

**EAA Chapter 512**  
**Monthly Board of Directors Agenda**  
**EAA 512 Hangar**  
**March 12, 2025**

**Meeting called to order at 6:48 PM by Rob Bulaga**

**Board Members Present**

- |   |   |
|---|---|
| <ul style="list-style-type: none"><li>o Rob Bulaga – <i>President X</i></li><li><del>o James Johnson – <i>Vice President</i></del></li><li>o Judi Gordon – <i>Treasurer X</i></li></ul> | <ul style="list-style-type: none"><li>o Beki Parks - <i>Secretary X</i></li><li><del>o Jim Pinkowski – <i>Past President</i></del></li><li>o Sam Garcia - <i>General Director X</i></li><li>o Jason Clapson - <i>General Director X</i></li></ul> |
|---|---|

**Others Present**

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

**Approval of Minutes**

- Motion: That the Minutes for the BOD Meeting of February 12, 2025 be adopted as filed.
- Motion: That the Minutes for the General Meeting of February 19, 2025 be adopted as filed.
  - o Moved by Judi, Seconded by Jason. All approved, Motion passed 5/0.

**Old Business**

- Completed Action Items
  - o Legacy Donations
    - **Judi** checked on details to establish Legacy donations and how we might advertise this option.
    - **Judi** asked if they have a way to channel gifts to specific EAA chapters. Answer: No. We will utilize some of their language and structure to pursue the endowment program for our chapter.
  - o Hangar
    - **Tim, Dale, & Jason** met on Feb 15 to do take off for materials.
    - **Dale** finished the plumbing work near the corner of the hangar.
- Outstanding Action Items
  - o Airport Supervisor Meetings – **Rob** to coordinate with Jason Brand so that we ensure having a representative at the airport meetings.
  - o Legacy Donations
    - The EAA website does not allow funds to be earmarked to specific chapters. When time allows, **Judi** will develop a coaching session for 512 Chapter members.
  - o ByLaws
    - **Rob** will establish desired changes to the ByLaws.
    - **Rob** will review our ByLaws and the published EAA Chapter Officer Duties to ensure no critical chapter task is overlooked and task responsibilities are equitably assigned.
  - o Presentations - **James** will develop the speaker slate; **Jim P** will advise as needed.
  - o Hangar
    - **Jason** will complete the outside kiosk upgrade.
      - Electrical work is needed. Do we have any member electricians?
      - Will take down and replace the back wall siding
    - **Tim** will coordinate with **Jason** and **Dale** to:
      - Repair skylights, backwall, roof
      - Repair rotten molding, bent weather head (PGE will have to disconnect power).
    - **Dale** will coordinate brick walkway repair.

- **Tim** will continue to close up the large openings so critters won't come in. **Holes are closed up except the top of doors. Tim is cutting foam fillers for those.**
- **Rob** will coordinate the creation of "Transition" committee checklists.
- **Rob** will coordinate the creation of a "House Manual" for Hangar (i.e., how to turn on heater, etc)
- o Tool Crib - **Dale** will look into selling the old metal mill.
- o Operations
  - **Rob** to review and update five-year plan of Chapter goals.
  - **Rob** to update the yearly budget.
- o Pancake Breakfast:
  - **Sean or Jason Brand** to prepare graphics for an ad/flyer.
  - **Beki** to make sure clean up dates are set and published in preparation for the 1<sup>st</sup> Pancake Breakfast.
  - **Rob** to ensure that fire extinguishers are inspected and certified.
  - **Rob** to review checklists for startup, set up, and clean up.
  - **Rob** to purchase two additional floor mats.
  - **Rob has confirmed** that EAA 512 is in compliance with National rules and recommendations regarding Chapter best practices for volunteers.
  - Discussion: much research has been done into supply pricing. At this time, the chapter will not increase ticket prices for inflation, but we will keep monitoring costs. **Beki or Judi** will print a notice for the table that we're choosing to not raise our prices, so please consider a donation.
- o Facebook & Instagram— **Wade Clapson** to coordinate with Greg and Tim to get administrator access
- BOD Meeting Meal: Thank you to Jason for the March BOD meeting meal! **Beki** volunteered for the April BOD meeting.

### New Business

- New Action Items
  - o AirVenture 2025 - **Judi** made Motion that the Chapter provide funds to secure six campsites, to be reimbursed by individual campers. **The Board affirmed that Approval of this motion was completed via emails.**
  - o Review of bookkeeping. **Judi** has reached out for an audit.
  - o Raffle report for prior calendar year complete.
  - o **Judi** will file the Statement of Information with Secretary of State by March 31
  - o Meet with Pancake Breakfast Committee and organize season start up
- Name Tags – Name tags through Arnolds Awards: \$15 setup fee and \$14.50 per name tag. Name tags through Reusable EZ Dome: \$5 per name tag. **Rob** presented an example; the Board agreed that it looked great and we will begin using those - they will be provided to new and renewing chapter members at no cost. **Rob** will order them.

### Board Member Reports

- **President – Rob Bulaga**
- **Vice President – James Johnson**
  - o Meeting Programs - **Sam** will ask **Andy Danovaro**
- **Treasurer – Judi Gordon**

Account balances as of 3/12/2025:

  - o Cash on hand: **\$355, held by Rob Bulaga.**
  - o Chase Checking # 6001: **\$21,505.10**
  - o PayPal: **\$2,857.35**
  - o Venmo: **\$1,946.71**
  - o Chase Savings # 8668: **\$2,923.31**

(Airport security account held in trust. Not property of EAA 512)

DESCRIPTION	AMOUNT
HANGAR FUND	\$1,201.43
SUNNY ATKINS SCHOLARSHIP FUNDS	\$3,659.51: \$1,650 matching funds for Wade Clapson; AVAILABLE: \$2,009.51  We need \$3,000 matching funds for the 2025 Ray Scholarship. We have \$2,009.51 and are \$990.49 short.
RAY FOUNDATION SCHOLARSHIP FUNDS	\$0
OPERATING FUNDS	\$21,803.22
<b>TOTAL</b>	<b>\$26,664.16</b>

o We have calendars for sale at \$20 each as a fundraiser.

● **Secretary – Beki Parks**

**Committee Updates** (only items in blue are planned for discussion)

- Adopt-a-Highway – Jason Clapson
- Build and Fly – Dale Kral & Jim Vonderwerth
- Eagle Flights/Flying Start – Jeff Selling & Jim Wilson
  - o Flying Start scheduled for May 10.
- Facebook – Wade Clapson
- Fledgling Ground School – Judi Gordon
- Fly Outs – Tim Sullivan, Michael Zwijacz
- Garden – Audrey Brand, Jim Vonderwerth
- Grants/Fundraising – Jeanna Towner
- Ground School – Jeff Selling
  - o Picnic/BBQ at the end of the last class.
- Hangar – Tim Sullivan
  - o Planned cleanup on March 29 in preparation of the first pancake breakfast.
- IMC/VMC – Bill Scanlon
- Librarian – Donna McPherson, John Vybiral
- Membership – Sam Garcia, Jim Wilson
  - o New members from Ground School.
  - o Currently 50 paid members.
- Merchandise – *vacant*
- Newsletter Editor – Beki Parks
- Pancake Breakfast – Rob Bulaga, Sean Conley-Widing, Jesse Price
  - o Update on status
- Picnic – Doug DeLapp
- Recycling – Hal Stephens, Audrey Brand
- Scholarship, James Ray – Matt Sites
  - o Update?
- Scholarship, Sunny Atkins – Matt Sites
- Social Media – Sam Garcia
- Tools – Dale Kral
- Web Editor – Sean Conley-Widing, Jim Wilson
- Young Eagles – Matt Sites
  - o Matt can help during the June event, but can't coordinate due to existing travel plans. We need a backup... we may ask Judi & Jeff Selling

- \$500 Breakfast Club – Beki Parks
  - Status of Grants from New York Life:
    - INDIVIDUAL: complete.
    - GSSI: Pending receipt of signed forms from EAA National.
    - CIG: Applications open in March - Rob and Judi will meet.

**Meeting adjourned at 7:46 PM**