



Meeting Minutes

19 July 2022, 6:30 PM – NW B10 Hangar

Attendees

Directors (5): Jack Dennis, Vaughn Mauren, Leo Mollica, Francis Pullaro, Landon Sock

Members (14): Eric Atkins, Edward Chromczak**, Jayden Cornwall*, Peter Dawson*, Ross Detwiler*, Bret Eilertson, John Farley, Daniel Gannon, Heather Heidinger, Tom Krasowski*, McManama, Jon Miller, Jeffrey Tomei, Joshua Whitely

*Directors and Members are Regular Members unless otherwise noted as *Associate, **Emeritus Associate, or ***Medical Associate.*

Note: This meeting was not Zoomed.

General Business

The Meeting was called to order at 6:34 p.m. by President Landon Sock. As this is an odd month, this was considered a Member Meeting. The meeting was held in Hangar NW B10 and *not* via Zoom. A Quorum of Directors (1/2 of Directors) *was* present. A Quorum of Members (1/3 of Regular Members) *was not* present. (5 of 9 Directors, and 13 of 60 Regular Members, were present.)

Guests

The Club welcomed the following guests:

- Pat Hemingway
- Toras Pashchak

New Members

The Club welcomed the following new members:

- Nicole Porter (Regular Member)

Meeting Minutes

June 21 Meeting Minutes posted on the Club's website were approved.

New Certificates & Ratings

The Club proudly recognized these members who earned new certificates or ratings during the period between regular monthly meetings (June 21 to July 19):

- Jayden Cornwall, Certified Flight Instructor
- Nathalan ("Nate") Zmarlicki, Certified Flight Instructor

Membership Report

Membership Officer Vaughn Mauren gave a membership report.

Refer to Vaughn's e-mail to Club members ([attached](#)).

Regular:.....	60
Associate	36
Medical Associate.....	4
Associate Emeritus:	4
Other	1
Total:	105

Activities Report

LRP Committee Member Peter Dawson gave an Activities Report on behalf of Activities Chair DJ Nicholson.

Refer to DJ's e-mail to Club members ([attached](#)).

Reading from DJ's e-mail, Peter summarized the Club activities being planned for the months of August through November. Volunteers are needed for these events!

Safety Report

Safety Officer Leo Mollica gave a Safety report.

Refer to Leo's report to Club members ([attached](#)).

Leo said three Confidential Safety Reports (CSRs) were received by the Club's Safety Committee since our last monthly meeting on June 21 and he briefly summarized those reports.

Leo encouraged members to participate in the Safety Committee's monthly meetings, and Landon noted that four years of CSRs have produced lots of historical data for the Club.

Finance Report

President Landon Sock gave a Finance Report on behalf of Treasurer Curt Robinson.

Refer to Curt's e-mails to Club members ([attached](#)) and most recent Monthly Financial Report, dated June 30 ([attached](#)).

Avgas Costs

Landon talked about rising fuel costs. He said avgas is \$8.45 per gallon at Atlantic with our Club discount, and encouraged members to fill up at Sky Acres, when possible, for only \$6.50 per gallon. The Club's fuel surplus has been depleted and we need to add another \$5.00 to the hourly rate for all Club aircraft. Our rates can come down again when the surplus climbs back to at least \$1,800.

As a non-profit, Landon said our Club needs prompt payment of dues. We're currently trailing by about \$28,000. (Club receivables average about \$15,000.)

Avionics for N4334X

Fuel costs aside, Landon said the Club has plenty of cash. The Club had added \$10.00 per hour for 34X until its avionics upgrade has been paid off. The LRP account currently has about \$28,000. He suggested we consider doing avionics upgrades in 61H and install an autopilot in 819.

“Bank Time”

Per an earlier decision, funds in the Club’s “Bank Time” account will revert to the Club on September 1. This fund includes many years of accumulated bank time for some Associate Members. We expect about \$10,000 will revert to the Club’s LRP fund. (See “‘Proficiency Time’ Account” in Meeting Minutes dated May 17, 2022.)

8TR Ceramic Coating

Landon offered a “hats-off” to Dan Burke, who raised \$500 for ceramic coating treatment for 8TR, scheduled for August 1. What to do with the \$200 surplus? Maybe it should go into a kitty for the next oil change for 2HL or 8TR? After some discussion, Landon invited members to send him a private e-mail with their thoughts.

Maintenance Report

Maintenance Officer Jack Dennis gave a Maintenance Report.

Refer to Jack’s report to Club members ([attached](#)) and aircraft summary, below.

Aircraft Summary

- N228TR - Active: Handle on glareshield needs repair
- N735GC - Active: Avionics repair has been scheduled per discussion, below; needs interior upgrades
- N4334X - Active: Just out of 100-hour maintenance; squawk-free
- N8261H - Active: ELT should be reinstalled soon by Wright Aviation, KOXC (per FARs, this must be done within 90 days after removal)
- N98819 - Active: Aircraft is getting close to engine overhaul; LRP needs to make replacement decision and schedule work
- N172HL - Active: No issues

Jack said the Tach Hours chart in the Maintenance Report shows relatively even aircraft utilization across most of the fleet, with 2HL being somewhat underused.

Maintenance Officer

A Maintenance Officer is needed to replace Jack when he returns to the Florida Institute of Technology (FIT) on August 17. This is a rewarding job for someone with good organizational skills.

Long-Range Planning - Avionics Options for 5GC

Vice President and Long-Range Planning Committee Chair Francis Pullaro led a thorough discussion on options for repairing the avionics in 5GC.

This aircraft’s AHRS and Aspen PFD failed and the LRP Committee has been looking at repair and replacement options. The aircraft has an older model Aspen with no reversion feature (i.e.: the MDF cannot revert to PFD mode) and a legacy vacuum system.

Options include:

- 1) Repair the existing legacy system: Swap the failed system with an Aspen-rebuilt unit; quickest; \$5,500

- 2) Replace with latest model Aspen 1000 Max PFD; no revert feature; better warranty than rebuilt; \$7,000
- 3) Replace with latest model Aspen 1000 Max PFD and MFD; this option provides revert feature; \$13,000 (with \$5,000-off coupon)
- 4) Replace with 2 Garmin GI-275s; could take 6 months or more; some members like Garmin's "plug and play philosophy"; \$21,000

Peter Dawson noted that options 3 and 4 would allow us to delete the legacy vacuum system. A show of hands revealed that support for these two options was evenly divided. After much discussion, Maintenance Officer Jack Dennis volunteered to conduct an online Monkey survey of members to determine which options are preferred.

Flight Standards Documents

Note: During the Club's regular monthly meeting on February 15, the members voted to establish a Flight Standards Committee to be chaired by Associate Member Ross Detwiler.

Ross said first drafts of the new Standards documents have been prepared and are ready to be adopted. He summarized the content and intended use of the documents, and then led a discussion about how to integrate them effectively into Club operations. Ross asked the members to review and comment on the documents so they could be improved and refined. Peter Dawson offered to help train Club CFIs on the new Standards.

Note: The following vote is unofficial. A Quorum of Members was not present, and the meeting did not officially devolve to a Special Board Meeting per Club By-laws (Article VI, Section 5) to facilitate voting. This issue will be revisited at the monthly meeting scheduled for August 16.

Safety Officer Leo Mollica made, and Associate Member Peter Dawson seconded, the following motion, which was voted upon and approved unanimously.

Motion: Oxford Flying Club shall adopt the new Standards documents produced by Ross Detwiler and the Standards Committee and will integrate them into the Club's existing Standard Operation Manual*.

** Note: The current edition, dated 2021, is now in the process of being updated.*

[Unofficial] Vote on Motion to Adopt New Standards Documents:

Yea: 19
Nay: 0
Abstain: 0
Total: 19

Additional Business

No additional business was discussed.

The Meeting was adjourned at 8:30 p.m.

Meeting Minutes submitted by Scott Price, Secretary

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From: Vaughn Mauren via Ofc-mem <ofc-mem@lists.oxfordflyingclub.com>
To: OFC - Current Members <ofc-mem@oxfordflyingclub.com>
Sent: Tuesday, July 19, 2022
Subject: [OFC-Mem] July membership report

Dear club,

Please help me welcome Nicole Porter to Oxford Flying Club!

Our current membership stands at:

Regular: 60
Associate: 36
Medical Associate: 4
Associate Emeritus: 4
Other: 1
Total: 105

The addition of Nicole Porter has brought our regular membership to 60 pilots! Of course we do have room for more, so let's keep spreading the word about our club.

See you at the meeting!

Vaughn

From: Darryl Nicholson <darryln29@gmail.com>
To: Ofc Mem <ofc-mem@oxfordflyingclub.com>
Sent: Tuesday, July 19, 2022
Subject: [Activity Report]

Dear Club members,

Activities is excited to announce that we have put together a schedule of events for the end of summer and fall! We need your help! PLEASE attend. :-)

CFI's please help where you can so we can make these training and proficiency events safe, fun and engaging.

August 20, 2022 from 11:30am - 6pm @KOXC
Crosswinds/Stalls/Spins training

September 6, 2022 from 6pm - 8pm at our hanger
Ground school for Emergency Engine out training (This is a combined Safety and Activities event)

September 10, 2022 from 8am - 2pm @KOXC
Emergency Engine out flight portion

October 22, 2022 from 9am - 3pm @N41
Spot landing, Short field/Soft field event at Mt Tobe (with BBQ)

November 12, 2022 from 5pm - 9:30pm @KOXC
Night landing currency event and pizza!

Truthfully we can really use help at any of these events, including, planning, logistics, food and the like, so please reach out to me via email darryln29@gmail.com or cell 860-605-8836 (text or call).

Happy flying,

DJ Nicholson



OFC SAFETY COMMITTEE Update | Jul 2022

- May OFC Safety Committee meeting was held on Jul 14th. (Ross, Ray, Peter D, Landon, Leo)
- **3 CSR were reviewed:**

CSR #	Brief Description	Probability of Occurrence	Severity	Risk Assessment Value	Clock Reset	Type of Incident	Recommendations
2022-004	AHRS failure during IFR fly	Remote	Minor	2	No	Checklist procedure (backup electronics)	Recommend checking procedure without electronics in standards of Club training.
2022-005	Flat tire / off runway landing	Occasional	Major	4	No	Checklists, MX specification and Landing techniques	Recommend short field landing extra training/talks
2022-006	Pitot tube failure, no cover, potential clog	Improbable	Major	2	No	Club checklist and procedures	Recommend awareness with false speed indications.

- **Operation Manual Feedback:**

The Operation Manual is continue being reviewed with not updated at this point on the website.

- **Safety recommendation for Activity Committee:**

OFC Committee identified and recommended to the chair activity a combined Safety training/social activity event.

What	When	How
Day 1: Ground School (max. 2 hours)	September	Only ground school with topics related to power off maneuvers. {flat tires training review as complementary training}
+		Day 2 only flight Activity: Landing spot contest (Short field awareness)
Day 2: Only Flight Activity ½ day		

Subject: June 2022 OFC Financial Report
Date: 2022-07-15 14:27
From: Curt Robinson <treasurer@oxfordflyingclub.com>
To: Ofc Mem <ofc-mem@oxfordflyingclub.com>

Hi Everyone!

Hope all is well. Attached is the Financial Report for June. So, the big question is whether fuel costs are coming down. Well, today's fuel rate with Atlantic is \$9.35. We do get \$.90 off that, but that is \$0.90/gallon more than last month! Ouch! The \$10/hr fuel surcharge that the Club put into effect in April is still in place, but honestly it's not enough to cover the actual fuel costs. There is really no more wiggle-room in the rates of the aircraft to keep absorbing the costs (while keeping us current with MX and P&E set-asides). There's essentially nothing being set aside for individual aircraft upgrades at this point.

I also ask that everyone please get your payments in, too. It seems that as finances get tighter, payments get slower! I appreciate everyone's help on this.

As always, let me know if there are any questions.

Thank you,

Curt Robinson
Treasurer, Oxford Flying Club
treasurer@oxfordflyingclub.com
c. 203-450-0111

Oxford Flying Club

June 2022

Financial Information

Assets

Checking/Fuel Bank Accounts		\$20,753
Savings (Prop/Engine Reserve)		\$153,813
* Prop & Engine Reserve		\$77,176
* Liability Insurance Fund (\$40,000 target)		\$57,126
* Proficiency Time Fund		\$12,327
* LRP Upgrade Fund (819 Paint \$12,681)		\$4,209
* Cash from 7YT Sale		\$2,973
Accounts Receivable		\$43,689
Fixed Assets		
	Piper Archer N8261H	\$77,000
	Cessna 172P - N98819	\$71,000
	Piper Archer II - N4334X	\$86,000
	Cessna C182Q - N735GC	\$146,900

Aircraft - (values based on AOPA Vref figures as of 9/30/17) \$380,900

Total Assets: \$599,155

Liabilities

Accounts Payable (Includes Outstanding Quarterly Ins Payments)		\$35,200
Bank Time		\$12,327
Loan Payable - N735GC	Monthly payments, including interest: \$1,510.	\$20,502
Prop and Engine Reserve (all planes - cumulative)		\$78,268

Total Liabilities: \$146,297

Equity

Total Equity: \$452,858

TOTAL LIABILITIES & EQUITY

\$599,155

Aircraft Data Current Month

Equipment	Hours Flown	Flight Total	/ Hour	Fuel	/ Hour	Mx Expense	/ Hour	Tiedown and Hanger	Prop and Engine Reserve	Hourly Cost (Fuel, MX, P&E)
N8261H	15.67	\$2,235	\$142.63	\$1,055	\$67.30	\$2,799	\$178.59	\$90	\$313	\$266
N4334X	53.60	\$7,504	\$140.00	\$3,657	\$68.23	\$478	\$8.91	\$90	\$1,340	\$102
N98819	29.10	\$4,074	\$140.00	\$1,783	\$61.26	\$2,754	\$94.65	\$90	\$582	\$176
N735GC	24.80	\$4,340	\$175.00	\$2,101	\$84.71	\$3,929	\$158.44	\$650	\$744	\$273
N228TR	25.60	\$5,120	\$200.00	\$1,796	\$70.14	\$0	\$0.00	\$680	\$0	\$70
N172HL	13.10	\$1,784	\$136.17	\$867	\$66.18	\$0	\$0.00	\$90	\$0	\$66
Totals	123.17	\$25,057	\$203.43	\$11,257	\$91.40	\$9,960	\$80.86	\$1,690	\$2,979	

Inflows/Outflows

	Current Month	Totals
Membership - Initiation Fees	\$4,500.00	
Membership Dues - Regular	\$8,360.01	
Membership Dues - Associate	\$1,025.00	
Total Flight Time Billing	\$25,056.80	
Interest Income	\$1.36	
Sporty's Rebate (quarterly)	\$21.35	
Leaseback Management Income	\$321.80	
Finance Charges/Late Fees/Banktime To Club	\$0.00	

Billed Monthly Total: \$39,286.32

Flight Hours (Unbilled Maintenance & Marketing)	-\$853.30
Transfer to P&E Reserve (Total hours x \$20)	-\$2,979.40
Insurance Fund Transfer (Goal \$42,000 by 3/15/2023)	-\$3,500.00
5GC Loan Payments (current month as above)	-\$1,509.68
Fuel & Oil Expense	-\$11,257.32
Club Officer & Maint. Credits (5 aircraft)	-\$2,015.00
Other Misc. Expenses (FSP, Web Site, Events, Advertising, Landing Fees & Other)	-\$231.61
Licensing and Registration Fees for Aircraft (CBP Decals)	\$0.00
Aircraft Liability Insurance/D&O Insurance Payment	\$0.00
General Maintenance Expense	-\$1,390.70
Leaseback Aircraft Waterfall (Minus Management Fee Above)	-\$2,407.76
Total Aircraft Expense (above Ann/Av/Fee/Mx and Tiedown & Hanger)	-\$11,649.67

Expenses Total: -\$37,794.44

Monthly Cash Flow Total **\$1,491.88**

Fund Balances		Dues %	Month Only	All Funds
Dues:	Accounting	4.01%	\$ (101.10)	\$ (266.70)
	Avionics Subscriptions	1.75%	\$ 171.57	\$ (146.94)
	D&O Insurance	0.55%	\$ 54.64	\$ (0.41)
	Hangar/Tie Down	2.84%	\$ (587.58)	\$ (1,125.77)
	Liability Insurance	40.71%	\$ 3,987.38	\$ (5,251.53)
	Loan Payments	15.86%	\$ -	\$ -
	Officer's Credits	21.17%	\$ 50.32	\$ 502.16
	Taxes & Registrations (Town of Oxford delayed because of COVID-19)	0.32%	\$ 2.72	\$ (34.66)
	Web Site / FSP	0.80%	\$ 6.43	\$ 16.76
	General Maintenance	3.06%	\$ (863.27)	\$ (342.34)
	Marketing Expenses		\$ -	\$ (538.04)
	Unbilled Flight Hours (+MX, +MARK)		\$ -	\$ (354.38)
	Landing Fees	0.66%	\$ 38.84	\$ 204.40
	Quickbooks Online	0.99%	\$ 2.72	\$ (31.98)
	Dues Unallocated		\$ 69.53	\$ 10,145.57
	LRP Upgrade Fund (Expired PT, Initiation Fees, Bank Interest)		\$ 4,583.88	\$17,837

Flight	Last Month	Current Bal
Flight: N4334X		
Fuel	\$ 229.10	\$ 723.88
MX	\$ 1,862.79	\$ (2,139.76)
P&E	\$ -	\$ -
Upgrades	\$ 2.71	\$ 173.00
Flight: N735GC		
Fuel	\$ (17.85)	\$ (556.14)
MX	\$ (2,417.78)	\$ (4,564.61)
P&E	\$ -	\$ -
Upgrades	\$ 1.50	\$ 2,827.32
Flight: N8261H		
Fuel	\$ 119.96	\$ 2,193.18
MX	\$ (2,092.80)	\$ (5,692.27)
P&E	\$ -	\$ -
Upgrades	\$ 41.35	\$ 4,355.05
Flight: N98819		
Fuel	\$ 184.62	\$ (1,964.34)
MX	\$ (1,231.17)	\$ (6,081.97)
P&E	\$ -	\$ -
Upgrades	\$ 1.75	\$ 5,691.22

Fuel Account Balance (Across All Aircraft)	\$396.58
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Leaseback Report

N228TR	Hours	Income	Fuel Surchar	Fuel	MX	Maint Fee	Hangar/Tie	Insurance	Total	Payout
Nov-21	9.90	\$ 1,683.00		\$ 660.31	\$ -	\$ 84.15			\$ 938.54	
Dec-21	9.20	\$ 1,564.00		\$ 885.74	\$ 240.00	\$ 78.20			\$ 360.06	
Jan-22	8.10	\$ 1,377.00		\$ 397.85	\$ -	\$ 68.85			\$ 910.30	\$ 2,208.90
Feb-22	14.80	\$ 2,516.00		\$ 1,186.98	\$ -	\$ 125.80	\$ 340.00		\$ 863.22	\$ 863.22
Mar-22	4.30	\$ 731.00		\$ 384.58	\$ -	\$ 36.55	\$ 340.00	\$ 115.79	\$ (145.92)	
Apr-22	20.50	\$ 3,690.00	\$ 205.00	\$ 1,381.19	\$ 311.46	\$174.25	\$ 340.00	\$ 552.07	\$ 726.04	
May-22	7.90	\$ 1,534.00	\$ 79.00	\$ 773.13	\$ 311.46	\$72.75	\$ 340.00	\$ 212.75	\$ (255.09)	\$ 325.03
Jun-22	25.60	\$ 5,120.00	\$ 256.00	\$ 1,539.59	\$ 311.46	\$243.20	\$ 340.00	\$ 689.41	\$ 1,740.34	\$ 1,740.34
* Altered for members in the "Transional Rate" by \$46										
N172HL	Income	Fuel	MX	Maint Fee	Hangar/Tie	Insurance	Total			
Mar-22	4.15 \$ 539.50	\$ 346.04	\$ -	\$ 26.98	\$ 90.00	\$ -	\$ 76.48			
Apr-22	9.41 \$ 1,317.40	\$ 94.10	\$ 406.86	\$ 61.17	\$ 90.00	\$ -	\$ 665.27			
May-22	4.9 \$ 637.00	\$ 49.00	\$ 293.47	\$ 29.40	\$ 90.00	\$ -	\$ 175.13	\$ 916.88		
Jun-22	13.1 \$ 1,703.00	\$ 131.00	\$ 735.98	\$ 78.60	\$ 90.00	\$ -	\$ 667.42	\$ 667.42		



July 2022 Fleet Status

Aircraft	Status	Scheduled	Squawks	LRP	Notes
N735GC	Online	<ul style="list-style-type: none"> Avionics repair 	<ul style="list-style-type: none"> VFR only 	<ul style="list-style-type: none"> Avionics discussion New interior? 	<ul style="list-style-type: none"> Thank you for your patience!
N98819	Online	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> Engine overhaul planning GI275's & autopilot? 	<ul style="list-style-type: none"> Left fuel vent replaced VOR #2 replaced
N172HL	Online	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A
N4334X	Online	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> Just came out of 100hr
N8261H	Online	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> ELT removed 	<ul style="list-style-type: none"> New shoulder harness? GI275's & autopilot? 	<ul style="list-style-type: none"> ELT can legally be out for 90 days
N228TR	Online	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> Glareshield 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A



July 2022 Fleet Status

