

# **OXFORD FLYING CLUB**

## **MEETING MINUTES for 17 Jun 2014**

**Attendance:** Regular: 21 Reg/Student: 2 Associate: 0 **Quorum:**<sup>1</sup> Yes X No    

**Location:** 121 Restaurant Oxford, CT

Type		Member	Present	Type		Member	Present	Type		Member	Present
1	Assoc	Aulet, Maximillian		Med/Assoc	Hill, Jeremy			Reg	Proulx, Brian	X	
2	Reg	Baker, Matt		Reg	Kit, Volodymyr			Reg	Pugliese, Jay		
3	Reg	Bell, Joe		Assoc	Kramer, Tom			Reg/Stu	Reddy, Mahesh	X	
4	Assoc	Berwick, Ken		Reg	Krasowski, Tom	X		Reg	Richardson, Bruce		
5	Reg	Burmann, Bruce		Reg	Kuhnel, Bob			Reg/Stu	Riolo, Jonah		
6	Assoc	Camejo, Christopher		Reg	Laine, George			Reg	Robinson, Andy	X	
7	Reg	Carr, Tim		Reg	Lafosse, Larry	X		Reg	Rosen, Stewart		
8	Reg	Chromczak, Ed		Assoc	Lyons, Hal			Reg	Rosendahl, Eric		
9	Reg	Cooper, Pat		Assoc	Moir, Floyd			Assoc	Sabot, Jay		
10	Assoc (Honorary)	Dasilva, Domingos		Reg	Monahan, Jay			Assoc	Schindler, Len		
11	Reg	Delp, Greg		Reg	Morici, John	X		Reg	Schmecker, Ron	X	
12	Reg	Distasio, Jeff		Assoc	Morrow, Bill			Reg/Stu	Shaker, Ed		
13	Assoc	Dobbs, Glen		Reg	Mowerman, Illya			Reg	Stevens, Burt	X	
14	Assoc	Dobbs, Kristi		Reg/Stu	Murphy, Mick			Reg	St. Pierre, Peter	X	
15	Reg	Earl, Gavin	X	Assoc	Nalband, Gary			Reg	Timpson, Larry	X	
16	Assoc	Ebbert, Davis		Reg	Nelson, Nick	X		Reg	Treanor, Jim	X	
17	Reg	Fazio, Mike	X	Reg	Noffke, Karl	X		Reg	Tremallo, Wayne	X	
18	Reg	Feeney, Richard		Reg	Oloff, Scott			Reg	Trueman, Jeffrey		
19	Reg	Feinman, Jason		Reg	Palmatier, Bruce	X		Reg	Tyrrel, Chris	X	
20	Assoc	Feinman, Phil		Reg	Palombo, Rich	X		Reg/Stu	Vitagliano, Erik	X	
21	Reg	Green, Geoffrey	X	Reg	Poole, Christopher			Reg	Weiner, Jay		
22	Reg	Heidrich, Don	X	Reg	Poole, Raymond			Reg	Wilson, Richard	X	
23	Reg	Hill, Ed		Assoc	Pozniak, Jerry			Assoc	Zipkin, David		

- **Burt S. called the meeting to order at 7:04 PM**
- **Prospective new member Bob Ham attended meeting**
- **May meeting minutes accepted unanimously**

<sup>1</sup> Per By-Laws, quorum = one-third of regular plus non-mentored student members. In the event a quorum is not achieved, or is subsequently lost, the President will determine if a majority of the board is present. If so, then the meeting will become a Board Meeting.

## **Monthly Reports:**



## **Membership Report Oxford Flying Club**

Don Heidrich, June 2014

### **Membership Changes since Last Meeting:**

Resigned:

- none

Status Change:

- Jason Feinman – Regular to Associate

Joined:

- Jeff DiStasio – Regular
- Rich Palombo - Regular

### **Current Totals**

Regular	46
Student	5
Mentored Student	0
Associate	17 (Includes Dom Dasilva)
<u>Med Associate</u>	<u>1</u>
Total	69

### **Other Notes:**

New Prospects:

- Brian Huster – from Louisiana, ATP
- Bob Ham – ex-Navy Pilot

Prior Prospects:

- Tom Waterhouse – from Ron's barbershop
- Roland Greenwood
- Peter Hill
- Scott Price – Flies with Kyle, getting back into flying, attended Safety Day
- Norm Forrester – Student, paused for a while, attended Safety Day
- John Herman – was member of HFD club, hasn't flown in 4 years

**Additional membership business:**

Don H. and Mahesh R. interviewed Bob H. After a brief discussion all meeting members unanimously approved the motion to accept Bob as a member of the Oxford Flying Club.

**Treasurer's Report:** Presented by Mike Fazio (see attached).

Please notice slightly changed format to the treasurer's report. A table was added under Total Income section for each aircraft showing monthly hours flown and monthly income generated. Since OFC is a non-profit the traditional balance sheet does not apply, hence "Profit & Loss Statement" text was removed.

Treasure's Report accepted unanimously.

**MX Report:** Presented by Brian Proulx (see attached).

Also excerpts for Brian's email sent on June 17<sup>th</sup>.

- On multiple occasions, the red gust locks (Archers) were found very loose due to improper securing. The intent of the lock is to prevent control movement in both left/right and back/forth. If the control lock allows more than ½" movement in any direction you must tighten the yoke clip
- Seatbelts in 34X – do not loop around seat like 61H. Neatly rest the belts across the seat and along the seatback with the release facing upward, and drape the shoulder harness over the seatback.
- 62Y – Oil level has been a significant problem lately so I will highlight do not exceed 7 QTS INDICATED on the dipstick. This means the oil level should not go higher than the halfway point between 6 & 8 lines. Fill with 1 quart when oil goes below the 6 line and verify that the dipstick goes ALL THE WAY into the tube when checking the level
- Radio issues being squawked – great that you are capturing this, but it is critical that you capture the frequencies of both radios at the time of the incident, whether or not this occurs on one side or the other, and the location where the issue occurred. If you are over broadcast towers, that could explain lots.
- 61H – Engine break-in complete, thanks to all for your patience and assistance!
- 62Y DG precessing – Being removed and repaired. Grounded for IFR (about 7 – 10 days). VFR only, with no DG or autopilot during this time.

Maintenance Reports accepted unanimously.

**Safety:** Presented by Burt S. on behalf of Jay Sabot

- Have a speaker for the Spot Landing Contest to discuss weather. Details to follow.

## **Unfinished Business:**

- **Pinch Hitter course – reminder this Saturday 21<sup>st</sup> June – Mahesh Reddy**

10 signed up, 2 aircraft available, still room for walk-ins. Contact Mahesh R. if interested.

## **New Business:**

- **Spot Landing Event – Max A. & Ron S.**

Max A. and Ron S. will again be coordinating our very successful spot landing contest. No details presented at meeting.

- **Refueling planes – George L. suggests topping off if  $< \frac{3}{4}$  tanks. (Note: 62Y is usually topped off prior to flight, not after flight.)**

Brian P. is finding low fuel levels upon arriving at the aircraft. Please call for fuel. We need to know if Key Air or OFC is the issue.

The exception is 62Y where it seems more practical to fuel before departure as the aircraft needs to be out of the hanger. Check fuel upon arrival and call key Air if needed while finishing preflight.

Also, with the summer heat upon us, leave room for expansion versus filling to the brim.

If you fly less than one hour, generally no need to refuel, also it makes no sense to call Key Air for only a few gallons.

Please use some common sense to have the aircraft sufficiently fueled as courtesy for the next pilot.

## **Guest Speaker:**

- **Don Boccaccio from VIP to discuss ADS-B in our planes**

Don B. provided a very good overview on ADS-B and what is currently going on in the industry.

“The FAA has determined that by January 1, 2020, any aircraft operating in Class B or Class C airspace, or above 10,000 feet MSL, will be required to have ADS-B Out equipment onboard.”

ADS-B stands for:

- A – Automatic
- D – Dependent
- S – Surveillance
- B – Broadcast

ADS-B out = Broadcast (required)

ADS-B in = Reception (optional)

Some stats:

A total of 157,000 aircraft require modification by 2020. Only 1,200 completed and half don't work right.

Brian P. has been working close with Don B. to developed options for each of our planes to be compliant which was presented in Don's PowerPoint presentation.

What became obvious is there are no clear paths to this upgrade. It will be very dependent on what the club decides is the right direction for our aircraft over the next 6 or so years as to the correct investment.

Brian P. will be providing more info and soliciting feedback from club members.

Don B. mentioned that he works with a lot of flying clubs and sees the OFC as the most proactive club in the ADS-B upgrade discussion and in general has the best maintained aircraft.

Kudos to our maintenance team!!

## **Other items as presented by membership**

- **IMC Program Update – John Morici**

IMC club president Radek Wyrzykowski hosted an introduction Club meeting in our hanger (NT-17) on the 28<sup>th</sup> of May at 7 PM. The attendees thought the meeting was very pertinent and beneficial to IFR or potential IFR pilots to stay engaged.

Attendees:

John Morici (coordinator and sponsor of meeting)

Ed Chromczak

Gary Nalband

Bruce Palmatier  
Mahesh Reddy  
Karl Noffke

- Burt S. encouraged members to join SAFE (\$45. yr.) for the many benefits. You do not have to be a CFI:
  - You get ForeFlight for \$50 less a year (the geo-referenced version)
  - You get Flying Magazine for free and discounts from King and Sporty's
  - Annual IMC membership (normally \$30) is free to SAFE members

As a result of this of this meeting, a few members have already joined the IMC club.

First meeting hosted by John M. is being held in our hanger (NT-17) on Wednesday, July 2<sup>nd</sup> at 7 PM. All are invited to attend.

- **Plane Wash**

Brian P. will be scheduling a plane wash for Sunday, July 13<sup>th</sup> the week prior to the spot landing contest.

- **OFC Facebook Page by Davis Ebbert**

Davis, a member of the OFC created a Facebook page for our club. This is another important way to attract future members.

See attachment provided by Davis "OFC Goes Viral" for more information and link to Facebook page. Though not discussed at the meeting due to time constants, be sure to check it out and provide Davis with your comments and suggestions, he is waiting eagerly. [davisebbert@yahoo.com](mailto:davisebbert@yahoo.com)

The OFC club thanks Davis for his voluntary contributions by utilizing multimedia to expand our clubs presence.

The club adjourned 8:46 PM.

Submitted by,  
Karl Noffke

Document History

Version	Date	Change Reference
1.0	17-Jun-2014	Original release.
2.0	27-Jun-2014	Added "OFC Facebook Page by Davis Ebert".

**Oxford Flying Club**  
**Current Financial Status**  
*(a work in progress)*

**Balance Sheet**

06/17/14

**Assets**

Cash		\$86,090
Accounts Receivable		\$12,800
	N8261H	\$85,000
	N4334X	\$85,000
	N98819	\$44,000
	N7362Y	\$94,000
Planes - (values based on AOPA Vref figures as of 5/1/2014)		\$308,000

**Total Assets: \$406,890**

**Liabilities**

Accounts Payable	\$1,800
Bank Time	\$21,027
Loans	\$98,755
Engine & Prop Reserve	\$53,578

61H	\$496.62
34X	\$406.80
819	\$698.40
62Y	\$318.60
<b>Total Current Month:</b>	<b>\$1,920.42</b>

**Total Liabilities: \$175,160**

**Total Equity: \$231,730**

**Total Income**

May-14      YTD  
**\$21,491      \$78,712**

**Aircraft Data**

	Current Mo Hrs Flown	Curr Mo Flight Income	Curr Mo Exp	YTD (incl. P&E)
N4334X	22.60	\$3,037	\$781	\$6,368
N8261H	27.59	\$2,973	\$1,611	\$40,651
N98819	38.80	\$3,458	\$873	\$6,600
N7362Y	17.70	\$2,832	\$1,182	\$10,691
Officers Flying Time			\$760	\$3,800
Fuel & Oil Expense			\$5,723	\$54,575
Other Expenses			\$1,032	\$86,032
<b>TOTAL A/C Exp.</b>			<b>\$11,962</b>	<b>\$208,717</b>

# OFC

## N4334X - Open Items

<b>Ope nDat</b>	<b>ID #</b>	<b>Issue</b>	<b>Resolution</b>	<b>Status</b>	<b>Assigne</b>
6/6/2014	1035	Crack in wingtip needs to be stop drilled.		Open	Mutual Air
6/6/2014	1034	Fuel cap not fully engaging, maybe a gasket issue?		Open	Mutual Air
5/10/2014	1025	Fuel vent pilot side is not correct/bent and not facing forward.		Open	Mutual Air
5/10/2014	1023	Install new chaffe tape on cowl	TBD	Open	Mutual Air
5/10/2014	1022	Can adjust oil pressure gauge. Will schedule for verification and test adjustments		Open	Mutual Air
5/10/2014	1021	Heat shielding needed on the bottom cowl to prevent further fiberglass deterioration	To be scheduled.	Pending	MutualAir
5/10/2014	1019	Decide what to do with the loose carpeting		Open	Mutual Air
5/10/2014	1017	Remove wheel pants	Will need a W&B adjustment as well	Open	Mutual Air
5/10/2014	1016	Mount Fire Extinguisher on floor as with all other planes		Open	Mutual Air
5/10/2014	1013	Repair loose door hinges and door closure catch	To be scheduled.	Open	MutualAir



# OFC Maintenance Report

## Active Issues - June 2014

Open Date	ID #	Issue	Resolution	Scheduled for	Status	Assigne
<b><u>N4334X</u></b>						
6/6/2014	1035	Crack in wingtip needs to be stop drilled.			Open	Mutual Air
6/6/2014	1034	Fuel cap not fully engaging, maybe a gasket issue?			Open	Mutual Air
5/10/2014	1025	Fuel vent pilot side is not correct/bent and not facing forward.			Open	Mutual Air
5/10/2014	1013	Repair loose door hinges and door closure catch	To be scheduled.		Open	MutualAir
5/10/2014	1016	Mount Fire Extinguisher on floor as with all other planes			Open	Mutual Air
5/10/2014	1017	Remove wheel pants	Will need a W&B adjustment as well		Open	Mutual Air
5/10/2014	1018	Continue to watch the oil leaks, see if they were addressed or if still an issue			Watch	Club
5/10/2014	1019	Decide what to do with the loose carpeting			Open	Mutual Air
5/10/2014	1021	Heat shielding needed on the bottom cowl to prevent further fiberglass deterioration	To be scheduled.		Pending	MutualAir
5/10/2014	1023	Install new chaffe tape on cowl	TBD		Open	Mutual Air

<b>Open Date</b>	<b>ID #</b>	<b>Issue</b>	<b>Resolution</b>	<b>Scheduled for</b>	<b>Status</b>	<b>Assigne</b>
5/10/2014	1022	Can adjust oil pressure gauge. Will schedule for verification and test adjustments			Open	Mutual Air
<b><u>N7362Y</u></b>						
6/16/2014	1042	All wheels severely damaged due to gouging from a screw driver, damage is pre-OFC ownership	One is to the point of requiring replacement, others not far behind. Pricing this now.		Pending	Image
6/15/2014	1040	Red line missing on nose gear.	Temporarily painted a new "Yellow" line. All paint has come off the nose gear and only aluminum remains. Will discuss with J&M Aviation		Open	Club
6/15/2014	1041	DG precessing bad. 30deg in 15min. Instrument must be returned to the factory for repairs or a new instrument installed (EdoAire)	It is believed that this is the source of the autopilot tracking issues as well. \$600-1000 repair bill + labor or \$1800 field repairable instrument + labor		Pending	VIP
<b><u>N8261H</u></b>						
6/6/2014	1036	COM1 transmissions garbled	Turns out to be a COM2 issue, radio is in for repair at VIP	6/6/2014	Open	VIP
<b><u>N98819</u></b>						
6/17/2014	1043	Static on radios when COM1 & 2 are selected together			Pending	VIP
11/17/2013	964	Co-pilot inertia reel install	backordered for weeks.		Open	Image

# OFC Maintenance Report

## Closed Issues - June 2014

Open Date	ID #	Issue	Resolution	Status	Assigned	Close Date
6/6/2014	1037	25hr oil change, conver to 15w50.		Closed	Club	6/6/2014
<b><u>N4334X</u></b>						
6/16/2014	1039	50hr oil change		Closed	Club	6/15/2014
5/10/2014	1014	Added a window vent (Kool Scoop)		Closed	Club	5/10/2014
5/9/2014	1008	Recode ignition key to match door key. Joe Blaisdel assisted	New keys in MX locker	Closed		5/9/2014
<b><u>N7362Y</u></b>						
6/15/2014	1038	50hr oil change and sample.		Closed	Club	6/15/2014
5/6/2014	1007	New co-pilot tire installed dur to serious flat spot	Need to start considering billing members for these tires.	Closed	Image	5/6/2014
<b><u>N8261H</u></b>						
5/19/2014	1033	Dead battery	charged up battery overnight	Closed	Club	5/4/2014
5/19/2014	1032	Pitot static cert completed		Closed	VIP	5/13/2014
5/19/2014	1031	15hr oil change. Used Aeroshell 100 this time		Closed	Club	5/9/2014
5/19/2014	1030	Oil door fell off again	part on order	Closed	Reliant Air	5/25/2014

<b>Open Date</b>	<b>ID #</b>	<b>Issue</b>	<b>Resolution</b>	<b>Status</b>	<b>Assigned</b>	<b>Close Date</b>
5/17/2014	1027	interior door latch broken	Assisted Russell at Mustang Aviation to fix this issue.	Closed	Russ	5/17/2014
5/14/2014	1026	Tire was flat spotted by an OFC member	This member was honest and admitted to flatspotting the tire. New	Closed	Image	5/15/2014
5/10/2014	1015	Repaired a broken Kool Scoop		Closed	Club	5/10/2014
5/7/2014	1006	Obtained a loaner GPS from Garmin to determine if problem is in plane or in our unit.	Also, an IFR checkride was scheduled and required a working GNS. GPS board replaced and OS updated to 5.1.	Closed	VIP	5/25/2014
<b><u>N98819</u></b>						
5/5/2014	1029	Seat track 100hr inspection		Closed	Image	5/19/2014
5/17/2014	1028	Transponder stopped working	We swapped out our previous loaner for our original transponder. Working again with original txpndr	Closed	VIP	5/19/2014
5/9/2014	1009	Possible timing issue	Russell found a loose mag and engine was out of timing	Closed	Russ	5/9/2014
2/24/2014	987	Air cleaner bracket broken on co-pilot side	Repaired and painted	Closed	Image	5/14/2014

Maintenance Overview									
1981 Piper Archer II - N8261H (28-8190025)									
June 17, 2014									
				Eng. TT	7625.9				
				TTAF	4124.0				
Annual Insp & hours to date	3755.24	368.76			SMOH	60.9			
Tachometer Reading	4124.0	50hr Oil Due		40.0	TBO	1939.1	prop	1939.1	
Engine Overhaul (11/30)	2052.9	oil samples		6/6/2014	Hobbs (calc)	4853.9			
					Estimated Engine replacement	Dec-2020			

Maintenance Overview									
1985 Cessna 172P - N98819 (17276362)									
June 17, 2014									
				TTAF	7139.0				
Annual Insp & hours to date	6995.8	143.2			SMOH	1822.0			
Tachometer Reading	7139.0	50hr Oil Due		25.0	TBO	178.0	prop	928.3	
Engine Overhaul	5317.0	Oil Sample		5/23/2014	Hobbs (calc)	8402.6			
					Estimated Engine replacement	Mar-2015			

Maintenance Overview											
1977 Cessna R182 - N7362Y (R18200127)											
June 15, 2014											
				Eng. TT	4454.9						
				TTAF	4894.4						
Annual Insp & hours to date	4757.90	136.5			SMOH	1217.4	3237.5	overhauled engine hrs			
Tachometer Reading	4894.4			50hr Oil Due	49.6	TBO	782.7				
Engine Overhaul (11/30)	3677.1			oil samples	6/15/2014	Hobbs (calc)	5760.7				
					Prop TBO	1060.6	or 8/2017				
					Estimated Engine replacement	Feb-2017					

Maintenance Overview									
1984 Piper Archer II - N4334X (28-8490040)									
June 15, 2014									
				Eng. TT	111.4	3rd run case			
				TTAF	3433.8	1540		in service	
Annual Insp & hours to date	1540	44		SMOH	111.4				
Tachometer Reading	1583	50hr Oil Due		49.6	TBO	1888.6	prop	1933	
Engine Overhaul (11/30)	2053	oil samples		6/15/2014	Hobbs (calc)	172.7			
					Estimated Engine replacement		May-2021		

June 24<sup>th</sup>, 2014

# OFC GOES VIRAL

Members,

Hi all. This is Davis Ebbert. I am a 17 year old pilot from the club and I would like to share with you all what I have been working on for the past few months. You may remember that I sent out a survey for members to complete simply asking if you used Facebook. After the surveys came in, 50% of the members that submitted the survey used Facebook. After some time being a member of the Oxford Flying Club, I decided that it would be an amazing opportunity to give members (like myself!!) the chance to share there experiences through a Facebook page. As I talked with Mr. Stevens, we came up with a few reasons to create this page:

- 1) Allow members to share their experiences of flying the OFC aircraft
- 2) Allow members who don't have as much time as they would like (like myself!) to keep contact with club activity.
- 3) To allow for future members to view the clubs activity and join.

## **What is a Facebook page and why did you create it?**

A Facebook page allows view things. It allows for businesses, organizations, and clubs to get together through an easy-to-use page when you can communicate to one another through pictures, writing posts, and much more. I created this page to allow all members a chance to share their experiences with one another.

So... after a few months of getting the Facebook Page official, it is finally published as of June 22<sup>nd</sup>, 2014.

Here is a tour of our new page! Under each picture I will describe what we can do.

June 24<sup>th</sup>, 2014

Page Activity Settings Build Audience



**Oxford Flying Club**  
Aerospace/Defense

Like Follow Message

Timeline About Photos Likes More

PEOPLE >

Reach a new milestone  
**100 Likes**  
Promote Page

Status Photo / Video 31 Event, Milestone +

What have you been up to?

Oxford Flying Club changed their cover photo.  
April 15 · Edited



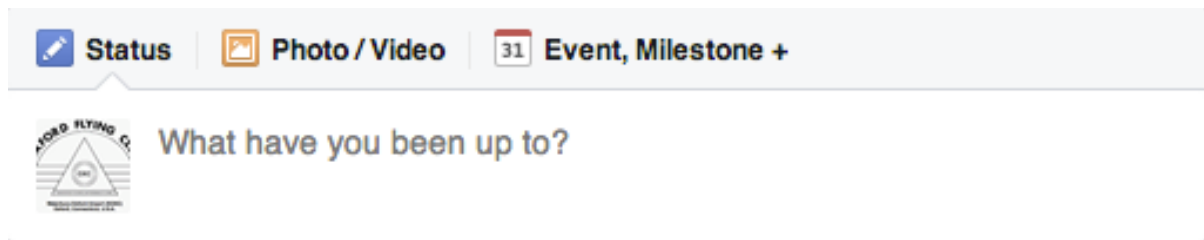
Here's a look at the overall page

June 24<sup>th</sup>, 2014

Post something about your flight (Ex. New York Approach wasn't busy!)....

Post some photos or videos of your flight adventures..

Create an event for all members!



So... after a few months of getting the Facebook Page official, it is finally published as of **June 22<sup>nd</sup>, 2014.**

I invited all members to visit the page [here](https://www.facebook.com/pages/Oxford-FlyingClub/687481491312221?ref=hl&ref_type=bookmark) or copy and paste the link into your browser here: [https://www.facebook.com/pages/Oxford-FlyingClub/687481491312221?ref=hl&ref\\_type=bookmark](https://www.facebook.com/pages/Oxford-FlyingClub/687481491312221?ref=hl&ref_type=bookmark)

I hope everyone is enjoying a break from the harsh winter and logging some time.

Safe skies to all and I hope to see activity build with this newborn page I created for us.

Davis Ebbert.