

OXFORD FLYING CLUB

MEETING MINUTES

18 October 2011

Location: Keystone Meeting Room

Attendance: Regular: 9 Students: 1 Associates: 3 **Quorum:**¹ Yes No **X**

Type	Member	Present	Type	Member	Present	Type	Member	Present	
1	Assoc	Aulet, Maximillian	X	Reg	Hill, Jeremy		Reg	Richardson, Bruce	X
2	Reg	Baggett, Scudder		Med Assoc	Johnston, Bob		Reg	Robinson, Andy	
3	Stu	Baker, Matt		Reg	Kuhsel, Bob		Assoc	Sabot, Jay	
4	Reg	Berwick, Kent		Reg	Laine, George	X	Assoc	Schindler, Leonard	X
5	Assoc	Camejo, Christopher		Reg	Leary, John		Stu	Schmecker, Peter	
6	Reg	Carr, Tim		Assoc	Morrow, Bill		Assoc	Schmecker, Ron	X
7	Reg	Chromczak, Ed	X	Reg	Mowerman, Illya		Reg	Stevens, Burt	X
8	Assoc (Honorary)	Dasilva, Domingos		Reg	Nalband, Gary	X	Reg	Strasburger, Rusty	
9	Reg	Dobbs, Glen		Reg	Noffke, Karl		Assoc	Vallilo, Tony	
10	Reg	Dobbs, Kristi		Reg	Oloff, Scott		Stu	Williams, Roy	X
11	Reg	Feeney, Richard	X	Reg	Osborne, Tom		Reg	Wilson, Richard	
12	Reg	Feinman, Phil		Reg	Palmatier, Bruce	X	Reg	Zipkin, David	
13	Reg	Goudy, Jim	X	Assoc	Piwowarski, David				
14	Reg	Green, Geoffrey		Reg	Pozniak, Jerry				
15	Reg	Heidrich, Don	X	Reg	Proulx, Brian				

Gary N called the meeting to order at 7:10 pm.

There being no quorum, September minutes were not passed. Neither could other reports could be accepted/passed.

¹ Per By-Laws, quorum = one-third of regular plus non-mentored student members.

Membership Report:

- Angelo V and Brenda Carmona have resigned their membership.
- Corey and Ed Shaker are exploring membership.

MX Report: Bruce R presented the following Maintenance Report on behalf of Brian P:

As a reminder, proper pre-flights include verification that the TIRES are properly inflated. Landing on a flat tire will most certainly put you into the grass, or worse. Please make sure the tires do not look like a pancake prior to taxiing. Discussed what the proper tire inflation should be. It was offered that the nose should have 30 psi and mains should have 35 psi. Taxi the aircraft to KeyAir to use their air pump.

Also, Oil crosschecking is becoming an issue again. Brian asks that you please notify the maintenance team when we are within 10hrs of an oil change. It's as easy as checking the "Oil Due" sticker located directly under the tachometer and sending Brian a text msg (or email) regarding the time left.

- 61H – Found a poor battery, we were unable to revive it. New battery installed last week, thanks Bruce and Ed. Oil changed. Squawked the radio master switch which would not turn off. Squawked sun visor holder. Needs replacement. Squawked engine analyzer. Not working.
- 84F – oil changed. Was +4 hours overdue. Please keep an eye on this. Sending Brian a text msg is fairly easy to do. Squawked the auto pilot as "flakey."
- 819 – Will go to Classic for its annual starting on 10/31. Estimate 2 weeks. Should be completed prior to thanksgiving break. Oil changed back in September, will be due soon. "Newer" battery replaced the almost dead battery that was installed a few weeks ago. Russ had agreed to sell us his "spare" battery that he has used to kick start dead airplanes in the past (including 819 a few months ago).

Treasurer's Report: Burt reported net YTD net income as of \$32.5k. See attached.

Long Range Planning Committee:

- Ed C presented OFC Long Range Planning developments which includes a prioritization scheme.. Please see attached.

Safety:

- Jay requested nominations for this year's safety award.
- Potential speaker (Pete ?) for 15 Nov meeting.

Unfinished Business:

- Currency Requirements: Determined we do not need a flow chart for currency requirements.
- Bruce R presented the 2012 slate of officers. Please see attached.
- Night Currency event will be held 12 Nov. Please RSVP to Ron S.
- Club dissolution process: Burt will initiate a by-law change for club consideration.

Oxford Flying Club

Current Financial Status

Balance Sheet

10/18/11

Assets

Cash		\$98,713
Accounts Receivables		\$21,500
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	N8261H	\$80,000
	N4384F	\$51,000
	N98819	\$45,000
Planes - (values based on AOPA Vref figures as of 1/1/2011)		\$176,000

Total Assets: \$296,213

Liabilities

Accounts Payable	-\$365
Bank Time	\$14,929
Loans	\$3,521
Engine & Prop Reserve	\$69,385

Total Liabilities: \$87,470

Total Equity: \$208,743

Profit & Loss Statement

	September-11	YTD
<i>Total Income</i>	\$12,224	\$114,696

Please note that these YTD expenses include our \$8,716 annual insurance payment

<i>Expenses</i>	Monthly	YTD
N4384F <i>Annual in 04/11 @ \$2728</i>	\$1,316	\$21,589
N8261H <i>Annual in 04/11 @ \$4917</i>	\$3,169	\$29,813
N98819 <i>No Annual yet - Due in 12/11</i>	\$2,199	\$21,589
Officers Flying Time	\$570	\$5,463
Other Expenses	\$11	\$3,767
<i>Total Expenses:</i>	\$7,265	\$82,221
<i>Net Income:</i>	\$4,959	\$32,475

Long Range Planning Committee Summary, 9/1/2011:

- Most members want to keep costs affordable.
- Prioritize planning decisions to make good use of resources and simplify process:
 - 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 next aircraft (likely tied to a membership level of 40 regular plus student members); or a 3-4 year time horizon

OFC Long Range Planning Developments:

- (1) Improve location of tie downs. (B)
- (2) Have adjacent storage shed for pre-heater, oil supply, cleaning tools. (B)
- (3) Have electric engine heaters? [w/shed we can store a propane pre-heater] (C)
- (4) Resolve maintenance issues quicker. (Avionics, etc issues require a/c relocation for work) (A)
- (5) Maintain existing fleet (IFR+, IFR-, VFR) & monitor aircraft availability (A)
- (6) Adding another C172 when active members reach +40 members (w/most students) [\$45K] (C)
- (7) Trade-up to similar but newer before planes reach 10K hrs (C)
- (8) Consider complex aircraft if 25% of active or new members want high performance (C)
- (9) Consider upgrade of ELTs. [SIKea] (B)
- (10) Keep the monthly & usage rates low (A)
- (11) Consider rental of complex for 10 hours of complex training (C)

Suggested Aircraft Improvements:

61H (240 hrs/yr; airframe TT 3K hrs; engine since MOH 1200 hrs; remaining 800 hrs)
LED or Zenon landing light upgrade [\$320-\$500] (B)
Electronic AI/DG upgrade with battery backup [\$2500] (C)
Install LED tail beacon [\$700] - has strobes (A)

84F (180 hrs/yr; airframe TT 6K hrs; engine since MOH 1700 hrs; remaining 600 hrs)
Engine overhaul; @ 2500+- hours? Oil testing? {3 years max.} [\$21K] (B)
Exterior Paint - Consider 3+ years from now or trade airplane. [\$18K] (B)
LED or Zenon landing light upgrade [\$320-\$500] (A)
LED upgrade tail beacon [\$500] (C)

819 (240 hrs/yr; airframe TT 6K hrs; engine since MOH 1200 hrs; remaining 800 hrs)
Replace KLN89B and Nav/Com #1 w/Garmin GPS - before paint job (B)
[upgrade KLN to IFR, \$3.5K vs. Garmin \$6000+3500-\$ 1500 for sale = \$8K]
Exterior Paint - (plan for re-painting; any exterior repairs, 2 years max.)
[\$18K+2K=\$20K] (B)
Carpet replacement - (can be done anytime soon) [\$450] (A)

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

61H = \$3.5K (reasonable; also add engine OH 3.5 yrs)
84F = \$40K (consider extending paint job by touch-ups)
819 = \$28.5K (consider extending paint job by touch-ups)

Proposed Slate 2012

Officers / Board of Directors

President:	Gary Nalband
Vice President:	Don Heidrich
Secretary:	Bruce Palmatier
Treasurer:	Burt Stevens
Maintenance Officer:	Brian Proulx
Safety Officer:	Jay Sabot
Membership Officer:	

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.

Appointed Positions (Current)

Assistants

Treasurer Assist:	Jim Goudy
Maintenance Assist:	Ed Chromczak
	Bruce Richardson

Standing Committees (term expires on December 31)

Activities Chair:	Bruce Richardson
Audit Chair (Vice President):	Don Heidrich
Audit:	Len Schindler
Audit:	Richard Feeney
Finance Chair (Treasurer):	Burt Stevens
Finance:	Geoffrey Green
Finance:	
Membership Chair(Officer):	
Membership:	
Nominating Committee	Board Member
Nominating Committee	Bruce Richardson

Other Committees

LT Planning Chair:	Edward Chromczak
LT Planning Com:	John Leary
LT Planning Com:	Brian Proulx
LT Planning Com:	Burt Stevens
LT Planning Com:	Richard Wilson
Scheduler Master:	Brian Proulx
Webmaster:	Don Heidrich