



OFC – Meeting Agenda

March 15th 7:00 PM – 121 Restaurant

1. **Call to order** by Burt S. at 7 p.m. Agenda is Attachment A.

Attendance: Burt S, Wayne T, Ed C, Peter St. P, Tom Russo, Garrett F, Arturo S, Stuart R, Bruce Richardson, Ryan Nealon, Ed H, Robert H, Andrew C, Bruce R, Bruce B, Bruce Palmatier, Leo Molica, Walker W, Gary N, Mahesh R, Steve Baronowski(Guest), Brian Proulx (left early), & Don H

18 members – quorum = YES. Bylaws require 1/3rd Regular and Student members to be present for a quorum.

2. **Introduction of guests** – Steve Baronowski attended as a guest and was introduced to the club.
3. **Approval of January’s meeting minutes** (there was no February meeting as it was a Board Meeting) – Minutes were approved unanimously.

4. Monthly reports:

- a. Membership - Don Heidrich

Don presented his report (Attachment B). There is no more Student membership. The Club has members who are students, but Student Membership (lower initiation fees) has been eliminated.

- b. Treasurer’s Report – Mike Fazio

Presented by Mahesh R (Attachment C). Burt would like to see the E&P Reserve to be broken out by plane. Burt questioned the Vrefs on the plane and discussion on the matter. Going forward the Club will have a panel of 3 members to determine Vrefs.

Ed C made a motion to payoff 62Y balance \$13,000 (approx), seconded by Ed H and passed unanimously.

- c. MX Report – Wayne Tremallo

Wayne T presented the reports (Attachments D & D2). Ed H reminded all to move the Cessna fuel lever to L or R before refueling. Archer heat plates have been removed. There was a discussion on new (weather) covers for Archers and Cessnas. Ed and Wayne will look into the new seat covers.

- d. LRP – Ed Chromczak

Ed presented his LRP plan (Attachment E). The plan is to get 819 avionics upgraded in April, Engine overhaul in Fall, seat covers in 61H. Plan is to get ADS-B IN into the other three planes. Ed mentioned that LRP should consider selling 62Y and buying C-172 and an Piper Arrow (complex).

- e. Safety – Matt Baker – July’s Safety Day

5. Unfinished Business:

- a. Greenwood-Hill Committee – liability for future incidents – Ed Hill & Roland Greenwood

Ed Hill to talk to James McLaughlin of CAP who is an Aviation Attorney who works with AOPA. Mahesh R to connect Ed Hill, Andrew Cunningham with Jim McLaughlin.

6. New Business:

- a. Proposal to prohibit members from booking planes if account is delinquent for more than 90 days old.

Burt presented that some members fell behind in payments. Proposal is to cut off members after 90 days delinquency. Don H presented the issue of Forced Associate, discussion resolved to table the Forced Associate proposal. Motion was made by Ed C to “prohibit members to book or fly if their account is 90 days in arrears till the account is made current.” **Put a Memo on the INVOICE**

Motion by Ed C, Seconded by Wayne T. Motion passed unanimously.

- b. Proposal to prohibit members involved in any incident/accident from acting as PIC until incident is investigated and any required action is completed in a timely fashion.

Motion by Ed C, Seconded by Wayne T. Motion passed unanimously.

- c. Proposal to change monthly meetings to meetings in January, March, May, June, September & November and change the emphasis to safety and aviation related rather than business related.

Burt mentioned that any member can attend Board Meetings. Leo stated he understands the need for expeditious management, but would like to be able to participate in the management of the club. Wayne made the motion, Ed C seconded and motion passed unanimously. Bruce P wanted to ensure that members can ask questions.

- d. Items as presented by membership

Gary N mentioned Max Aulet and Ron S are not there for Safety Day, so we need to start planning.

Gary also mentioned that current Board will be changing significantly and wanted members to step up. Members interested should step forward and Ed C suggested that interested members should start assisting existing members by mid-year (2016). Gary also suggested staggered two year term. Staggering would be by position.

7. Meeting adjourned at 7:52p.m.

Presented by: Mahesh Reddy, Secretary

Document History

Version	Date	Change Reference
1.0	Apr 7, 2016	DRAFT to Board
2.0	April 11, 2016	FINAL to Membership

Attachments:

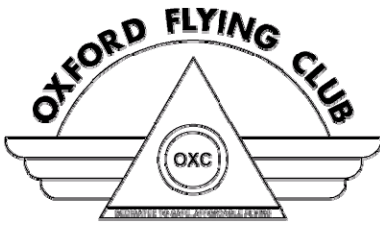
- A. President's Agenda
- B. Membership report
- C. Treasurer's Report
- D. MX Report (D1 & D2)
- E. LRP Report
- F. Attendance Report



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- Call to order
- Introduction of guests
- Approval of January's meeting minutes (there was no February meeting)
- Monthly reports:
 - Membership - Don Heidrich
 - Treasurer's Report – Mike Fazio
 - MX Report – Wayne Tremallo
 - LRP – Ed Chromczak
 - Safety – Matt Baker – July's Safety Day
- Unfinished Business:
 - Greenwood-Hill Committee – liability for future incidents – Ed Hill & Roland Greenwood
- New Business:
 - Proposal to prohibit members from booking planes if account is in greater than 90 days old.
 - Proposal to prohibit members involved in any incident/accident from acting as PIC until incident is investigated and any required action is completed.
 - Proposal to change monthly meetings to meetings in January, March, May, June, September & November and change the emphasis to safety and aviation related rather than business related.
 - Items as presented by membership
- Adjourn



Membership Report Oxford Flying Club

Don Heidrich, March 2016

Membership Changes since Last Meeting:

Resigned:

- Domenic Chiarella
- Jeff Distasio
- Greg Delp

Status Change:

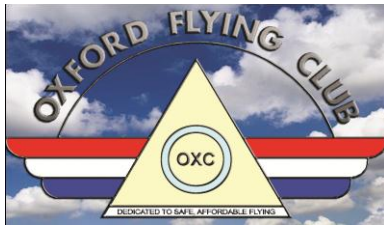
- Davis Ebbert – Regular to Associate
- Vlad Kit – Regular to Medical Associate
- Tom Krasowski – Medical Associate to Regular
- Jay Monahan – Regular to Associate
- Jay Monahan – Associate to Regular
- Mick Murphy – Student to Associate
- Ed Shaker – Regular to Associate

Joined:

- Jake Dowgewicz
- Frank Gentile

Current Totals

Regular	54
Student	0
Mentored Student	0
Associate	24
Medical Associate	1
<u>Associate Emeritus</u>	<u>2</u>
Total	81



Oxford Flying Club

Current Financial Status

February Income & Expense

as of: 2/29/2016

Assets

Cash		\$122,461.07
Accounts Receivable		\$15,770.03
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: \$432,514

Liabilities

Accounts Payable		\$0
Bank Time (total liability)		\$24,606
Loan Payable - N7362Y	Monthly payments, including interest: \$850.	\$13,118
Loan Payable - N4334X	Monthly payments, including interest: \$1,226.	\$44,070
Lease Payable - N112RP	Begins 7/1/15 Ended 8/31/2015	\$0
Prop and Engine Reserve (all planes - cumulative)		\$85,293

Total Liabilities: \$167,087

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	14.34	\$1,746	\$258.12	\$901	\$90	\$0	
N4334X	16.70	\$1,875	\$300.60	\$787	\$90	\$1,209	
N98819	18.50	\$1,983	\$333.00	\$729	\$90	\$13,541	(annual)
N7362Y	11.00	\$2,480	\$198.00	\$1,077	\$600	\$812	
totals	60.54	\$8,083	\$1,089.72	\$3,495	\$870	\$15,563	

Monthly Inflows/Outflows

	Current Month	Year-to-date
Membership Payments and Flight Time	\$21,564	\$34,727
Sporty's Rebate (quarterly)	\$214	\$214
Loan Payments (current month as above)	-\$2,076	-\$4,152
Officers Flying Time	-\$1,050	-\$2,100
Fuel Expense (includes billable hangar heat, landing fees)	-\$3,495	-\$5,367
Other Misc. Expenses (regs, tax, postage, seminar, maint suply, etc.)	-\$281	-\$4,057
Refund Credit Balance (E. Vitagliano)	-\$991	-\$991
Total Aircraft Expense (excluding officer's, BT and misc. flight time)	-\$17,522	-\$21,711
Monthly Inflow (outflow) total:	-\$3,638	-\$3,437

OFC Maintenance Report

Active Issues - As of March 15, 2016

Open Date	ID #	Issue	Resolution	Scheduled for	Status	Assigned
<u>N7362Y</u>						
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)	2/26/2016	Pending	Total
11/17/2015	1188	The gear up alert sounds into the speaker and is hard to hear. Not sure if this is normal or if it can be rerouted to the headsets.	will look into	12/31/2015	Pending	VIP
11/2/2015	1190	Excessive left rudder trim is needed in order to fly straight & level.	Has been looked into many times and cannot seem to pin down why. Might have to talk to Cessna dealer . Could be flap issue	12/31/2015	Pending	Reliant ;
11/2/2015	1189	The DG seems to miss the proper heading by about 20 degrees after flying for about 5 minutes.	will look into but cannot recreate on ground	12/31/2015	Pending	VIP
11/2/2015	1187	The stall warning horn is very difficult to hear. Need to research to see if it can be routed to the headsets.	look into what can be done to make louder	12/31/2015	Pending	VIP
<u>N8261H</u>						
10/19/2015	1179	Electronic trim inoperable on and off	at annual	4/18/2016	Watch	Image

OFC Maintenance Report

Closed Issues - As of March 15, 2016

Open Date	ID #	Issue	Resolution	Status	Assigned	Close Date
<u>N4334X</u>						
3/9/2016	1206	Right wing strobe OOS	Replaced bulb	Closed	Club	3/14/2016
3/5/2016	1205	Red nav inop	Replaced bulb	Closed	Club	3/7/2016
3/5/2016	1204	Oil door pops open	Repaired and new one on order	Closed	Club	3/11/2016
1/19/2016	1198	Brought back to image to locate source of leak. Resealed door and caulked window. Will start to use cover to secure aircraft after use.	resealed wing root and resealed window and door handle	Closed	Image	2/2/2016
<u>N7362Y</u>						
2/28/2016	1202	There is a 1~2 inch crack on the top of the plastic fairing of the starboard wing strut where it attaches to the body of the a/c.	This is only cosmetic and should be moved into the folder that shows these cosmetic squawks.	Closed	Club	3/2/2016
1/2/2016	1201	Cowl flaps not working	New mounting hardware by image	Closed	Image	3/7/2016
11/4/2015	1192	Pilot side main landing tire has flat spot	Replaced tires on 2/13/2016	Closed	Image	2/13/2016
8/29/2015	1186	WX-300 is displaying an error and is INOP	Antenna connection was bad	Closed	VIP Avionics	2/11/2016

Open Date	ID #	Issue	Resolution	Status	Assigned	Close Date
8/13/2015	1165	Nav Com #2 Issue. Comm weak . Not able to properly pick up center or towers unless close to station.	Found faulty coaxial cable and was removed and replaced	Closed	VIP	2/11/2016
<u>N8261H</u>						
3/8/2016	1208	Rudder tail light (white) inop.	Replaced bulb	Closed	Club	3/9/2016
2/10/2016	1207	Oil change is due in about 3 hours.	Oil changed	Closed	Club	3/15/2016
<u>N98819</u>						
3/5/2016	1213	Pilots side fuel leak	Must leave fuel selector on left or right when refueling. Will send out email soon with new recommended shut down list	Closed	Club	3/5/2016
2/22/2016	1212	Zeus fitting from pilot side of cowling is missing.	Repaired	Closed	Image	2/23/2016
2/21/2016	1211	Right brake squeals, Burt thought it may be a rotor problem	New rotors installed	Closed	Image	2/23/2016
3/7/2016	1210	The left front wheel of the pilot seat is not assembled to the rail.	Repaired by Image	Closed	Image	2/12/2016

Oxford Flying Club

Long Range Planning - March, 2016

819:

April, 2016: ADS-B OUT & IN, which will allow traffic monitoring and weather monitoring on both the Garmin 430 & an iPad/iPhone [approximately \$7K] is scheduled for installation during the 1st week of April 2016. The Garmin GTX 345 Transponder will be installed within four days and in order to use your iPad/iPhone you will need ForeFlight or Garmin Pilot.

The existing Garmin GTX 327 transponder will be sold or traded-in to recover its value.

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. 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...as needed.

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

61H: Replace with cloth or repair leather seat upholstery.

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

Ed Chromczak 908-400-9370 (3/15/2016)

Oxford Flying Club - Attendance Sheet

	Last Name	First Name	Member Status	Reg	Asso	Stu
1	Baker	Matt	Regular			
2	Baranowski	Steve	Associate			
3	Barron	Robert	Regular			
4	Bell	Joseph	Associate			
5	Berwick	Kent	Associate			
6	Burmann	Bruce	Regular	1		
7	Carr	Tim	Regular			
8	Chromczak	Edward	Regular	1		
9	Cooper	Pat	Regular			
10	Cunningham	Andrew	Regular	1		
11	Dasilva	Domingos	Associate Emeritus			
12	Devino	Michael	Regular			
13	Dobbs	Glen	Associate			
14	Dobbs	Kristi	Associate			
15	Dowgewicz	Jake	Regular			
16	Earl	Gavin	Regular			
17	Ebbert	Davis	Associate			
18	Eckert	Thomas	Regular			
19	Fazio	Mike	Regular			
20	Feeney	Richard	Regular			
21	Feinman	Jason	Associate			
22	Feinman	Philip	Associate			
23	Fleishman	Garrett	Regular	1		
24	French	Jason	Regular			
25	Gentile	Frank	Regular			
26	Green	Geoffrey	Regular			
27	Greenwood	Roland	Regular			
28	Guletsky	Susan	Regulr			
29	Haas	Michael	Regular			
30	Ham	Robert	Regular	1		
31	Heidrich	Don	Regular	1		
32	Hernandez Diaz	Javier	Regular			
33	Hill	Ed	Associate		1	
34	Ireland	Justin	Associate			
35	Killeen	William	Associate			
36	Kit	Volodymyr	Medical Associate			
37	Krasowski	Tom	Regular			
38	Laine	George	Associate Emeritus			
39	Lyons	Hal	Regular			
40	Moir	Floyd	Associate			
41	Mollica	Leo	Regular	1		
42	Monahan	Jay	Regular			
43	Morici	John	Regular			
44	Morrone	Matt	Associate			
45	Morrow	Bill	Associate			
46	Mowerman	Illya	Associate			
47	Murphy	Mick	Associate			
48	Nalband	Gary	Associate		1	
49	Nealon	Ryan	Regular	1		
50	Nelson	Nick	Regular			
51	Noffke	Karl	Regular			

Oxford Flying Club - Attendance Sheet

	Last Name	First Name	Member Status	Reg	Asso	Stu
52	Oloff	Scott	Regular			
53	Palmatier	Bruce	Regular	1		
54	Palombo	Rich	Regular			
55	Poodiack	Peter	Regular			
56	Poole	Christopher	Regular			
57	Poole	Raymond	Associate			
58	Pozniak	Jerry	Associate			
59	Proulx	Brian	Associate		1	
60	Pugliese	Jay	Regular			
61	Reddy	Mahesh	Regular	1		
62	Richardson	Bruce	Regular	1		
63	Robinson	Andy	Regular			
64	Rosen	Stewart	Regular	1		
65	Russo	Thomas	Regular	1		
66	Sabot	Jay	Associate			
67	Salazar	Arturo	Regular	1		
68	Sarosky	Brian	Regular			
69	Schindler	Len	Associate			
70	Schmecker	Ronald	Associate			
71	Shaker	Edward	Associate			
72	Stevens	Burt	Regular	1		
73	St. Pierre	Peter	Regular	1		
74	Suarez	Federico	Regular			
75	Timpson	Larry	Regular			
76	Treanor	Jim	Regular			
77	Tremallo	Wayne	Regular	1		
78	Tyrrel	Chris	Regular			
79	Wilson	Richard	Associate			
80	Woodworth	Walker	Regular	1		
81	Zipkin	David	Associate			
82	Zupkus	Gregory	Regular			
				18	3	
	Quorum Requiriements					
	<u>Membership Meetings</u>			18		
	1/3rd of Regular & Student Members					
	<u>Board Meetings</u>					
	1/2 of Board Members					