

Oregon State Flying Club
Board of Directors Meeting Agenda/Minutes
July 27, 2023

Board of Directors

Name	Position Present
Bob Parrott	President X
Bethany Gilbert	Secretary X
Brandon Drivon	Treasurer X
Ryan Hansen	Director of Maintenance X
Noah Simonich	Student Club President X
John Schlipf	Faculty Advisor
Chris White	Director of Information Services
Kiri Wagstaff	Director of Flight Ops X

Other attendees: Andrew Dasonville

Location and Time: July 27, 2023, Zoom bridge @ 6:30pm

Meeting called to order: 6:34 pm

Last month's minutes:

- May Minutes: No Changes / Approved
- June Minutes: No Changes / Approved

Routine reports received and reviewed from each of:

1) President -

- a. Our desired engine reserve is \$112k
- b. Our current Account totals are \$35k Approx
- c. 73146 engine is getting close to its 2k
- d. 972.4 hours for the end of our fiscal year
- e. We are still hoping to sell 2PE. If we do, we will get reimbursed for our insurance payment

2) Maintenance / other - Ryan

- a. Ryan clarified procedure for maintenance bills and how they're recorded in the monthly report
- b. Kiri to takeover reporting instructor hours
- c. Detailed maintenance report attached
- d. Ryan will order new mags to put in place and send the existing out for repair to avoid excessive downtime
- e. We are currently paying slightly more per month for our hangers, they would like to start charging us the same as other tenants, but have us be responsible for the hanger door costs.

3) Flight Operations - Kiri

- a. We replaced our broken tow bar that was under warranty
- b. We still haven't received our insurance binder or a receipt, though we are confident we are still covered. The insurance company did receive payment, and Kiri requested a receipt.
- c. We have a member repeatedly not following club rules. Including booking 083, which he couldn't start. He left the plane unsecured, then took 146, without reserving it or checking it in/out on flight service. Last fall, he also flew while in "inactive" status (thereby not covered by our insurance policy. Due to several instances of him violating club rules, Kiri will suspend his flying privileges for 90 days and invite him to come to the next Board meeting to discuss whether he can remain a club member.
- d. Plane wash - 8 people were in attendance, the plane (73146) is very clean
- e. Kiri conducted an annual review with our instructors
 - i. Rich Wheldon instructor has moved away and will no longer instruct with us
 - ii. Ken Honneffer is back to actively instructing with us
- f. Kiri is crafting an instructor guide for our club instructors
- g. Kiri sent out a list of proposed rule changes:
 - i. Remove 1a5 and 1b5 (as they are outdated)
 - 1. Approved / motion passes
 - ii. Add new rule to section 2: Members may not fly an aircraft without first reserving it on flight circle, they must dispatch and check it in promptly, and notify appropriate board member if there is a discrepancy.
 - 1. Approved / motion passes
 - iii. Modify rule 2a2 to remove a clause that implies that instructors don't have to be members. Our flight instructors must also be a member of the FC
 - 1. Approved / motion passes
 - iv. Modify rule 2b4 to allow a WINGS phase completion to stand-in for a local flight review / FAA flight review
 - 1. Approved / motion passes
 - v. Modify rule 3.5 to remove mention of the FBO
 - 1. Approved / motion passes
 - vi. Move to replace "schedule Point" with "flight circle"

1. Motion withdrawn ; will revise to use generic “flight scheduling software”
- vii. Modify rule 4.1 to clarify how planes should be secured outside vs. in the hanger
 1. Approved / motion passes
- viii. Update rule 5.4 to remove the mention of the FBO
 1. Approved / motion passes
- h. We require members to checkout each plane individually, but there are ways we could streamline/simplify this - Table this discussion for next month’s meeting

4) Treasurer - Brandon

- a. Brandon mailed out over 100 letters to outstanding delayed payments
 - i. He has had some success but it’s been a mixed bag.
 - ii. He’s working with each individual to handle their specific situation (some people moved away, and he’s adjusting the total for when they moved away)
 - iii. Brandon will provide an update on the amount collected so far at our next meeting
- b. Still transitioning from bank of america to onpoint
 - i. We have a checking and savings with onpoint
 - ii. Still transitioning any direct withdrawals away from BofA
- c. We paid our full year of insurance for all three planes. An upfront cost, but saves us money in the long run
- d. We received our flight circle refund for approximately \$90. Kiri is planning to step in and see if she can get more results

5) Secretary - Bethany

- a. Please send Bethany any pictures you have. August is going to be our social media push month.
- b. Bethany sent zoom link for next board meeting: August 24, 2023 @6:30pm

6) Student Flying Club & Advisor - Noah Simonich

- a. We have a table at the club’s fair on October 6th, 2023 in the MU quad from 12-4
- b. Noah Simonich is our new Student President, and Andrew Dasonville is the Student Club Secretary. They are still pursuing a VP (likely Sean Spoerhase)

Adjourned: 7:48 pm

Next board meeting: August 24, 2023 (Zoom – new bridge, by Bethany)

Bethany Gilbert is inviting you to a scheduled Zoom meeting.

Topic: OSFC BoD Meeting

Time: Aug 24, 2023 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://linnbenton.zoom.us/j/98257208493>

Meeting ID: 982 5720 8493

Passcode: 474520

One tap mobile

+16694449171,,98257208493# US

+16699006833,,98257208493# US (San Jose)

Dial by your location

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 564 217 2000 US

+1 646 876 9923 US (New York)

+1 646 931 3860 US

+1 689 278 1000 US

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

Meeting ID: 982 5720 8493

Find your local number: <https://linnbenton.zoom.us/j/abNXyy1PNU>