

**EAA Chapter 512**  
**Monthly Board of Directors Minutes**  
**EAA 512 Hangar**  
**August 14, 2024**

Meeting called to order at 6:08 PM by Tim Sullivan

**Board Members Present:**

Tim Sullivan, President

Jim Pinkowski, Vice-President

Judi Gordon, Treasurer

Rob Bulaga, Secretary

Audrey Brand, General Director

Sean Conley-Widing, General Director

**Others Present:**

Sam Garcia

James Johnson

**Business from the Floor, Changes to Agenda**

- James Johnson brought up that the airport has no pro-active fire defense plan. He suggests that the Chapter encourage and/or help the county to acquire an old pickup truck and equip it with a 250 gallon water tank and pump. Some discussion ensued.

**Approval of Minutes:**

- **Motion:** That the Minutes for the BOD meeting of July 10<sup>th</sup>, 2024 be adopted with the updated information that Merchandise sales at the Young Eagles event was \$160, with \$40 never received from Venmo, leaving \$120 actually received. Motion made by Rob, seconded by Tim, passed unanimously.
- **Old Business:**
- BOD Meeting Meal: Audrey provided the meal for the August BOD meeting. Sean has volunteered to provide the meal for the September BOD meeting.

**New Business:**

**Before The Movie:**

Judi talked to Stephen Fuller, Senior Account Executive at "Before The Movie". We can highlight our Chapter in front of our local captive audience at the Placerville Theatre on all 8 screens before every movie, to show the community what we have to offer. Estimate is 800 ad plays per month. We can have a 15- or 30-second advertising slot at the Placerville Theatre, on all 8 screens, for 6 months or 12 months. Their creative team will help us to come up with the message which can include photos, video, music, our logo, our mission, interviews with aviation celebrities etc.

Costs are as follows:

\$399 one-time insertion fee.

Monthly costs:

30 seconds: 6 months: \$691/month, 12 months: \$553/month

15 seconds: 6 months: \$378/month, 12 months: \$299/month

Here's an example: <https://vimeo.com/374292021>

The Board felt that the expense is too high for the Chapter, at this time. However, if we can share the advertising and costs with the county, to promote the airport along with the Chapter, we may be able to take advantage of this service. We will mention this opportunity to Jason Brand to see if he can get the county or the sheriff's department interested. Judi believes we may be able to negotiate the rates.

**Action Item:** Judi will follow up with Stephen Fuller to see what alternate rates we might be able to get.

**Board Member Reports:**

- **President (Tim Sullivan):**
  - See items in addenda
  
- **Vice President (Jim Pinkowski):**
  - See "Fly Outs" below.
  
- **Treasurer (Judi Gordon):**
  - Account balances as of 8/11/2024:
  - Cash on hand: \$9,726.80. Cash-on-hand is in a safe in Judi's house. If a misfortune should befall Judi and Glenn, Cathy Pitts has information to gain access to the safe.
  - Chase Checking # 6001: \$12,801.66 (Includes \$10,000 from AAH)
  - Chase Savings # 8668: \$2,923.16 (Airport security account held in trust. Not property of EAA 512)

DESCRIPTION	AMOUNT
HANGAR FUND	\$2,000
SUNNY ATKINS SCHOLARSHIP FUNDS	\$5,594.96: \$2,750 matching funds for WC; \$1,000 earmarked for SG passing his checkride by 12/31/24; AVAILABLE: \$1,844.96
RAY FOUNDATION SCHOLARSHIP FUNDS	\$0 - should receive funds for WC shortly
OPERATING FUNDS	\$14,933.50
<b>TOTAL</b>	<b>\$22,528.46</b>

- There was some discussion on whether we should continue providing funds for the Sunny Atkins Scholarship, as opposed to just putting the funds in general operating funds and transferring money for the Ray Scholarship matching funds as needed. It was pointed out that the Atkins Scholarship covers items not available under the terms of the Ray Scholarship; i.e., broader age group (14-22) and broader interests (any aviation related pursuits vs. just pilot's licenses). No action to change our current setup.
- \$100 cash received from Sunny for Gear Sales at the Young Eagles event. Report from Sunny and Lissie was that an additional \$60 from gear sales was paid to the chapter via Venmo, however only \$20 was received, and we are short by \$40.
- 8/3/2024 Pancake Breakfast report:
  - 12 volunteers, 4 pilots, 90 paying adults, and 4 paying children
  - \$1,166 total: \$905 Pancake breakfast, \$106 donations, \$155 Gear sales
- Al Herron Coat Raffle. We re-applied for 2024 and 2025 Raffle Registration through 12/31/2025 on 8/5/2024. We are awaiting approval from the State.
- Form RRF-1, Charitable Trust Registration shows current (no longer delinquent).

- **Secretary (Rob Bulaga):**
  - Holiday Party pricing was brought up. The question being, “Is this a fund raising event or an ‘end of year’ celebration. The Board’s consensus is that this should be a ‘free’, pot-luck event, with the Chapter covering the minor expenses incurred.

### Committee Reports:

- **Young Eagles (Judi Gordon)**
- **Pancake Breakfast (Audrey Brand)**
  - Bried discussion about offering year-round Pancake Breakfasts. No, we won’t.
  - Possibility of spaghetti dinner sales, either at the hangar or at the Placerville Christmas Parade. No further action on this topic at this time.
- **Newsletter (Beki Parks)**
  - Submittals to the Strobe should be in “Word” file format.
  - Deadline is now 5<sup>th</sup> of each month
- **Hangar (Tim Sullivan)**
  - Dale and Hal Stephens plumber have repaired the water leaks found near the rear door.
  - The main doors need to be sealed up with brush seals. The Chapter approved in June replacing the current, deteriorated seals with brush seals; Chapter labor will be used for the installation; the cost of the task not to exceed \$2000. Still in progress, delayed due to excessive heat weather.
- **Scholarships**
  - **Ray Aviation Scholarship (Matt Sites)**
    - Wade Clapson is our current Ray Scholar.
  - **Sunny Atkins Scholarship (Judi Gordon)**
    - Sam Garcia is our current Atkins Scholar. He is closing in on completing the requirements for his Private Pilot’s License.
- **\$500 Breakfast Club (Judi Gordon)**
  - 12 people got together for the first meeting of the \$500 Breakfast Club on 7/13/24. The goal of this Club is to work together as a collective to raise funds for EAA Chapter 512 to replace the \$500/month we were previously earning through Adopt-A-Highway. The group came up with many creative ideas.
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  - The \$500 Breakfast Club meets at Judi’s house at 8:30AM on the 3<sup>rd</sup> Saturday of each month.
  - For July 2024, \$500 Breakfast Club added:
    - Movie Night donations: \$500
    - AirVenture Chapter camping: \$545.50
    - **TOTAL RAISED IN JULY: \$1,045.50, \$545.50 over our goal.**
  - Cumulative funds raised to date: \$1,045.50 for 1 month (replacing 2+ months’ of AAH income)
- **Fly Outs (Jim Pinkowski)**
  - The next Open Cockpit Day at Castle AFB will be Oct. 5. That is a Pancake Breakfast date. We will plan to have a flyout after/during the Breakfast, down to Castle.
- **Merchandise (Sunny Pinkowski)**
  - See Treasurer’s report above.

- **Funding Raising (Jeanna Towner)**
- **Social Media (Sam Garcia)**
- **Ground School**
  - Jeff Selling has expressed interest in running a ground school for us.
  - Steve Barinka is happy to run a couple of sessions.
  - It was suggested that Jeff talk with Rolf for any insights and pointers that may be helpful.

Meeting adjourned at 8:06 PM

### Agenda Addenda

#### Outstanding Action Items

- **January**
  - **Chapter Goals: Action Item:** Tim will prepare a preliminary, five-year plan for Chapter goals. Tim is delaying this task until our budget situation is better known.
  - **Pancake Breakfast:**
    - **Action Item:** Graphics for an ad/flyer will be prepared by Sean and/or Jason Brand.
    - **Action Item:** Checklists for startup, set up, and clean up need to be prepared.
  - **Fund Raising: Action Item:** [Before the Movie - Judi will follow up with Stephen Fuller to see what alternate rates we might be able to get.](#)

#### 2024 General Meeting Programs

- **January** Tim Sullivan – Canard Aerodynamics
- **February** Lexi Boeger – Airport Issues
- **March** Richard Dilbeck – Retire FAA DAR
- **April** Juan Carlos Devilla – Flight surgeon, altitude effects
- **May** Jason Miller – The Finer Points
- **June** Jeff Selling – Airline pilot care
- **July** Andrew Danovaro, with the FAA Faast Team, has a presentation about Human Factors that will count toward Wings or AMT credits and will last approximately 1 hour.
- **August** Kevin Goehring – Aircraft Maintenance Technician Program Professor Department Chair [at Sac College](#)
- **September** Joseph Brown – EDSO Helicopter pilot
- **October** Phil Cypret – Sac City College – ATP, ATC, Pro pilot careers, A&P (still not scheduled)
- **November** Bob Star – Icing, A Case Study
- **December** *holiday party [with 50<sup>th</sup> Anniversary slide show](#)*

#### 2024 Committees

- Build and fly - Dale Kral, Jim Vonderwerth
- Eagle flights/Flying start - Jim Pinkowski
- Election Committee - (*work on mid-year*)
- Facebook - Greg Stein, Jason Brand
- Fly Out/events - Michael Zwijacz, Jim Pinkowski

- Garden - Audrey Brand, Jim Vonderwerth
- Grants/Fundraising - Jeanna Towner
- Hangar - Tim Sullivan
- IMC/VMC - Bill Scanlon
- Librarian - Donna McPherson/John Vybral
- Membership - Sam Garcia
- Merchandise - Sunny Pinkowski and Lissie Vonderwerth
- Newsletter Editor - Beki Parks
- Pancake Breakfast - Audrey Brand/Sean Conley-Widing
- Recycling - Hal Stephens
- Scholarship, James Ray - Matt Sites
- Scholarship, Sunny Akins - Judi Gordon
- Tools - Tom Kenny/Dale Kral
- Web Editor - Sean Conley-Widing
- Young Eagles - Judi Gordon
- \$500 Breakfast Club - Judi Gordon and Jeanna Towner

#### **Calendar of Administrative Events**

- **Jan** - Notify bank of Chapter Officer changes
- **Feb** - Review of bookkeeping  
- On 2/1 of each year: Raffle report for prior calendar year due
- **Mar** - File Statement of Information with Secretary of State (every other year there is a fee, otherwise we just need to update officer information)  
- Meet with Pancake Breakfast Committee and organize season start up
- **Apr** - File 501c3 forms with IRS, FTB, & Attorney General. Form 990-N for period ending 12/31 regardless, even if gross revenue is less than \$50,000.  
- State of California Forms RRF-1 & CT-TR-1: Submitted through 12/31/2023. 4/15 for period ending 12/31 previous year.  
- April - 21st: Renew Intuit QuickBooks subscription through TechSoup for \$75 (instead of \$360).
- **Jun** -Raffle - need to resubmit form once CT-TR-1 forms are no longer delinquent (mailed 5/9).
- **Sep** - Select nominating committee, plea for committee members posted in the Strobe
- **Oct** - Open BOD election  
- 10/1: Raffle report due annually
- **Nov** - Hold BOD election
- **Dec** - File Chapter Membership and Insurance Renewal

#### **Calendar of Chapter Events** – (also see Strobe)

- May 8 – BOD Meeting
- May 15 – General Meeting. Picnic
- May 18 - Adopt-A-Highway

- May 18 – Flying Start
- June 1 – Chapter 512 50<sup>th</sup> Anniversary Celebration
- June 29 – Young Eagles
- July 22 - AirVenture 2024
- [September 8](#) - [Movie Night at Judi's house](#)
- [October 26](#) - Young Eagles
- December 18 - Holiday party [and 50<sup>th</sup> Anniversary slide show](#)

**Chapter Insurance Events** (currently registered with HQ)

- Build and Fly: need future dates
- IMC/VMC: First Tuesday of the month, 6 PM - 10 PM: insurance has been obtained through 11/5/2024. 6/11 - IMC/VMC
- BOD meetings: Insurance coverage for this recurring event on the 2nd Wednesday of the month at the EAA Hangar received through 11/13/2024. Need to re-apply thereafter.
- General meetings: Insurance coverage for this recurring event on the 3rd Wednesday of the month received through 11/20/2024. Need to re-apply thereafter.
- \$500 Breakfast Club - recurring 3rd Saturday of the month
- Pancake breakfasts: Insurance obtained April - October, 6 AM - 1 PM.
- 10/5 Castle AFB Fly out 10 a.m. - 5 p.m.
- 10/26 Young Eagles