

EAA Chapter 1702
Business Meeting Minutes
Apr 8, 2025

ATTENDANCE:

Mary-Ellen Pfeiffer, Carl Pfeiffer, Gregory Stopyra, Ashley Hanson, Kristin Mosher, Summer Olson, Ellen Bloomingdale, Craig Bloomingdale

CALL TO ORDER: EAA Chapter 1702's March business meeting, held at Quad Cities Aero. Mary-Ellen P. called the meeting to order at 6:02pm.

LAST MEETING MINUTES:

Action Item: Greg S. will publish link to Meeting Minutes to Chapter Webpage

MOTIONS SINCE LAST MEETING:

- No Motions since last Meeting

TREASURER'S REPORT (Ashley H.):

- Ashley H. provided rundown of the current financial report.
- Chapter Annual Tax Form 990-N > Target filing month of May
- Sales Tax Exemption (Not Completed Yet) > Will use EAA Chapter newsletter as required material for submittal

SECRETARY REPORT (Kristin M.):

- 148 Total Membership Roster: 86 Regular; 62 Prospects
(Added Family Membership of 4 Members & 5 Regular Members)
- Greg Onboarding Checklist draft for new members
(Work In-Progress)
- Patches for dues Paid Members
(Dissemination during Chapter Events is ongoing)

CHAPTER PROGRAM REPORTS:

Chapter Gatherings - April Gathering Feedback

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- People thought Ashley was well organized, the presentation was engaging, it was well received, and overall loved it. Apparently, potato bar was a HUGE hit.

Young Eagles Rally (Greg S.) -

1. Submitted YE Credit reimbursement for \$600.89 for T-Shirts. \$59.11 balance remaining for 2025.
2. March Young Eagle Rally: 11 Youth Flown, 5 no-shows, 3 Pilots, 10 Ground Volunteers. Good incorporation of Flight Simulator. Printed certificates during the event. We will modify future events to register more youth. Opportunity to incorporate more ground events during waiting periods. Ground volunteers critical to success.
3. We have Young Eagle/Eagle volunteer sign ups. Submitted that info to Greg and will forward to Ellen as well.
4. April YE Rally - 17 youth currently signed up

Young Eagle Workshops (Mary-Ellen P.) - Upcoming workshop on March 22nd. One feedback: Teenage requested Air Traffic Control.

12 kids, three rounds (3 teams of 4 students) - 55 minutes at each station:

- Flight Simulator/Snack (Jon Norton) - we have two flight simulators and we will hold this in the outer offices
- Composite Aeroeducate (Greg/Carly) - establishes what composite materials are and examines durability
- Composite application (Travis/Dax/Alex) - using composite applications to repair the planes
- Developed both the schedule and the sign up.
- Ordered all materials requested and they are at QC Aero. Travis ordered the composites required.
- My flight sim is in the car ready to go
- Recruited teenagers and continue to recruit them to help
- Received the insurance.

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Feedback: The parents/kids really liked the hands on feel, they loved actually working on a real plane, they loved the flight sims. Feedback was to keep up the good work and thank you to all the volunteers.

Goal -double the numbers for the next work YE Workshop. Consider placing a Donation jar.

VMC Club (Mary-Ellen P. / Greg S.) -

This month's VMC will have an IMC following it led by Jeff Hines from QC Aero. First month, super excited. Want to make sure we are sending this out via social media AND email this month, any other suggestions?

Ray Scholarship (Tobey S. / Mary-Ellen P.) -

- Ray Scholarship Committee meeting set for March 12th (Summer K., Jim R., Tobey S., Carl P., Ashley H., Katrina P.).
- Committee meeting to-dos: Finalize application, Discuss and Compile Assessment Questions & Selection Criteria, Consider STAR format to elicit Character, EAA minimum requirements for candidates identified
- Assign candidates mentors & identify individual candidate challenges
- Greg sent out email with EAA Ray Scholarship Video & Slides
- Volunteer hour requirements with Chapter 1702 is mandatory (2hr/month) -provide examples of activities to satisfy Volunteer requirements

Scholarship committee will meet on 4/8 at 7pm to finalize top 3-4 candidates, questions to ask during the in-person interview, and scoring criteria.

In-person interviews will be held on 4/13 at QC Aero from noon-4. Scholarship committee will meet together after interviewing candidates to select the final nominee.

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Social Media (Ellen B.) - Ellen has made several posts in the past month & followers are increasing. Need more Social Media activity. Recommended to NOT use Discord. Alexander interested in curating TikToks.

Newsletter (Mary-Ellen P. / Greg S.) - Need to find the section to submit for award for newsletter. Added New Members section in Newsletter.

Feedback: Birthday Section, outline, links, & highlighted changes to scheduled events is really nice.

Chapter Website (Greg S.) - Updated as of Mar 30, 2025. Welcome Website Design Volunteer in the future.

Chapter Store (Greg S.) - Updated as of Mar 9, 2025. Updated apparel to include a pullover hoodie and additional YE Pilot shirts (alternate colors). Still unable to set a campaign for charity - will work with Mary-Ellen to fix.

Mary-Ellen: I have the checks and will do what I need to do with change.org to fix our status. Complete.

Birdies for Charity 2025 - Mary-Ellen spoke to the process of John Deere matching donations. Johnathan Norton to take the lead. Mary-Ellen to provide Johnathan with resources on Birdies for Charity.

Jon is now our dedicated person. We need to get Jon an email, access to Canva to create publicity stuff, make sure we are pushing it, and we have lots of info for our people. Greg working on Action item to get Jon access..

RC Club - Opportunity for future member to lead.

ON-HOLD: No committals at this time. Scott can not lead RC club yet. Talks with some other people are in the works but suggestions are always helpful.

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We are building a two day wonder. We are signing up 12 volunteers for the airshow to work on this build. Currently, we have 8 volunteers. I have contacted EAA to order the plane. Paul Petersen is sponsoring. Paul and Scott Booth (and one of Scotts friends) will prep volunteers. I have requested 6 tickets per day of the air show.

Local Area Outreach - No changes at this time.

Food Handling Certification - We are not going to be able to get a food permit. We need to do per event. We need to decide for June where we will have the pancake breakfast (I think QC Aero is the best location because easier access for everyone), cost of breakfast, etc. I do have volunteers, could use a few more, so we are a go. Need to get recipe from John and let's get some publicity going. Need to get a sign up going for pattern day, too.

\$35 Food Permit charge. Go ahead and purchase.

Looking into options for premixing Pancake batter vs prepare at venue.

Suggested Donations: Kids \$5, Adults \$10

Ellen can bring a roaster for the sausage.

Fundraising -

Keep focus on Birdies for Charities this year.

Future Fundraising Ideas:

- Jonathan -Fundraising Card Program flyer
- Greg -Vendor donations for an end of year Silent Auction
- Mary-Ellen -set up a Comedy Night, Culvers, Pizza Ranch, Car or Plane Wash, Summer Camp, Aviation trivia night

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UPCOMING EVENTS - 4mo Flightplan (Greg S.):

FINAL (near-term)

- ☒ Sat. Apr 12 - YE Rally (Public) -
 - ☐ Event PIC / SIC - Ellen B.
 - ☒ Pilots & Ground Vol. Email Sent
 - ☒ Event page created, opens Apr 5 @ 2pm
 - ☒ EAA Insurance received
 - ☐ 40 chairs from QC Airport
- ☐ Tue. Apr 15 - VMC Club @ QC Aero 6pm-7pm
 - ☐ Event PIC / SIC - Greg S.
- ☐ Tue. Apr 15 - IMC Club @ QC Aero 7pm-8pm
 - ☐ IMC Coordinator Training with EAA
 - ☐ IMC Coordinator Access to scenarios
- ☐ Sat. May 3 - Gathering @ QC Aero - Moline Airport Aircraft Rescue & Fire Fighting
 - ☐ Event PIC / SIC - Greg S.
 - ☐ Food Theme - Cinco de Mayo
 - ☐ EAA Insurance for off-site
 - ☐ 40 Chairs from QC Airport
 - ☐ 12:15pm walkover to ARFF
- ☐ Tue-Thu. May 13-15 - EAA Learn to Fly Week Webinars
 - ☐ Chapter Advertising - Internal Chapter Blast
 - ☐ Website Advertising
- ☐ Sat. May 17 - Eagle Flying Start -
 - ☐ Event PIC / SIC - Greg S.
 - ☐ CFI, Pilots, & Ground Volunteer Email Pending
 - ☒ Event page created, Reg. opens May 3rd. (6 Eagles)
 - ☒ EAA Insurance Received
 - ☒ Fuselodge Location
- ☐ Tue. May 20 - VMC Club @ QC Aero 6pm-7pm
 - ☐ Event PIC / SIC - Mary-Ellen P.
- ☐ Tue. May 20 - IMC Club @ QC Aero 7pm-8pm

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- ☐ Event PIC / SIC -
- ☐ Sat. May 31 - YE Rally (Outreach / Private) -
 - ☐ Event PIC / SIC - Ellen B.
 - ☐ Contact Big Brother / Big Sister - Pending
 - ☐ Contact World Relief - Pending
 - ☐ Other Outreach?
 - ☐ Pilot & Ground Volunteer Email Pending
 - ☒ Event Page created, Reg. opens 27 APR, 2pm
 - ☒ EAA Insurance received

BASE (mid-range)

- ☐ Sat. Jun 7 - Gathering @ QC Aero - Member Airplane "Display Day"
 - ☐ Event PIC / SIC - Mary Ellen
 - ☐ PIC John N. Pancake Breakfast - assembling volunteers, need menu & shopping list, utensils needed, etc.
 - ☐ PIC - Mary Ellen Pattern Day
 - ☐ Greg Canva
 - ☐ Mary Ellen Signup Genius
 - ☐ PIC - Tobey Formally Announce Ray Scholar (big check presentation; media release / present)
- ☐ Sat. Jun 14 - Int'l YE Day / Rally -
 - ☐ Event PIC / SIC - Ellen B.
 - ☐ Pilots & Ground Vol. Email Pending
 - ☒ Event page created, opens Jun 8 @ 2pm
 - ☒ EAA Insurance received
 - ☐ 40 chairs from QC Airport
- ☐ Tue. Jun 17 - VMC Club @ QC Aero 6pm-7pm
 - ☐ Event PIC / SIC - Greg S.
- ☐ Tue. Jun 17 - IMC Club @ QC Aero 7pm-8pm
 - ☐ Event PIC / SIC -
- ☐ Thu. Jun 19 - Young Eagles Workshop
 - ☐ Workshop PIC / SIC - Kristi or Mandy??
 - ☐ Volunteers

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- ☐ Program / Activities
- ☐ EAA Insurance
- ☐ Chairs / Tables
- ☐ Event Registration - Partiful
- ☐ Sat. Jul 5 - Gathering @ QC Aero for A&P Career Path
 - ☐ Event PIC / SIC -
 - ☐ Food Theme - Hamburgers and Hotdogs
 - ☐ Any activity for group?
 - ☐ Support for presentation?
 - ☐ Hangar or Fuselodge?
 - ☐ Fans
 - ☐ Chairs
- ☐ Sat. Jul 12 - YE Rally (public)
 - ☐ Pilots & Ground Vol. Email Pending
 - ☐ Event page creation
 - ☐ EAA Insurance submitted
 - ☐ 40 chairs from QC Airport
- ☐ Tue. Jul 15 - VMC Club @ QC Aero 6pm-7pm
 - ☐ Event PIC / SIC - Mary-Ellen P.
- ☐ Tue. Jul 15 - IMC Club @ QC Aero 7pm-8pm
 - ☐ Event PIC / SIC -

DOWNWIND (long-range)

- ☐ Sat. Jul 19 - Food & Fuel for OSH Travelers @ South T's
 - ☐ Coordinate for KMLI discount fuel
 - ☐ Brats & Burgers?
 - ☐ Other Amenities?
 - ☐ Chapter Blast
- ☐ Sat. Aug 2 - Gathering @ MedForce (confirmed)
 - ☐ EAA Insurance for Off-site
 - ☐ Picnic Food Theme
 - ☐ EAA Chapter Blast
- ☐ Sat. Aug 16 - YE Rally (Public)

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- ☐ Pilots & Ground Vol. Email Pending
- ☐ Event page creation
- ☐ EAA Insurance submitted
- ☐ 40 chairs from QC Airport
- ☐ Tue. Aug 19 - VMC Club @ QC Aero 6pm-7pm
 - ☐ Event PIC / SIC - Greg S.
- ☐ Tue. Aug 19 - IMC Club @ QC Aero 7pm-8pm
 - ☐ Event PIC / SIC -
- ☐ Airshow YE Workshop (Thunderbird Visit)
 - ☐ Thu. Aug 21 and/or Fri. Aug 22
 - ☐ Coordinate with Ken Hopper
 - ☐ Coordinate with T-Birds Event Coordinator (reserve time for EAA Chapter 1702)
- ☐ QC Airshow Booth (23 & 24 AUG)
 - ☐ Volunteers to work booth (lead each day) -
 - ☐ What activities can we display
 - ☐ Cleco timer from EAA leadership academy or Ken Build & Fly?
 - ☐ Balsa Wood Planes
 - ☒ Young Eagles Build & Fly
 - ☐ Adult Flying Start
 - ☐ QR Codes to limit handouts (economical)
- ☐ Sat. Sep 6 - Gathering @ QC Aero - Pinch Hitter: Piloting Basics for Non-Pilots
 - ☐ Event PIC / SIC -
 - ☐ Food Theme -
 - ☐ 40 Chairs from QC Airport
- ☐ Tue. Sep 16 - VMC Club @ QC Aero 6pm-7pm
 - ☐ Event PIC / SIC - Mary-Ellen P.
- ☐ Tue. Sep 16 - IMC Club @ QC Aero 7pm-8pm
 - ☐ Event PIC / SIC -
- ☐ Sat Sep 20 - Girls In Aviation Day - Moline Airport
 - ☐ Event PIC / SIC -

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ROUND TABLE CLOSING DISCUSSION

Craig/Greg: Photographer/Videographer -Obtain snapshot of all Volunteers before events.

CHAPTER PRESIDENT CLOSING REMARKS:

Mary-Ellen: Chapter is doing great. Lots of activities planned through the Summer.

NEW BOARD MOTIONS:

- Motion to purchase \$35 Food Permit charge for Pancake Breakfast.
Motion passed.

PAST BOARD MOTIONS:

Motion Number	Date	Motion	Expires	Finances
2025-02	3/11/2025	Motion to purchase a large presentation check from bigchecksstore.com for \$63.26	When Purchased	\$63.26
2025-01	2/11/2025	Membership Vote - At our January Gathering, Greg Stopyra obtained a unanimous membership approval by show of hands to accept Kristin Mosher as Chapter Secretary.	Next officer election	None
2024-08	12/10/2024	Motion to pay EAA Chapter Renewal Fee of \$631. Motion Passed	When Purchased	\$631
2024-07	12/10/2024	Motion to approve \$150 budget for Pancake Breakfast supplies—11 Jan 24 event. Approved.	01/11/2024	\$150
2024-06	12/10/2024	Motion to purchase Blackstone and Accessory Kit from Costco. Motion Passed via Text	When Purchased	~\$450

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2024-05	11/12/2024	Motion to work with Mr. Robert Van Hulle to help finish his airplane with Chapters Members and YE Workshops. In return for helping, he will donate a Rand Robinson KR-1 aircraft for chapter education use. Motion Passed.	When Mr. Robert Van Hulle Airplane Complete	None
2024-04	11/12/2024	Motion to purchase Young Eagle Volunteer / Pilot recognition T-Shirts from Bonfire. Motion Passed	When Purchased	TBD
2024-03	11/12/2024	Motion to approve purchase six 6ft folding tables from Menards for \$35.59 + tax. Approved (via text)	When Purchased	\$213.54 + Tax
2024-02	10/8/2024	Motion to purchase a TV stand https://a.co/d/iiS6uZ4 (\$106.99) and cover ~\$30 for the donated TV from Chapter Member. Motion Passed.	Not needed, member donated TV Stand	\$136.99
2024-01	9/10/2024	Motion to recognize current chapter leadership as a two year term as defined in bylaws with next elections scheduled for Nov 2025. Greg S. Summer K. 2nd. Motion Passed.	Nov 2025	None

Meeting adjourned at 7:46 PM