

OXFORD FLYING CLUB

MEETING MINUTES

20 May 2014

Attendance: Regular: 20 Reg/Student: 1 Associate: 1

Quorum:¹ Yes X No

Location: 121 Restaurant Oxford, CT

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	Assoc (Honorary)	Dasilva, Domingos	
11	Reg	Delp, Greg	
12	Assoc	Dobbs, Glen	
13	Assoc	Dobbs, Kristi	
14	Reg	Earl, Gavin	
15	Assoc	Ebbert, Davis	
16	Reg	Fazio, Mike	X
17	Reg	Feeney, Richard	X
18	Reg	Feinman, Jason	
19	Assoc	Feinman, Phil	
20	Reg	Green, Geoffrey	
21	Reg	Heidrich, Don	X
22	Reg	Hill, Ed	X

Type	Member	Present
Med/Assoc	Hill, Jeremy	
Reg	Kit, Volodymyr	
Assoc	Kramer, Tom	
Reg	Krasowski, Tom	X
Reg	Kuhsel, Bob	
Reg	Laine, George	X
Reg	Lafosse, Larry	
Assoc	Lyons, Hal	
Assoc	Moir, Floyd	
Reg	Monahan, Jay	
Reg	Morici, John	
Assoc	Morrow, Bill	
Reg	Mowerman, Illya	
Reg/Stu	Murphy, Mick	
Assoc	Nalband, Gary	X
Reg	Nelson, Nick	X
Reg	Noffke, Karl	X
Reg	Oloff, Scott	
Reg	Palmatier, Bruce	X
Reg	Poole, Christopher	X
Reg	Poole, Raymond	
Assoc	Pozniak, Jerry	

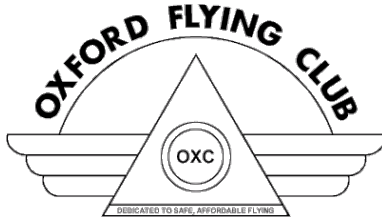
Type	Member	Present
Reg	Proulx, Brian	
Reg	Pugliese, Jay	
Reg/Stu	Reddy, Mahesh	
Reg	Richardson, Bruce	
Reg/Stu	Riolo, Jonah	
Reg	Robinson, Andy	
Reg	Rosen, Stewart	X
Reg	Rosendahl, Eric	
Assoc	Sabot, Jay	
Assoc	Schindler, Len	
Reg	Schmecker, Ron	X
Reg/Stu	Shaker, Ed	
Reg	Stevens, Burt	X
Reg	St. Pierre,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

- **Burt S. called the meeting to order at 7:05 PM**
- **Prospective new member Tom Waterhouse attended meeting**
- **April meeting minutes accepted unanimously**

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.

Monthly Reports:

Membership Report: Presented by Burt S. on behalf of Don H.



Membership Report Oxford Flying Club

Don Heidrich, May 2014

Membership Changes since Last Meeting:

Resigned:

- none

Status Change:

- Gary Nalband – Regular to Associate (bought N4384F)

Joined:

- Larry Timpson – Regular - CFII
- Jerry Pozniak – Associate - Returning Member
- Tom Krasowski – Regular
- Peter St. Pierre – Regular
- Pat Cooper – Regular - CFII
- Nick Nelson - Regular

Current Totals

Regular	44
Student	5
Mentored Student	0
Associate	16 (Includes Dom Dasilva)
<u>Med Associate</u>	<u>1</u>
Total	66

Other Notes:

New Prospects:

- Jay Weiner
- Tom Waterhouse – from Ron's barbershop
- Roland Greenwood

Prior Prospects:

- Peter Hill
- 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

Additional membership business:

Don H. motioned to accept Jay Weiner as a new member of the Oxford Flying Club, Ed C. seconded the motion; all meeting members unanimously approved the motion.

Ron S. and Ed C. interviewed Tom Waterhouse.

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

Please note: Mike mentioned that as of the meeting the balances shown do not reflect the month's maintenance invoices.

Finance Committee Report: Presented by Mike Fazio (see attached).

Since this topic is important to all I thought I'd summarize the proposal in table format to clearly show the proposed changes.

Item	Current	Proposed	Delta
Monthly Membership Rate	\$125.	\$135	+ \$10.
Monthly Membership Charge (monthly rate + 2 hrs. @ 819 hourly rate)	\$315.	\$333.	+\$18.
Flight Time Hourly Rate – 61H / 34X	\$125.	\$135.	+\$10.
Flight Time Hourly Rate – 62Y	\$160.	\$175.	+\$15.
Flight Time Hourly Rate – 819	\$95.	\$99.	+\$4.

Mike F. motioned to accept finance committee recommendations (items # 1 & # 2 outlined in the Finance Committee Meeting Summary dated May 20, 2014) amending the new rate for 62Y from \$179 to \$175 becoming effective June 1, 2014. George L. seconded the motion. 14 approved, 2 opposed, 1 abstained. Motion carries.

There seemed to be some confusion after the rate change vote in regard to the elimination of the student membership category (included in item #1) so another motion was presented to continue to offer the existing rates to current student members. Club members unanimously approved the motion.

Note: Additional recommendation outlined in the Finance Committee Meeting Summary dated May 20, 2014 to create a new membership category for younger members was postponed. Essentially want to attract younger members to the Oxford Flying Club.

Treasure's Report accepted unanimously.

MX Report: Presented by Ed Chromczak on behalf of Brian Proulx (see attached).

Brian wrote:

Should we consider aircraft covers? Figure about \$600 per plane but sun shades would go away and it may stop rain water from entering the cabin. We risk damage to the paint due to inexperienced installers.

61H - Running Aeroshell 100 oil for the remainder of breakin. Almost there! Oil consumption seems to have stabilized which is what we are looking for. Oil door is being replaced. OFC member owned up to flat spotting a main tire, new tire installed. Carpet very wet in baggage area. bottom door latch broke on Saturday. Russ and I were able to repair this, not an easy task. Top door latch hard to close.

62Y - Apparently a very deep flat spot was "found" while at Sky Acres. These tires are very expensive, and somewhat soft. The landing gear is very sensitive to vibration when a flat spot appears. During the tire change, it was identified that the rims are cracked, appears to be from the previous owner who pryed the tires off using a screwdriver. Looking into used rims for replacement.

34X - Keys matched up and are in MX cabinet. Please leave your 84F key behind. 819 key opens the MX locker. Aware that one of the cowl latches is missing the retaining clip. Will install a new one. Carpet found to be very wet near door. I entered all squawks found during the pre-buy. Will be addressing the door hinges and door seal.

819 - Fixed air cleaner bracket, corrected timing and tightened mags. Transponder found INOP, brought to VIP for repairs. We now have our original transponder back in the plane. All good.

Maintenance Reports accepted unanimously.

Monthly report from the Long Range Planning Committee - May 2014

Ed C. wrote:

We've attempted to develop this strategy so that the Maintenance - LRP - Finance - BOD, etc. are somewhat on track.

Now that we have settled the purchase & sale of our planes we can now focus on what's needed to keep them all safe & sound. Just as 62Y took more funds than expected; we're sure that 34X will be similar but not as expensive.

Some thoughts for 34X are overlapping (MX & LRP) projects:

- Install red rotating tail beacon (either tail or underbelly)
- Upgrade ELT to 406 mhz;
- Corrosion proofing;
- Replace the passenger door hinges
- Adjust the propeller spinner
- Dress up the rugs & upholstery
- Wash & wax professionally

All of the above will cost over \$5K & may leave little for any LRP goals until we review and pay these bills.

The next major considerations for LRP are the FAA required ADS-B installations. Right now the major manufacturers of the ADS-B equipment are: Garmin, Aspen, Sandia & FreeFlight. So, our equipment selection will be based on what they now provide, but, could change in the future.

I'm often asked, why do "we" want ADS-B and why do we want to have ADS-B "in" if we don't really need it? Good question and the answer is for Safety; ADS-B "out" does nothing for the pilot except include you as a better target for someone who has ADS-B "in" and is looking out for traffic via his/her GPS or other monitor.

Here's a few of the WEB links to better explain it:

http://freeflightsystems.net/docs/ADS-B_For_Beginners.pdf

http://airfactsjournal.com/2013/01/ads-b-101-what-it-is-and-why-you-should-care/?utm_source=airfacts&utm_medium=email

http://airfactsjournal.com/2013/01/ads-b-101-what-it-is-and-why-you-should-care/?utm_source=airfacts&utm_medium=email

<http://www8.garmin.com/learningcenter/in-the-air/ads-b/>

Long Range Planning Committee Summary, 5/16/2014:

Presented by Ed Chromczak (see attached).

All Long Range Planning Category (A) upgrades, have been suspended until further notice due to funding allocations for maintenance and the upgrades to bring N4334X to Club standards.

- o Category (A): Basic upgrades that make the aircraft better and safer – 1 year or less
- o Category (B): Recommended but requiring substantially more resources – 1-2 years
- o Category (C): Items to add to wish-list; or a 3-4 year time horizon

Suggested Aircraft Improvements:

62Y (230 hrs/yr; airframe TT 4.8K hrs; engine since MOH 400 hrs; remaining 900 hrs)
Install ADS-B in/out collision avoidance avionics [\$6K] (B)
LED landing & taxi light upgrade [\$285ea. x 2 = \$570] (C) {repl. lamps should be LED}
LRP (A+B+C) Summary: \$6.6K

61H (350 hrs/yr; airframe TT 4.0K hrs; engine since MOH 35 hrs;
Upgrade Transponder to Extended Squitter-out collision avoidance [\$1.5K] (B)
LRP (A+B+C) Summary: \$29.5K

34X (290 hrs/yr; airframe TT 3.5K hrs; engine since MOH 150 hrs) Engine OH'd 2013
Upgrade Transponder to Extended Squitter-out collision avoidance [\$1.5K] (B)
Install red rotating tail beacon (either tail or underbelly) \$700 (A)
Upgrade ELT to 406 mhz; \$2K (A)
Corrosion proofing; \$700 (A)

819 (210 hrs/yr; airframe TT 7.0K hrs; engine since MOH 1800 hrs; remaining 200 hrs)
Install co-pilot seat inertia reel [\$1K]; back-ordered via Cessna (B)
Upgrade GPS - to 430WAAS [\$3.5K] (B)
Install ADS-B in/out collision avoidance avionics [\$6K] (C)
Exterior Paint - Consider 2 years from now. [\$18K] (C)
LED landing light upgrade [\$285] (C) {replacement lamps should be LED}
LRP (A+B+C) Summary: \$27.8K [consider extending paint job by touch-ups]

Three-four year summary of a/c improvements (A+B+C):

LRP upgrades only.

The above, one per year or earlier, ADS-B installation schedules are considered due to avionics shop scheduling prior to the end of 2019 & available funding.

Ron S. motioned to Upgrade GPS to 430WAAS in 819 up to a cost of \$4k. S. Rosen seconded the motion. 10 approved, 6 opposed, 2 abstained. Motion carries.

Brian P. also stated that the GPS will have to be sent to Garmin for this upgrade so the plane will be without a GPS. If needed, a loaner will cost approx. \$300. Also, the annual GPS database costs will increase by around \$200. This will now be ~\$1200 per year for 4 WAAS DBs.

Safety: Presented by Burt Stevens on behalf of Jay Sabot

- Speaker for Spot Landing Event – Jay having problem getting speaker for our scheduled Safety Day event on July 19th.
- Ron S. offered to contact Gil Simmons and Erika Martinez, meteorologists at channel 8.

Unfinished Business:

- **Pinch Hitter course, Summer 2014 – Mahesh Reddy**

- Scheduled for June 14th & 15th
- Burt S. to send invite to all CFIs to prior to June 14th to discuss strategy

- **IMC program – John Morici**

OFC will be hosting an IMC Club meeting in our hanger NT-17 on the 28th of May at 7 PM. OFC members and non-members are invited.

- Please let John know if you're attending so enough chairs are available.
- Burt S. encouraged members to join SAFE (\$45. yr.) for the many benefits. You do not have to be a CFI:
 - You get ForeFlight for \$50 less a year (the geo-referenced version)
 - You get Flying Magazine for free and discounts from King and Sporty's
 - Annual IMC membership (normally \$30) is free to SAFE members

- **Sporty's 5% Rebate program – Mike Fazio**

No updates

- **Jones Beach Air Show– Jay Sabot**

No updates

- **Davis Ebbert has offered to develop a Facebook website for OFC.**

No updates

New Business:

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

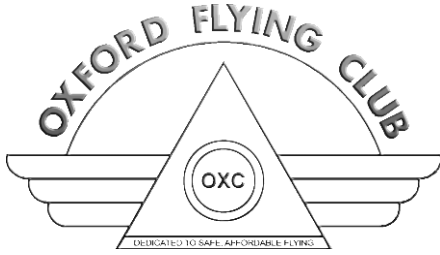
Deferred

The club adjourned at 8.50 PM.

Submitted by,
Karl Noffke

Document History

Version	Date	Change Reference
1.0	23-May-2014	Original release
2.0	27-May-2014	Dates for pitch hitter course corrected.



Mike Fazio, Treasurer
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May 20, 2014

Oxford Flying Club Finance Committee Meeting Summary

Budget

According to a Budget prepared by Mahesh Reddy, there are some significant losses being incurred by the club on an ongoing basis. Significantly, these losses occur in variable expense – namely – flying time. Additionally, some of the heaviest cost can be attributed to the use of 62Y, as it is a costly plane to fly.

Recommendation:

1. Increase Membership rates for Regular Members: \$135. Per month
 - Eliminate Student Membership categories.
 - No change to Associate Membership.
 - No change for initiation fee.
 - This translates into a monthly charge of **\$333**. (\$135 + \$198)
2. Increase Flight-Time rates:
 - 61H/34X \$135. Per tach hour
 - 62Y \$179. Per tach hour
 - 819 \$99. Per tach hour

Additional recommendation:

To encourage and promote flying for younger members, we recommend the creation of a new membership category: 16-23 year-old (age-based) Basically, rates discounted 20%, i.e.-
Initiation: \$400. Monthly Membership: \$115. Flight time (819 only) \$79.

N4334X

LRP has requested certain work to be completed on 34X. This work amounts to approx. \$6,000. It was noted that we borrowed \$10,000 above the purchase price; approx. \$4,000 has been used for taxes, registration, etc. This leaves approx. \$6,000 in the fund that could be allocated to complete the upgrade/repair list.

*Respectfully Submitted,
OFC-Finance Committee*

Oxford Flying Club

Current Financial Status

Balance Sheet

05/20/14

Assets

Cash		\$60,650
Core Deposit Due from Reliant		\$16,400
Accounts Receivable		\$13,401
	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: \$398,451

Liabilities

Accounts Payable	\$1,122
Bank Time	\$20,966
Loans	\$100,520
Engine & Prop Reserve	\$51,568

Total Liabilities: \$174,176

Total Equity: \$224,275

N8261H	\$	352.62
N98819	\$	31,621.60
N7362Y	\$	17,600.02
N4334X	\$	1,994.40
TOTAL P/E Reserve	\$	51,568.64

Profit & Loss Statement

	April-14	YTD
Total Income	\$16,761	\$67,133

Expenses

	Monthly	YTD
N4384F - last entry	\$897	\$5,268
N4334X	\$600	\$1,200
N8261H	\$2,102	\$7,714
N98819	\$2,469	\$7,109
N7362Y	\$2,472	\$8,765
Officers Flying Time	\$760	\$2,850
Fuel & Oil Expense	\$9,040	\$14,940
Total Expenses:	\$18,340	\$47,846
Net Income:	\$50	\$21,611

OFC Maintenance Report

Active Issues - May 2014

Open Date	ID #	Issue	Resolution	Scheduled for	Status	Assigne
<u>N4334X</u>						
5/10/2014	1019	Decide what to do with the loose carpeting			Open	
5/10/2014	1011	Coorosion proofing	Reliant will offer this service soon and will compete with Cawley's in price		Pending	Club
5/10/2014	1012	Red beacon on tail?			Pending	
5/10/2014	1013	Repair loose door hinges and door closure catch	To be scheduled.		Open	MutualAir
5/10/2014	1016	Mount Fire Extinguisher on floor as with all other planes			Pending	VIP
5/10/2014	1018	Continue to watch the oil leaks, see if they were addressed or if still an issue			Watch	Club
5/10/2014	1020	Co-pilot side heat vent knob missing			Open	Club
5/10/2014	1021	Heat shielding needed on the bottom cowl to prevent further fiberglass deterioration	To be scheduled.		Pending	MutualAir
5/10/2014	1022	Spoke with VIP, can adjust oil pressure gauge. Will schedule for verification and test adjustments			Open	VIP
5/10/2014	1023	Install new chaffe tape on cowl	TBD		Pending	VIP

Open Date	ID #	Issue	Resolution	Scheduled for	Status	Assigne
5/10/2014	1024	cable tension is light, may be due to autopilot?	Consult VIP		Open	VIP
5/10/2014	1025	Fuel vent pilot side is not correct/bent and not facing forward.			Open	VIP
5/10/2014	1017	Remove wheel pants	Will need a W&B adjustment as well		Pending	VIP
<u>N8261H</u>						
5/19/2014	1030	Oil door fell off again	part on order		Open	Reliant Air
5/7/2014	1006	Obtained a loaner GPS from Garmin to determine if problem is in plane or in our unit.	Also, an IFR checkride was scheduled and required a working GNS		Open	VIP
4/28/2014	1005	Remove GNS530 and bring to VIP to investigate intermittant signal loss	Bench tested with nothing found. Wanted to be sure there was no external interference. Reinstalled on 5/2, problem re-occurred on 5/3	4/28/2014	Open	VIP
<u>N98819</u>						
11/17/2013	964	Co-pilot inertia reel install	backordered for weeks.		Open	Image

OFC Maintenance Report

Closed Issues - May 2014

Open Date	ID #	Issue	Resolution	Status	Assigned	Close Date
<u>N4334X</u>						
5/10/2014	1014	Added a window vent (Kool Scoop)		Closed	Club	5/10/2014
5/9/2014	1008	Recode ignition key to match door key. Joe Blaisdel assisted	New keys in MX locker	Closed		5/9/2014
<u>N4384F</u>						
3/2/2014	993	Dry rot on main tires, Pilot side main has significant flatspot	Replacing at Annual	Closed	Russ	4/20/2014
7/28/2012	770	Water dripping from the overhead console	Door seal leaking around upper latch.	Closed	VIP	4/20/2014
<u>N7362Y</u>						
5/6/2014	1007	New co-pilot tire installed dur to serious flat spot	Need to start considering billing members for these tires.	Closed	Image	5/6/2014
4/12/2014	1003	50hr oil change		Closed	Club	4/12/2014
2/24/2014	988	Primary COM radio has static on transmission		Closed	VIP	4/10/2014
11/17/201	967	The non-essential top right side instrument light sometimes function when "tapping" on the top of the instrument panel.	Purchased a suction cup mounted Red/Wht LED light	Closed	Club	4/25/2014

Open Date	ID #	Issue	Resolution	Status	Assigned	Close Date
11/17/201	966	The airspeed indicator is very difficult to view during night operations because it has a "ring" lighting device installed	Perhaps there may be a "brighter" way to illuminate the ASI. Bring along a "head-lamp" if flying at night. Purchased a suction cup mounted Red/Wht LED light	Closed	Club	4/25/2014
<u>N8261H</u>						
5/19/2014	1033	Dead battery	charged up battery overnight	Closed	Club	5/4/2014
5/19/2014	1032	Pitot static cert completed		Closed	VIP	5/13/2014
5/19/2014	1031	15hr oil change. Used Aeroshell 100 this time		Closed	Club	5/9/2014
5/17/2014	1027	interior door latch broken	Assisted Russell at Mustang Aviation to fix this issue.	Closed	Russ	5/17/2014
5/14/2014	1026	Tire was flat spotted by an OFC member	This member was honest and admitted to flatspotting the tire. New	Closed	Image	5/15/2014
5/10/2014	1015	Repaired a broken Kool Scoop		Closed	Club	5/10/2014
4/21/2014	1004	10hr Oil change and metal inspection @ Reliant		Closed	Reliant Air	4/21/2014
4/1/2014	1000	Kool scoop broken	Will replace	Closed	Club	4/25/2014
<u>N98819</u>						
5/19/2014	1029	Seat track 100hr inspection		Closed	Image	5/19/2014

Open Date	ID #	Issue	Resolution	Status	Assigned	Close Date
5/17/2014	1028	Transponder stopped working	We swapped out our previous loaner for our original transponder. Working again with original txpndr	Closed	VIP	5/19/2014
5/9/2014	1009	Possible timing issue	Russell found a loose mag and engine was out of timing	Closed	Russ	5/9/2014
4/9/2014	1002	Oil change due to MX reasons	Had to change oil prior to 50hrs due to an unforeseen issue	Closed	Image	4/9/2014
2/24/2014	987	Air cleaner bracket broken on co-pilot side	Repaired and painted	Closed	Image	5/14/2014

Maintenance Overview											
1981 Piper Archer II - N8261H (28-8190025)											
May 19, 2014											
				Eng. TT	7593.9						
				TTAF	4092.0						
				SMOH	28.9						
Annual Insp & hours to date	3755.24 336.76	50hr Oil Due	23.0	TBO	1971.1	prop	1971.1				
Tachometer Reading	4092.0	oil samples	3/6/2014	Hobbs (calc)	4816.3						
Engine Overhaul (11/30)	2052.9										
					Estimated Engine replacement	Dec-2020					

Maintenance Overview									
1985 Cessna 172P - N98819 (17276362)									
May 19, 2014									
				TTAF	7102.0				
				SMOH	1785.0				
Annual Insp & hours to date	6995.8 106.2	50hr Oil Due	13.0	TBO	215.0	prop	965.3		
Tachometer Reading	7102.0	Oil Sample	3/6/2014	Hobbs (calc)	8359.1				
Engine Overhaul	5317.0								
					Estimated Engine replacement	Apr-2015			

Maintenance Overview									
1977 Cessna R182 - N7362Y (R18200127)									
May 19, 2014									
				Eng. TT	4427.5				
				TTAF	4867.0				
Annual Insp & hours to date	4757.90	109.1			SMOH	1190.0	3237.5	overhauled engine hrs	
Tachometer Reading	4867.0		50hr Oil Due	33.0	TBO	810.1			
Engine Overhaul (11/30)	3677.1		oil samples	4/12/2014	Hobbs (calc)	5728.5			
					Prop TBO	1088.0	or 8/2017		
					Estimated Engine replacement	Feb-2017			

Maintenance Overview									
1984 Piper Archer II - N4334X (28-8490040)									
May 19, 2014									
				Eng. TT	106.0	3rd run case			
				TTAF	3428.4	1540	in service		
Annual Insp & hours to date	1540	39		SMOH	106.0				
Tachometer Reading	1578	50hr Oil Due	7.0	TBO	1894.0	prop	1933		
Engine Overhaul (11/30)	2053	oil samples	1/0/1900	Hobbs (calc)	172.7				
					Estimated Engine replacement	Apr-2021			