

Oregon State Flying Club  
Board of Directors Meeting Agenda/Minutes  
February 15, 2018

Board of Directors

<b>Name</b>	<b>Position</b>	<b>Present</b>
Jerry Anderson	President	X
	Secretary	
Scott Levitt	Treasurer	X
Alex Mikes	Student Club PR Director	
Jacob Stafford	Student Club President	X
Justin Inman	Student Club Treasurer	X
Zohar Hoter	Student Club Secretary	X
John Schlipf	Faculty Advisor	X
	Director of Flight Operations	
Bob Parrott	Director of Maintenance	X
Chris White	Director of Information Resources	

Location and Time: Life Community Church @ 6pm

Visitors: Mark Wilson, Andres Vega

Meeting called to order: 18:07

**Miscellaneous issues:**

- 1) Agenda Revisions –

**Routine Reports:**

- 1) **President**
  - a. The balance sheet was reviewed and discussed
- 2) **Maintenance**
  - a. 66083: \$495 for stall warning horn
  - b. 73146: \$9086 for ADS-B
  - c. 72PE: \$264 for oil and Nav light
  - d. 6045W: \$1050 for flat tire
  - e. CAS hired a new mechanic
- 3) **Flight Operations**
  - a. No report
- 4) **Treasury**
  - a. The FNF list was discussed
  - b. SchedulePoint may be on its way out for obsolescence
- 5) **Secretary**

- a. No report
- 6) **Student Flying Club**
- a. Emailed Air Force ROTC to ask about potential scholarship
  - b. Checked out club apparel and Les and Bob's (will discuss at the March meeting)

## Old Business

## New Business

- 1) Mark Wilson was interviewed for the new flight instructor (approved 7-0-0)
- 2) The following board resolution was discussed:

**OREGON STATE FLYING CLUB, INC.  
BOARD RESOLUTIONS**

*4.5 e) If a club airplane is not available for an extended period, the board may allow members to use airplanes from third parties for the equivalent club price. The club member would be reimbursed for the cost differential between the club airplanes and the third party airplanes. The board will notify club members when this option is activated including the allowed time frame and the third parties providing the alternate airplanes. Club members will have to comply with any additional rules third parties may have.*

<p><b>Motion Schlipf, 2<sup>nd</sup> Levitt</b> “To remove section 4.5(e) from the club Board Resolutions” – Approved 7-0-0</p>
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- 3) The follow billing procedure was discussed:

## **Club Rules**

### **V. BILLING PROCEDURES AND CHANGE OF STATUS**

- 1. *Members shall pay the costs associated with operation of corporate equipment in accordance with the rate schedule provided by the Board of Directors.*
- 2. *The parent or legal guardian of a member under the age of full legal responsibility is responsible for the payment of charges incurred by the member.*
- 3. *A member shall be in “good standing” at all times at which his/her account is current or less than 30 days in arrears and the Board of Directors is not under any disciplinary sanctions (e.g. Flight Hold) on the member.*
- 4. *Members will pay their equipment operation charges after each flight whenever the FBO is open and the corporate aircraft is stored at the clubs base of operation. For any other occasion, ~~M~~members ~~shall~~ will pay their equipment operation charges in the month following that in which the obligation was incurred. A member who is thirty (30) days overdue in meeting his/her financial obligations to the corporation, shall be placed on the FINANCIAL HOLD list by the Board, barring them from use of aircraft, until such obligations are met.*

5. *Monthly dues, to cover fixed monthly costs of operations, will be charged to all members in an amount prescribed by the Board of Directors.*
6. *A bill for monthly dues and **unresolved charges** for use of corporate aircraft will be mailed to each member on, or before, the 10th day of every calendar month.*
7. *Full payment is due by the last day of the calendar month during which the bill was issued.*
8. *Members who are late or delinquent in payment are charged 1.5% interest per month on the unpaid balance (\$.50 minimum), are ineligible to fly corporate aircraft until the balance is paid, and are placed on the FINANCIAL HOLD list.*
9. *Checks returned to the corporation for insufficient funds are treated as if no payment was made.*
10. *Members who are delinquent 60 days will receive a written notice and remain on the FINANCIAL HOLD list until full payment of the balance is received. An additional refundable security deposit may be required, at the discretion of the Board of Directors.*
11. *Members who are delinquent 90 days may be expelled from the corporation, at the discretion of the Board of Directors. Their security deposit will be applied against all outstanding charges, the remainder of which will be refunded to the member. If the outstanding balance is greater than the security deposit, the member's account will be turned over to a collection agency. The expelled member will not be allowed to re-join the corporation at any time in the future.*
12. *Members are removed from the FINANCIAL HOLD list only after payment for all outstanding charges has been received, plus any required additional security deposit.*
13. *Hourly rates for corporate aircraft include use of aircraft, fuel at KCVO Club Rates, oil, insurance and approved repairs. Other expenses (i.e. landing fees, tiedowns etc.) are to be paid by the individual member. (May 20, 2010)*
14. *Removed. (May 20, 2010)*
15. *Removed. (May 20, 2010)*
16. *Members who pay corporate expenses from personal funds and wish to be reimbursed, must submit the receipts with their monthly payment. Deduction requests must be accompanied by receipts. These receipts must include member name and number, date, aircraft N-number, purpose and amount of payment.*
17. *Questions concerning monthly bills should be addressed to the Treasurer.*

<p><b>Motion Levitt, 2<sup>nd</sup> Stafford</b> “To approve the updated billing procedures as written” – Approved 7-0-0</p>
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- 4) Board Resolution section 5.2 was discussed and it was decided to keep section 5.2 ‘as is’

**Adjourned:** 18:30

**Next board meeting:** March 22