

OXFORD FLYING CLUB

MEETING MINUTES

January 15th, 2002

Attendees: Agrizzo, Anderson, Baumert, Birtwell, Carrington, Chase, Chrisey, DaSilva, Dineen, Donofrio, Green, Groves, Heidrich, Leary, Lerman, Manning, Richardson, Sabot, Smith, Soares, Willenbring

General: Meeting called to order at 7:30 PM.

Minutes from November meeting accepted.

Treasurer's Report: Comparative balance sheet covering 12 months ended 12/31/00 and 12/31/01 handed out. Discussion and explanation of information shown followed. Report accepted as presented.

Maintenance Report: Presented by Larry Dineen

N3848: Presently at VIP for transponder/encoder work. Jay Sabot reports problems with Mode 'C' operation regardless of which encoder is selected. Plane due back towards end of week.

N4384F: Strobes inoperative, left mag rough. To be ferried to SAS and swapped with N38483 towards end of week.

Safety: Presented by Jay Sabot.

Excerpts from manual regarding currency & qualification were reviewed and explained.

Proficiency: All pilots in the club must have an annual proficiency check. Additionally, instrument pilots must have an annual instrument proficiency check. These checkouts are to be performed by a club or club-approved flight instructor. A copy of the pilot's logbook page or other similar documentation **must** be provided to the club Safety Officer upon completion of these checks. Note that the IPC required for instrument pilots must be accomplished regardless of actual recent instrument time.

Currency: Pilots must have logged a minimum of three takeoffs & landings in the preceding **60 days** to maintain currency in club aircraft. (The takeoffs & landings need not be performed in club aircraft, however, the Safety Officer maintains flight currency status via billing records and should thus be advised and provided with supporting documentation if currency is maintained in other than club aircraft.) If flight currency lapses, dual instruction with a club or club-approved instructor is necessary to regain it.

Ground Instruction: Pilots must attend a minimum of two (2) safety meetings per year. Safety meetings may be those presented by the club at specifically designated regular meetings, or, alternatively, FAA 'Wings' ground seminars are acceptable. Proof of attendance at club safety meetings is provided by attendance records recorded in club minutes. If non-club sponsored 'Wings' meetings are used to meet the minimum requirements, copies of Wings attendance documentation must be provided to the Safety Officer. Club members failing to attend the requisite two safety meetings per year must obtain ground instruction from a qualified instructor. The February, 2002 meeting will be a safety meeting.

Documentation: The Club Safety Officer must be provided with up-to-date copies of licenses, BFR or Wings documentation and medical certificates for all members. If any information changes (additional ratings, renewed medicals & BFR's, Wings Program completion), please send a copy of the updated information to the Safety Officer.

These proficiency and currency requirements were instituted several years ago as a result of insurance concerns, it is in the best interests of the survival of the club that they be adhered to.

Don Heidrich will post a current copy of the club safety manual on the website.

Cowl Plugs: An observation was made regarding the installation of cowl plugs on the aircraft when they are tied down- the cord connecting the two plugs should pass **in front of** the propeller

blade, not behind it. If the cowl plugs are installed this way, the propeller will pull them out when the engine is started should their removal be missed during the preflight inspection. If the cord is behind the prop, they will remain in place causing the engine to overheat and fail shortly after takeoff.

Membership:

The club currently has 1 opening, and there are several possible candidates.

Old Business:

Bylaw revision: Changes discussed at previous meetings and mailed last month to all members were unanimously accepted.

New Business:

Safety Officer: Jay Sabot has been chairing the safety committee; his name was presented as a nominee for Safety Officer, a vote was taken and he was approved unanimously.

Committee Appointments: Jeff Chrisey was suggested as a possible candidate for activities chair.

Audit Committee: A summary statement will be mailed with the January bills in early Feb. The Audit Report is to be done by March; the Finance Committee will meet in early to mid March to complete it.

Raffle: Discussion was held concerning the possibility of reinstitution of the flight instructor raffle; however, the present storage location of the tickets is unclear.

Bank Time: Members are carrying more bank time than usual, and the planes will be going in for annual inspection in Feb & Mar. People should try to get out and fly while both planes are available and scheduling is easier.

Instrument Training: Don H. suggested that members pursuing their instrument ratings might benefit from coordinating lessons and riding along with one another while they are receiving flight instruction, and/or make themselves available to act as safety pilots for rated pilots in the club when they do instrument currency flying to gain more exposure to the ins & outs of IFR operations.

Squawk Book(s): Discussion was held regarding the location and maintenance of the aircraft squawk book. A proposal was made to eliminate the current squawk book located at the Keystone FBO desk and replace it with a combination of pages in the individual aircraft time logbooks and an internet page. After considerable discussion, the matter was voted on and carried unanimously. Under the new procedure, squawks will be noted on pages in the aircraft time logbooks when they are discovered, and additionally will be posted on the club website ASAP by the member initiating the squawk. The Maintenance Officer will be notified of the squawk by the same procedure presently used. Squawks in the aircraft time book will be signed off by the Maintenance Officer as they are repaired.

Adjournment: Meeting adjourned at approximately 9:00 PM

Next Meeting: Tuesday, February 19th, 2002 at 7:30 PM

Respectfully submitted,

Patrick B. Manning