



# Meeting Minutes

**15 October 2024, 6:30 PM – OFC Hangar NW B10 - Oxford, CT & Zoom**

## Attendees

Directors (6): Eric Atkins, Joseph McCormick, Jillian Porter, Francis Pullaro, Curt Robinson\*, Sheldon Wermes

Members (26): Mick Baumann, Dan Berk, Peter Dawson\*, Nate Fanning, Phil Furmato, Danny Gannon, Stephanie Kiley, Josh LaFave, Nathan LaMadeleine, Justin Leach, Toni Lorenti, Jon Miller, Jay Monahan, Jay Monahan, Aaron Okarmus, Scott Price, Matt Rousso, Jacob Singer, Chris Sutherland, Scott Tarlow, Mike Tedesco, Rob Telep, Wayne Tremallo, Cody Williams, Josh Whiteley, Jay Zou

*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 6:31 p.m. by President Francis Pullaro. As this is an even month, this was considered a Board 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* present. (6 of 9 Directors, and 30 of 75 Regular Members were present.)

## Announcements, New Members / Ratings, and Guests

Upcoming Events - Night Landings and Chili Cook-Off - 11/9

New Members - Josh LaFave

New Ratings - Stephanie Kiley - IFR, Nate LaMadeleine - PPL

Guests - Curtis Hansell from Atlantic Aviation

## Meeting Minutes

Minutes from the September 17th meeting were approved.

## Monthly Reports

Refer to Club officers' monthly reports (**attached**). President Francis Pullaro opened the floor for questions on the reports but there were none. ACH policy enforcement will begin on November 1 (flight privilege suspension).

## Nominating Committee Report

Nominating Chair Jillian Porter presented the proposed slate of officers and directors for 2025 (**attached**). Francis commended Jillian's work and the strong slate of candidates. The proposed slate of candidates will be voted on at the November meeting.

## Membership Chair Vacancy (Board Voting Item)

Due to personal and health reasons, DJ has vacated the remainder of his term as Membership Chair, with the intention of returning for the new term in January. A motion was made by Secretary Joe McCormick, and seconded by Activities Chair Jillian Porter, for Justin Leach to fill the seat for the remainder of the term, effective immediately. Per Article IV, Section 4 of the Club Bylaws, a BOD vote was conducted, which was unanimously in favor of appointing Justin to the role of Membership chair. This vote was the only vote conducted as a Board-only vote, and the remainder of voting items were conducted by the full floor in attendance.

### **Membership Voting Items**

Membership Chair Justin Leach presented 3 prospective members. Because the Club is currently at its 75-member capacity, President Francis Pullaro recommended that the club vote to approve members on the waitlist for contingent membership spots as they open up. This will expedite the process for bringing in new members from the waitlist, as they will be preapproved and will not have to wait for the next club meeting.

Zachary Grinnell - Motion made by Justin, seconded by Stephanie Kiley - Unanimously approved by vote.

Alexander Santos - Motion made by Justin, seconded by Aaron Okarmus - Unanimously approved by vote.

Daniel Sunderland - Motion made by Jillian Porter, seconded by Pete Dawson - Unanimously approved by vote.

These approved applicants will become regular members immediately as spots open up.

### **Long Range Planning Update**

Updates to the comprehensive LRP plan for the fleet that was voted into effect at the September meeting:

Francis has appointed a committee to look at refreshing aircraft interiors - Leo Mollica, Wayne Tremallo, and Jay Monahan

N98819 will be headed to the avionics shop in early December and be down for approximately 6 weeks.

The Finance Committee is seeking approximately \$30,000 in member loans. An informational email with terms / rates will be sent to the membership. Interested parties should contact Curt Robinson.

61H paint - we are currently looking for quotes. Anyone who wants to assist in the process of seeking out quotes from paint shops should contact Francis.

### **New Business**

Member Dan Berk brought before the Club for discussion the suggestion that the Club should be more selective in its membership / recruiting process. Dan contends that selection of members should not be on a first-come-first-served basis, but rather based on other criteria such as if the prospective member is a student pilot or not (as one example).

This was brought to the floor and resulted in a lively, occasionally contentious, and mostly thoughtful debate on the issue and its merits and detriments. The primary arguments included the increased wear and maintenance on our fleet due to primary flight training, and on the other side, the ability to grow our club and the general aviation community as a whole by accepting and encouraging student pilots.

No resolution or motion came from this debate. President Francis Pullaro tasked Dan Berk with forming a small group to continue to explore and debate the matter before bringing a proposal before the membership for a motion or vote.

No additional business was discussed.

The Meeting was adjourned at 7:32 p.m.

*Meeting Minutes submitted by Joe McCormick, Secretary*

OFC Plane Captain Updates  
October 15, 2024

N228TR

parachute is scheduled for a repack this winter. The chute has been ordered it, and it should be available for install in December. AOG likely for a couple of weeks in Dec and/or Jan.

N4334X

No report was submitted

735GC

nothing to report

98819

No updates. Avionics upgrade work scheduled for early December.

8261H

61h has a new left window and has had the 100-hr oil change.  
new brake rotors

Other from Jay-

Airplane cover for 4334X has been ordered, "N" number on both sides.

We'll see how that looks and then maybe order a new cover for 61H.

Ordering baggage compartment door straps for the two Pipers.

# Management Report

Oxford Flying Club, Inc.

For the period ended October 1, 2024



Prepared on

October 3, 2024

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# Profit and Loss

September 2 - October 1, 2024

	Total
<b>REVENUE</b>	
4000 Club Membership Payments	
4010 Flight Time - N735CG	2,872.16
4015 Flight Time - N4334X	10,364.93
4020 Flight Time - N8361H	786.01
4027 Flight Time - N98819	3,379.62
4033 Flight Time - N228TR	2,208.02
4036 Initiation Fee - Regular	6,000.00
4050 Monthly Dues - Associate	1,152.42
4055 Monthly Dues - Regular	12,769.68
<b>Total 4000 Club Membership Payments</b>	<b>39,532.84</b>
4100 Interest - B of A Saving	0.78
<b>Total Revenue</b>	<b>39,533.62</b>
<b>GROSS PROFIT</b>	
	<b>39,533.62</b>
<b>EXPENDITURES</b>	
4850 Landing Fees	41.09
5999 Maintenance Supplies-All Planes	187.91
6100 N8261H - Expenses	
6140 N8261H - Insurance Expense	2,924.09
6160 N8261H - Maintenance Expense	13,470.37
6170 N8261H - Tie Down Expense	90.00
6190 N8261H - Engine & Prop Reserve	-13,285.55
<b>Total 6100 N8261H - Expenses</b>	<b>3,198.91</b>
6200 N98819 - Expenses	
6240 N98819 - Insurance Expense	2,850.34
6260 N98819 - Maintenance Expense	7,671.07
6270 N98819 - Tie Down Expense	90.00
<b>Total 6200 N98819 - Expenses</b>	<b>10,611.41</b>
6400 N4334X - Expenses	
6440 N4334X - Insurance Expense	2,995.34
6460 N4334X - Maintenance Expense	2,644.97
6470 N4334X - Tie Down Expense	90.00
<b>Total 6400 N4334X - Expenses</b>	<b>5,730.31</b>
6600 N735GC - Expenses	
6640 N735GC - Insurance Expense	3,382.86
6660 N735GC - Maintenance Expense	538.00
6670 N735GC - Hangar Expense	650.00
<b>Total 6600 N735GC - Expenses</b>	<b>4,570.86</b>
6800 N228TR - Expenses	
6840 N228TR - Insurance Expense	3,681.37

	Total
6895 N228TR - Leaseback Expense	832.00
<b>Total 6800 N228TR - Expenses</b>	<b>4,513.37</b>
6900 Fuel & Oil Expense	
6920 N8261H - Fuel Expense (**0184)	568.34
6930 N98819 - Fuel Expense (**6508)	1,286.84
6950 N4334X - Fuel Expense (**3329)	4,094.54
6970 N735GC - Fuel Expense (**0218)	1,218.55
6980 N228TR - Fuel Expense (**3337)	969.51
<b>Total 6900 Fuel &amp; Oil Expense</b>	<b>8,137.78</b>
7000 Interest Expense	
7010 Promissory Note Interest	157.59
<b>Total 7000 Interest Expense</b>	<b>157.59</b>
7620 Bad Debt Expense	1,023.51
7626 Bank Service Charges	3.00
7630 Club Credits - Flying Time	
7635 Club Maint&Tres Officer & Asst	1,846.00
<b>Total 7630 Club Credits - Flying Time</b>	<b>1,846.00</b>
7650 Dues and Subscriptions	60.00
7700 Professional Fees	
7705 Accounting	90.90
7706 Bookkeeping	561.00
7730 QuickBooks Payments Fees	825.23
<b>Total 7700 Professional Fees</b>	<b>1,477.13</b>
<b>Total Expenditures</b>	<b>41,558.87</b>
<b>NET OPERATING REVENUE</b>	<b>-2,025.25</b>
<b>NET REVENUE</b>	<b>\$ -2,025.25</b>

# A/P Aging Detail

As of October 1, 2024

Date	Transaction Type	Num	Vendor	Due Date	Past Due	Amount	Open Balance
91 or more days past due							
01/01/2019	Bill		GC Loan - Scott Oloff	01/16/2019	2087	188.71	188.71
09/15/2022	Bill Payment (Check)	online	N172HL Waterfall Account - Tom McCullough	09/15/2022	749	-1,092.27	-418.48
03/10/2024	Bill		Air Power Inc	03/10/2024	207	66,826.00	23,600.00
Total for 91 or more days past due						\$65,922.44	\$23,370.23
Current							
10/01/2024	Bill	OXC154765R	Atlantic Aviation	10/31/2024	-28	1,010.00	1,010.00
Total for Current						\$1,010.00	\$1,010.00
TOTAL						\$66,932.44	\$24,380.23



# Expenses by Vendor Summary

September 2 - October 1, 2024

	Total
Albany County Airport - KALB	82.48
Atlantic Aviation	7,000.69
Columbia Air Service	252.61
East Coast Propeller Service, Inc	1,732.67
Flight Schedule Pro	60.00
Granite Air Center - KLEB	256.22
Grohs Schrager Hampson Aviation Insurance, Inc	15,837.00
Intuit * Quickbooks	90.90
Jet Aviation - KBED	88.81
Kuhn Jet Center - KJYO	235.00
LP Schindler, Len	52.53
LP Sutherland, Christopher	52.53
LP Tremallo, Wayne	52.53
Montauk Airport - KMTP	41.20
Mystic Jet Center LLC	158.51
N228TR Waterfall Account - John Farley	832.00
Port Authority of NY & NJ	5.00
Port City Air - KPSM	44.50
Provincetown Municipal	185.90
QuickBooks Payments	825.23
Ross Rectrix Aviation - ORH	150.65
Tally-Ho Aviation, Inc	6,441.07
Techniflyte Services, llc	15,427.85
Three Wing Aviation - KBDR	126.88
Unlimited Opportunitites	184.82
Vector-Sikorsky Airport	36.09
VIP Aircraft Maintenance	538.00
White Plains Aviation	436.07
Not Specified	-13,197.29
<b>TOTAL</b>	<b>\$38,030.45</b>

# Management Report

Oxford Flying Club, Inc.

For the period ended October 1, 2024



Prepared on

October 3, 2024

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# Profit and Loss

January 1 - October 1, 2024

	Total
<b>REVENUE</b>	
4000 Club Membership Payments	
4010 Flight Time - N735CG	29,629.86
4015 Flight Time - N4334X	64,950.30
4020 Flight Time - N8361H	49,330.44
4027 Flight Time - N98819	38,084.21
4033 Flight Time - N228TR	17,393.43
4036 Initiation Fee - Regular	18,000.00
4050 Monthly Dues - Associate	11,294.67
4055 Monthly Dues - Regular	118,840.89
4065 Special Functions/Parties	-1,714.92
<b>Total 4000 Club Membership Payments</b>	<b>345,808.88</b>
4100 Interest - B of A Saving	7.40
49900 Uncategorized Income	2,182.23
Services	-287.56
<b>Total Revenue</b>	<b>347,710.95</b>
<b>GROSS PROFIT</b>	<b>347,710.95</b>
<b>EXPENDITURES</b>	
4850 Landing Fees	778.40
5999 Maintenance Supplies-All Planes	5,791.94
6100 N8261H - Expenses	
6120 N8261H - Avionic Expense	711.48
6140 N8261H - Insurance Expense	8,771.90
6160 N8261H - Maintenance Expense	-8,573.22
6170 N8261H - Tie Down Expense	900.00
6190 N8261H - Engine & Prop Reserve	62,759.54
<b>Total 6100 N8261H - Expenses</b>	<b>64,569.70</b>
6200 N98819 - Expenses	
6240 N98819 - Insurance Expense	8,550.66
6260 N98819 - Maintenance Expense	25,774.36
6270 N98819 - Tie Down Expense	900.00
6290 N98819 - Engine & Prop Reserve	6,993.25
<b>Total 6200 N98819 - Expenses</b>	<b>42,218.27</b>
6400 N4334X - Expenses	
6410 N4334X - Annual Expense	5,324.74
6420 N4334X - Avionic Expense	669.00
6440 N4334X - Insurance Expense	8,985.65
6460 N4334X - Maintenance Expense	18,677.03
6470 N4334X - Tie Down Expense	900.00
6490 N4334X - Engine & Prop Reserve	10,213.50

	Total
<b>Total 6400 N4334X - Expenses</b>	<b>44,769.92</b>
6600 N735GC - Expenses	
6620 N735GC - Avionic Expense	-2,400.00
6640 N735GC - Insurance Expense	10,148.15
6660 N735GC - Maintenance Expense	9,958.62
6670 N735GC - Hangar Expense	6,614.27
6690 N735GC - Prop & Engine Reserve	4,452.38
<b>Total 6600 N735GC - Expenses</b>	<b>28,773.42</b>
6800 N228TR - Expenses	
6840 N228TR - Insurance Expense	11,043.64
6895 N228TR - Leaseback Expense	9,688.64
<b>Total 6800 N228TR - Expenses</b>	<b>20,732.28</b>
6900 Fuel & Oil Expense	
6920 N8261H - Fuel Expense (**0184)	18,159.96
6930 N98819 - Fuel Expense (**6508)	16,148.37
6950 N4334X - Fuel Expense (**3329)	27,470.31
6970 N735GC - Fuel Expense (**0218)	13,553.40
6980 N228TR - Fuel Expense (**3337)	6,907.17
<b>Total 6900 Fuel &amp; Oil Expense</b>	<b>82,239.21</b>
7000 Interest Expense	
7010 Promissory Note Interest	1,490.85
<b>Total 7000 Interest Expense</b>	<b>1,490.85</b>
7605 Postage	8.30
7620 Bad Debt Expense	1,026.51
7626 Bank Service Charges	20.00
7630 Club Credits - Flying Time	
7635 Club Maint&Tres Officer & Asst	18,612.00
<b>Total 7630 Club Credits - Flying Time</b>	<b>18,612.00</b>
7650 Dues and Subscriptions	540.00
7670 Licenses & Fees	
7675 Annual Non Profit Corp Fee	50.00
<b>Total 7670 Licenses &amp; Fees</b>	<b>50.00</b>
7700 Professional Fees	
7705 Accounting	1,253.10
7706 Bookkeeping	5,727.00
7720 Liability Insurance	638.00
7730 QuickBooks Payments Fees	4,606.25
<b>Total 7700 Professional Fees</b>	<b>12,224.35</b>
7800 Special Events	
7820 Monthly Meeting	1,039.56
<b>Total 7800 Special Events</b>	<b>1,039.56</b>
<b>Total Expenditures</b>	<b>324,884.71</b>

	Total
NET OPERATING REVENUE	22,826.24
OTHER REVENUE	
4300 Sporty's Rebate Program	82.95
Late Fee Income	107.23
<b>Total Other Revenue</b>	<b>190.18</b>
OTHER EXPENDITURES	
Reconciliation Discrepancies-1	77.00
<b>Total Other Expenditures</b>	<b>77.00</b>
NET OTHER REVENUE	113.18
NET REVENUE	\$22,939.42

# Balance Sheet

As of October 1, 2024

	Total
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
1000 BankAmerica - Checking (xx3733)	-912.97
1003 BankAmerica - Fuel Account (xx0327)	2,149.58
1005 BankAmerica - Savings (xx5129)	141.86
1005a Prop & Engine Fund	28,265.30
1005b Insurance Fund	11,286.57
1005e Long Range Planning Fund	37,662.30
1005f Maintenance Fund	18,985.69
<b>Total 1005 BankAmerica - Savings (xx5129)</b>	<b>96,341.72</b>
<b>Total Bank Accounts</b>	<b>97,578.33</b>
<b>Accounts Receivable</b>	
1200 Accounts Receivable	22,858.18
<b>Total Accounts Receivable</b>	<b>22,858.18</b>
<b>Other Current Assets</b>	
12000 Payments Received	-345.00
Inventory Asset	-225,558.10
<b>Total Other Current Assets</b>	<b>-225,903.10</b>
<b>Total Current Assets</b>	<b>-105,466.59</b>
<b>Fixed Assets</b>	
1505 N8261H - Piper Archer II	105,532.54
1507 N98819 - Cessna 172P	167,098.00
1515 N4334X - Piper Archer II	147,247.56
1530 N735CG - Cessna 182Q	186,580.00
<b>Total Fixed Assets</b>	<b>606,458.10</b>
<b>TOTAL ASSETS</b>	<b>\$500,991.51</b>

## LIABILITIES AND EQUITY

### Liabilities

#### Current Liabilities

##### Accounts Payable

1900 Accounts Payable	24,380.23
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<b>Total Accounts Payable</b>	<b>24,380.23</b>
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##### Other Current Liabilities

2500 Prop & Engine Reserve	
2510 Prop & Engine Reserve - 61H	-8,235.80
2530 Prop & Engine Reserve - 819	8,325.23
2550 Prop & Engine Reserve - 34X	29,315.75
2570 Prop & Engine Reserve 735GC	4,200.38

	Total
Total 2500 Prop & Engine Reserve	33,605.56
Total Other Current Liabilities	33,605.56
Total Current Liabilities	57,985.79
Long-Term Liabilities	
2360 Member Loan 2023	
2361 Sutherland, Christopher	8,714.86
2362 Schindler, Len	8,714.86
2363 Tremallo, Wayne	8,714.86
Total 2360 Member Loan 2023	26,144.58
Total Long-Term Liabilities	26,144.58
Total Liabilities	84,130.37
Equity	
3000 Open Bal Equity	85,000.00
3900 Fund Balance	308,921.72
Net Revenue	22,939.42
Total Equity	416,861.14
TOTAL LIABILITIES AND EQUITY	\$500,991.51





Oxford Flying Club

October 15, 2024

## Proposed Slate of Officers and Directors 2025

### Officers / Board of Directors

President: Sheldon Wermes  
V.P.: Justin Leach  
Secretary: Steph Kiley  
Treasurer: Curt Robinson  
Activities: Jillian Porter  
Membership: DJ Nicholson  
Safety: Mike Aarons  
Maintenance: Eric Atkins  
Immediate Past President: Francis Pullaro

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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.