

# Valley Fliers

Annual Members Meeting

March 2018

# Agenda

- Opening Remarks
- Treasurer's Report
- Election of Officers
- Maintenance Report
- Mechanic's corner
- Plane Captains
- Safety Report
- Door Prizes

# Opening Remarks

# Treasurer's Report

## Very expensive Year for Maintenance:

N5163S Interior upgrade early in 2017

N80117 Engine Replaced July; \$25,214 unanticipated cost

N5163S Engine Field Overhauled July; \$15,098 unanticipated cost

Extremely Expensive maintenance on 3 aircraft:

N5163S – Engine, Trim & 4 instruments overhauled + Expensive annual

N80117 – Engine Replaced along with MANY repairs & engine mount in July, Extreme Annual \$18k+ in December

N759MA – Expensive Annual \$10.3k+; various additional

Revenues were down in spite of Rate increases (much lower hours flown); 88L out 11 months and result of other aircraft not available as well...

**Our Reserves are Depleted!**

# Income Statement Summary

Valley Fliers, Inc.

## Summary Income Statement Previous Year Comparison

	<u>2017</u>	<u>2016</u>	<u>\$ Change</u>
<b>INCOME</b>			
Fees	\$19,521.57	\$16,662.60	\$2,858.97
Dues	48,675.00	48,450.00	225.00
Flight Time	74,195.69	90,058.20	(15,862.51)
Hull Replacement Fund	909.09	3,652.96	(2,743.87)
Interest Income	38.19	24.05	14.14
<b>Total Income</b>	<b><u>\$143,339.54</u></b>	<b><u>\$158,847.81</u></b>	<b><u>(\$15,508.27)</u></b>
<b>EXPENSES</b>			
Repairs & Maintenance (Includes GPS Data)	\$73,621.60	\$45,868.51	\$27,753.09
Fuel	39,932.49	46,960.45	(7,027.96)
Insurance	16,625.00	15,828.46	796.54
Rent - Hangar	11,194.56	10,778.40	416.16
Rent - Office & Utilities	3,091.72	2,381.86	709.86
General & Admin	3,193.42	2,932.66	260.76
Licensing	292.50	265.00	27.50
Bad Debt	\$0.00	\$0.00	\$0.00
Meeting Expense	1,938.05	1,796.52	141.53
Taxes - Business & Occupation	587.87	658.70	(70.83)
Depreciation	33,774.69	34,108.21	(333.52)
<b>Total Expenses</b>	<b><u>184,251.90</u></b>	<b><u>161,578.77</u></b>	<b><u>22,673.13</u></b>
<b>Other Income - Gain on Sale of N9534H</b>	<b><u>\$0.00</u></b>	<b><u>\$0.00</u></b>	<b><u>\$0.00</u></b>
<b>Net Income</b>	<b><u>(\$40,912.36)</u></b>	<b><u>(\$2,730.96)</u></b>	<b><u>(\$38,181.40)</u></b>

# Balance Sheet Summary

Valley Fliers, Inc.

Balance Sheet Previous Year Comparison

As of December 31st

	<u>2017</u>	<u>2016</u>
<b>ASSETS</b>		
Current Assets		
Checking/Savings/CD	\$50,831.32	99,513.76
Accounts Receivable	14,228.13	11,781.31
Deposits - Fuel Purchases	7,500.00	7,500.00
Undeposited Funds	12,242.14	9,455.24
Total Current Assets	<u>84,801.59</u>	<u>128,250.31</u>
Fixed Assets - Net of Depreciation	272,379.43	254,619.77
<b>TOTAL ASSETS</b>	<u><b>\$357,181.02</b></u>	<u><b>382,870.08</b></u>
<b>LIABILITIES &amp; EQUITY</b>		
Liabilities		
Accounts Payable	\$20,596.81	2,450.92
Sales Tax Payable	(2,839.22)	83.36
Total Liabilities	<u>17,757.59</u>	<u>2,534.28</u>
Equity		
Member Equity Shares Traded	\$0.00	\$0.00
Retained Earnings	380,335.80	383,066.76
Net Income	(40,912.37)	(2,730.96)
Total Equity	<u>339,423.43</u>	<u>\$380,335.80</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>\$357,181.02</b></u>	<u><b>382,870.08</b></u>

# Statement of Cash Flows

## Valley Fliers, Inc.

January through December 2017

	<u>Jan - Dec 17</u>
<b>OPERATING ACTIVITIES</b>	
Net Income	-40,912.37
Adjustments to reconcile Net Income to net cash provided by operations:	
Accounts Receivable	-2,446.82
Accounts Payable	18,145.89
Sales Tax Payable	606.97
Sales Tax Payable:Sales Tax Paid - Maint	-3,616.82
Sales Tax Payable:Taxes Paid - Fuel	87.27
<b>Net cash provided by Operating Activities</b>	<u>-28,135.88</u>
<b>INVESTING ACTIVITIES</b>	
Operating Equipment (SIM) Depreciation	3,056.04
Operating Equipment - Camera System	
N-80117 Upgrades - New Rebuilt Engine	-25,214.00
N-80117 Accumulated Deprec.	8,055.33
N-759MA Accumulated Deprec.	6,703.80
N-2388L Upgrades - Cylinders & Compass	
N-2388L Accumulated Deprec.	8,903.16
N-5163S Upgrades - Interior & Engine	-26,320.35
N-5163S Accumulated Deprec.	7,056.39
<b>Net cash provided by Investing Activities</b>	<u>-17,759.63</u>
<b>FINANCING ACTIVITIES</b>	
Membership Equity Shares Traded	0.00
<b>Net cash provided by Investing Activities</b>	<u>0.00</u>
<b>Net cash increase for period</b>	-45,895.51
<b>Cash at beginning of period</b>	108,969.00
<b>Cash at end of period</b>	<u><u>63,073.49</u></u>

# Fixed Cost Breakdown

	<u>2017</u>	<u>2016</u>
Dues & Fees	\$69,105.66	\$68,765.56
<b>Fixed Costs:</b>		
Hangar Rent	11,194.56	10,778.40
Office Rent	1,852.55	1,549.36
Utilities	1,239.17	832.50
Insurance	16,625.00	15,828.46
General & Admin **	4,953.42	4,692.66
Bad Debts	-	-
Licenses & Permits	260.00	260.00
Meeting Expenses	1,938.05	1,796.52
Taxes (Business & Occupation tax)	587.87	658.70
Other (Includes GPS Data for All Aircraft)	1,760.00	1,760.00
<b>Total Fixed Cost</b>	<u>40,410.62</u>	<u>38,156.60</u>
<b>Net Contribution</b>	<u>\$28,695.04</u>	<u>\$30,608.96</u>
<b>** General &amp; Admin included the following:</b>		
Tax preparation	675.00	675.00
Legal fees	-	-
Repairs - Other than Aircraft	350.00	203.99
General Office - Postage, printing, PO Box, Internet, ScheduleMaster, Website, bank fees	3,928.42	3,813.67
<b>Total G&amp;A</b>	<u>\$4,953.42</u>	<u>\$4,692.66</u>



## Variable (Hourly) Cost By Aircraft

	<u>N759MA</u>	<u>N5163S</u>	<u>N2388L</u>	<u>N80117</u>
Tach Hours	335.1	202.6	22.4	324.6
Hours Billed	338.1	227.3	26.2	385.9
Maintenance / Prize Hours	18.8	15.7	1.7	25.0
Revenue:	\$30,545.13	\$16,465.40	\$1,969.80	\$25,215.36
Variable Costs:				
Fuel	17,857.15	8,782.72	1,133.12	12,453.93
Maintenance Cost	14,778.41	16,818.74	2,205.45	35,332.53
Apportioned Maintenance Supplies	1,032.73	624.37	69.03	1,000.34
Engine Reserve	6,702.20	3,039.00	336.00	4,219.80
<b>Total Variable Cost:</b>	<u>40,370.49</u>	<u>29,264.83</u>	<u>3,743.60</u>	<u>53,006.60</u>
<b>Net Contribution (Subsidy)</b>	<u>(\$9,825.36)</u>	<u>(\$12,799.43)</u>	<u>(\$1,773.80)</u>	<u>(\$27,791.24)</u>
Cost Per Hour Billed 2015	\$119.40	\$128.75	\$142.89	\$137.36
Pre-Tax Billing Rate Per Hour	\$105.10	\$86.10	\$80.40	\$80.40
2017 Cost Per Billed Hour	\$119.40	\$128.75	\$142.89	\$137.36
2016 Cost Per Billed Hour	\$93.60	\$76.18	\$83.69	\$66.78
2015 Cost Per Billed Hour	\$107.92	\$61.08	\$71.40	\$58.23
2014 Cost Per Billed Hour	\$114.32	\$78.66	\$79.90	

# Upgrade/Replace Contribution Analysis

	<u>2017</u>	<u>2016</u>	
Contribution - Fixed	\$28,695.04	\$30,608.96	
Contribution - Variable	(\$52,189.83)	(\$16,076.07)	
<b>Total Upgrade/Replace Contribution</b>	<b>(\$23,494.79)</b>	<b>\$14,532.89</b>	
<b>Upgrades: (Engines Not Included)</b>			
2017 - N5163S Interior	(11,222.82)	(6,875.44)	2016 - N2388L Card Compass; N80117 Paint Repair, ELT, Steps; N5163S Card Compass
<b>Net Contribution</b>	<b>(\$34,717.61)</b>	<b>\$7,657.45</b>	
<b>Contribution History</b>	<b>Contribution</b>	<b>Net Contribution</b>	<b>Hours Flown</b>
2017	(23,494.79)	(\$34,717.61)	977.50
2016 88L Card Compass; N80117 Paint Repair, ELT	14,532.89	\$7,657.45	1,339.50
2015 (N80117 Purch replace 34H)	15,195.32	(\$41,677.63)	1,495.70
2014 (Sim, 9MA ELT, 63S WAAS Upgrd)	33,704.02	13,617.32	1,588.80
2013 (Purchase 9MA, 34H Transponder)	19,236.28	(70,167.36)	1,301.70
2012	26,088.15	-	1,539.10
<b>Net Last 6 Years</b>	<b>\$85,261.87</b>	<b>(\$125,287.83)</b>	
<b>Net Increase/(Decrease) Last 6 Years</b>	<b>-\$40,025.96</b>		

# 2017 RESERVES ANALYSIS

<u>Engine Reserves - Estimated</u>	<u>Hrs Total</u>	<u>Rate</u>	<u>Reserve</u>
N759MA - Based on Runout - \$40k	2,000.00	20.00	40,000.00
N2388L - Based on 1300 from TopOH \$30k	1,300.00	15.00	19,500.00
N80117 - Based on 2000 from New Engine 08/2017	144.00	13.00	1,872.00
N5163S - Based on 2000 from - 2017 rebuild	118.00	15.00	1,770.00
Total Reserve Estimated at Year End 2017			\$ 63,142.00
Cash Available at Year End 2017 (adjusted for Payables Outstanding)			\$ 41,320.07
Net Available for Upgrade / Contingency			\$ (21,821.93)
2017-18 Committed Upgrades:			
ADSB (4 units over 20mos??)		\$ 30,000.00	

# Treasurers Proposal:

- Increase Membership to 65 via Sale of 5 Memberships
  - Raises \$12,500 immediately to replenish reserves
  - Raises \$375/mo Dues + at least \$400/mo in flight or Minimum flight charges (\$9,300/yr) estimated contribution of approximately \$6,900/yr Fixed & Variable
  - Membership can be reduced via Attrition after the reserves have sufficiently recovered (approximately 2 years)

\*\* Predicated on the Passage of By-Law changes

# Items Up for Vote

- Approval of 2017 Annual Meeting Minutes
- Election of Officers
  - John Eyre – President
  - Scott Glassmyer – Vice President
  - Alan DeWitt – Treasurer
  - Tim Vader – Secretary
  - Florin Botezatu – Maintenance Officer
  - Randy Scott – Safety Officer
- Bylaw Changes
  - Article 15
  - Article 16

# Article 15 - 1.1

## Current

New members may be admitted to the Club only after being approved by a vote of the Board of Directors and payment by the applicant of all current fees for membership. ~~The total number of active and inactive members of the club shall be limited to sixty (60) at any given time.~~

## Proposed Change

The total number of authorized active and inactive members of the club shall not be less than sixty (60). The Board of Directors may increase the authorized total number of active and inactive members of the club at their discretion, but the total authorized number shall not exceed seventy (70) members at any time.

# Article 15 - 1.2

## Current

Memberships. There are three (3) categories of membership in the Club:

Active Member- A member who is actively flying Club aircraft, is paying monthly dues and charges in a timely manner per ~~Article 15~~, and has a vote in Club affairs.

## Proposed Change

Active Member- A member who is actively flying Club aircraft, is paying monthly dues and charges in a timely manner per Article 16, and has a vote in Club affairs.

# Article 15 - 1.2

## Current

~~Associate Member- A flight instructor or mechanic who has been approved by the Board to fly Club aircraft. They have no vote in Club affairs and pay no monthly dues. They may schedule the use of Club aircraft as needed for instruction of Club members or maintenance, or may occasionally use and pay for the use of a club aircraft personally.~~

## Proposed Change

Associate Member – The purpose of Associate Members is to allow non-member Flight Instructors or Mechanics support Club members as needed. New associate members must be petitioned to and approved by the Board of Directors. They have no vote in club affairs and pay no monthly dues. Associate members may schedule the use of Club aircraft as needed for instruction of Club members or maintenance (approved by maintenance officer), or may occasionally (with board approval) use and pay for the use of a club aircraft personally.



# Article 15 – 1.7

## Current

All new memberships shall be filled from the list of memberships for sale. When all memberships have been sold, inactive members will be approached to see if they desire to relinquish their membership or come back on active status. A member who is over sixty (60) days in arrears (~~See article 15, paragraph 4~~) will be the first membership sold.

## Proposed Change

All new memberships shall be filled from the list of memberships for sale. When all memberships have been sold, inactive members will be approached to see if they desire to relinquish their membership or come back on active status. A member who is over sixty (60) days in arrears (See article 16, paragraph 4) will be the first membership sold.

# Article 16 – 1.2

## Current

Each member shall be assessed monthly dues in the amount of ~~Seventy Five (\$75)~~ dollars. Said dues to be payable one (1) month in advance, due on the twentieth (20th) day of each month. The monthly dues may be changed from time to time at the discretion of the Board of Directors. In addition, there shall be a minimum charge of one (1) hour of flying per month at the lowest aircraft's hourly rate.

## Proposed Change

Each member shall be assessed monthly dues in the amount set by the board of directors. Said dues to be payable one (1) month in advance, due on the twentieth (20th) day of each month. The monthly dues may be changed from time to time at the discretion of the Board of Directors. In addition, there shall be a minimum charge of one (1) hour of flying per month at the lowest aircraft's hourly rate.

# Maintenance Officer's Report



**MAINTENANCE**

# Highlights

- N5163S Interior upgrade early in 2017
- N80117 Engine Replaced July; Engine found to be 'Making Metal
- N5163S Engine Field Overhauled July; Engine found to be 'Making Metal' end of May at Oil Change Mid-time engine
- Call with Significant Squawks!
- ADS-B in the Future

# **Proper Leaning Techniques**

# Plane Captains

# Plane Captains

- To provide us with regular consistent checking of identified items.
- Will help us identify potential issues earlier
- The log will remain in dispatch book so anyone can reference it.



# Plane Captains

- **General duties**

- Perform a run-up check
- Check lights
- Inspect any other items that are on the list
- Record the results in a form in the book for the airplane
- Contact the maintenance office IF there are any discrepancies or concerning trends

# Safety



- **Club Safety Form**
- **Local Airspace**
- **ICAO Flight Plans**

# Valley Fliers Safety Form

Required whenever ANY damage occurs to ANY club property: airplane, simulator, computer, or ?

Available on the website.

<b>VALLEY FLIERS</b> 1402 Auburn Way North, #223 Auburn WA 98002				<b>Flight safety report</b> <b>Accident, serious incident and occurrence report form</b>			
<b>PLACE AND TIME OF OCCURRENCE</b>							
Place of occurrence (town, airport)			Date	Time	<input type="checkbox"/> LMT <input type="checkbox"/> UTC		
<b>REPORTER'S PERSONAL DETAILS</b>							
Name		Age	Street Address				
Telephone (s)			City	State	ZIP		
<b>FLIGHT EXPERIENCE (estimate if accurate information not available)</b>							
Experience on Aircraft type		Flight time last 90 days		Total Flight Experience			
<b>AIRCRAFT</b>							
Tail Number (Registration)			Type of Aircraft				
Schedule Master squawks			Noted preflight discrepancies				
<b>HISTORY OF FLIGHT</b>							
Departed From		Time	Landed at		Time		
Destination	No. of crew	No of Pax	Phase of Flight at time of occurrence				
Nature of Flight			Airspace Class <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> G				
Flight Rules <input type="checkbox"/> VFR <input type="checkbox"/> IFR							
<b>METEOROLOGICAL INFORMATION</b>							
Surface wind (direction/speed)		Wind <input type="checkbox"/> Steady <input type="checkbox"/> Gusty <input type="checkbox"/> Variable		Light conditions <input type="checkbox"/> Daylight <input type="checkbox"/> Dusk <input type="checkbox"/> Dark			
Visibility	Clouds and cloud base	Temperature	Condition <input type="checkbox"/> VMC <input type="checkbox"/> IMC	Weather <input type="checkbox"/> Icing <input type="checkbox"/> Clear <input type="checkbox"/> Turbu- <input type="checkbox"/> Mist Lence <input type="checkbox"/> Fog <input type="checkbox"/> Thunder <input type="checkbox"/> Mist <input type="checkbox"/> Inversion		Precipitation <input type="checkbox"/> Rain <input type="checkbox"/> Light <input type="checkbox"/> Snow <input type="checkbox"/> Mod <input type="checkbox"/> Hail <input type="checkbox"/> Heavy	
Vertical Visibility		Dewpoint					
<b>AIRPORT / RUNWAY / TAXIWAY CONDITIONS</b>							
Airport code	Runway # and Length	Active NOTAMs / TFRs?	Type of surface <input type="checkbox"/> Asphalt <input type="checkbox"/> Grass <input type="checkbox"/> Gravel <input type="checkbox"/> Sand		Surface condition <input type="checkbox"/> Wet <input type="checkbox"/> Dry		

OCCURRENCE INFORMATION	
 	
Injuries to persons	
Damage to aircraft	
Probable cause	
Is there anything you noted that could have prevented the incident?	
Reported by	
<input type="checkbox"/> Pilot-in-Command <input type="checkbox"/> Air Traffic Control <input type="checkbox"/> Safety Officer <input type="checkbox"/> Other	
Responsibility	
<input type="checkbox"/> Accepts full responsibility for repairs <input type="checkbox"/> Does not accept full responsibility for repairs (may result in Safety committee review)	
Other pertinent information	

Name and Date	Signature
---------------	-----------

Complete all pertinent sections of this form. If a Valley Fliers Board member feels clarification is needed you may be contacted for that information. Any additional information will be placed on a separate document and attached to this signed form.

Note: A drawing of the incident may be placed on the back of this form or photos can be attached

Mail completed document and all attachments to:  
Valley Fliers  
Attn: Safety Officer  
1402 Auburn Way North, #223  
Auburn WA 98002

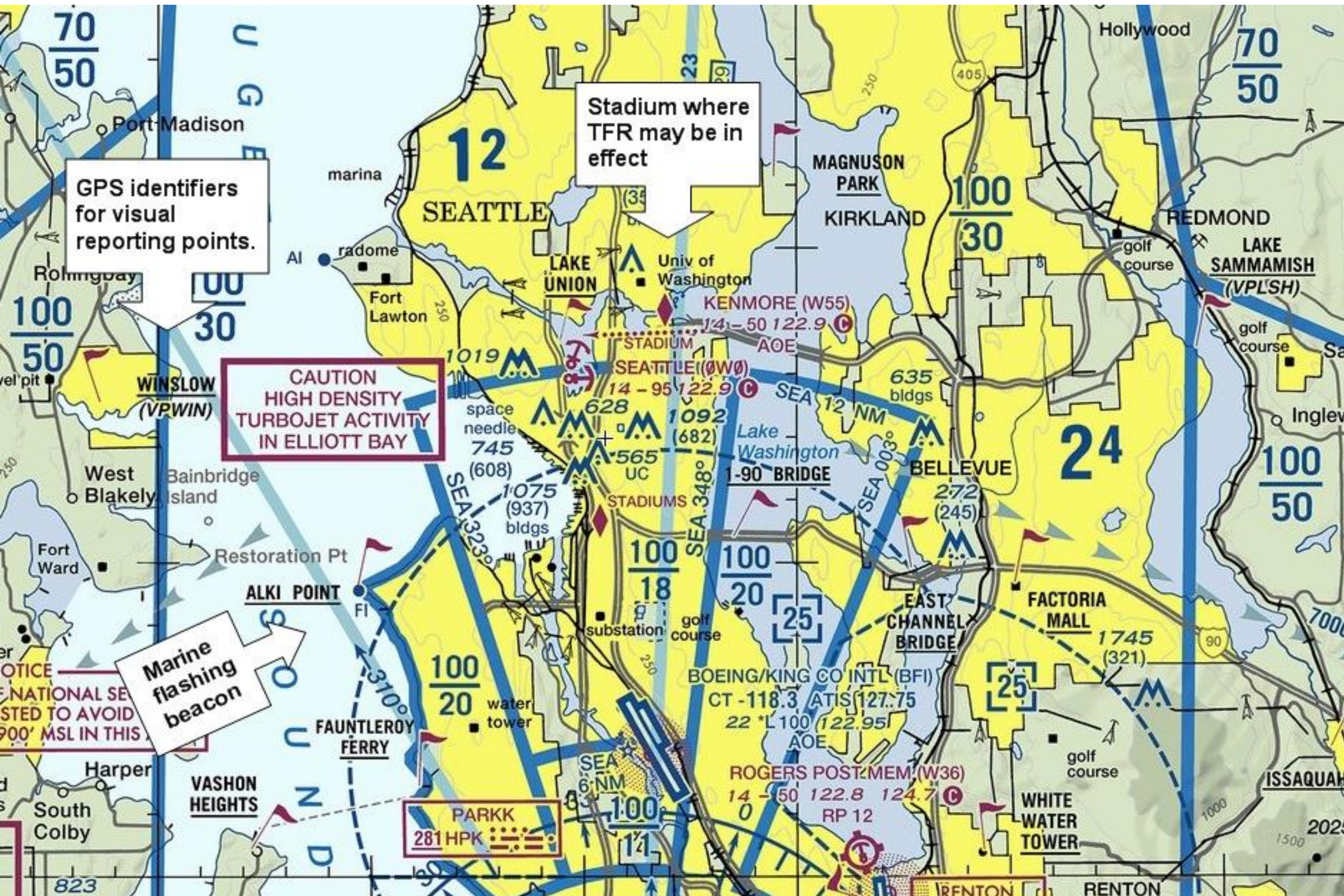


# Stadium TFR's

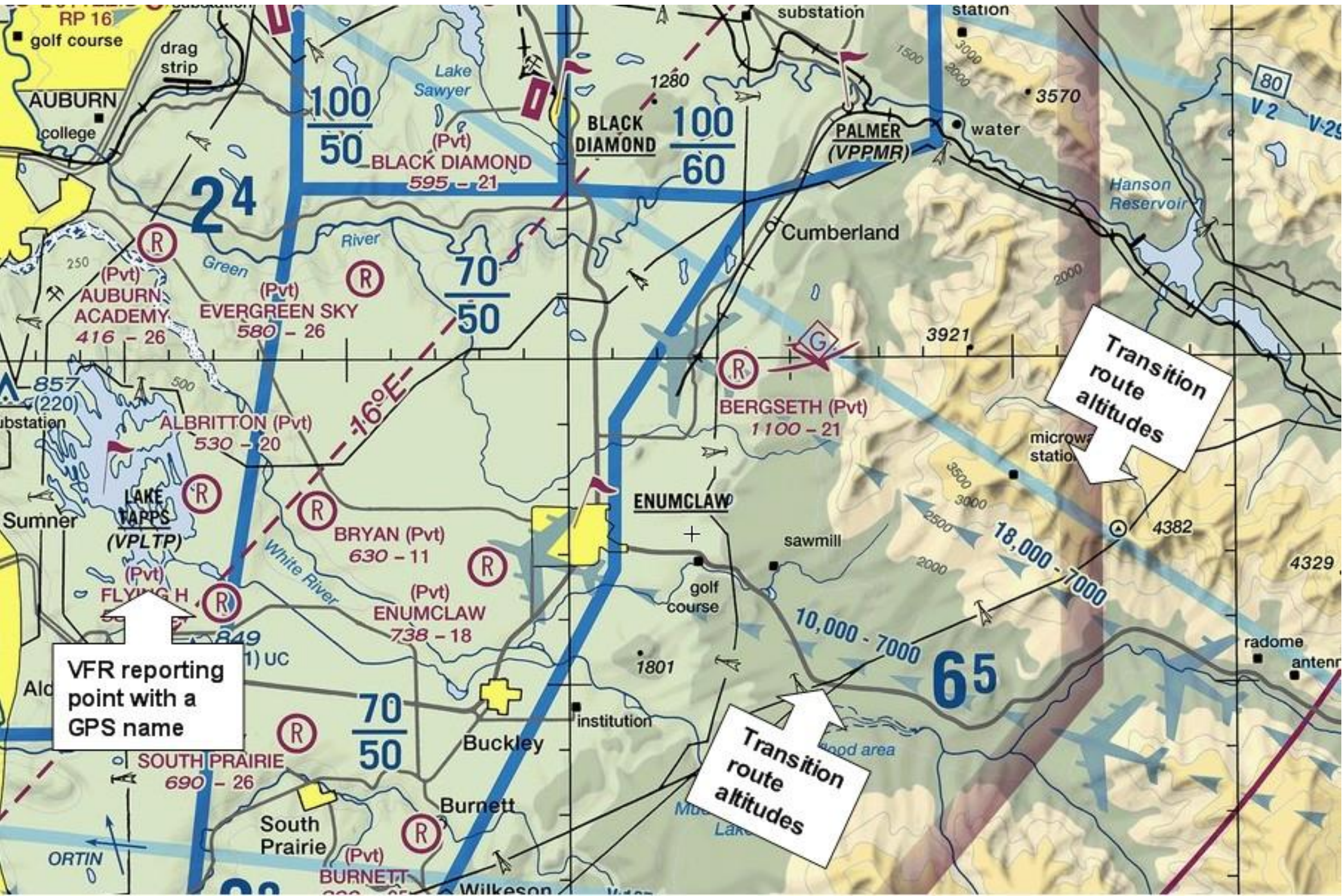
<http://skyvector.com> Must be in contact with ATC



# Terminal Area Chart Changes




# Terminal Area Chart Changes





# ICAO Flight Plans

- Domestic Requirement Indefinitely Delayed
- Required for International Flights
- Required for IFR flights Departing Bellingham (Canadian ATC)
- Aeronautical Information Manual, AIM 5-1-9
- [www.FAA.gov](http://www.FAA.gov)

 U S Department of Transportation Federal Aviation Administration		<h2 style="margin: 0;">International Flight Plan</h2>	
PRIORITY <b>&lt;=FF</b>		ADDRESSEE(S) _____ _____ _____	
FILING TIME _____		ORIGINATOR _____	
SPECIFIC IDENTIFICATION OF ADDRESSEE(S) AND / OR ORIGINATOR			
3 MESSAGE TYPE <b>&lt;=(FPL</b>		7 AIRCRAFT IDENTIFICATION _____	
		8 FLIGHT RULES _____	
		TYPE OF FLIGHT _____	
9 NUMBER _____		TYPE OF AIRCRAFT _____	
		WAKE TURBULENCE CAT. / _____	
		10 EQUIPMENT _____ / _____	
13 DEPARTURE AERODROME _____		TIME _____	
15 CRUISING SPEED _____		LEVEL _____	
		ROUTE _____	
16 DESTINATION AERODROME _____		TOTAL EET HR MIN _____	
		ALTN AERODROME _____	
		2ND ALTN AERODROME _____	
18 OTHER INFORMATION _____			
SUPPLEMENTARY INFORMATION (NOT TO BE TRANSMITTED IN FPL MESSAGES)			
19 ENDURANCE HR MIN <b>E/</b> _____		PERSONS ON BOARD <b>P/</b> _____	
		EMERGENCY RADIO UHF VHF ELT <b>R/</b> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
SURVIVAL EQUIPMENT POLAR DESERT MARITIME JUNGLE <input type="checkbox"/> / <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		JACKETS LIGHT FLUORES UHF VHF <input type="checkbox"/> / <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
DINGHIES NUMBER CAPACITY COVER <b>D/</b> _____		COLOR <b>C/</b> _____	
AIRCRAFT COLOR AND MARKINGS <b>A/</b> _____			
REMARKS <b>N/</b> _____			
PILOT-IN-COMMAND <b>C/</b> _____			
FILED BY _____		ACCEPTED BY _____	
ADDITIONAL INFORMATION _____			

Fields 7 – 19 are the only fields that need to be filled out.

Field #	Title	Content	Example
7	Aircraft Identification	Tail number	N2388L
8	Flight Rules	IFR or VFR	I (IFR) V (VFR)
	Type of Flight	General Aviation	G
9	Number	How many planes in this formation flight?	01
	Type of Aircraft	Make and Model number	C172 (or C182 or P28A)
	Wake Turbulence Category	Light, Medium, or Heavy	L (L=Light, less than 7,000 kg)
10	Equipment	Nav, Com, and Transponder type	SG/C S= Standard (VOR, ILS, VHF) G= GPS C= Transponder with Mode C
13	Departure Aerodrome	Four-letter ICAO or ZZZZ	KBFI ZZZZ if airport id has numbers, i.e.: S50
	Time	Estimated takeoff time, Zulu	1930
15	Cruising Speed	N=Knots, followed by 4-digit speed	N0110 (true airspeed of 110 knots)
	Level	A=altitude in hundreds of feet	A0040 (4,000 feet)
	Route	Use DCT to indicate Direct	S50 DCT AWO (Auburn direct Arlington) S50 DCT OLM V165 UBG (Auburn direct Olympia V165 Newberg)

16	Destination Aerodrome	Four-letter ICAO or ZZZZ	KMMV ZZZZ if airport id has numbers, i.e.: S50
	Total EET	Estimated Time Enroute, HHMM	0125 (1 hour and 25 minutes)
	ATLN Aerodrome	Alternate Airport, if required Four-letter ICAO or ZZZZ	KSLE ZZZZ if airport id has numbers, i.e.: S50
	2 <sup>ND</sup> ATLN Aerodrome	2 <sup>ND</sup> Alternate Airport	Leave Blank (not required)
18	Other Information	Enter "0" (zero) if no info required  If ZZZZ was used above: DEP/ (departure airport) DEST/ (destination airport) ALTN/ (IFR alternate airport) RMK/ (remarks)	0  DEP/S50 DEST/0S9 ALTN/4W8 RMK/
19	Supplementary Information	Endurance, HHMM Persons On Board (three digits) Aircraft Color Pilot-in-Command	E/0400 (four hours endurance) P/002 (two people on board) A/Red White (aircraft is red and white) C/Joe Smith (PIC is Joe Smith)

Door Prizes