

Oregon State Flying Club  
Board of Directors Meeting Agenda/Minutes (special meeting)  
August 27, 2020

Board of Directors

<b>Name</b>	<b>Position</b>	<b>Present</b>
Jerry Anderson	President	X
Andrew Grenville	Secretary	X
Scott Levitt	Treasurer	X
Shauna Guiterez	Director Flight Ops	(voted in)
Bob Parrott	Director of Maintenance	X
Andres Vega	Student Club President	X
Luke Brockman	Student Club Vice President	
Jack Woods	Student Club Treasurer	X
Maddie Lerner	Student Club Secretary	
John Schlipf	Faculty Advisor	X
Chris White	Director of Information Resources	

Location and Time: August 27, 2020, GotoMeeting bridge @ 6pm

Visitors:

Meeting called to order: 6:05pm

**Special Meeting Minutes:**

1. Proposal for Shauna Guiterez to be elected as Director of Flight Operations
  - a. Jerry presented the proposal followed by open discussion
  - b. The board approved the proposal with a vote of 7 for, 0 against and 0 abstentions
  
2. Updates to board resolutions to change rules related to flight instructors
  - a. The board discussed a proposal to remove the restriction that flight instructors must be employees of the FBO and managed by the FBO Chief Flight Instructor as well as certain other changes to ensure insurance minimums and minimum instructor availability. The changes are documented in the Exhibit.
  - b. The changes were approved 8-0-0.

**Supplementary Board Action by Email on September 7, 2020**

Mike Storm was approved to return as an instructor by a board vote taken by email: 7-0-0

## Exhibit: changes to the Board Resolutions

### OREGON STATE FLYING CLUB, INC.

#### BOARD RESOLUTIONS

##### [Article 3]

##### 3.0 AUTHORIZED FLIGHT INSTRUCTORS

- 3.1 Persons authorized to provide flight instruction in OSFC, Inc. aircraft are those who are ~~recommended by the Director of Flight Operations and~~ approved by majority vote of the Board of Directors. All flight instructors must comply with FAA regulations; applicable federal, state, and local laws; as well as the OSFC, Inc. Bylaws, Board Resolutions, and Rules for Flight Operations. (August 27, 2020)
- 3.2 Approval of any flight instructor may be revoked at any time, with or without cause, by a majority vote of the Board of Directors. Neither OSFC, Inc., its Board of Directors, nor any of its individual members shall be liable for any loss to the revoked instructor as a result of revocation of the instructor's status with the OSFC. (Apr 6, 2004)
- 3.3 An approved instructor may have his or her Board approval to instruct in OSFC, Inc. aircraft suspended by any two Board members pending review by the entire Board at the next regularly scheduled Board meeting. The Board may then elect to revoke or reinstate said instructor's approval to instruct in OSFC, Inc. aircraft. (May 20, 2010)
- 3.4 The minimum requirements for approval of flight instructors who wish to exercise the privileges of an FAA-issued Flight Instructor Certificate in OSFC, Inc. aircraft shall include the following: (a) submission of an application for Board approval through the Director of Flight Operations; (b) completion of an evaluation flight with a Board-designated CFI pilot within the preceding 330 days; (c) submission of copies of the FAA license, current medical, ~~and any other documents necessary to exercise the privileges of their CFI certificate, and appropriate license to operate at Corvallis airport;~~ and (d) possession and proof of at least \$1,000,000 per occurrence in CFI liability insurance ~~in the form of an insurance certification with the Oregon State Flying Club listed as Additional Insured.~~ (Nov 02 August 27, 202004)
- 3.5 To be considered for approval in OSFC, Inc. aircraft the CFI makes application to the Board through the Director of Flight Operations, provides all required documentation (except insurance certification ~~and airport license~~), ~~sits for an interview with the Board of Directors in Executive Session and flies;~~ at the applicant's expense in an airplane provided by the applicant, or in a Club airplane at the Club's expense, with a Board-designated CFI pilot for the purpose of evaluation. (Jul 11, 2006 August 27, 2020)
- 3.6 ~~To have monthly dues waived, CFIs must provide a minimum availability of 30 hours per month over at least 4 calendar days in FlightCircle. To ensure adequate and consistent supervision, all OSFC-approved flight instructors must be under the supervision of the Fixed Base Operator (FBO) contracted by the corporation for this service, and under the supervision of the FBO Chief Flight Instructor, except that the Director of Flight Operations is exempt from this resolution.~~ (May 20, 2010 August 27, 2020)

- 3.7 If an instructor has requested approval and been denied by the Board, that instructor shall not be reconsidered for approval for a period of no less than six (6) calendar months. (Apr 6, 2004)
- 3.8 Approved instructors are so approved for a period of twelve (12) calendar months. Instructors must be re-approved annually, fulfilling any of the above requirements at the discretion of the Board for re-approval. (Apr 6, 2004)

#### Article 4.4

- 4.4 a) Dues income will be reserved, insofar as practical, for administrative expenses and for fleet replacement, i.e., purchase of airplanes. Dues will be established to provide a fixed capital reserve per year for fleet replacement, to be determined by the Board, plus the estimated annual administrative expenses. (March 1, 2019)
- b) Effective February 1, 2019, members shall be assessed the following monthly dues. (January 17, 2019)

Active-status members:	\$44/month
Inactive-status members:	\$20/month
Directors:	waived
Authorized flight instructors:	waived ( <a href="#">subject to Article 3.6</a> )