

EAA Chapter 512
Monthly Board of Directors Minutes
EAA 512 Hangar
September 11, 2024

Meeting called to order at **6:01 PM** by Tim Sullivan

Board Members Present:

Tim Sullivan, President
Judi Gordon, Treasurer
Rob Bulaga, Secretary

Audrey Brand, General Director
Sean Conley-Widing, General Director

Others Present:

Tracey Fremd Matt Sites

Business from the Floor, Changes to Agenda - None

Approval of Minutes:

- **Motion:** That the Minutes for the BOD meeting of August 14th, 2024 were adopted, as is.

Old Business:

- BOD Meeting Meal: Sean provided the meal for the September BOD meeting. Tim has volunteered to provide the meal for the October BOD meeting.
- Before The Movie: Jason Brand is out of the country and has not been able to get in touch with the county or the sheriff's department. Judi followed up with Stephen Fuller to see what alternate rates we might be able to get, and he would like to know first if the county or sheriff's department will be teaming up with us. He will follow up with us in early Spring prior to the start of Pancake Breakfasts in 2025, to touch base.
- Al Herron Coat Raffle: We re-applied for 2024 and 2025 Raffle Registration through 12/31/2025 on 8/5/2024. The state returned our check on 9/11/24 because they cannot accept payment for two years (although their website says they can). We will re-apply for just one year.

New Business:

- **Additional Raffles:** We intend to hold additional raffles for items such as a Poster signed by the Blue Angels and a Bottle of Old Crow whiskey signed by Bud Anderson.

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 9/10/2024:
 - Cash on hand: \$11,395.80. 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: \$15,437.15 (\$4,768.16 outstanding checks)
 - PayPal: \$1,640.25
 - Venmo: \$58.58
 - Chase Savings # 8668: \$2,923.18 (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	\$3,300 for WC
OPERATING FUNDS	\$17,636.82
TOTAL	\$28,531.78

- 9/7/2024 Pancake Breakfast report:
 - 15 volunteers, 1 pilot, 152 paying adults, and 10 paying children
 - \$1,709 total: \$1,571 Pancake breakfast, \$103 donations, \$30 Gear sales, \$5 soda

- **Secretary (Rob Bulaga):**

Committee Reports:

- **Pancake Breakfast (Audrey Brand)**
 - There was a discussion about profits vs. expenses since we raised the price of Breakfasts to \$10. **Action Item:** Judi will determine the profit-per-mouth-fed ratio for this year.
- **Newsletter (Beki Parks)**
- **Hangar (Tim Sullivan)**
 - The local CAP will be using the hangar all day on October 12th 8-5
 - 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.
 - In the past Al Herron and Tim Sullivan had prepared a list of necessary hangar improvements/repairs. **Action Item:** Rob will attempt to find that list.
- **Scholarships**
 - **Ray Aviation Scholarship (Matt Sites)**
 - Wade Clapson, current Ray Scholar, has ~17hr flying time and is within a few weeks of soloing.
 - Hunter Sites, a previous Ray Scholar, will have his checkride in a month, or so.
 - **Sunny Atkins Scholarship (Judi Gordon)**
 - Sam Garcia, our current Atkins Scholar, is closing in on completing the requirements for his Private Pilot's License with 3 hours of dual remaining, and then his check ride, scheduled for.
- **Young Eagles (Judi Gordon)**
 - October 26th: Hope to fly 75 kids.
 - Currently we have 4 pilots committed to flying YE. We need more. Matt Sites volunteered to take over Judi's tasks, freeing her up to be a pilot at the event.
- **\$500 Breakfast Club (Judi Gordon)**
 - 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 \$500 Breakfast Club meets at Judi's house at 8:30AM on the 3rd Saturday of each month.
 - The group has come up with many creative ideas. For board consideration:
 - Dues – Discussion to raise dues from \$20/yr to \$30/yr, generating an additional ~\$750 per year. **Motion:** That Chapter 512 dues be raised to \$30/yr, starting in 2025. Motion made by Judi, seconded by Sean, passed unanimously.
 - Pavers – The Breakfast Club has the Board's approval to pursue this fund raiser.

Action Item: Breakfast Club to outline the steps and agencies required to make this happen.

- Donor clouds/airplanes on hangar door: [Concept approved by Board. Breakfast Club to work on the details.](#)
- Perpetual donations: [Concept approved by Board. Breakfast Club to work on the details.](#)
- For August 2024, \$500 Breakfast Club added:
 - 3D printed impossible pyramids: \$257.20
 - Facebook birthday fundraisers (Judi, Glenn, & Jason): \$1,560.54
 - TOTAL RAISED IN AUGUST: \$1,817.74, \$1,317.74 over our goal.
- Cumulative funds raised to date: \$2,863.24 for 2 months (replacing 5+ 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)**
- **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.
- **Website**
 - **Action Item:** Sean will update the Membership Application on our website so that the collected data is more easily transmitted to Judi, Sam, and Rob.
- **Election Committee:** Rob has volunteered to be the Board Member on the Election Committee. He will recruit other committee members at the next General Meeting and begin putting together Board Candidates.

Meeting adjourned at 7:55 PM

Agenda Addenda

Outstanding Action Items

- **January**
 - **Chapter Goals:** **Action Item:** Tim will prepare a preliminary, five-year plan for Chapter goals. Tim [plans to work on this task with financial inputs from Judi.](#)
 - **Pancake Breakfast:**
 - **Action Item:** Graphics for an ad/flyer will be prepared by Sean and/or Jason Brand. UPDATE: A stack of 100 old PB cards was found. We can get by with this until the supply is exhausted.
 - **Action Item:** Checklists for startup, set up, and clean up need to be prepared.

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. [He will have a helicopter onsite. Consequently, the presentation will be moved down the ramp.](#)
- **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 50th 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 Vybiral
- Membership - Sam Garcia
- Merchandise - Sunny Pinkowski and Lissie Vonderwerth
- Newsletter Editor - Beki Parks
- Pancake Breakfast - Audrey Brand/Sean Conley-Widing
- Recycling - Hal Stephens
- Scholarship, 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)

- October 5 - Castle AFB Fly Out
- October 26 - Young Eagles

- December 18 - Holiday party and 50th 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.
- Flying Start – May 18th
- 6/23 Movie Night - Blue Angels documentary
- Young Eagles - June 29th
- 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.
- Adopt-A-Highway: Insurance coverage for this recurring event on the 3rd Saturday of the month (and rain date on the following day) received through 11/17/2024. Need to re-apply thereafter.
Note: No coverage extends from the Chapter insurance policy while in motor vehicles.
- \$500 Breakfast Club - recurring 3rd Saturday of the month
- Pancake breakfasts: Insurance obtained April - October, 6 AM - 1 PM.
- Castle AFB Fly out 10/5 10 a.m. – 5 p.m.
- Young Eagles 10/26 6 a.m. – 2p.m.