



Oxford Flying Club Board Meeting February 19, 2019 at KOXC (Tradewind Conference Room)

Board Attendance: Burt Stevens PP, Alan Amato VP, Landon Sock Safety, Peter St Pierre Sec. Andy Robinson Membership, Quorum of 5

Membership: Ed Chromczak CFI, Wayne Tremallo R, Matt Baker A, Don Heidrich Web, Ron Schmecker CFI, Mitch Letho

Call to order at 1908 by Alan A.

Introduction of guests- Short introduction of Mitch Letho member originally from Australia that many have not met.

Approval of October Minutes: Motion by Ed C, Second Burt S, Passed

Monthly Reports: Sent in by email.

Membership: 55- Regular, 8- TW, 30- Associate, 2- Medical Associate, 2- Emeritus Associate = Total: 97

Tradewind: One TW member requested Associate but that is not considered an option at this time. However, may be something to consider. Two TW members left for airline work, and are to be replaced. Alan Amato asked for clarification on doing instruction in Club aircraft for night currency for the non-member TW pilots. Board asked for a formal proposal on how many pilots that would entail. The Associate membership may be a way to satisfy that need or a Bylaw change would be necessary.

Treasurer's Report – Delayed

Maintenance Report – Delayed

New Hanger: Wayne sold his plane and is lending OFC the AeroTherm electric preheater. The plug in unit Preheats plane in 30 minutes. Mitch pointed out that when new equipment is introduced there should be something on it for how to use it. Also, there is sometimes a trial stage for equipment and we should send out an email or something on the new gadget. Videos can be very helpful.

Activities Chair – Pinch Hitter tentative for May 11, Scott Oloff is running the program. AOPA and other information and syllabus available online. We need to line up participants. Pinch Hitter course is a one day course for non pilot spouses and friends to learn to land an aircraft and some basic flight training.

Suggestions for future events are a spin/stall training event and a crosswind landing event. With no crosswind, the ability to maneuver 50 Ft above the ground off and on the runway line.

Safety Landon Sock: Safety Chair spoke about the first safety meeting and the safety survey. Score of 73.4 OFC is considered more of a Bureaucratic Safety Culture at the present time as opposed to a Positive Safety Culture. Majority did not know who to contact when an incident occurs. Want to put a Safety Clock on days or flight hours since last incident on the website.

OFC 2018 Safety Culture Survey Results

- **Participation-** Approximately **44% (assuming 100 members)**.
- **Safety Culture Value,** all questions, all respondents normalized to 100 maximum- **73.4**
- **Safety Culture Classification-** OFC's Safety Culture is classified as **Bureaucratic**.

Organizations with a **Bureaucratic Safety Culture**, 46 – 75, treat safety information in the following way:

- Information may be ignored
 - Messengers are tolerated
 - Responsibility is compartmentalized
 - Dissemination is allowed but discouraged
 - Failure leads to local repairs
 - New ideas present problems
- Total number of responses recorded as either “Strongly Disagree” **(7)** or “Disagree” **(80)- 87**

Safety System: Controlled documents: The blank form for membership needs to have “Corporate membership “ added and will become a Controlled document, using the formal OFC process. Other Club documents or forms should begin to be formalized as controlled documents. Basically, the forms are numbered to control additions and changes in a more formal manner with approvals and destruction of old forms, so the most up to date forms are used.

New Business: Heaters, voted for WIFI switch for heater for hanger \$400 Burt to buy back if we don't like it. Can set from phone on off and possible length of time to be on. Burt offered to purchase unit if trial is not successful.

Ongoing Business:

-Previously Voted to Change of Call Sign for 735GC to 7358C. Delayed due to Federal Shut Down. Gavin and Mike to get paint and fill out forms to change number.

-2018 Audit scheduled for May 4, 2019

-Automatic Billing from the new scheduler uses an online Quick Book version there was some discussion on how compatible that is with our present version. The report Burt provides is considered more detailed than the FlightPro according to Mike F. Burt deposits the checks. Some discussion on how to get more automated payment system other than hand written check. Mike, Scott, Burt, Mitch volunteered to look into options and issues.

Adjourned at 20:30

