

OXFORD FLYING CLUB
BOARD MEETING MINUTES
(16 Sep 2014)

Location: 121 Restaurant Oxford, CT

Attendance: Regular: 12 Reg. /Students: 1 Associates: 2

Quorum:¹ Yes No X

	Type	Member	Present
1	Assoc	Aulet, Maximillian	
2	Reg	Baker, Matt	X
3	Reg	Bell, Joe	
4	Assoc	Berwick, Ken	
5	Reg	Burmann, Bruce	
6	Assoc	Camejo, Christopher	
7	Reg	Carr, Tim	
8	Reg	Chromczak, Ed	X
9	Reg	Cooper, Pat	X
10	Reg	Delp, Greg	X
11	Assoc (Honorary)	Dasilva, Dom	
12	Reg	Distasio, Jeff	
13	Assoc	Dobbs, Glen	
14	Assoc	Dobbs, Kristi	
15	Reg	Earl, Gavin	
16	Reg	Ebbert, Davis	
17	Reg	Fazio, Mike	X
18	Reg	Feeney, Richard	
19	Assoc	Feinman, Jason	
20	Assoc	Feinman, Phil	
21	Reg	Green, Geoffrey	
22	Reg	Greenwood, Roland	
23	Reg	Ham, Robert	
24	Reg	Heidrich, Don	

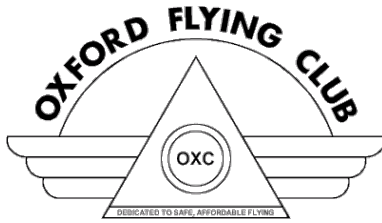
	Type	Member	present
	Reg	Hill, Ed	
	Assoc	Hill, Jeremy	
	Reg	Kit, Volodymyr	
	Reg	Krasowski, Tom	
	Reg	Kuhse, Bob	
	Reg	Laine, George	
	Reg	Lafosse, Larry	
	Assoc	Lyons, Hal	
	Assoc	Moir, Floyd	
	Reg	Monahan, Jay	
	Reg	Morici, John	
	Assoc	Morrone, Matt	
	Assoc	Morrow, Bill	
	Reg	Mowerman, Illya	
	Stu	Murphy, Mick	
	Assoc	Nalband, Gary	X
	Reg	Nelson, Nick	
	Reg	Noffke, Karl	X
	Reg	Oloff, Scott	
	Reg	Palmatier, Bruce	
	Reg	Palombo, Rich	
	Reg	Poole, Christopher	
	Assoc	Poole, Raymond	
	Assoc	Pozniak, Jerry	

	Type	Member	Present
	Reg	Proulx, Brian	X
	Reg	Pugliese, Jay	
	Reg	Mahesh, Reddy	
	Reg	Richardson, Bruce	
	Stu	Riolo, Jonah	
	Reg	Robinson, Andy	
	Reg	Rosen, Stewart	X
	Assoc	Rosendahl, Eric	
	Assoc	Sabot, Jay	
	Assoc	Schindler, Len	X
	Reg	Schmecker, Ron	X
	Reg	Shaker, Ed	
	Reg	Stevens, Burt	
	Reg	St. Pierre, Peter	X
	Reg	Suarez, Federico	
	Reg	Timpson, Larry	
	Reg	Treanor, Jim	
	Reg	Tremallo, Wayne	X
	Reg	Tyrrel, Chris	X
	Stu	Vitagliano, Erik	X
	Reg	Weiner, Jay	
	Reg	Wilson, Richard	
	Assoc	Zipkin, David	

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.

Ed C. called the board meeting to order at 7:06 PM.

Membership Report: Presented by Ed C.



Membership Report Oxford Flying Club

Don Heidrich, September 2014

Membership Changes since Last Meeting:

Resigned:

- George Laine

Status Change:

- Eric Rosendahl – Regular to Associate

Joined:

- Matthew Morrone – as Associate

Current Totals

Regular	47
Student	3
Mentored Student	0
Associate	19 (Includes Dom Dasilva)
<u>Med Associate</u>	<u>1</u>
Total	70

Other Notes:

New Prospects:

Prior Prospects:

- Richard Aniuk – previous member
- Brian Huster – from Louisiana, ATP
- Tom Waterhouse – from Ron's barbershop
- 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

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

MX Report: Presented by Brian P. (see attached)

- 819 engine break-in complete
- Engine replacement for 61H and 34X are within 3 months of each other

Long Range Planning Committee - September 2014 Provided by Ed. C.

62Y: [1] (annual due October 2014); several avionics upgrades needed, see item 5.

34X: [2] (during annual, December 2014)

Install red rotating tail beacon (either tail or underbelly)	\$700
Upgrade ELT to 406 Mhz;	\$1500
Fuselage corrosion proofing;	\$700
Upgrade the transponder Garmin GTX 330 mode S to Extended Squitter	<u>\$2000</u>
Total 2014:	<u>\$4900</u>

819: [3] (schedule undetermined, annual due January 2015)

Upgrade of Garmin GNS 430 GPS to WAAS, may be done prior to annual.

Engine OH per oil analysis, compression tests & other factors.

Install either the Garmin GDL 88 or FreeFlight RANGR for ADS-B in & out, depending when we want to consider upgrading 62Y; 2014-2015-2016.

Total 2015 or 2017 avionics \$4500 - \$6000

61H: [4] (during annual, March 2015)

Upgrade the transponder Garmin GTX 330 mode S to Extended Squitter;	\$2000
Install the dash mounted Garmin 496 GPS now stored in our hangar for WX.	<u>\$300</u>
Total 2015:	<u>\$2300</u>

62Y: [5] (schedule the following during annual October 2016)

Install either the Garmin GDL 88 or FreeFlight RANGR or equivalent to support ADS-B out & in and interconnecting the ADS-B in to the existing MX-20 MFD for the display and removal of inop Zoon traffic display.

Total 2016: \$5000

Doing the LRP items in the order listed above allows for planned funding.
Ed Chromczak 908-400-9370

Safety: No update

Unfinished Business:

- **Spot Landing Event – Saturday, July 19th – Bruce R. & Ron S.**

No update

- **IMC program – John M.**

No update

- **OFC Grass Strip Landing and Picnic at Mt. Tobe – Bruce R. & Ron S.**

Attached is the flyer with the details of the upcoming Grass Strip Landings and Picnic at Mt. Tobe (Waterbury Airport, N41) on Saturday September 20. (Rain date September 27). We will get started at 9:00 AM and launch on 45 minute intervals with a 1 hour break for lunch.

All (4) planes will be available. Brian P. and Ed C. on record against using 7362Y.

- **Sporty's 5% Rebate program – Mike F.**

Sporty uses your email address on record to send rebate check.

- **N55387 – Seneca I – Ad Hoc Committee – Presented by Brian P. (see attached)**

Proposal is to lease Seneca1 to club members for approx. \$275/Hr. Waiting for insurance quote.

The Board will decide if discussions on this should be by board meeting or membership meeting.

New Business:

- **Associate Emeritus Membership – Mike Fazio**

Discussed replacing Honorary Associate Member to Associate Emeritus Member

- **Reimbursement of non-insurance claims caused by members' actions**

No update

- **Other items as presented by membership**

No update

The club adjourned at 8:10 PM.

Submitted by,
Karl Noffke

Document History

Version	Date	Change Reference
1.0	16-Sep-2013	Original release



Oxford Flying Club

Current Financial Status

Balance Sheet

9/16/2014

Assets

Cash		\$95,183
Accounts Receivable		\$30,688
Resources	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: \$433,871

Liabilities

Accounts Payable	-\$136
Bank Time (total liability)	\$19,379
Loans (purchase of 62Y and 34X)	\$93,113
Prop and Engine Reserve (all planes - cumulative)	\$61,083

Total Liabilities: \$173,439

Aircraft Data

	Current Mo Hrs Flown	Curr Mo Flight Income	Prop/Eng. reserve	Curr Mo Fuel (apprx)	Tiedown/Hangar	Curr Mo Maint. Exp
N4334X	30.10	\$4,010	\$541.80	\$1,396	\$90	\$62
N8261H	25.76	\$3,063	\$463.68	\$1,395	\$90	\$552
N98819	48.40	\$4,604	\$871.20	\$2,473	\$90	\$148
N7362Y	34.60	\$5,915	\$622.80	\$2,576	\$600	\$175
totals	138.86	\$17,591	\$2,499.48	\$7,840	\$870	\$937

Monthly Inflows/Outflows

	Current Month	Year-to-date
Membership Payments and Flight Time	\$25,139	\$158,434
Officers Flying Time	\$792	\$5,986
Fuel & Oil Expense	\$7,840	\$54,575
Other Misc. Expenses (postage, seminar, safety day, etc.)	\$18	\$86,050
Total Aircraft Expense (excluding officer's, BT and misc. flight time)	\$4,306	\$34,452 (est)
Monthly Inflow (outflow) total:	\$12,183	\$11,823 (est)

OFC Annual Inspections N7362Y items - Annual 2014

Open Date	ID #	Issue	Resolution	Status	Assigne
9/16/2014	1078	Seat rail AD inspection		Annual	Reliant Air
9/16/2014	1077	Clean the plugs		Annual	Reliant Air
9/16/2014	1076	~15 hrs to go for SB SEB01-2r1 MLG 500 actuator inspection		Annual	Reliant Air
8/23/2014	1060	Per Ed, small engine oil leak top front crankcase. Most likely the crank seal.		Annual	Reliant Air
7/15/2014	1051	Crack in wingtip needs to be stop drilled		Annual	Reliant Air
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	Annual	Reliant Air
10/30/2013	949	Cessna Aging Aircraft Inspection - Needs to be budgeted and part of our MX plan going forward		Annual	
9/14/2012	797	Turn Coordinator 1/4 ball out to right when level.	Please level plane and adjust T/C accordingly	Annual	VIP Avionics

OFC Maintenance Report

Active Issues - September 2014

Open Date	ID #	Issue	Resolution	Scheduled for	Status	Assigne
<u>N7362Y</u>						
7/8/2014	1049	Ordered a new DG to replace the existing DG	Just to repair the instrument is \$2100 and can not be overhauled. New instrument is \$2500 and can be overhauled at VIP. Now have an overhauled instrument installed. May purchase overhauled unit in plane now.		Open	VIP
6/16/2014	1042	All wheels severly 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	Reliant Air
<u>N8261H</u>						
9/16/2014	1074	Baggage door lock spins			Open	Club
9/16/2014	1073	AI in need of repair		9/18/2014	Open	VIP
<u>N98819</u>						
9/16/2014	1075	Turn coordinator bank angle INOP	Placarded INOP		Pending	VIP

OFC Maintenance Report

Closed Issues - September 2014

Open Date	ID #	Issue	Resolution	Status	Assigned	Close Date
<u>N4334X</u>						
9/9/2014	1071	50hr oil change		Closed	Club	9/9/2014
8/27/2014	1067	Need to purchase 4 additional life jackets	Will put 2 jackets in each plane, will need to borrow if more is needed	Closed	Club	8/27/2014
8/27/2014	1066	Stall warning tab possibly bent	Damage may have occurred. Need to verify. Test flew plane, goes off ~ 50kts	Closed	Club	8/28/2014
8/20/2014	1056	Fuel sump pilot side leaking	Gummed up, all set	Closed	Club	8/20/2014
<u>N7362Y</u>						
9/2/2014	1068	Dynamic prop balance scheduled in S. Carolina	Oloff will have this work done while his is on vacation with the plane. ~\$300 which is average for this work.	Closed	Club	9/4/2014
8/23/2014	1064	New brake pads		Closed	Reliant Air	8/23/2014
8/23/2014	1063	50hr oil change		Closed	Club	8/25/2014
8/23/2014	1062	Tug needs new fuel cap. Avgas did a number on the rubber seal.	Must run the tug with the cap loose or engine will	Closed	Club	9/16/2014
8/23/2014	1061	Per Ed, Found metal in filter	Inspected the metal, not too bad. Need to wait for oil analysis.	Closed	Reliant Air	8/23/2014

Open Date	ID #	Issue	Resolution	Status	Assigned	Close Date
8/23/2014	1059	Loose landing light wire/clamp	repaired	Closed	Reliant Air	8/29/2014
8/23/2014	1058	Carb heat inlet hose cracked	Repaired	Closed	Reliant Air	8/29/2014
8/23/2014	1057	Report of smoke exiting left cowl	Found a valve cover screw missing, some screws loose. Oloff tightened and replaced missing screw. Inspected ny Reliant. Will have prop dynamically balanced	Closed	Club	8/23/2014
<u>N8261H</u>						
9/2/2014	1069	Autopilot issue with activation?	Reported by LaFosse. Will check it out on 9/3. This was not an issue. Appears to be pilot error.	Closed	Club	9/3/2014
8/25/2014	1065	50hr oil change		Closed	Club	8/25/2014
6/6/2014	1036	COM1 transmissions garbled	Issue has to do with COM2 KX155 radio. Currently trying to repair it but may have to result in switching antennas. Swapped antennas and reinstalled our radio. Ops check OK	Closed	VIP	8/4/2014
<u>N98819</u>						
9/13/2014	1072	15hr oil change - back to normal oil		Closed	Club	9/13/2014
9/4/2014	1070	10hr oil change - still @ mineral oil	Breaking in Cyl #2	Closed	Club	9/4/2014

Open Date	ID #	Issue	Resolution	Status	Assigned	Close Date
8/8/2014	1054	50hr oil change. Metal found in filter and low comp in 1 cyl	Compression check reveals 52 in Cyl #2. This is the cylinder that Pete L redid when the valve was stuck. Not bad for an overhauled cyl. New Cyl ordered per direction given at special meeting on 8/19. Tach at repair was	Closed	Reliant Air	8/26/2014

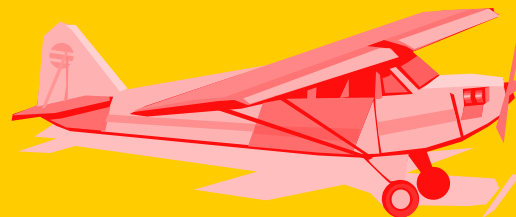
Maintenance Overview									
1981 Piper Archer II - N8261H (28-8190025)									
September 15, 2014									
				Eng. TT	7731.0				
				TTAF	4229.1				
Annual Insp & hours to date	4062.45	166.67			SMOH	166.0			
Tachometer Reading	4229.1			50hr Oil Due	35.9	TBO	1834.0	prop	1834.0
Engine Overhaul (11/30)	2052.9			oil samples	7/8/2014	Hobbs (calc)	4977.7		
					Estimated Engine replacement	Nov-2020			

Maintenance Overview									
1985 Cessna 172P - N98819 (17276362)									
September 15, 2014									
Annual Insp & hours to date		6995.8 278.2		TTAF		7274.0			
Tachometer Reading		7274.0		50hr Oil Due		46.0		SMOH 1957.0	
Engine Overhaul		5317.0		Oil Sample		8/8/2014		Hobbs (calc) 8561.5	
						TBO		43.0 prop 793.3	
						Estimated Engine replacement		Nov-2014	
						Continue to +250 TBO		Jul-2015	

Maintenance Overview									
1977 Cessna R182 - N7362Y (R18200127)									
September 15, 2014									
				Eng. TT	4524.0				
				TTAF	4963.5				
Annual Insp & hours to date	4757.90	205.6			SMOH	1286.5	3237.5	overhauled engine hrs	
Tachometer Reading	4963.5		50hr Oil Due	28.5	TBO	713.6			
Engine Overhaul (11/30)	3677.1		oil samples	8/23/2014	Hobbs (calc)	5842.0			
					Prop TBO	991.5	or 8/2017		
					Estimated Engine replacement	Feb-2017			

Maintenance Overview									
1984 Piper Archer II - N4334X (28-8490040)									
September 15, 2014									
				Eng. TT	211.0	3rd run case			
				TTAF	3533.4	1540		in service	
Annual Insp & hours to date	1540	144		SMOH	211.0				
Tachometer Reading	1683	50hr Oil Due		42.0	TBO	1789.0	prop	1933	
Engine Overhaul (11/30)	2053	oil samples		9/10/2014	Hobbs (calc)	172.7			
					Estimated Engine replacement		Mar-2021		

OFC Grass Strip Landings and Picnic at Mt. Tobe



This is a great opportunity for OFC members to become proficient in landing on turf fields.

The Club instructors will be available to sit right seat to teach you the proper techniques and sign off your logbook.

Tach time will be charged to participants (PIC).

Highlights !!!!!

- Become proficient in landing OFC aircraft on turf fields.
- Quality time with your friends and family.
- Meet the Waterbury Airport "regulars".

Oxford Flying Club 288 Christian Street, Box 3, Oxford, CT 06478

Mt. Tobe Airport a.k.a. Waterbury Airport (N41) is located on Mt. Tobe Rd. in Plymouth, CT. From Waterbury, take Rt. 8 north to exit 37. Go right at end of exit, then right at stop sign, cross RR tracks, then right onto Waterbury Rd. Take first left onto Spruce Brook Rd. (Rt. 262) follow for 2.2 miles to Mt Tobe Airport on right.

Questions?: Bruce Richardson 203.592.5962 or bdrichardson@snet.net

Time: 9:00 AM to whenever

Date: September 20, 2014 (Rain date Sept. 27)



Seneca lease Sub-Committee Report

Members in Attendance:

Scott O, Ron S, Mahesh R, Wayne T, Brian P, Chris T, Tom K, Burt S (via phone)

On September 14th, 2014 at 7 p.m. the subcommittee chaired by Scott Oloff met to discuss the following items:

Hi Everyone,

We had an introductory meeting on Sunday, September 14, 2014 at 7PM in the KeyAir conference room. We brainstormed on topics such as:

- Responsibilities of the club for the leased aircraft

Upon discussion of the various scenarios, it was suggested that the Oxford Flying Club (OFC) would be responsible for:

1. fuel
2. oil
3. Insurance (1st year upto \$3,000, then \$5,000 per year), and
4. a total of \$4000 per year for miscellaneous maintenance, to include tires, and small items.
5. Cost for any damage, not covered by insurance would be covered by the member responsible.

- Responsibilities of the aircraft owner

The Aircraft Owner (AO) would be responsible for:

1. Annual,
2. 100 hour,
3. Hangar/tie-down
4. 1st year Insurance upto \$2,000

- Fees collected from members who fly the leased aircraft

The hourly rate was discussed and a tentative rate of \$275.00 per tach hour was set based on the following:

Description	An. Hrs	Rate	Qty	Per Hour
Fuel		\$ 7.00	22	\$ 154.00
Insurance	150	5,000.00		\$ 34.00
Misc. Maint	150	4,000.00		\$ 27.00
Oil	150	1,500.00		\$ 10.00
Owner				\$ 50.00
				\$ 275.00

In effect the dry rate for the Seneca would be \$121.00 per tach hour.

- Maintenance requirements

OFC would be responsible for oil changes and miscellaneous maintenance to be scheduled out, such as tires, minor damage (Oil caps lost, etc)

- Insurance requirements

Insurance will be under OFC's policy and the Seneca would be an add-on. The Insurance would be fully picked up by the Seneca flying members at no additional cost to the rest of the membership.

- Any other topic raised

It was discussed on how to handle the financial accounting for the owner when he flies the Seneca. It was decided it would be the same as all members, \$275.00 per tach hour.

The assumptions were as follows:

At least 10 members interested in flying the Seneca

150 tach hours per year

OFC would attract more members with the twin engine Seneca

Chris Tyrrel raised a question as to who would bear the financial burden if the Seneca was flown only 70 tach hours in the first year. If that were to happen OFC would bear the financial cost for the additional 80 hours ***UNLESS, and to be discussed, the members that sign on for flying it guarantee to absorb the cost before the end of the fiscal year.***

It should also be noted that some of the responsibilities, having an impact on the per hour rate, may change as the sub-committee continues its deliberations in the coming weeks.

Mahesh Reddy

September 16, 2014