

## MINUTES OF MEETING OF THE BOARD OF DIRECTORS

NAME OF CORPORATION: Oregon State Flying Club

Date: January 4<sup>th</sup>, 2005

Time: 5:30 p.m.

Place: Hawley Hall, OSU Campus

Directors Attending: White, Anderson, Bosnjak, Wesley,  
Jahn, Kibby, Warr, Lindner, McMurphy

Legal Counsel: Forrest Reid

Visitors: Colin Cowger

Directors Absent: Hamby

Notice Given (if any): website notification

A sufficient number of Directors were present to constitute a quorum.

### **Agenda Item: Approval of minutes**

**Discussion:** Minutes from the November 30th meeting were presented for approval.

**Decision:** Aircraft rental rates were incorrect and were noted and corrected.

### **Agenda Item: Agenda Revisions**

**Discussion:** No revisions were necessary.

### **Agenda Item: Tie Down Contract**

**Discussion:** Ron Anderson negotiated with Corvallis Aero Service to continue to park our aircraft in their current location. Ron agreed to match what the city pays at \$22.50/month, and with a 12-month contract, that rate declines to \$20.63/month.

**Decision:** Hal moved that we approve a 12-month contract, and Erin seconded. The motion passed with Lance abstaining.

### **Agenda Item: Colin Cowger**

**Discussion:** Colin requested inactive status in February 2004. Then, after the 3 months were up, he was still being billed for inactive dues, but he had been flying from about April to December 2004. The discussion was whether or not he should pay the difference between the active and inactive dues since he had been flying corporate aircraft. The difference comes to a total of \$154, and it will be voted upon at the next board meeting as to whether or not he should in fact pay it.

**Decision:** Discussion only.

### **Agenda Item: Updating the Database**

**Discussion:** It is necessary to have one central location where we keep the member information. It is also necessary that we have a control mechanism where select people can access the database to enter changes. Chris proposed that the current web OSFC database would no longer be used for the members, but rather it would be used for the board to ensure that the information is as accurate and up to date as possible. Chris proposed that we move the pilot currency and contact information to SchedulePointe, since members regularly interact and are familiar with SchedulePointe. Chris will compose a description of the change for approval at the next meeting.

**Decision:** Information only.

### **Agenda Item: Changing the Required number of months between Proficiency checks**

**Discussion:** As the rule regarding proficiency checks stands, it is relatively confusing. Instead, it would be easier if we got rid of all of the special exceptions, and just say that members are required to obtain a proficiency check every 6 months. Chris and Carl provided numerous examples showing the advantage of a 6-month interval. This would simplify the system by removing the logbook sign-off and provide an interval that aligns with other FAA checks. Ron moved that we proceed with the concept and have the necessary wording ready for approval at the next board meeting. Hal seconded.

**Decision:** The motion was unanimously carried.

### **Agenda Item: Pre-purchase fuel**

**Discussion:** Ron Gustafson offered us the option to pre-purchase fuel. We could purchase a 10,000 gallon tank, which would reduce our fuel costs per gallon by 10 cents. Hal moved that we accept and pre-purchase a 10,000 gallon tank. Carl seconded.

**Decision:** The motion passed unanimously.

### **Agenda Item: Squawk Sheet procedure**

**Discussion:** Thomas reviewed the squawk sheet procedure. Some issues arise when a squawk is written that makes the aircraft potentially un-airworthy. During regular hours this can be brought to the attention of AVIA and a mechanic can look at the problem. However, after hours and on weekends there needs to be a way for the pilot initiating the squawk to “flag” the problem. Several solutions were discussed. Thomas brought to the meeting a red warning sheet that could be put in front of the tach sheets. Forest agreed to look at what wording should be on the sheet.

**Decision:** Information only.

### **Agenda Item: Key/Book checkout without instructor**

**Discussion:** A member called Ron Anderson and was concerned about AVIA counter procedures. Near AVIA’s closing time, this member went to pick up the aircraft book and key. He was not current but was scheduled to fly with Jack. Jack had not arrived at the airport so the member was told that the book and key could not be given out without an instructor present. Since AVIA had to close, he was not given the book and had to cancel the flight. This member was a pilot not a student. The Board agreed that AVIA can give the book and key to a member who is scheduled for a proficiency check, ahead of the instructors arrival, if the member assures that the instructor is on the way and he/she will not fly without the instructor.

**Decision:** Discussion only.

### **Agenda Item: Extra key set**

**Discussion:** For flights after hours, Ron recommended a third set of keys be made. This will allow AVIA to provide a member a set of keys for the flight if the plane is busy. The pilot of the flight prior to the after hours flight will lock the book in the aircraft and put the key in the lock box as per normal procedure. With the spare key set, the after hours pilot will now be able to do the flight. This procedure will avoid leaving a plane unlocked with the key under the mat. A motion was made and seconded to have an additional set of keys made. Matt agreed to see what is available in the way of larger lock boxes that could hold both books and keys.

**Decision:** The motion passed unanimously.

### **Agenda Item: Routine Reports**

**Discussion:** For the seats in 48107, Carl has been unable to get in contact with the necessary people. Also, we have 2 new prospective independent flight instructors. At the next board meeting, we will interview these candidates. For the 100 hour inspections, we

are required to do them, but we are not required to complete the seat rail AD each time. Lance distributed the profit and loss information (attached). The 152's all lost money. And for Shirley's contract, the month of December exceeds the monthly maximum allowance of hours, but she still has not exceeded her yearly allowance. It was also unanimously decided we would renew our subscription to the Cessna Pilot's Association magazine. Chris had no new information, and neither did the students.

**Decision:** Information only.

There being no further business, the meeting was adjourned at 7:50 p.m.

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OSUSFC Secretary

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Secretary of the Corporation