

EAA Chapter 512
Monthly Board of Directors Minutes
EAA 512 Hangar
November 13, 2024

Meeting called to order at 6:05 PM by Tim Sullivan

Board Members Present:

Tim Sullivan, President
Rob Bulaga, Secretary
Jim Wilson, Past President

Judi Gordon, Treasurer
Audrey Brand, Director

Others Present:

Tracey Fremd Beki Parks Sam Garcia

Business from the Floor, Changes to Agenda - None

Approval of Minutes:

- **Motion:** That the Minutes for the BOD meeting of 10/09/2024 be adopted, as is. Motion made by Judi Gordon, seconded by Rob Bulaga, passed unanimously.

Old Business:

- BOD Meeting Meal: Rob provided the meal for the November BOD meeting. The meal for the December meeting was not discussed.
- Before The Movie advertisement: Judi will follow up with Stephen Fuller in early Spring prior to the start of Pancake Breakfasts in 2025, to touch base.
- The state finally approved our raffle permit, but its only good until the end of the year. We will reapply for a permit for next year. We plan to hold 5 separate raffles: Al Herron's Coat, Signed Blue Angels Poster, Sunny's Children's Quilt, Bottle of Old Crow whiskey signed by Bud Anderson, & a book signed by Bud Anderson. The Board agreed to price raffle tickets at \$10 apiece, and 11 for \$100.
- Potential for 3 grants from Judi's employer, New York Life:
 - Grant #1: Individual Grant: \$1,000 to EAA 512 based on Judi's 60+ hours' participation in the Chapter of the last 12 months.
 - Grant #2: Team Grant: 5 New York Life agents need to work on a project for at least 40 hours at \$17.50/hour (\$700) minimum to EAA 512.
 - Grant #3: Community Impact Grant: Competitive. Minimally \$5,000. Tim and Judi met with NYL today.

New Business:

- Another potential grant from New York Life: Grief-Sensitive School Initiative. 2 parts:
 - \$500 to present the Initiative to Chapter leadership. This will be done at the \$500 breakfast club.
 - \$500 to read a book to children. This will be done during Fledgling Ground School. Prior to the reading, we must receive permission to present the subject matter from the children's parents.
- Need to re-up insurance for continuing programs beginning in November - many expire.

Board Member Reports:

- **President (Tim Sullivan):**
 - **Chapter Goals:** Tim has prepared a preliminary, five-year plan for Chapter goals. This plan is based primarily upon past goals set by Al Herron and Tim Sullivan. Most items deal with necessary hangar repairs and improvements. More intriguing, long-term goals include hangar insulation and air conditioning.
 - **Hangar Repairs.** Jason Clapson and Matt Sites have volunteered to provide labor to replace the hangar windows. We will use independent contractors to repair the roof and

rear wall.

● **Treasurer (Judi Gordon):**

- Account balances as of 11/11/2024:
- Cash on hand: \$13,534.80. 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.
 - We discussed the large amount of cash-on-hand that is stored in Judi’s safe. Judi transfers this cash to our banking account once a year. Rob has volunteered to deposit the cash-on-hand on a monthly basis.
- Chase Checking # 6001: \$10,125.42
- PayPal: \$2,186.39
- Venmo: \$753.04
- Chase Savings # 8668: \$2,923.22 (Airport security account held in trust. Not property of EAA 512)

DESCRIPTION	AMOUNT
HANGAR FUND	\$2,000
SUNNY ATKINS SCHOLARSHIP FUNDS	\$4,494.96: \$1,650 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
OPERATING FUNDS	\$20,104.69
TOTAL	\$26,599.65

● **Secretary (Rob Bulaga):**

- Rob has prepared ballots for the election in the general meeting.

Committee Reports:

● **Pancake Breakfast (Vacant)**

- Replacement for Audrey Brand needed. Audrey will help train the new coordinator(s).
- Our food service permit expires in July. We will need to apply for, and pay for, a new permit by then. However, we do get 4 free months of permit, per year. Delaying the application could provide 16 months of permitting; however, that could also create a gap in our license, if the state is slow in responding.
- **Outstanding Action Items:**
 - Judi will determine the profit-per-mouth-fed ratio for this year.
 - Sean will prepare a new ad/flyer once the current supply (about 100) of old PB cards is exhausted.
 - Checklists for startup, set up, and clean up need to be prepared.

● **Newsletter (Beki Parks)**

- We need to make sure to submit Beki’s work for better recognition from National.
- Chapter member advertisements in the Strobe are permitted. There will be no cost, but a “donation” is strongly recommended.

● **Hangar (Tim Sullivan)**

- The main doors seals have arrived. Matt Sites, Jason Clapson, and Tim Sullivan have volunteered to install the seals. Scheduled for Nov 16, weather permitting.

- **Scholarships**
 - **Sunny Atkins Scholarship (Judi Gordon)**
 - Sam Garcia's Private Pilot's check ride is scheduled for 11/30/2024
- **Young Eagles (Judi Gordon)**
 - October 26th: We flew 82 people (74 kids and 8 adults)
 - [Matt Sites was extremely helpful and energetic during the YE event. In order to provide Judi more freedom to fly Young Eagles, we may want to ask Matt to become the YE coordinator.](#)
- **\$500 Breakfast Club (Judi Gordon)**
 - For October 2024, \$500 Breakfast Club added \$624, \$124 over our goal.
 - Cumulative funds raised to date: \$4,422.24 for 4 months (replacing 8.8+ months' of AAH income)
 - We are bringing back Adopt-A-Highway by group vote and will clean the highway for free on a quarterly basis as a way of giving back to the community. In addition, we were granted a permit for a third 2-mile stretch of highway ([west-bound, north side, contiguous to our existing area](#)), bringing our earnings potential (once funding is available) to \$750/month. We will have to change the name of our Breakfast Club. 😊
- **Ground School (Jeff Selling)**
 - [Every Saturday from 1/11/2025 to 3/22/2025, 9 a.m. - 2 p.m.](#)
 - [There is no charge for the ground school, but each student is expected to purchase Sporty's Private Pilot course \(an approximate \\$200 expense\).](#)
- **Website**
 - **Outstanding 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.
 - [Beki has updated our online Membership Application to more clearly convey that we need the applicant's EAA National Membership #, instead of our EAA Chapter #.](#)
- **Election Committee:**
 - Rob recruited Sam Garcia, Jeff Selling, and anyone else that cared to make suggestions to the Election Committee. The current offerings are:
 - President – Rob Bulaga
 - Vice President – James Johnson
 - Treasurer – Judi Gordon
 - Secretary – Beki Parks
 - Past President – Jim Pinkowski (not a position that is voted upon)
 - Directors at Large– Sam Garcia, Jason Clapson
- **Membership**
 - **Action Item:** need to update Roster Management: Rob will oversee this.
 - Dues are increasing to \$30 per year
 - Members need to have national EAA membership. [A link to National's application will be provide in the Strobe.](#)
- **Chapter Documentation**
 - Hangar pictures scanned by Tim
 - Boxes upstairs need to be scanned then sorted. This is a massive project but needed due to the degradation of the documents in boxes from age and mice.
- **Holiday Party**
 - Tim Bringing whole smoked turkey
 - Need setup group the day before 6PM (announce in newsletter)
 - Confirmed that the heater is working.
 - [The Holiday Party is a social event. There will be no charge to attend. Donation, nevertheless, will be welcomed.](#)

Meeting adjourned at **8:22 PM**