



Meeting Minutes

18 April 2023, 6:30 PM – NW B10 Hangar

Attendees

Directors (8): Joseph McCormick, Cody McManama, Leo Mollica, DJ Nicholson, Scott Price, Francis Pullaro, Curt Robinson* (via Zoom), Landon Sock

Members (15): Ryan Archer, Edward Chromczak**, Daniel Gannon, Curtis Jones*, Ray LaPlante, Michael Miller, Jillian Porter, Bruce Richardson, Scott Sambrook, Brian Smith, Christopher Sutherland, Wayne Tremallo, Sheldon Wermes, Joshua Whiteley, Edward Zerjav

Members via Zoom (2): Philip Caporusso, Brian Hanecak

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

Note: This meeting was Zoomed also, as arranged by Francis Pullaro.

General Business

The Meeting was called to order at 6:35 p.m. by President Francis Pullaro. As this is an even month, this was considered a Board Meeting. The meeting was held in Hangar NW B10 and via Zoom. A Quorum of Directors (1/2 of Directors) *was* present. A Quorum of Members (1/3 of Regular Members) *was* present. (8 of 9 Directors, and 23 of 66 Regular Members, were present.)

Guests

The Club welcomed the following guests (alphabetically):

- Ethan Hand, Young Pilots USA
- Nate LaPlante, son of Regular Member Ray LaPlante
- Max Mortell, Regional Sales Director, New England, Cirrus Aircraft
- Luc Zipkin, Founder and President, Young Pilots USA

New Members

The Club welcomed the following new members:

- Jillian Porter (Regular Member)
- Scott Sambrook (Regular Member)

Meeting Minutes

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

New Certificates & Ratings

The Club proudly recognized these members who recently earned new certificates or ratings:

- DJ Nicholson, Certified Flight Instructor Instrument (CFII) Certificate (Mar. 31), announced by Steve Belmont, CFII, AGI, IGI
- Federico (“Fed”) Pacheco, Instrument Rating (Apr. 10), announced by Steve Belmont, CFII, AGI, IGI

Safety Meeting Status

This Monthly Meeting *does not* qualify toward members’ requirement of two Safety Meetings per year.

Cirrus SR-22 G6 SR

Max Mortell, Regional Sales Director, New England, Cirrus Aircraft, gave a brief presentation about Cirrus aircraft and answered members’ questions. Max had flown to the meeting in N413AC, a Cirrus SR-22 G6 SR and showed the aircraft and its advanced avionics suite to members and guests prior to the meeting.

Young Pilots USA

The Club welcomed Luc Zipkin and Ethan Hand of [Young Pilots USA](#). Luc, founder and president of Young Pilots USA, and Ethan, gave a short talk on the organization’s plans to be present at [EAA AirVenture](#) at Wittman Regional Airport in Oshkosh, Wisconsin (July 24-30, 2023). A Q&A session followed during which Luc and Ethan discussed the organization’s mission of supporting young people in aviation.

Immediate Past President Landon Sock announced that his auto dealership, Kia of Old Saybrook, will match any donations made by Club members to Young Pilots USA.

Monthly Reports

Refer to Club officers’ monthly reports for Activities, Finance, Maintenance, Membership and Safety ([attached](#)).

President Francis Pullaro called for any questions on the monthly reports. Discussion followed.

Maintenance

Members discussed the pros and cons of replacing or updating the Bendix King KX 165 Nav/Com in N98819, and whether this would be worth the expense.

Finance

Refer to “A/R Aging Summary” dated April 13, 2023 ([attached](#)).

Refer to OFC Finance Committee Report, Item #8: “8 Recommended Fiscal Policy Changes” ([attached](#)).

Finance Committee member Sheldon Wermes gave a brief report on the Finance Committee’s “A/R Aging Summary” and the Committee’s ongoing collection efforts; and spoke about the Committee’s “8 Recommended Fiscal Policy Changes.” Discussion followed.

Fiscal Policy Changes

President Francis Pullaro said he would like to revise Section 10 of the Club’s Standard Operation Manual to reflect the Finance Committee’s Recommended Fiscal Policy Changes. Francis read the proposed resolution with revised language for Section 10 (redline format) ([attached](#)) and asked for a Motion to adopt. The Motion was voted upon and unanimously approved.

Regular Member Wayne Tremallo made, and Past President Landon Sock seconded, the following Motion.

Motion: Section 10 of the Oxford Flying Club Standard Operation Manual shall be revised as specified in the proposed resolution.

Vote on Motion to Adopt the Resolution:

Yea: 23

Nay: 0

Abstain: 0

Total: 23

** Board Meeting vote tally includes both Board and non-Board member votes, per By-Laws (Art. VI, Sec. 2).*

It was agreed that the Directors would prepare a letter of termination to be delivered to those members whose accounts are more than 90 days past due, requiring them pay their account balances in full prior to the Club's next monthly meeting on Tuesday, May 16.

Additional Business

No additional business was discussed.

The Meeting was adjourned at 7:25 p.m.

Meeting Minutes submitted by Scott Price, Secretary

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Activities Committee Monthly Report - April 2023

- April Pinch Hitter - Unfortunately postponed due to inclement weather. Is tentatively rescheduled for 4/29.

- May “Crosswinds and Coffee” - Challenging Landing Safety Event
 - Planned for Saturday 5/13.
 - Need CFI Support (1 per plane, similar to Night Landings)
 - Sign ups will go out next week.
 - 3 landings per participant
 - X-wind (if available), else no-flap
 - Short or Soft Field
 - Engine Out

Oxford Flying Club

March 2023

Financial Information

Assets

Checking/Fuel Bank Accounts			\$8,285	
Savings (Prop/Engine Reserve)			\$133,703	
* Prop & Engine Reserve			\$60,525	
* Liability Insurance Fund			\$55,534	
* LRP Upgrade Fund			\$17,638	
Accounts Receivable			\$14,907	
Fixed Assets				
	Piper Archer N8261H	\$105,533		
	Cessna 172P - N98819	\$167,098		
	Piper Archer II - N4334X	\$147,248		
	Cessna C182Q - N735GC	\$186,580		
Aircraft - (values based on AOPA Vref figures as of 9/30/17)			\$606,458	
			Total Assets:	\$763,353

Liabilities

Accounts Payable (Includes Outstanding Quarterly Insurance Payments)		\$65,589	
Loan Payable - N735GC	Monthly payments, including interest: \$1,509.38. End 9/1/2023	\$1,116	
Prop and Engine Reserve (all planes - cumulative)		\$15,017	
		Total Liabilities:	\$81,722
		Total Equity:	\$681,631
			\$763,353

Equity

TOTAL LIABILITIES & EQUITY

Aircraft Data Current Month

Equipment	Hours Flown	Flight Total	/ Hour	Fuel	/ Hour	Mx Expense	/ Hour	Hanger	Reserve
N8261H	11.24	\$1,461	\$130.00	\$597	\$53.12	\$0	\$0.00	\$90	\$225
N4334X	34.70	\$4,685	\$135.03	\$1,993	\$57.43	\$347	\$9.99	\$90	\$850
N98819	12.30	\$1,631	\$132.60	\$918	\$74.65	\$5,895	\$479.25	\$90	\$246
N735GC	8.80	\$1,452	\$165.00	\$1,002	\$113.89	\$173	\$19.60	\$835	\$264
N228TR	8.30	\$2,034	\$245.00	\$943	\$113.63	\$0	\$0.00	\$340	\$0
Totals	67.04	\$11,263	\$168.01	\$5,454	\$81.35	\$6,414	\$95.67	\$1,445	\$1,585

Inflows/Outflows

	Current Month	Totals
Membership - Initiation Fees	\$3,000.00	
Membership Dues - Regular	\$9,962.28	
Membership Dues - Associate	\$1,150.00	
Total Flight Time Billing	\$11,263.10	
Interest Income	\$1.24	
Sporty's Rebate (quarterly)	\$107.47	
Finance Charges/Late Fees/Banktime To Club	\$0.00	

Billed Monthly Total:

\$25,484.09

Flight Hours (Unbilled Maintenance & Marketing)	\$238.00
Transfer to P&E Reserve (Total hours x \$20)	\$1,584.80
Insurance Fund Transfer (Goal \$57,187 by 3/15/2024)	\$3,875.00
5GC Loan Payments (current month as above)	\$1,509.68
Fuel & Oil Expense	\$5,453.57
Club Officer & Maint. Credits (5 aircraft)	\$1,755.00
Other Misc. Expenses (FSP, Web Site, Events, Advertising, Landing Fees & Other)	\$165.97
Licensing and Registration Fees for Aircraft (CBP Decals)	\$50.00
Accounting Services & QuickBooks	\$92.97
Aircraft Liability Insurance/D&O Insurance Payment	\$58,772.00
General Maintenance Expense - (Includes extra tie-down space)	\$246.00
Leaseback Aircraft Waterfall (Minus Management Fee Above)	\$14,219.89
Total Aircraft Expense (above Ann/Av/Fee/Mx and Tiedown & Hanger)	\$7,859.14

Expenses Total (Minus Initiation Fees To LRP Account):

\$95,822.02

Monthly Cash Flow Total

-\$70,337.93

Fund Balances

	Dues %	Month Only	All Funds
Dues: Accounting	6.80%	\$ 58.12	\$ (1,154.23)
Avionics Subscriptions	2.36%	\$ 235.01	\$ (157.17)
D&O Insurance	0.53%	\$ 52.89	\$ 461.99

Hangar/Tie Down	10.76%	\$ (460.22)	\$ (3,360.57)
Liability Insurance	39.15%	\$ (53,616.76)	\$ (23,126.37)
Loan Payments	15.25%	\$ 13.07	\$ 19,079.15
Officer's Credits	17.73%	\$ 14.01	\$ (280.76)
Taxes & Registrations	0.32%	\$ 2.41	\$ (423.25)
Web Site / FSP	0.77%	\$ (18.16)	\$ 150.73
General Maintenance	4.59%	\$ 16.49	\$ (2,008.51)
Marketing Expenses	0%	\$ -	\$ (538.04)
Unbilled Flight Hours (+MX, +MARK)	0.00%	\$238.00	\$ (354.38)
Landing Fees	0.84%	\$ 83.71	\$ 331.61
Quickbooks Online	0.88%	\$ 2.41	\$ 124.43
Dues Unallocated	0.00%	\$ 49.09	\$ 12,917.90
LRP Upgrade Fund (Expired PT, Initiation Fees, Bank Interest)		\$ 3,108.71	\$ 28,225.27

Aircraft		Last Month	Current Bal
N4334X			
	Fuel	\$ 341.17	\$ 2,823.53
	MX	\$ 1,125.37	\$ (14,269.82)
	P&E	\$ -	\$ -
	Upgrades	\$ 29.44	\$ 1,696.89
N735GC			
	Fuel	\$ (379.56)	\$ (2,926.06)
	MX	\$ 374.58	\$ (21,268.34)
	P&E	\$ -	\$ -
	Upgrades	\$ 18.24	\$ 2,881.13
N8261H			
	Fuel	\$ 117.77	\$ 4,013.28
	MX	\$ 516.38	\$ 911.79
	P&E	\$ -	\$ -
	Upgrades	\$ 5.15	\$ 4,838.87
N98819			
	Fuel	\$ (87.97)	\$ 583.00
	MX	\$ (5,372.62)	\$ (13,172.33)
	P&E	\$ -	\$ -
	Upgrades	\$ 32.62	\$ 5,988.23

Fuel Account Balance (Across All Aircraft)	\$4,493.75
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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	\$ 1,584.83	\$ 311.46	\$ 174.25	\$ 340.00	\$ 552.07	\$ 522.40	
May-22	7.90	\$ 1,534.00	\$ 79.00	\$ 852.13	\$ 311.46	\$ 72.75	\$ 340.00	\$ 212.75	\$ (334.09)	\$ 325.02
Jun-22	25.60	\$ 5,120.00	\$ 256.00	\$ 1,539.59	\$ 26.46	\$ 243.20	\$ 340.00	\$ 689.38	\$ 2,025.37	\$ 2,025.37
Jul-22	32.60	\$ 6,520.00	\$ 326.00	\$ 3,341.76	\$ 311.47	\$ 326.00	\$ 340.00	\$ 877.92	\$ 1,648.85	\$ 1,681.45
Aug-22	8.50	\$ 1,700.00	\$ 85.00	\$ 904.61	\$ 849.74	\$ 85.00	\$ 340.00	\$ 228.91	\$ (623.26)	\$ (623.26)
Sep-22	0.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 340.00	\$ -	\$ (340.00)	\$ (950.71)
Oct-22	0.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 340.00	\$ -	\$ (340.00)	\$ (1,290.71)
Nov-22	0.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,290.71)
Dec-22	0.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,290.71)
Jan-23	6.50	\$ 1,300.00	\$ -	\$ 572.41	\$ -	\$ -	\$ -	\$ 175.05	\$ 552.55	\$ (738.16)
Feb-23	9.00	\$ 2,205.00	\$ -	\$ 759.85	\$ -	\$ -	\$ -	\$ 242.37	\$ 1,202.78	\$ 464.62
Mar-22	8.30	\$ 2,033.50	\$ -	\$ 943.09	\$ -	\$ -	\$ -	\$ 3,901.64	\$ (2,811.23)	\$ (2,346.61)

* Altered for members in the "Transional Rate" by \$46

Indicates Payment Made

OXFORD FLYING CLUB

MX REPORT

MARCH 2023

N98819 –

- COM 2 REPAIRS – PENDING
- Factory remanufactured engine arrived and engine replacement is in progress. Estimated return to service by the end of April.

N4334X –

- ENGINE MONTIOR INOP – REPLACEMENT/UPGRADE TBD.

N8261H – Annual inspection complete

- Replacement seat covers on order

N735GC – ONLINE AND ACTIVE

- Parking brake Inop – mx to be scheduled this week

N228TR – ONLINE AND ACTIVE

Flight Hours by Aircraft

Oxford Flying Club

Report Created 4/16/2023 8:39 PM

Flight Hours by Aircraft

Date Range: 3/1/2023 - 3/31/2023

Tail Number	Hobbs Hours	Tach 1 Hours	Tach 2 Hours
N228TR	13.2	9	0
N4334X	0	34.6	0
N735GC	0	8.8	0
N8261H	0	11.24	0
N98819	0	12.3	0

Dear Club members,

We had a little uptick in new membership this month reflected below.

	Jan 2023	Feb 2023	Mar 2023	April 2023
Member type				
Regular	65	61	64	66
Associate	40	41	41	40
Med Associate	6	6	6	6
Associate Emeritus	4	4	4	4
Non-Member	1	1	2	2
Other	0	0	0	0
TOTAL	116	113	117	118

- We had a new application in the queue at the end of March but I have not heard back from that individual after I asked a couple clarifying questions.
- Jillian Porter joined at the beginning of this month.
- Scott Sambrook just joined a few days ago.
- I received a new application yesterday and I am vetting it now and it will most likely be sent out this week.

Happy Flying and don't forget to keep your online profile updated!

DJ



OFC SAFETY COMMITTEE | APRIL 2023 UPDATE

1. Confidential Safety Report
 - No new Confidential Safety Report was reported by April 17th.
2. Committee Activities Updates:
 - No meeting was held in April, we will continue having committee meetings bi-monthly and set for special items/discussion.
3. Safety Meeting/Events updates.
 - IMC Meeting lead by John Morici resumed April 12th and it planning to continue monthly. Thanks John.
 - By April 17th; 68 % of members are current in terms of Safety meeting/Events currency per OFC Web Site Profile update. The remaining 32% may not have been participating in Safety Meeting/Courses/Events in the last year or just did not update the Profile. This is a slight improvement from previous month.
 - By April 17th; 66% of regular members need to update their proficiency currency per Web Site profile.

Oxford Flying Club, Inc.
A/R Aging Summary
As of April 13, 2023

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
Overdue						
Trabal-Figueroa, Wilson	165.00	145.00	146.45	147.91	1,041.21	1,645.57
Nieves, Michael	165.00	145.00	146.45	147.91	534.33	1,138.69
Zmarlicki, Nathalan	165.00	145.00	146.45	147.91	423.04	1,027.40
Crawford, Alastair	25.00	25.00	25.25	25.50	872.57	973.32
King, Casey	165.00	145.00	146.45	147.91	149.39	753.75
Knight, Scott	165.00	145.00	146.45	147.91	98.36	702.72
Rogers, Emily	25.00	25.00	25.25	25.50	580.81	681.56
Rosen, Stewart	165.00	145.00	146.45	147.91	51.87	656.23
Gogas, Christos	165.00	145.00	146.45	147.91	1.48	605.84
Shagloof, Fahad	25.00	25.00	25.25	25.50	235.48	336.23
Keller, Baxter	25.00	25.00	25.25	25.50	162.72	263.47
Tetrault, Jason	25.00	25.00	25.25	25.50	157.34	258.09
Feeney, Rick	25.00	25.00	25.25	25.50	156.90	257.65
Sobkowski, Isidore	25.00	25.00	25.25	25.50	139.16	239.91
Earl, Gavin	25.00	25.00	25.25	25.50	130.62	231.37
Bernstein, Maxwell	25.00	25.00	25.25	25.50	25.80	126.55
Zupkus, Greg	25.00	25.00	25.25	25.50	130.62	231.37
Subtotals	\$ 1,405.00	\$ 1,265.00	\$ 1,277.65	\$ 1,290.37	\$ 4,891.70	\$ 10,129.72

Late						
Howley, John	165.00	314.00	146.45			625.45
Cassalia, David	165.00	145.00	146.45			456.45
Falzarano, Sean	25.00	25.00	25.25	25.50		100.75
Berganza, Carlos	25.00	25.00	25.25			75.25
Milligan, Tom	165.00	145.00	146.45			456.45
Subtotals	\$ 545.00	\$ 654.00	\$ 489.85	\$ 25.50	\$ -	\$ 1,714.35

Current						
Nicholson, DJ	165.00	1,290.10				1,455.10
Pullaro, Francis	165.00	633.42				798.42
Kit, Vlad	165.00	421.00	0.36			586.36
McManama, Cody	165.00	367.00				532.00
Berk, Daniel	165.00	171.11				336.11
Price, Scott	165.00	146.50				311.50
Arguimbau, Andre	165.00	145.00				310.00
Caporusso, Philip	165.00	124.50				289.50
Frillici, Christopher	165.00	60.85				225.85
Dennis, Jack	25.00	198.51				223.51
Sock, Landon	165.00	8.09				173.09
Gray, John	165.00	1.45				166.45

Eilertson, Bret	165.00						165.00
Farley, John	165.00						165.00
LaPlante, Ray	165.00						165.00
Miller, Jon	165.00						165.00
Morici, John	165.00						165.00
Zerjav, Edward	165.00						165.00
Cornwall, Jayden	25.00	25.00	0.60				50.60
Kroha, Michael	25.00	25.00					50.00
Schmecker, Peter	25.00	25.00					50.00
Tremallo, Wayne	50.00						50.00
Walsh, Tim	38.83						38.83
McKinney, Jack	25.00						25.00
Mills, Oran	25.00						25.00
Palmatier, Bruce	25.00						25.00
Palombo, Richard	25.00						25.00
Schindler, Leonard	25.00						25.00
Shew, Allen	25.00						25.00
Pugliese, Jay	0.58						0.58
Montano, Christian	154.00						154.00
Subtotals	\$ 3,298.41	\$ 3,642.53	\$ 0.96	\$ -	\$ -	\$ -	\$ 6,941.90

Total Outstanding	\$ 5,248.41	\$ 5,561.53	\$ 1,768.46	\$ 1,315.87	\$ 4,891.70	\$ 18,785.97
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Credit Balances						
Belmont, Steven		-0.99				-0.99
Ham, Robert		-25.00				-25.00
Zill, Ken				-25.00		-25.00
Morrow, Bill		-43.18				-43.18
St Pierre, Peter				-49.48		-49.48
Green, Geoffrey			-50.00			-50.00
Granruth, William			-66.00			-66.00
Greenwood, Roland					-98.88	-98.88
Rasmussen, Roy					-100.00	-100.00
Mauren, Vaughn		-65.00	-55.00			-120.00
Aarons, Michael					-134.80	-134.80
Jones, Curtis				-187.12		-187.12
Whiteley, Josh		-219.39				-219.39
Irving, David		-130.00	-65.00	-65.00	-45.00	-305.00
Chromczak, Ed		-130.00	-130.00	-167.23		-427.23
Fazio, Mike				-120.00	-408.67	-528.67
Mollica, Leo		-65.00	-65.00	-210.00	-1,286.31	-1,626.31
Sutherland, Christopher		-65.00	-65.00	-65.00	-2,951.10	-3,146.10
TOTAL	\$ 0.00	-\$ 743.56	-\$ 496.00	-\$ 888.83	-\$ 5,024.76	-\$ 7,153.15

Thursday, Apr 13, 2023 05:37:02 AM GMT-7

8 Recommended Fiscal Policy Changes

8. Delinquency- Ccard on file as security.
- a. *Penalty*- A three (3%) percent penalty of any delinquent amount >30 days DOI.
 - b. *Suspension*- Members in arrears >60 days DOI considered delinquent and automatically suspended from flying Club aircraft or engaging in Club activity.
 - c. *Resignation*- Members in arrears >90 days DOI shall automatically be considered as indicating an intention to resign from the Club and Membership will be terminated. To re-join Member must pay debt + a **re-joining fee of 4 months dues**.

Resolved, that the Club supports striking Section X of the Standard Operation Manual and replacing it with the following Section:

X. Payments & Statements

Section 10.01 Statements are sent to all members via email during the first week of each month.

Section 10.02 Payment is due upon receipt and is past due if not paid by the end of the month in which the statement is originally sent.

Section 10.03 Finance charges may be assessed to any past due amount.

Section 10.04 Any member having a balance more than 60 days past due will have flight privileges and gate access suspended until the account is paid in full.~~Members who have past due balances may be blocked from booking aircraft until their account is paid in full.~~

Section 10.05 A member having a balance more than 90 days past due will be terminated from the club. The terminated member may appeal the termination at the next monthly club meeting.