

OXFORD FLYING CLUB

MEETING MINUTES

21 May 2013

Location: 121 Restaurant, Woodbury, CT

Attendance: Regular: 16 Mentored Students: 0 Associates: 3

Quorum:¹ Yes X No

Type		Member	Present	Type		Member	Present	Type		Member	Present
1	Assoc	Aulet, Maximillian	X	Mentored Stu	Kramer, Skyler			Reg	Rosen, Stewart	X	
2	Reg	Baker, Matt		Reg	Kramer, Tom			Reg	Rosendahl, Eric	X	
3	Reg	Berwick, Kent		Reg	Laine, George	X		Assoc	Sabot, Jay	X	
4	Reg	Burmann, Bruce		Mentored Stu	Lampart, Andrew			Assoc	Schindler, Leonard	X	
5	Assoc	Camejo, Christopher		Reg	Lyons, Hal			Reg	Schmecker, Ron	X	
6	Reg	Carr, Tim		Reg	Morici, John			Reg/Stu	Shaker, Ed		
7	Reg	Chromczak, Ed	X	Assoc	Morrow, Bill			Reg	Stevens, Burt	X	
8	Assoc (Honorary)	Dasilva, Domingos		Reg	Mowerman, Illya			Reg	Treanor, Jim	X	
9	Reg	Dobbs, Glen	X	Reg	Nalband, Gary	X		Reg	Tremallo, Wayne	X	
10	Reg	Dobbs, Kristi	X	Reg	Noffke, Karl	X		Reg	Wilson, Richard		
11	Mentored Stu	Fazio, Mike		Reg	Oloff, Scott			Reg	Zipkin, David		
12	Reg	Feeney, Richard		Reg	Osborne, Tom						
13	Assoc	Feinman, Phil		Reg	Palmatier, Bruce	X					
14	Assoc	Goudy, Jim		Assoc	Piwowarski, David						
15	Reg	Green, Geoffrey	X	Reg	Proulx, Brian						
16	Reg	Heidrich, Don	X	Reg	Pugliese, Jay						
17	Med Assoc	Hill, Jeremy		Reg	Richardson, Bruce						
18	Reg	Kit, Volodymyr		Reg	Robinson, Andy	X					

- **Gary N. called the board meeting to order at 7:04 PM**
- **March Meeting Minutes & April BOD Meeting Minutes were accepted unanimously**

¹ 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.

Membership Report: Presented by Don H. and accepted unanimously.



Membership Report Oxford Flying Club

Don Heidrich, May 2013

Membership Changes since Last Meeting:

Resigned:

- <none>

Status Change:

- <none officially yet>
- Skyler Kramer – Passed his Check Ride!
- Tom Kramer – exploring options

Joined:

- <none>

Current Totals

Regular	33
Student	2
Mentored Student	2
Associate	9 (Includes Dom Dasilva)
<u>Med Assoc</u>	<u>1</u>
Total	47

Other Notes:

Prospects – all are still interested:

- Jeff DiStasio – Flew with Barry Lerman, works for Cisco
- John Herman – was member of HFD club, hasn't flown in 4 years
- Greg Delp – ATP / Pro / A&P – Wants to teach his daughter, will wait until spring.
- Jens Hansen – New pilot, very interested, app submitted
- Rich Esposito – App submitted, 64, wants to get Medical first
- Tom Krasowski – owns a Cherokee, working on IFR with Ron, interested after that

- Burt S. and Jeremy H. interviewed Jens Hansen. Jens application was reviewed by all meeting members. Don H. motioned to approve Jens application for membership, Len S. seconded the motion, and all meeting members unanimously approved the motion.

Treasurer's Report: Kristi D. summarized and provided reports via email (see attached) accepted unanimously (see attached). Treasurers' report accepted unanimously.

- Burt S. motioned to take fuel & oil out of the maintenance costs and list under new category. Len S. seconded the motion and all meeting members unanimously approved the motion.

MX Report: Brian P. provided reports via email (see attached). Ed C. summarized on Brian's behalf. Maintenance Reports accepted unanimously.

Safety: Jay S. presented. Safety report accepted unanimously.

- Last month's safety seminar "Avionics Gone Wild!" at NVCC was a great success. All attendees greatly enjoyed the topic and speaker Larry Anglisano,
- Burt S. motioned that OFC pay for a subscription to Aviation Consumer Magazine. Len S. seconded the motion and all meeting members unanimously approved the motion.

Long Range Planning Committee Summary and Aircraft Utilization Analysis, 5/11/2013: Ed C. summarized and provided reports via email (see attached). LT planning report accepted unanimously.

Long Range Planning:

- Ed C. to add HSI for replacement of DG in 62Y

Unfinished Business:

84F engine replacement choice – Listed options presented in February minutes to refresh everyone's memories.

Option 1: Replace engine with a zero-time Lycoming rebuilt engine [Maint. Team's recommendation assuming we keep 84F]

- Total Cost: \$28,850 [\$24,500 (engine) + \$3,350 (installation & mount OH) + \$1000 (shipping)]
- Warranty: 24 months (parts and labor)
- Downtime: <2 weeks
- Would be best option if we plan to keep 84F long term
- Guaranteed an engine replacement originally manufactured after 2006 with the new roller tappet design.
- Cost of future overhauls would increase by \$2000 to replace the roller tappets.

Option 2: Overhaul our current engine at Penn Yan

- Total Cost: \$24,850 [\$20,500 (engine) + \$3,350 (installation & mount OH) + \$1000 (shipping)]
- Warranty: 24 months (parts and labor)
- Downtime: 6 weeks
- Would be best option if we plan to sell 84F in 2 years
- Includes new camshaft, new lifters, rebuilt carburetor, rebuilt fuel pump, new starter, new Slick
- Magnetos, new ignition harness, new spark plugs, new Lycoming cylinders and jugs.

Option 3: Basic overhaul of current engine

- Total Cost: \$21,850 [\$17,500 (engine) + \$3,350 (installation & mount OH) + \$1000 (shipping)]
- Warranty: 12 months or 300 hours (parts and labor) [cylinders 24 months]
- Downtime: 6 weeks
- Would be best option if we plan to sell 84F immediately after the overhaul
- Includes new Lycoming cylinders, overhauled carburetor, new Slick magnetos, new harness, and a new set of spark plugs.

Option 4: Swap of our current engine with an already overhauled engine [Not recommended]

- Total Cost and Warranty the same as Options 2&3 depending upon provider
 - Downtime: <2 weeks
 - Unknown what the replacement engine went through. Total hours, prop strike, overheating, etc.
-
- After another lengthy discussion ensued around this topic again. Ron S. and other members were concerned with the total cost of all upgrades (> \$50K) and whether it may be prudent to sell 84F.
 - After all the viewpoints Burt S. motioned for option 1 on the expectation that the club intends to keep the plane long term and decision to replace engine will be made by club vote. Len S. seconded the motion and all meeting members unanimously approved the motion.

New Business:

- Safety Day – Max A. working hard on preparations for event on July 13th. Signup roster for all positions and equipment will be sent closer to the event.
- Hal Lyons personal locator – Still not found, last seen in 819 on 5/10.

The club adjourned at 8:10 PM.

No after the meeting presentation.

Submitted by,
Karl Noffke

Document History

Version	Date	Change Reference
1.0	22-May-2013	Original release

Oxford Flying Club

Current Financial Status

Balance Sheet

05/21/13

Assets

Cash	\$92,220
Accounts Receivables	\$14,888
N8261H	\$82,000
N4384F	\$51,000
N98819	\$45,000
N7362Y	\$97,000
Planes - (values based on AOPA Vref figures as of 1/1/2013)	\$275,000

Total Assets: \$382,108

Liabilities

Accounts Payable	-\$329
Bank Time	\$14,021
Loans	\$62,613
Engine & Prop Reserve* includes P&E on 7362Y to date	\$106,533

Total Liabilities: \$182,839

Total Equity: \$199,269

Profit & Loss Statement

	April-13	YTD	
Total Income	\$16,636	\$65,949	<<< INPUT This
Expenses			
	Monthly	YTD	
N4384F Annual in 05/12 @ \$8698	\$1,506	\$9,175	\
N8261H Annual in 03/13 @ 6169, ELT@1552	\$3,124	\$19,703	> INPUT These
N98819 Annual in 12/12 @ \$?	\$1,472	\$8,437	/
N7362Y Annual in 12/12 @ \$9498	\$5,018	\$13,124	/
Officers Flying Time	\$808	\$3,610	/
Other Expenses	\$1,196	\$3,554	<<< this is calculated
Total Expenses:	\$13,124	\$57,603	<<< this is calculated
Net Income (before extraordinary costs):	\$3,512	\$8,346	<<< INPUT This
Net Income:	\$3,512	\$8,346	

Long Range Planning Committee Summary, 5/11/2013:

- 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 added if parts need replacement; or a for 3-4 year time horizon

OFC Long Range Planning Considerations:

- (1) Keep the monthly & usage rates low (A)
- (2) Maintain existing fleet (IFR+, IFR, VFR/IFR-) & monitor aircraft availability (A)
- (3) Improve location of tie downs. (B)
- (4) Have storage box adjacent to tie-downs for pre-heater, oil supply, cleaning tools. (B)
- (5) Trade-up to similar but newer before planes reach 10K hrs (C)

Suggested Aircraft Improvements:

62Y (200 hrs/yr; TT 4K hrs; 730 hrs since MOH; remaining 1200 hrs)

Upgrade ELT during annual insp. [\$2K] (A)

LED landing & taxi light upgrade [\$285ea. x 2 = \$570] (B) {replacement lamps should be LED}

Install ADS-B in/out collision avoidance avionics [\$6K] (C)

LRP (A+B+C) Summary: \$8.6K [*Usage evaluation required before July 2013*]

61H (240 hrs/yr; airframe TT 3K hrs; engine since MOH 1200 hrs; remaining 500 hrs) (B)

Install ADS-B in/out collision avoidance avionics [\$6K] (B)

Replace compass w/lighted instrument [\$2.5K] (B)

Electronic AI/DG upgrade with battery backup [\$2.5K] (C)

LRP (A+B+C) Summary: \$11K [engine OH 1.5 yrs]

84F (180 hrs/yr; airframe TT 6K hrs; engine since MOH 2000 hrs; remaining 100 hrs)

Engine overhaul; @ 2500+- hours? Oil testing? { 1.0 yrs max. } [\$28K] Requires monitoring. (A)

Install ADS-B in/out collision avoidance avionics [\$6K] (B)

Exterior Paint - Consider 3+ years from now. [\$18K] (C)

LRP (A+B+C) Summary: \$44K [engine OH 1 yr or less; extend paint job by touch-ups]

819 (240 hrs/yr; airframe TT 6K hrs; engine since MOH 1200 hrs; remaining 700 hrs)

Repair/replace wing tips. [\$1600] (A)

Exterior paint & corrosion repairs, top wings (tail done). [\$600] (A)

Upgrade ELT during annual insp. [\$2K] (A)

Install co-pilot seat inertia reel [\$1K] (A)

Install ADS-B in/out collision avoidance avionics [\$6.5K] (A)

Replaced broken interior plastic trim [\$850] (B)

LED landing & taxi light upgrade [\$285ea. x 2 = \$570] (B) {replacement lamps should be LED}

Corrosion protection per Cessna bulletin; 2 years max. [\$2K] (C)

Exterior Paint - Consider 2 years from now. [\$18K] (C)

LRP (A+B+C) Summary: \$32.8K [consider extending paint job by touch-ups]

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

\$8.6K + \$11K + \$44K + \$32.8K = \$94.8K, plus \$56K for engine OH = \$153K required within the next three years for both LRP & Maintenance.

The ADS-B installation schedules may change due to new product introduction & avionics shop schedules.

5/11/2013

OFC Members

Long Range Planning Committee monthly summary & aircraft utilization analysis:

In addition to the regular monthly LRP summary, we've included an aircraft utilization analysis which was recommended by the members, to be completed approximately one year after the purchase of the Cessna 182RG (62Y).

The data for the utilization analysis (2012 & 2013) was obtained through the information provided by the Club Treasurer(s); Kristi & Burt [thank you].

The compilation of the data required that we adjust for some of the scheduled times (annuals, etc.) and non-scheduled work (maintenance outages) when the planes were not available for use. Those adjustments were provided by the Treasurer from samples when the planes were available and scheduled by members throughout the time period.

The "five month samples" do not have any adjustments and are times flown during those months when all the planes were on the Scheduler.

The utilization analysis does not include any information pertaining to the airplane hourly rates and does not include any costs associated with the hangar rental. It is our understanding that these items and issues will be discussed sometime in July 2013 at a combined Finance Committee & LRP Committee meeting. Along with those concerns, we are planning to determine what LRP goals, such as what and when the ADS-B installations can be scheduled.

As mentioned in one of the documents, we have been pretty busy this year, flying approximately 1100 - 1200 hours. This has taken a lot of effort by everyone, especially the Board members who schedule maintenance, collect revenue and pay bills, solicit new members, coordinate safety seminars and events, and keep track of what we do and say at meetings and all you others that run events and wash & wax the fleet.

Thanks everyone, Ed Chromczak LRP Chair

OFC Members; Club Aircraft Utilization, including 62Y

This is our analysis of the fleet usage since the purchase of 62Y. Most members felt that we should review the complex airplane utilization within approximately one year after purchase.

There are a wide variety of members flying 62Y and others building time so that they can fly it in the future. Several members are working on their commercial ratings and need to have complex airplane time. Below is a breakdown of the hours each airplane has flown since adding 62Y to the fleet.

This extrapolates to almost 1100-1200 hours per year for the last year.

Plane	12 months	10 months	5 month sample
61H	347	289	156
84F	289	241	129
819	203	169	084
62Y	233	194	128
	1072	893	497

Above are the usage times per a/c; 5 month samples are June, Nov, Dec, Jan, Mar.... The 10 month samples are June to March totals..... The sample skips months with high maintenance outages & annual inspection periods.

You could say that in total 62Y is used more than 819, but, somewhat less than the Archers. In the sample, 62Y is used the same as 84F, more than 819 & less than 61H, but, not much less. All-in-all.....the first year 62Y usage is substantially higher than what was expected.

OFC, Long Range Planning Committee, 05/11/2013

OFC Maintenance Report

Active Issues - May 2013

Open Date	ID #	Issue	Resolution	Scheduled for	Status	Assigne
<u>N7362Y</u>						
4/5/2013	865	DG precessing in flight. Will have it tuned up when it goes for IFR checkups in March 2013.	New issue, not repairable. This DG is a factory only rebuild and it is estimated at \$2000. Only other option is to replace the instrument with a new unit that is field repairable for \$2600 + installation. We need to discuss at the May meeting.		Open	VIP
12/14/2012	826	During tire change, found gouges on inside of rims.	Logbook shows Jay Weiner did repeated tire changes. Rims now need to be replaced, structural integrity is compromised.		Open	Reliant Air
<u>N8261H</u>						
5/3/2013	876	New door seal has a deformity	Turns out that the door frame was damaged. Repaired the door frame however the rubber needs to reform. Club will glue the seal.		Open	Club
2/19/2013	854	Overhead Red light Rheostat moving around when turning, not tight and affects the light intensity	tighten rheo, test rheo for operation.		Open	Reliant Air
2/1/2013	837	Remove DME from 61H, not needed anymore.	Need new W&B.		Open	Reliant Air
4/17/2012	735	Corrosion proofing with CorrosionX or ACF50	Need to complete this		Open	Reliant Air

Open Date	ID #	Issue	Resolution	Scheduled for	Status	Assigne
<u>N98819</u>						
5/15/2013	878	100hr seat rail inspection completed, issues identified. Will also replace brake pads.	Will be working on the necessary items. Scheduled for 5/22.	5/22/2013	Open	VIP
4/15/2013	869	Finish touching up the paint and corrosion on 819	Received a quote for \$500 from Russ. Will need to work through the details.		Open	Club
1/9/2013	836	Brake pads thin	Not sure why this was not caught at annual...we can make it through the winter months		Open	Club
4/17/2012	734	Corrosion proofing	Process and procedure to be determined once 84F has been completed		Pending	

OFC Maintenance Report

Closed Issues - May 2013

Open Date	ID #	Issue	Resolution	Status	Assigned	Closed Date
<u>N4384F</u>						
4/15/2013	870	touch up bare metal spots		Closed	Reliant Air	5/3/2013
4/13/2013	868	Winterization plate removed		Closed	Club	4/13/2013
2/4/2013	851	AD 2013-02-13 and is tied to SB1245A	AD applicable to the Stabilator control cable for corrosion and fraying (includes trim wheel cable)	Closed	Reliant Air	5/3/2013
2/4/2013	849	SB 1245A	A Technical Publication was sent per publication number SB 1245 - Stabilator Control System Inspection	Closed	Reliant Air	5/3/2013
2/4/2013	847	SB 1244	A Technical Publication was sent per publication number SB 1244 - Aft Wing Attach Fitting Inspection Requirement	Closed	Reliant Air	5/3/2013
2/4/2013	845	SB 1245A requires signoff	A Technical Publication was sent per publication number SB 1245A - Stabilator Control System Inspection Rev. A	Closed	Reliant Air	5/3/2013
12/5/2012	824	Water coming in from door latch area		Closed	Reliant Air	5/3/2013

N7362Y

Open Date	ID #	Issue	Resolution	Status	Assigned	Closed Date
5/3/2013	875	Replaced Aero Enhancements 9V battery	Located under the glove box	Closed	Club	5/3/2013
4/30/2013	874	Loud squeal coming from cockpit, unknown what this is	It is related to the chronograph timer. Replaced internal battery, all good.	Closed	Club	5/8/2013
4/13/2013	866	50hr oil change	Cut filter, looks good. Analysis sent.	Closed	Club	4/13/2013
<u>N8261H</u>						
4/20/2013	872	50hr oil change	Ron Schmecker needs to sign log book	Closed		4/20/2013
4/15/2013	871	Red light on tach. On run-up, turning to Right mag position tach shows "0" rpm with no change in engine performance. Left mag position showed	This is a known problem and typically rectifies itself on its own.	Closed	Club	4/15/2013
4/13/2013	867	winterization plate removed		Closed	Club	4/13/2013
2/1/2013	841	Install a red beacon on the airplane (belly)	Reliant has ordered the parts in preparation for the annual	Closed	Reliant Air	4/9/2013
<u>N98819</u>						
5/19/2013	879	50hr oil change	No issues. Slight oil leak around front main seal. Will need to watch this.	Closed	Club	5/19/2013
5/7/2013	877	Nose wheel strut flat	Found the seal was damaged, little oil left in the strut. New seal kit and strut serviced.	Closed	Image	5/8/2013

Open Date	ID #	Issue	Resolution	Status	Assigned	Clos e Date
4/28/2013	873	Carb heat cable linkage broke	replaced with new linkage	Closed	Image	4/30/2013
4/5/2013	864	Wing tips, both sides, have cracks that have gone beyond "drill-stops" & should be repaired		Closed	Club	5/4/2013

May 19, 2013

		May 19, 2013		Eng. TT	3830.0		
				TTAF	3830.0		
Annual Insp & hours to date	3416.54	413.46		SMOH	1777.1		
Tachometer Reading	3830.0	50hr Oil Due	24.0	TBO	222.9	prop	222.9
Engine Overhaul (11/30)	2052.9	oil samples	4/14/2013	Hobbs (calc)	4507.9		

Feb-2014

May 19, 2013

		May 19, 2013		Eng. TT	5323.2		
				TTAF	6698.2		
Annual Insp & hours to date	2464.8 6.2			SMOH	738.9		
Tachometer Reading	2471.0	50hr Oil Due	20.0	TBO	-113.9	prop	748.2
Tach at Replacement	4042.0	oil samples	5/1/2013	Hobbs (calc)	8010.4		

Jan-2013

Nov-2013

May 19, 2013

Annual Insp & hours to date	6730.9	82.3			TTAF	6813.2		
					SMOH	1496.2		
Tachometer Reading	6813.2		50hr Oil Due	48.8	TBO	503.8	prop	1254.1
Engine Overhaul	5317.0		Oil Sample	5/19/2013	Hobbs (calc)	0.0		

Nov-2015

May 19, 2013

Annual Insp & hours to date	4477.00	1155.0	TTAF	4632.0	4397.0	OFC in service
Tachometer Reading	4632.0		SMOH	207.5	3237.5	overhauled engine hrs
Engine Overhaul (11/30)	3677.1		TBO	1045.1	3445.0	time on engine
		50hr Oil Due	20.0	Hobbs (calc)	5451.9	
		oil samples	4/15/2013	Prop TBO	1323.0	or 8/2017

Jul-2017