\$24,728
Prop and Engine Reserve (all planes - cumulative)		\$72,825

Total Liabilities: \$168,905

Equity

Total Equity: \$433,836

TOTAL LIABILITIES & EQUITY

\$602,741

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	6.52	\$848	\$130.00	\$388	\$59.44	\$0	\$0.00	\$90	\$130	\$79
N4334X	30.70	\$3,991	\$130.00	\$1,566	\$51.00	\$278	\$9.05	\$90	\$767	\$85
N98819	18.10	\$2,353	\$130.00	\$847	\$46.81	\$495	\$27.35	\$550	\$362	\$94
N735GC	15.30	\$2,525	\$165.00	\$385	\$25.14	\$0	\$0.00	\$802	\$459	\$55
N228TR	4.30	\$731	\$170.00	\$385	\$89.44	\$0	\$0.00	\$340	\$0	\$89
N172HL	4.15	\$539	\$130.00	\$346	\$83.38	\$0	\$0.00	\$90	\$0	\$83
Totals	70.62	\$10,987	\$155.57	\$3,916	\$55.45	\$773	\$10.94	\$1,962	\$1,719	

Inflows/Outflows

	Current Month	Totals
Membership - Initiation Fees	\$3,000.00	
Membership Dues - Regular	\$8,325.73	
Membership Dues - Associate	\$975.00	
Total Flight Time Billing (Includes N228TR)	\$10,418.70	
Interest Income	\$1.34	
Sporty's Rebate (quarterly)	\$30.91	
Leaseback Management Income	\$63.53	
Finance Charges/Late Fees	\$0.00	

Billed Monthly Total: \$22,815.21

Flight Hours (Unbilled Maintenance & Marketing)	-\$655.10	
Transfer to P&E Reserve (Total hours x \$20)	-\$1,718.90	
Insurance Fund Transfer (Goal \$42,000 by 3/15/2023)	-\$3,500.00	\$ 53,838.00
5GC Loan Payments (current month as above)	-\$1,509.68	
Fuel & Oil Expense	-\$4,950.65	
Club Officer & Maint. Credits (5 aircraft)	-\$2,015.00	
Other Misc. Expenses (FSP, Web Site, Events, Advertising, Landing Fees & Other)	-\$384.43	
Licensing and Registration Fees for Aircraft (CBP Decals)	\$0.00	
Aircraft Liability Insurance/D&O Insurance Payment	\$0.00	
General Maintenance Expense	\$0.00	
Leaseback Aircraft Waterfall (Minus Management Fee Above)	-\$262.53	
Total Aircraft Expense (above Ann/Av/Fee/Mx and Tiedown & Hanger)	-\$2,734.33	

Expenses Total: -\$17,730.62

Monthly Cash Flow Total **\$5,084.59**

Fund Balances		Dues %	Month Only	All Funds
Dues:	Accounting	0.65%	\$ 116.62	\$ (45.91)
	Avionics Subscriptions	1.84%	\$ 329.48	\$ (634.92)
	D&O Insurance	0.58%	\$ 105.11	\$ 478.00
	Hangar/Tie Down	2.99%	\$ (506.18)	\$ (523.04)
	Liability Insurance	38.72%	\$ (46,928.67)	\$ (15,730.84)
	Loan Payments	16.70%	\$ (9.79)	\$ -
	Officer's Credits	22.29%	\$ (17.95)	\$ 624.88
	Taxes & Registrations (Town of Oxford delayed because of COVID-19)	0.33%	\$ 64.24	\$ (128.40)
	Web Site / FSP	0.84%	\$ 77.95	\$ 8.82
	General Maintenance	5.53%	\$ 996.94	\$ 2,871.04
	Marketing Expenses		\$ -	\$ (538.04)
	Unbilled Flight Hours (+MX, +MARK)		\$ 655.10	\$ (354.38)
	Landing Fees	0.69%	\$ 29.70	\$ 147.18
	Quickbooks Online	0.99%	\$ 100.76	\$ (37.96)
	Dues Unallocated		\$ 234.11	\$ 10,105.08
	LRP Upgrade Fund (Expired PT, Initiation Fees, Bank Interest)		\$ 3,095.78	\$ 28,751

Flight	Last Month	Current Bal
Flight: N4334X		
Fuel	\$ 413.16	\$ 359.02
MX	\$ 1,136.42	\$ (1,178.94)
P&E	\$ -	\$ -
Upgrades	\$ 45.32	\$ 56.84
Flight: N735GC		
Fuel	\$ (177.29)	\$ (1,210.27)
MX	\$ 1,023.95	\$ (1,178.94)
P&E	\$ -	\$ -
Upgrades	\$ 1.68	\$ 2,795.37
Flight: N8261H		
Fuel	\$ 5.15	\$ 2,061.25
MX	\$ 286.32	\$ (4,999.22)
P&E	\$ -	\$ -
Upgrades	\$ 49.20	\$ 4,269.95
Flight: N98819		
Fuel	\$ 321.95	\$ (839.34)
MX	\$ 339.80	\$ (5,429.91)
P&E	\$ -	\$ -
Upgrades	\$ 20.05	\$ 5,585.23

Fuel Account Balance (Across All Aircraft)	\$370.66
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Leaseback Report

N228TR	Income	Fuel	MX	Maint Fee	Hangar/Tie	Insurance	Total
Nov-21	\$ 1,683.00	\$ 660.31	\$ -	\$ 84.15			\$ 938.54
Dec-21	\$ 1,564.00	\$ 885.74	\$ 240.00	\$ 78.20			\$ 360.06
Jan-22	\$ 1,377.00	\$ 397.85	\$ -	\$ 68.85			\$ 910.30
Feb-22	\$ 2,516.00	\$ 1,186.98	\$ -	\$ 125.80	\$ 340.00		\$ 863.22
Mar-22	\$ 731.00	\$ 384.58	\$ -	\$ 36.55	\$ 340.00	\$ 247.84	\$ (277.97)
N172HL	Income	Fuel	MX	Maint Fee	Hangar/Tie	Insurance	Total
Mar-22	\$539	\$346	\$0	\$27	\$90	143.3659	\$ (66.89)