

OXFORD FLYING CLUB **MEETING MINUTES**

17 November 2009

Location: 121 Restaurant

Attendance: Regular: 11 Students: 0 Associates: 3 **Quorum:**¹ Yes X No __

Type	Member	Present	Type	Member	Present	Type	Member	Present
Assoc	Aulet, Maximillian	X	Assoc	Hill, Jeremy		Reg	Pozniak, Jerry	
Assoc	Camejo, Christopher		Reg	Johnston, Bob		Reg	Proulx, Brian	
Assoc	Carmona, Brenda		Reg	Leary, John	X	Reg	Richardson, Bruce	
Reg	Carr, Tim							
Reg	Cohen, Ken					Reg	Sabot, Jay	X
Assoc	Crabtree, Scott	X	Reg	Morrow, Bill		Reg	Schindler, Leonard	X
Reg	DeCristofaro, Tony	X	Reg	Nalband, Gary	X	Reg	Schmecker, Ron	X
Reg	Dobbs, Glen	X	Reg	Noffke, Karl	X	Reg	Stevens, Burt	X
Reg	Feeney, Richard	X	Reg	Oloff, Scott		Reg	Vallillo, Tony	
Reg	Goudy, Jim	X	Reg	Osborne, Tom		Assoc	Vecchiarelli, Angelo	
Reg	Green, Geoffrey		Reg	Palmatier, Bruce		Assoc	Whiting, Mike	
Reg	Heidrich, Don		Assoc	Piowowski, David	X	Assoc	Wilson, Richard	

Guests: Kyle Colisanto, Jeff Distasio, Barry Lerman, Kent Berwick

Gary N called the meeting to order at 7:01 pm.

October Minutes accepted as were the minutes of the Special Meeting of 10 November.

Membership Report: by Max A.,

- 20 Regular Members
- 2 Student Members
- 11 Associate Members
- Prospective new member, Kent Berwick in attendance.
- Max is working with four other potential new members.
- Jerry P and Jay S will go "Associate" soon.

¹ Per By-Laws, quorum = one-third of regular plus student members.

Treasurer's Report: by Burt S.

- Sales tax bill of about \$12,000 is due for N98819 and N8261H on the purchase price. No tax was paid at the time of purchases. Burt checked with his accountant and it is owed – 6% plus interest. No penalties if we settle up the debt.

MX Report: Gary N presented for Brian who is out of town.

- If Oil is within 20 hours of requiring change, notify Brian, Bruce R, Gary, Scott, or Ron to schedule oil change.
- See attached Nov 16 & 17 email traffic from Bruce R and Gary N for squawks and maintenance report.
- For the winter, per guidance of the President, the wheel chocks can be left in the baggage compartment and sun screens off. These measures will prevent chocks from freezing to the ground and allow the sun to heat the cabin. As always, please be certain to tie the planes down properly.

7:35 PM – Start of Dr. Ken Schwartz' presentation on medical issues. Dr. Schwartz is from Cardiology Associates of Derby. Ken provided several handouts and answered numerous questions about medical issues. Presentation ended at 8:15PM.

Regular Meeting resumed.

New Business:

- Club events and membership mailings will be addressed and mailed after the 1st of the year due to heavy meeting schedule.
- Slate of Officers.
 - No new nominations.
 - Motion to accept the slate was seconded and accepted unanimously.
- N98819 Proposed Lease Agreement
 - Lease was reviewed. See attached.
 - As a by-product of the lease agreement it was brought up that Officers' and Directors' insurance may be available. Will explore for the beginning of the new year.

- o Motion to accept the lease as proposed with minor modifications and begin effective on or before December 1st for a period ending February 28, 2010. 12 For, 0 Opposed, 2 Abstention.
- OFC Rates and Dues for the winter Season.
 - o Gary led a discussion of hours, cost per hours and fixed costs along with presenting an operating budget for 2010. Gary requested input from the club.
 - o A motion was made to reduce dues by \$5 and flight time charges by \$10 per hour during the period Dec 2009 through Mar 2010 to stimulate winter flying. The motion was seconded and passed: 13 For, 0 Opposed, 1 Abstention.
- Hudson Corridor. Changes have been made to the Hudson River Corridor. Please review info on-line or with Burt before flying this area.

Meeting adjourned 10:00 pm.

With able help from John Leary and Gary Nalband, Respectfully submitted,

A handwritten signature in black ink, appearing to read "B. Palmatier", with a stylized, cursive script.

Bruce T. Palmatier

Annual: cost will be approx. \$9,000 . A rough breakdown is as follows, we will get a complete breakdown from VIP when we pick it up. It will be ready for pickup

98819

- ✓ Fuel draincock leak repaired by Classic Air? (Burt can confirm this)
- ✓ Battery replaced by Classic Air ? (Burt can confirm this)
- ✓ Oil change completed by Ron S. and Scott C.. A nice round of applause showing our thanks would be appropriate.
- ✓ Garmin 430 returned from factory warranty repair and re-installed.

4384F

- ✓ Leaking luggage compartment door -- no action taken

8261H

MX

I won't be at the meeting, and Brian is out of the country, he hasn't prepared an MX report, so here is my take on some of it.

Gary

From: Bruce Richardson <bruce@tdeg.com>
Date: November 16, 2009 10:07:16 PM EST
To: gnalband@optonline.net
Subject: OFC Meeting

Begin forwarded message:

Sent from my iPhone

From: Gary Nalband [gnalband@optonline.net]
Sent: Tuesday, November 17, 2009 5:09 PM
To: Gary Nalband
Subject: Fwd: OFC Meeting

Gary Nalband

on Wednesday morning.

Annual Inspection: \$1,296

Discrepancies: Parts = \$4,200

Discrepancies: Labor = \$3,200

N98819 Discrepancy List

Airworthiness Items

- ELT Battery dated June 2009 Replaced
- Stall horn inop. **Repaired**
- Crankshaft seal leaking. **Repaired**
- Alternator tension bracket loose. **Repaired**
- Right side cowling mount bracket for lower cowling broken. **Repaired**
- Firewall cracked by bracket in previous discrepancy. **Repaired**
- Tach cable sheathing no longer captive in end fitting. **Repaired**
- Battery box bracket attachment to engine mount broken. **Replaced**
- Left and right brake linings worn. **Replaced**
- Left and right brake discs worn below minimum thickness. **Replaced**
- Right tire has slice in sidewall. **Replace**
- Pitot line kinked at stall warning horn. **Repaired**
- Fuel selector very hard to operate. **Replaced with new**
- Pilot Seat frame cracked. **Replaced parts**
- L & R Magneto 500 hour inspection revealed damage to both. One side replaced, one side repaired

Recommended Items

- Several post lights inop. **Repaired**
- Map light inop. **Repaired**
- Tail mooring eyebolt broken off. **Repaired**
- Nose landing gear strut pitted. **No action taken**
- #4 cylinder oil drain back line "AN" fitting leaking. **Repaired**
- #3 cylinder rocker cover gasket leaking. **Repaired**
- Muffler shroud has holes from screws. **Repaired**
- Aft baggage compartment wet. Reseal aft window. **No action taken**

Sorry I can't be there.

The flyer was emailed over the weekend and I have started receiving replies from attendees with choice of entrée(s). Thanks to those who have responded. Burt mentioned a few more people that we should extend an invite to, the more the merrier. So far, it has only been sent to the members, would you forward to the friends list too?

Holiday Party

The slate was emailed last week to the membership. I did not hear any objections to the slate, so it stands as presented, unless there are changes requested at the meeting. You should present the slate, ask for any changes, and if none are heard, then ask for a motion to accept it, then ask for a vote. You have my proxy vote to accept the slate as presented, or as modified.

Election of Officers / Directors

- Primer very stiff.
- Loose riv-nut on right wing strut to wing fairing. **Repaired**
- Firewall baffle material worn/dry rotted. **No action taken**
- Screws on forward baffle too long. **Replaced**
- Voltage regulator ground wire pinched between firewall and cable. **No action taken**
- Numerous cracks in left and right wing tip caps. **Cracks drilled**
- Numerous flap plug buttons missing/worn on left and right flaps. **No action taken**
- Left and right cabin door windows crazed. **No action taken**
- Landing/taxi light lens crazed. **No action taken**
- Replace seat tracks **No action taken, found to be within limits, require 100 hour inspection.**
- Repair fuel gauges (replace sender) **No action taken**

Optional Items

- Replace positive battery terminal nipple. **Repaired**
- Spot/flood light inop **Repaired**
- Overhaul propeller (6050 total time) **No action taken**
- Vacuum pump age? **No action taken**

AGREEMENT OF LEASE

made this _____ day of November 2009 by and between Oxford Flying Club, Inc. of 288 Christian Road, Oxford CT 06478, hereinafter referred to as "OFC", and Classic Air Services, LLC of 288 Christian Road, Oxford CT 06478, hereinafter referred to as "CAS".

WITNESSETH:

WHEREAS OFC is the owner in good title of one 1985 Cessna C172P aircraft, tail number N98819, serial number 17276362, hereinafter referred to as "N98819"; and,

WHEREAS OFC is desirous and willing to lease said aircraft, N98819, to CAS on such terms and conditions as set forth herein; and,

WHEREAS CAS is in the flight instruction and aircraft rental business; and,

WHEREAS CAS is desirous and willing to lease N98819 from OFC on such terms and conditions as set forth herein,

NOW THEREFORE the parties hereto, for themselves, its members, its customers, executors, administrators, legal representatives, successors and assigns, hereby covenant and agree as follows:

1. RENTAL FEES: CAS shall pay to OFC at the address above, or any other address that OFC may provide in the future, the amount of seventeen Dollars (\$17.00) per engine tach hour that CAS or CAS's customers fly N98818. OFC shall determine the hours flown each month by CAS and shall submit an invoice to CAS. CAS shall be responsible to pay that invoice within 30 days of receipt of invoice. All parties agree to the submission of invoices by email.

2. LENGTH OF THIS AGREEMENT: This agreement shall commence on December 1, 2009 and expire on February 28, 2010. The parties may agree to extend this agreement providing they mutually agree to do so in writing.

3. SCHEDULING OF AIRCRAFT: The scheduling of N98819 shall continue as OFC has scheduled use of its planes in the past or how OFC, in its sole discretion, chooses to schedule N98819 in the future. CAS shall not be limited in its bookings of N98819 in the same manner as individual OFC members are.

4. MAINTENANCE: OFC's Maintenance Officer shall continue to oversee and be responsible for the maintenance on N98819. CAS shall pay for all maintenance (including labor and parts replaced in the routine maintenance of the plane as well as labor and parts replaced in the routine maintenance of annual inspections and 100 hour inspections) conducted at CAS's facility at the Waterbury-Oxford Airport and which is conducted by CAS's employees, subcontractors or agents other than parts and labor for capital expenses

10. SERVICE CHARGE: If any payment shall remain unpaid on any day when the same ought to be paid, and if OFC shall elect to waive such default, OFC may, at its option, levy a service

9. WINTER HEATING: CAS shall pay for all winter heating fees at the spot provided to OFC (and in CAS's hanger if space is available) at no charge. However, if an OFC member shall request winter heating and then not use N98819 within the time set forth in OFC's *Winter Weather Operations, revision 3*, he shall be charged a \$25.00 fee by CAS. (No, there won't be a charge if the plane is in the hanger and it snows the next morning and you cancel your VFR flight because it's still snowing but there will be a charge if we preheat the plane at the tiedown at 8 am and you don't show up until 11 when you said you'd be there at 9.)

8. TIEDOWN: CAS shall provide and pay for a tie down spot at KOXC. The present spot is controlled by CAS and shall be provided to OFC at no charge.

7. PILOT IN COMMAND: Each party states that any pilot who shall be entitled to operate N98819 as Pilot in Command shall meet the minimum requirements as set forth by the Federal Aviation Administration, by the insurance carrier who insures N98819 and by OFC's Operations and Training manual as defined at:
[http://www.oxfordflyingclub.com/member/docs/TrainingOps%20Manual%202-17-09.pdf](http://www.oxfordflyingclub.com/member/docs/TrainingOps%20Manual%20202-17-09.pdf). However, Pilots in Command that are not members of OFC may substitute a CAS CFI wherever *Club Member Instructor* is mentioned in OFC's Operations and Training manual.

6. FUEL & CONSUMABLES: CAS shall be responsible for its prorata share of all fuel and consumables including but not limited to fuel, oil, oil filters and tires. OFC shall determine the hours flown each month by CAS and, after comparing that number to the total hours flown, and after determining the cost of all fuel and consumables, OFC shall submit an invoice to CAS and CAS shall be responsible to pay that invoice within 30 days of receipt of invoice. All parties agree to the submission of invoices by email.

5. INSURANCE: CAS shall be responsible to secure and pay for in a timely manner collision and liability insurance on N98819 that is in every way as good or better than the Avemco insurance policy presently covering N98819. Such insurance policy shall include OFC and its individual members as a named insured and shall include OFC's notification by the insurer should CAS not pay the policy in a timely manner such that OFC may pay such policy without any lapse in coverage. (I've spoken with Bill Grohs of Grohs Insurance on the field and he has assured me that CAS's policy will be as good or better than Avemco's and it will name OFC & its members as a named insured.)

(including AD's) and for parts which are considered consumables (including but not limited to fuel, oil, oil filters, tires.) OFC shall be responsible for all avionics and flight instrument repairs including parts, labor and flight time to and from any location at which this work is done. (We need to discuss whether replacing a "voltage regulator" or "cylinder" is covered by OFC or CAS. I can argue either position. Perhaps a sensible compromise is that OFC pays for the parts and CAS pays for the labor if CAS does the labor.)

Waggon Power

accept 45 pro power

charge for the purpose of defraying the expenses incident to handling delinquent payments in an amount equal to \$10.00. However, if said monthly payment is received by OFC on or before thirty (30) days following the date due, then said service charge shall not be levied.

11. DEFAULT AND REMEDIES OF OFC: The occurrence of any one or more of the following shall constitute a breach of this Lease on the part of CAS:

- (a) Failure of CAS to make any payment required hereunder, and the continued failure to make payment for thirty (30) days or more after the same becomes due and payable;
- (b) Failure of CAS to fully and promptly perform any act required of it in the performance of this Lease, or to otherwise comply with any term or provision herein; or
- (c) Burton L. Stevens shall terminate his affiliation with CAS.

Upon the occurrence of any event of default OFC may, at its option, terminate this Lease. CAS agrees to pay a reasonable sum for attorney's fees and all costs if it becomes necessary for OFC to employ an attorney to collect any monies due or to enforce any of the provisions of this Lease.

12. ASSIGNMENT: Either party may assign this lease with the written permission of the other party.

13. ADDITIONAL TERMS AND AMENDMENTS; NOTICES: This Lease shall supersede any and all prior written or oral agreements between the parties with respect to this Lease. Furthermore, this Lease may be added to or amended only by an instrument in writing signed by all parties. All notices shall be provided by first class mail, postage prepaid, to the addressees as appear above in this Lease.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

Burton L. Stevens, Manager,
Classic Air Services, LLC

Gary Nalband, President
Oxford Flying Club, Inc.