

**Minutes of a meeting of
The Board of Directors of
The Oak Hills Flying Club
Held 13 Oct 2020 at
The Stirling Airport**

In Attendance:

Duane Captstick
James Erskine
Mike Fielding
Bryce Taylor
Wray Thomspen (Remote)
Ted Marecak (Remote)

Absent:

Jason McInroy
Dave Muldoon

OLD BUSINESS

Minutes

A motion was made by Mike Fielding to accept the minutes, seconded by James Erskine.
Carried.

Financial Report

The Treasurer provided the following summary as of 30 Sep 2020:

Bank account: \$11,742.66
Mortgage due: \$46,221.00

Specifically, the Mortgage payments are \$444.44/month with 8.6 yrs remaining. On top of this there is approx \$150/m interest.

The two work parties held in September cost \$1837 for materials and \$93 for beer. The canteen was used to fund the food.

Runway Report

A second work party was held on 26 Sep to complete the crackfilling. The vent was well attended and all but the last 50 ft was completed when we ran out of material. The results were excellent and the efforts of the members are greatly appreciated.

Equipment

Repairs on the snowplow are just about complete. John Davis was able to get us a set of chains.

Hangars

No new info.

Helicopter Operations at Stirling

Four Seasons Aviation, operated their Bell 206 helicopter for several days as planned. There was no impact on club operations.

50/50 Draw

Dave Muldoon was absent. We will carry this item over to next meeting.

Executive Terms of Reference

The president requested that the individual managers provide updated Terms of Reference for their positions to the secretary by NLT 3 Nov so they can be reviewed at next meeting.

NEW BUSINESS

Budget

The secretary noted that the club does not currently develop an Annual Budget and as a result we do not track our expenditures as closely as we could throughout the year. He suggested that the Board meet to develop a budget early in the new year to forecast and track spending. The Secretary will work with the Treasurer to develop a plan for this.

Snow Plow Operations

The president suggested that we consider appointing an individual to oversee Snow Plow operations including training operators and implementing Standard Operating Procedures. This may or may not be the same as the Equipment Manager. James Erkinie will look at suitable candidates.

Long Term Planning for the OHFC

The president proposed that we look at drafting a Long Term Plan for the development of the club and property. In the past the building of hangars has been dealt with ad hoc rather than with any planned end result. This would also include what kind of Club we would ultimately like to have and what services we would provide. The board will consider various approaches over the next few months and ultimately consult the membership for their views on a final plan.

Constitution and Bylaws

Mike Fielding observed that the Constitution and Bylaws are in serious need of a re-write. Not only have they not kept up with the way the club operates but they are badly organized. It was agreed that they need to be cleaned up. The president tasked the secretary with providing a draft of a new constitution in time for the next AGM. It is recognized that amending a constitution can be a very contentious process, so this will be done in two steps. This first will be the reorganization of the existing bylaws into a more acceptable format. The second will involve amending the individual bylaws to better reflect the Club in 2020. Again, no bylaws will be changed without the members' consent.

Honorary Lifetime Member

The president noted that with the passing of our friend Fern Villeneuve the club now has a vacancy for one Honorary Lifetime member.

Adjournment

A motion for adjournment by Wray Thompson, seconded by Dave Muldoon. **Carried.**

Submitted by

Approved/Not Approved

M.W. Fielding
Secretary

J.D. Capstick
President