

11 MAR 2016

From: Secretary, Monterey Navy Flying Club
To: Commanding Officer, NSA Monterey
Via: President, MNFC BOD; NPS MWR QOL Director
Subj: Minutes of BOD Meeting held 11 March 2016

1. The meeting convened at 1245.
2. Present were the president Jessie Ashmore, vice-president Keith Gray, operations Ralph Love, manager Keith Standiford, secretary Terry Norbraten, membership Andrew Bourret, and club CFIs Yoshi Allard, Tom Kramer and Peter Jensen.
3. Approval vote received for the minutes of last meeting held 30 JAN 2016.
4. Old Business: Status of fuel tank replacement, initiatives to increase club membership and CFIs, updating of the club SOPs.
5. New Business:
 - a. Opened discussion with proposed agenda drafted by club president.
 - b. Mishap of club's Cherokee 140 (N55527). A hard landing caused a prop. strike, a bent nose gear strut and 2 of 4 engine mounts broken. The insurance has determined the a/c is totaled. No JAGMAN investigation will be conducted, as determined by NSA CO. Disposition of mishap pilot to be discussed by the BOD when the Safety Officer has completed the club's safety report.
 - c. Manager conducted a very thorough club financials briefing. As a certain amount of our total financial balance must be set aside in reserve for capital investments (engines, aircraft, fuel tanks, etc.), it was reported that our free cash will be very low after the costs for removing and replacing the fuel tank is completed (scheduled for May). Reserves for a fuel tank replacement were not calculated for the previous reserve balance, but will now have to be accounted for. The club manager recommends that we do not consider any capital investment purchases until after the fuel tank issue has been completely resolved.
 - d. The club manager will study the circumstances of how the remaining Piper (Warrior) can be fully utilized for student and advanced training. This will entail full utilization of the aircraft during daylight and limited night time hours, CFI availability for fulltime a/c utilization, and the fixed costs for fulltime a/c utilization. This information will help the BOD

determine our “business” plan for the club’s future. Once we have this information (post fuel tank replacement), we will have a much clearer path forward for the feasibility of purchasing an additional a/c for club membership growth.

- e. We also discussed the immense requirement that we upgrade the Warrior’s avionics suite, upgrade the interior and exterior appearance in order to instill a visual confidence with our flying membership that we indeed have a soundly maintained and up to date a/c for student instruction.
- f. The BOD discussed that since student instruction is the main revenue generator for the club (along with membership monthly dues), we will better scrutinize remain over night (RON) and weekend cross country flights conducted by rated membership personal pleasure so that student scheduling conflicts are minimized.
- g. Fixed costs for a/c 527 were not being met by virtue of the minimal flight hours it flew per month, therefore was essentially costing the club to maintain a line ready a/c instead of generating revenue. The loss of 527 is therefore not considered to have a significant impact on club finances.
- h. A vote of a majority “yay” was observed to recommend that the club manager study the feasibility of purchasing 527 from the insurance company as scrap thereby allowing us to salvage avionic equipment and then sell the airframe as scrap to the open market.
- i. The BOD would like the manager to research the feasibility of a club instructor to conduct a ground school for private, IFR, etc. The cost structure, facilities and equipment required would have to be considered.
- j. The meeting adjourned at 1500.

For the BOD,

/s/ Terry Norbraten

Approved:

Megan D. Ryan