

OXFORD FLYING CLUB

MEETING MINUTES

17 Sep 2013

Location: Oxford Airport, Hanger N-17 in the Northeast Tees (across from Gate 21)

Attendance: Regular: 24 Mentored Students: 0 Associates: 1

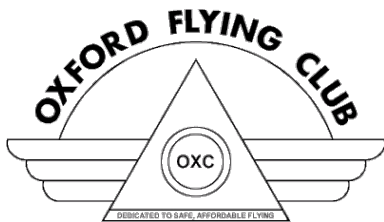
Quorum:¹ Yes X No ___

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

- **Gary N. called the meeting to order at 7:04 PM**
- **August Meeting Minutes were accepted unanimously**
- **Guests: Brothers Jay and Casey Monohan (prospective new members)**

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: Provided by Don H. Membership report accepted unanimously.



Membership Report

Oxford Flying Club

Don Heidrich, September 2013

Membership Changes since Last Meeting:

Resigned:

- Andrew Lamphart
- Tom Osborne

Status Change:

- <none>

Joined:

- Rich Esposito (Joined & Resigned)

Current Totals

Regular	38
Student	4
Mentored Student	0
Associate	11 (Includes Dom Dasilva)
<u>Med Associate</u>	<u>0</u>
Total	53

Other Notes:

New Prospects:

- Casey Monahan
- Peter Hill
- Chris Tyrrel

Prior Prospects:

- Scott Price – Flies with Kyle, getting back into flying, attended Safety Day
- Norm Forrester – Student, paused for a while, attended Safety Day
- 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.
- Tom Krasowski – owns a Cherokee, working on IFR with Ron, interested after that

Additional membership business: Ed C. and Burt S. interviewed Jay and Casey. Applications for both candidates were discussed during the meeting and a motion to approve both Jay and Casey was presented, all meeting members unanimously approved the motion.

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

MX Report: Brian P. summarized and provided reports via email (see attached). Maintenance Reports accepted unanimously.

Highlights:

- CorrosionX complied with on all aircraft.
- 84F engine looking good
- 819 engine showed excessive oil consumption this past month

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

Jay plans on organizing another FAA safety seminar in October at NVCC. Guest speaker will be Scott Raupps, retired Navy fighter pilot with over 20 years of service who flew F/A-18s. Jay sent Scotts full bio by email to all OFC members on 16 Sept.

Abbreviated Long Range Planning Committee Summary to year end 2013

Ed C. summarized and provided report via email (see attached). LT planning report accepted unanimously.

The following planning items are arranged to complete by the end of 2013. The upgrades of the ELTs will be scheduled during the annual and/or before the end of 2013.

The avionics upgrades will allow for a gradual transition to ADS-B, beginning in 2014.

Recommended upgrades/improvements/maintenance by year end 2013:

62Y

Upgrade to 406 ELT. [\$2K] (A)

819

Upgrade to 406 ELT. [\$2K] (A)

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

84F

Paint touch ups; [\$300] (A)

Optional upgrades to consider funds permitting:

61H

Upgrade Garmin GTX 330 Mode - S XPDR to ES (will comply w/ADS-B out); [\$1200] (A)

819

Upgrade Garmin GNS 430 to 430WAAS; helps w/ADS-B & IFR training [\$3.5K](A)

Unfinished Business:

Fall Event – Grass field landings MT Tobe – Many thanks go out to Liz Schmecker for providing a fabulous hot lunch of Pasta Fasule and sausages on a cool day. Also thanks to our event's organizer, Bruce R. for another perfect event. How do you order that nice weather? Also can't forget the fabulous instructors Ron S. and Burt S. who donate their time. Not sure who brought the coffee and donuts, but they were appreciated especially by Jay P. who seemed to have that coffee donut process down to a tee. Brian P. also thanked everyone for not damaging the aircraft.

New Business:

Currency issue / Reminder – Gary N. reminded everyone that he believes in the integrity of all our members to ensure they meet currency requirements and that the currency spreadsheet is updated accordingly.

**** It's the personal responsibility of all OFC members to ensure they meet the currency requirements to fly our aircraft. ****

Nomination of officers for 2014 – Gary N. announced he will not be running for club president in 2014. In addition, current vice president Ed C. mentioned he has no interest in running for club president.

Kristi Dobbs also announced she plans on stepping down as club treasurer at end of year. Kristi mentioned that the club may want to have an outside accounting firm perform these duties for the club.

Winter Operations 2013-14 plan review and signature – Brian P. provided handouts "Winter Weather Operations – Effective October 2103" to all members and reviewed them with all of us.

Brian mentioned that Key Air will not be providing pre-heats or hanger pre heats. The Cessna 182 in hanger NT-17 has a large thermometer on the wall and the same 25 degrees F still applies to requiring preheat though it never gets that low even when OAT is much lower.

All members required to sign acknowledgement form and send to Brian (attached to handout) stating you will comply with these procedures.

Oil level checks and documentation – Brian P. provided handouts and explained new procedure whereby all members will annotate in the flight logbook any oil added, and the actual oil level under the oil column

- (e.g. +0, 7) → no oil was added, level is 7. Denotes no oil consumption
- (e.g. +1, 7) → 1 quart oil added, level is 7. Was at 6 now at 7
- (e.g. +.5, 7) → ½ quart oil was added, level is 7. Was at 6.5 now at 7

This new process will provide verification that club members are checking the oil and provide the maintenance team valuable information on oil consumption.

Safety Awards and Dinner 2013 – That time is quickly approaching so start thinking of nominees. Plan to invite folks listed below to honor their contributions to many OFC safety events.

- Jim Adams from the Windsor Locks, CT FSDO
- Ben from the tower
- Ken Killcourse owner of Mt Tobe airport

Bruce R. is planning to have the Christmas party (1st week in Dec) again at the Curtis House but this time try for Saturday night versus Friday night.

Plane Wash – Scheduled for Oct 5th 2013

Night Currency – Scheduled for Nov 9th 2013

The club adjourned at 8:19 PM.

Submitted by,
Karl Noffke

Document History

Version	Date	Change Reference
1.0	19-Sep-2013	Original release
2.0	23-Sep-2013	Changed statement on attendance sheet. Changed “Gary N. called the board meeting...” to “Gary N. called the meeting...” to reflect a club meeting. Updated attendance sheet to show Jeff Trueman as “Reg” member.

Oxford Flying Club

Current Financial Status

Balance Sheet

09/16/13

Assets

Cash		\$101,031
Accounts Receivables		\$20,762
	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:		\$396,793

Liabilities

Accounts Payable		-\$316
Bank Time		\$15,262
Loans		\$57,966
Engine & Prop Reserve* includes P&E on 7362Y to date		\$113,881
Total Liabilities:		\$186,793

Total Equity: \$210,000

Profit & Loss Statement

	August-13	YTD
Total Income	\$21,802	\$142,874
Expenses		
	Monthly	YTD
N4384F Annual in 05/13 @ \$5,211	\$827	\$14,882
N8261H Annual in 03/13 @ 6169, ELT@1552	\$783	\$21,056
N98819 Annual in 12/12 @ \$?	\$1,587	\$14,122
N7362Y Annual in 12/12 @ \$9498	\$1,050	\$11,042
Officers Flying Time	\$760	\$6,650
Fuel & Oil Expense	\$8,108	\$47,233
Other Expenses	\$1,409	\$8,805
Total Expenses:	\$14,524	\$123,789
Net Income (before extraordinary costs):	\$7,278	\$19,085
Net Income:	\$7,278	\$19,085

OFC Maintenance Report

Closed Issues - September 2013

Open Date	ID #	Issue	Resolution	Status	Assigned	Closed Date
<u>N4384F</u>						
9/8/2013	918	Corrosion protection (corrosionX) scheduled for week of 9/9		Closed	Cawleys	9/9/2013
8/28/2013	916	Electric trim repaired	Clutch pad fell apart. Replaced by Reliant	Closed	Reliant Air	8/28/2013
8/4/2013	907	Fuel cap left side missing	Located a part. Replaced.	Closed	Club	8/6/2013
6/17/2013	887	Electric trim INOP	Clutch is slipping, may need to rebuild clutch.	Closed	Reliant Air	8/28/2013
<u>N7362Y</u>						
9/8/2013	920	Corrosion protection (corrosionX) scheduled for week of 9/9		Closed	Cawleys	9/9/2013
8/15/2013	914	New static wick		Closed	Image	8/15/2013
8/15/2013	913	Finally found the problem with the nose wheel shimmy	New nose tire installed	Closed	Image	8/15/2013
8/6/2013	909	Slight fuel residue on left side fuel sump and surrounding area	Further investigation led to a potential fuel overvill scenario that was observed by Ed C.	Closed		8/8/2013
8/4/2013	908	Cigarette plug INOP	Found the culprit fuse near the gear handle under the panel. Replaced with identical 9A fuse. DO NOT EXCEED 9A of power.	Closed	Image	8/8/2013

Open Date	ID #	Issue	Resolution	Status	Assigned	Closure Date
<u>N8261H</u>						
9/8/2013	917	Corrosion protection (corrosionX) scheduled for week of 9/9		Closed	Cawleys	9/10/2013
8/8/2013	911	50hr oil change	No metal found in filter	Closed	Club	8/8/2013
7/3/2013	898	GPS antenna loosing signal very	This is possibly due to an antenna fault. Antenna is about \$1000 new. If it occurs again I will have the antenna replaced. IFR pilots...brush up on your NAV radio skills.	Closed	VIP	8/4/2013
<u>N98819</u>						
9/11/2013	925	Fuse blown on the cigarette lighter	replaced with 5A fuse	Closed	Club	9/11/2013
9/8/2013	923	Copilot window leaking, latch is bad or window frame is bent	Repaired screw on frame, wrong size installed.	Closed	Club	9/11/2013
9/8/2013	919	Corrosion protection (corrosionX) scheduled for week of 9/9		Closed	Cawleys	9/11/2013
8/28/2013	915	100hr seat rail		Closed	Total	8/28/2013
8/14/2013	912	Repaired broken plastic		Closed	Club	8/14/2013
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. Cawleys took care of this on 9/11/13	Closed	Cawleys	9/11/2013

OFC Maintenance Report

Active Issues - September 2013

Open Date	ID #	Issue	Resolution	Scheduled for	Status	Assigne
<u>N8261H</u>						
9/11/2013	924	Seal over crack on passenger window broke. Need to replace the window.	Will see if Russ can patch it again until annual.		Open	Russ
9/8/2013	922	DG precessing again, 3rd time is a charm?	This has been repaired twice now. VIP discussing options. VIP put another unit in on 9/11, still evaluating options	9/11/2013	Watch	VIP
<u>N98819</u>						
9/8/2013	921	Loaner transponder installed while ours is bench tested			Open	VIP

September 13, 2013

September 13, 2013				Eng. TT	3946.0		
				TTAF	3946.0		
Annual Insp & hours to date	3755.24	1190.76		SMOH	1893.1		
Tachometer Reading	3946.0	50hr Oil Due	50.0	TBO	106.9	prop	106.9
Engine Overhaul (11/30)	2052.9	oil samples	9/13/2013	Hobbs (calc)	4644.4		

Maintenance Overview									
1977 Piper Archer II - N4384F (28-7790026)									
September 13, 2013									
Annual Insp & hours to date	2464.8	1100.6			Eng. TT	5417.6			
Tachometer Reading	2565.4		50hr Oil Due	24.6	TTAF	6792.6			
Tach at Replacement	4042.0		oil samples	9/13/2013	SMOH	833.3			
					TBO	-208.3	prop	653.8	
					Hobbs (calc)	8123.3			
					Estimated Engine replacement	Feb-2013			
					Expect to go 250 beyond TBO with new lycoming cylinders installed 8/2010	Nov-2013			

September 13, 2013

Annual Insp & hours to date	6730.9	1199.8		TTAF	6930.7		
				SMOH	1613.7		
Tachometer Reading	6930.7		50hr Oil Due	49.3	TBO	386.3	prop 1136.6
Engine Overhaul	5317.0		Oil Sample	9/13/2013	Hobbs (calc)	8157.4	

Maintenance Overview							
1977 Cessna R182 - N7362Y (R18200127)							
September 13, 2013							
Annual Insp & hours to date	4477.00	241.0			TTAF	4718.0	4397.0 OFC in service
Tachometer Reading	4718.0		50hr Oil Due	19.0	SMOH	293.5	3237.5 overhauled engine hrs
Engine Overhaul (11/30)	3677.1		oil samples	8/1/2013	TBO	959.1	3531.0 time on engine
					Hobbs (calc)	5553.1	
					Prop TBO	1237.0	or 8/2017
Estimated Engine replacement						Dec-2016	