

**Minutes of a Meeting of
The Board of Directors of
The Oak Hills Flying Club
Held at 1900 hrs, 26 Jul 2022 at
The Stirling Airport**

In Attendance:

Dave Muldoon	Chairman/President	davidmuldoon2014@gmail.com	613-970-7066
James Erskine	Treasurer (by Video)	jamesge12000@yahoo.com	613-848-3737
Mike Fielding	Secretary	fielding.mw@gmail.com	613-849-2391
Graham Potter	Hangars/Property	graham@jewelleng.ca	613-391-3810
Randy Kerr	Equipment	kerrwood@gmail.com	613-969-5677
Rich MacEwen	Safety Officer	hercplt@gmail.com	613-921-9454

Absent:

Nick Pfeiffer		nick@pfeiffer.ca	613-848-0996
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INTRODUCTION

1. Chairman/President Dave Muldoon opened the meeting.

Minutes

2. Rich MacEwen motioned for the minutes of the previous meeting be accepted, seconded by Graham Potter. **Carried.**

OLD BUSINESS

Financial

3. James Erskine presented a financial statement as of 30 Jun 2022:

Bank Account \$21,857.31 (Fuel on order and expected to cost > \$20,000)

Mortgage remaining \$36,888.32

Safety Program

4. Rich MacEwen outlined some ideas for the Club Safety Program. He presented a draft Occurrence/Hazard Report Form which would be available for members in print form as well as online. All submissions would be held in confidence. He will send out an email soon outlining his ideas and solicit comments from the membership.

Equipment

5. Randy Kerr was not aware of any equipment issues although he suggested that the snowplow should be inspected before winter to get a jump on any mechanical issues before the cold weather arrived.

Hangar Construction

6. There is one proposed new hangar with construction expected to commence in Spot 29 before the winter.

Club-Owned Hangars

7. Members voted at the recent AGM to sell the club-owned hangars to members. The Hangar Manager is developing a plan and methodology to sell the hangars to members and this will be presented soon to the membership. This will include the priority list for sale to members and pricing. Essentially, a standardized price will be decided for all hangars with the estimated cost of repairs subtracted to establish a sticker price for each one. Once purchased, the new owner will sign an agreement to refurbish the hangar to club standards by a specific date.

Privately Owned Hangars

8. All hangars on the field will eventually be privately owned and bylaws and rules established to ensure that all hangars meet the same building standards, maintenance requirements and rules for storage. To date no written agreements (or very few) have been signed by owners. This will become routine in the future, but not onerous. Owners will agree in writing and the same agreement will be signed by new owners before a sale can be completed.

Storage of Multiple Aircraft in Hangars

9. Rules and fees will be established and included in the new written agreement for Privately Owned Hangars.

Membership

10. The membership fee was discussed at the AGM and there was general agreement that since the fee hasn't been raised in many, many years that an increase was warranted. This led to a discussion about whether a two tiered membership system should be introduced, providing a lower fee for non-flying, Social members who would not have a vote. Members had asked the Executive to study the concept further.

11. The Letters Patent for the Club in 1969 included a provision for Social Members but eventually this was discarded for unknown reasons. Board members reviewed the two tier membership concept again where **Social Members** would be non-flying, non-voting members who may participate in club activities. This turned out to be much more involved than originally thought. The number of Sustaining (Flying) members would only total about 40-50 (the number that actually own and fly aircraft at the club). While some have postulated that it would prevent non-flying members from quitting the club as dues increased there is no reason to assume that a Social Member's fee would remain as it is. Currently, flying members already pay more for membership through the Participate or Pay Program. Additionally, there has hardly been any demand for a change by our non-flying members, indeed some are not happy with the prospect of becoming second-class members.

12. Another point: Would it be up to the individual members to determine themselves whether they wanted to become a Social Member, paying a marginally lower fee but losing the right to vote? Or would be up to the club to decide who may actually remain as a Sustaining (Flying) member? Would we conclude that a person who doesn't own or fly an aircraft shouldn't have any say about hangar rents and policies or whether we pay to pave the runway even if they elected to remain as a Sustaining Member and paid a higher membership fee?

13. Finally after much discussion, it was moved by Graham Potter, seconded by Randy Kerr that we maintain the Status Quo and not introduce a two tier membership. **Carried.**

Bylaws

14. Hangar Manager Graham Potter presented a draft of a revised **Bylaw 2**. This greatly expanded the section on Privately Owned hangars including Club Construction Standards, Rules, and a new written agreement. This is still under development.

15. Secretary Mike Fielding presented some notes on **Bylaw 1**. Several changes are required just to remain in compliance with the new Ontario law for Not-For-Profit Corporations. Some changes are superficial, i.e. the use of the terms Chairman vs President and Articles of Incorporation vs Letters Patent. There is a minimum number of directors and certain voting rights have changed for members. He noted that it will also be preferable to keep Bylaw 1 as brief as possible, supplemented by Club Rules which would be easier to amend.

Fuel Pump

16. Randy Kerr will look into having the AVGAS pump serviced and to determine how much life is remaining on the unit.

NEW BUSINESS

Accounts Receivable

17. Mike Fielding observed that we should consider demanding payment immediately upon delivery of fuel. Currently a person can fill up their aircraft early on in the month and not have to pay until the end of the next month. The Club is in effect providing interest free loans, in some cases for nearly 2 months, while at the same time just barely maintaining enough in the bank to refill the tank. Alternatively, members could quite accurately calculate the amount they owe and either insert cash or a cheque in the cashbox or 'e-transfer' the money when they fill up. In the discussion that followed it was calculated that the carrying cost was not that high for the club at the moment owing to the very low interest rates, however, that would change as they rise. The Board agreed that no action should be taken at this time but to review at a later date.

Club Functions

18. The board discussed the possibility of a Fly-In, however given the late date, there is no possibility of posting it in the COPA magazine. The club will host a **BBQ/Open House** 17 Sept (alternate 18 Sep).

Work Party

19. The lack of an airfield manager has prevented holding a Work Party this summer. It is still intended to hold one in the fall.

New Member

20. The Board reviewed and approved one new member application.

Next Board Meeting

21. The next Board meeting is scheduled for 1900 hrs, 16 Aug 2022.

ADJOURNMENT

22. Motion for adjournment at 2130 hrs by Graham Potter, seconded by Dave Muldoon. **Carried.**

Submitted by

Approved/~~Not Approved~~

M.W. Fielding
Secretary

D. Muldoon
Chairman/President