

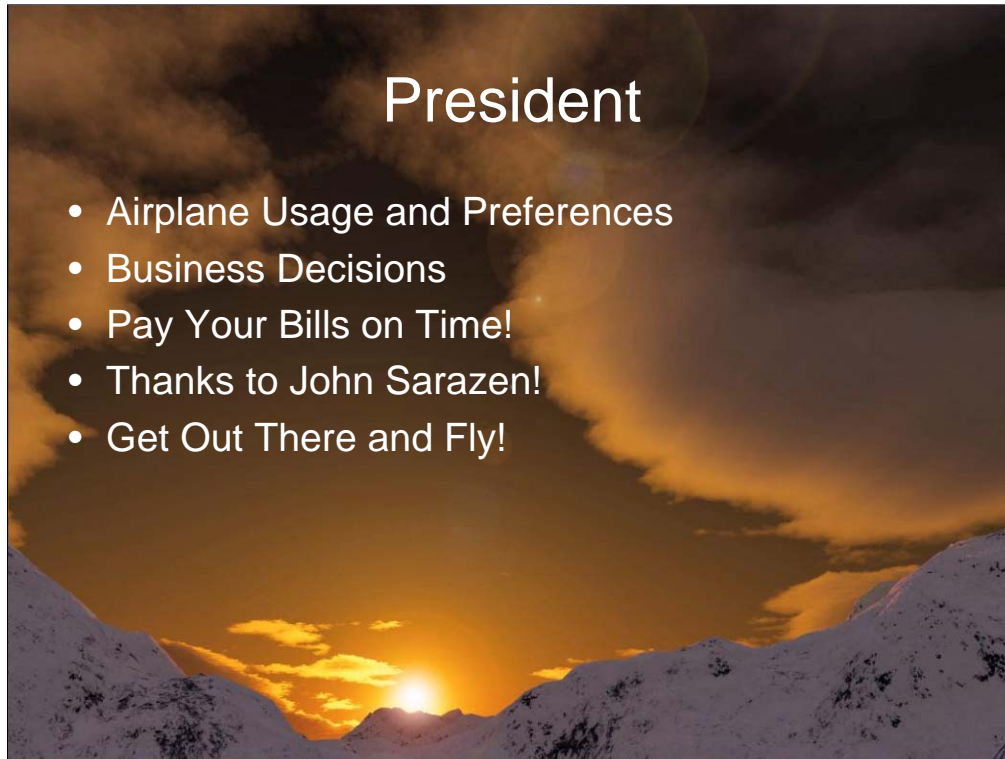


# Jeppesen Employees Flying Association

10 May 2007

# Agenda

- President – Ken Eiken
- Treasurer – Andy Longbrake
- Ops – Ken Shockley
- Safety – Alex Pufahl
- Training – Scott Kennedy
- Membership – John Sarazen
- Communications – Charles Rush



From Ken Eiken...We're looking at the planes and see how often they are used...comparing their usage. We'd like to find out from members why they fly certain planes and not others. Business decisions will be made according to what we find.

We know that weather has kept us from flying. We're hoping it will get better.

The club receives \$75K grant each year, but this isn't going to go on forever. We need to become self-sufficient. We need to make money to sustain ourselves. We need to fly to do this, AND...we all need to pay our bills on time. That's part of the JEFA business.

John Sarazen has resigned from the Director of Membership post. His job has become too demanding. In the meantime, Karen Hitchcock will take over. Thank you John!

No questions for Ken.

# Finance

- Treasurer's Report
- Andy Longbrake
- (303) 328-6721
- [john.longbrake@jeppesen.com](mailto:john.longbrake@jeppesen.com)

Andy Longbrake dialed in from Cincinnati

# Finance

## March Airplane Usage

Percent of Target is based on business plan usage of 40 tach hours per month

Aircraft	Tach Time	Hobbs Time	Percent of Target
• N505JF	24.1	34.2	60.2%
• N2477J	39.9	53.1	99.8%
• N20JA	39.7	52.9	99.3

# Finance

## April Airplane Usage

Percent of Target is based on business plan usage of 40 tach hours per month

Aircraft	Tach Time	Hobbs Time	Percent of Target
• N505JF	26.7	38.0	66.8%
• N2477J	24.4	31.7	79.3%
• N20JA	41.7	56.5	104.3%

April was a better month than March for hours.  
Get out and fly!

# Finance

## Dues reimbursement policy

Our current policy states this:

You must fly 1 tach hour in a given aircraft in a given month to receive the \$20 rebate. It can be in multiple flights, but it must be greater than or equal to 1 tach hour in a given aircraft.

Andy's gotten lots of questions about dues.

There still seem be many questions.

If you have questions, suggestions, or comments, get in touch with Andy.

# Finance

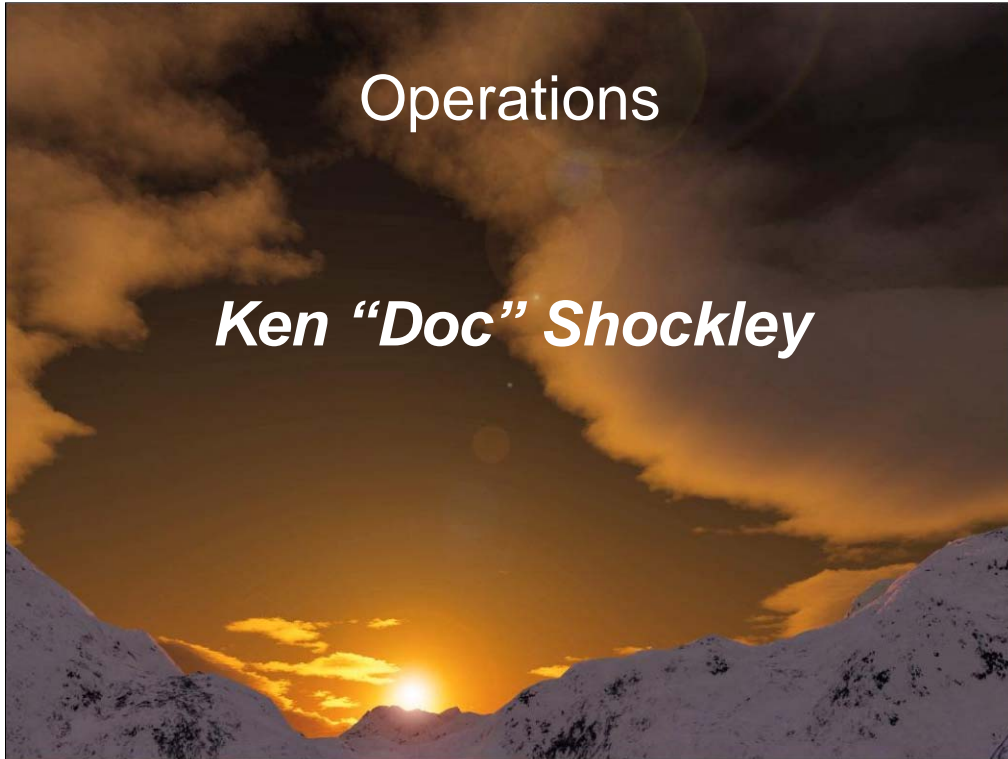
Overdue JEFA Accounts:

If you have an overdue JEFA account, you have been contacted recently

Please pay it as soon as possible

We're down to only two or three overdue accounts! That's great. Thank you.

No questions for Andy.



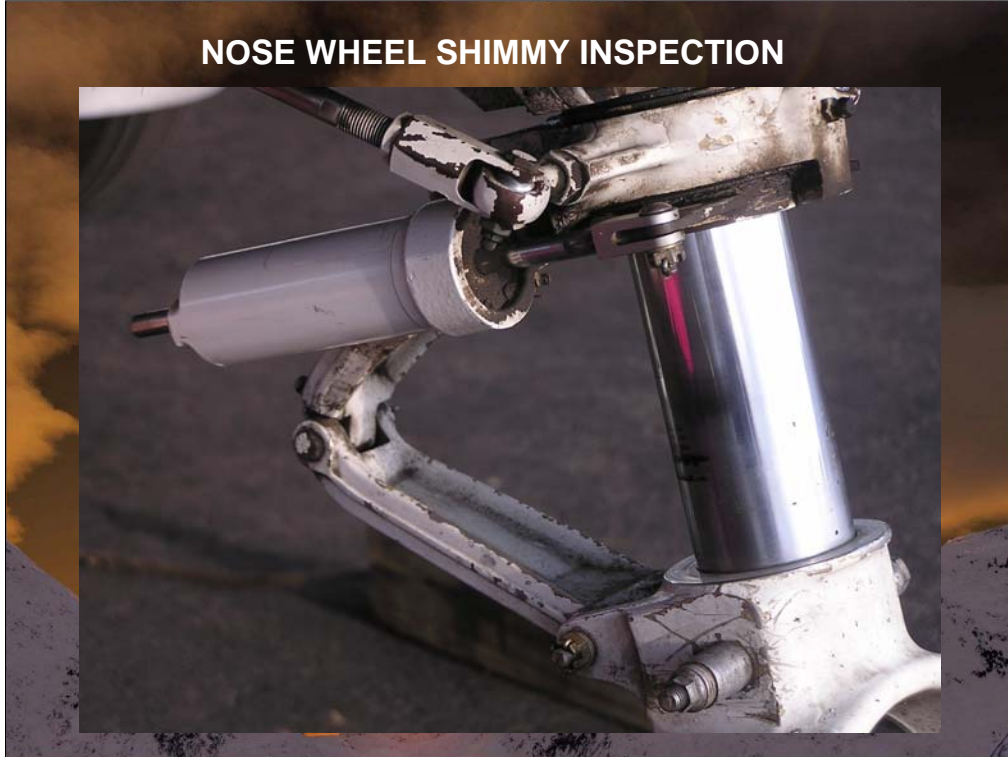
Ken Shockley...

It looks like it might be close to two weeks to get 77J repaired.

# Preflight and Ground Operations

- **Preflight Inspection — Maintenance Items**
  - Nose Wheel Shiiimmmmyyyy
  - Exhaust Leaks
- **Ground Operations — Pushback**
  - Damage Control
  - Covered Parking Etiquette
- **100-Hour Inspection Volunteers**

## NOSE WHEEL SHIMMY INSPECTION



Ken reminded us that during our preflights, we need to make sure we check the shimmy dampener. This is one of 77J's issues...one of the reasons that she's down right now. We are waiting for the replacement.

Ken explained what this does and why it's important to make sure it is there and why you need to make sure that it is secure as part of your preflight.

When inspecting the shimmy dampener, note that it should move a bit, but make sure it's secure.

Ken told everyone about how it was missing from one of our planes. He explained how he doesn't believe this was maintenance issue.

If, when taxiing, you notice the front wheel shimmying, pull the yoke back to lift pressure from the dampener. That will dampen any wheel shaking. Don't hit the brakes...use power and the elevator to control pressure on the wheel. Minimize the pressure on the front wheel.

## EXHAUST INSPECTION



The exhaust problem on 77j was showing symptoms early on. If you see soot from behind the cowling, you have exhaust problems.

We had to ground 77J to get this repaired. It was an airworthiness issue.

Don't worry about the little bit of oil on the cowling. It's from messy people! When you check the oil, please don't put the oil dip stick on too tight. Ken has had to crack three of them. And that kind of pressure also can harm the whole oil thing...DOC!

## PUSHBACK



Pushing back the planes...

The tail skid catches on the elevator when you push back and down too far. Before you push the planes back put the seatbelt around the yoke to lift the elevator.



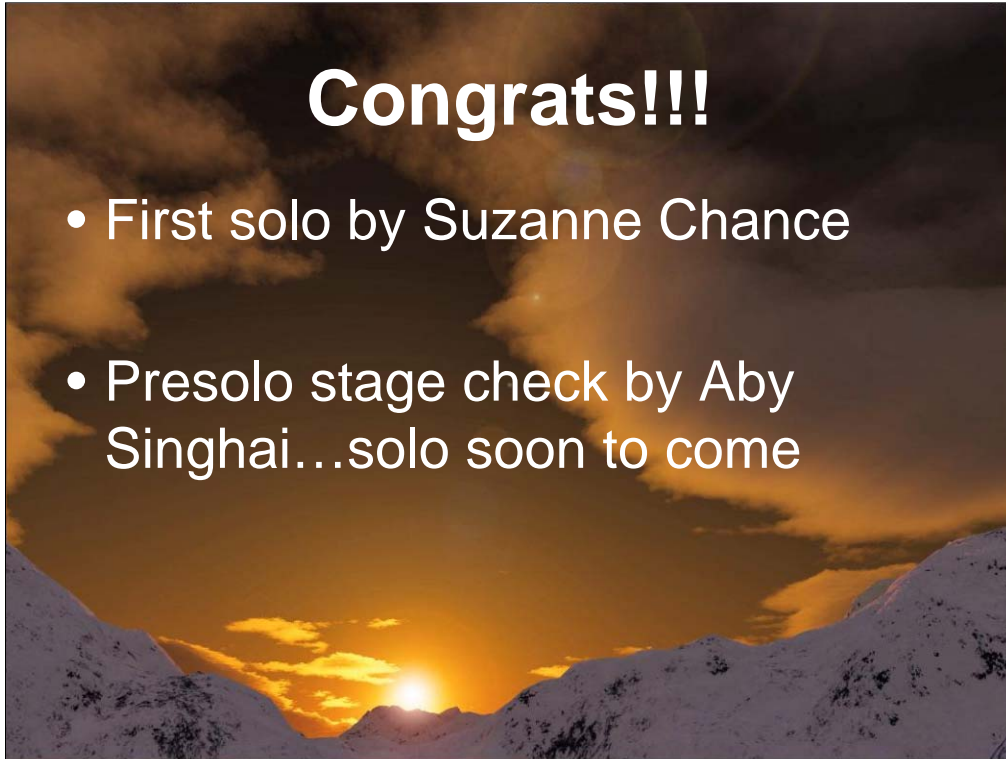
We've had three tail skids with damage. Doc is going to look at alternatives for what's out there that can help prevent the damage; Chris Jones mentioned there are things out there.

No questions for Ken.



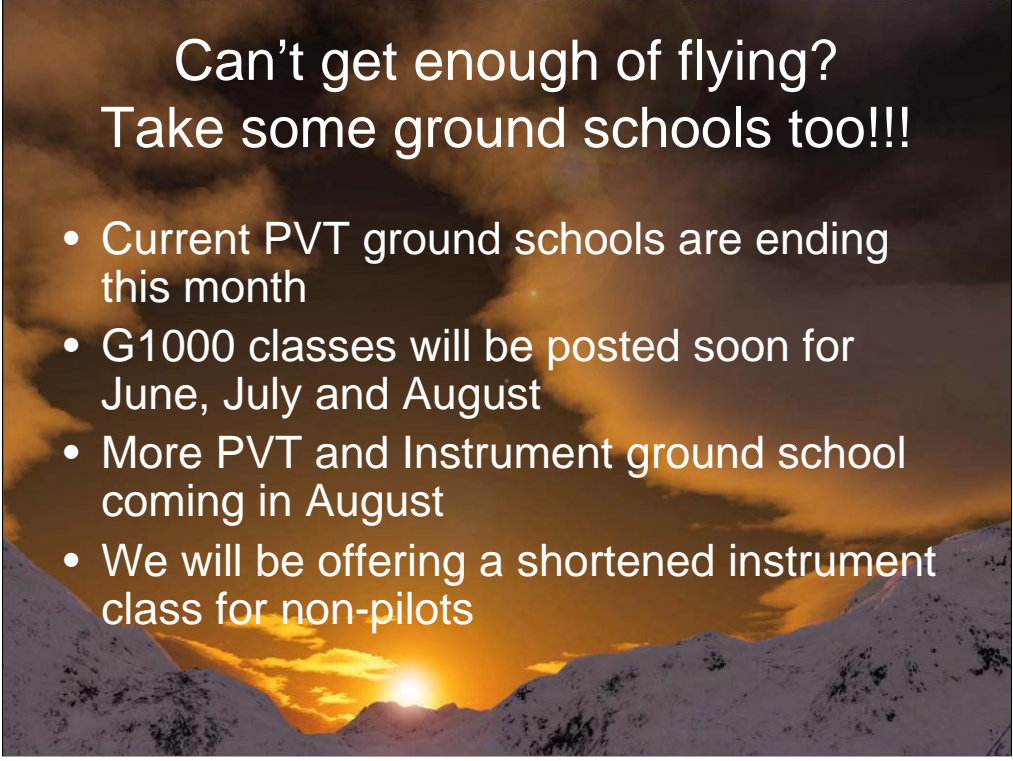
# Training

Mark Smith



Mark Smith sat in for Matt Majka.

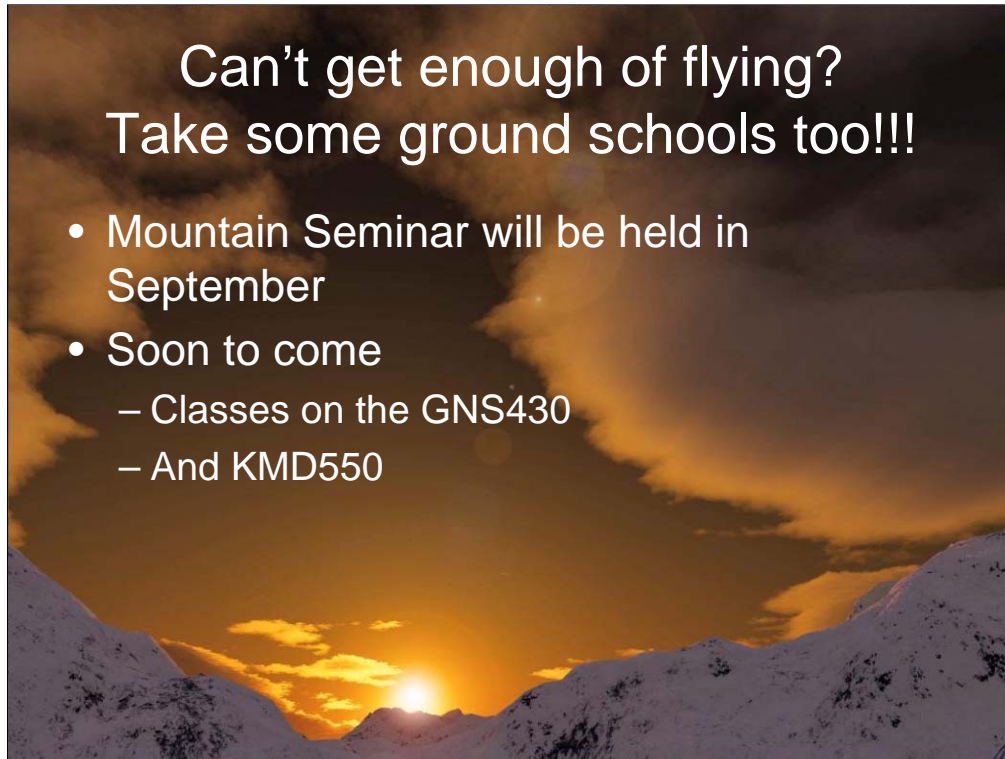
Mark announced some training highlights for Suzanne and Aby. Congrats to everyone!



Can't get enough of flying?  
Take some ground schools too!!!

- Current PVT ground schools are ending this month
- G1000 classes will be posted soon for June, July and August
- More PVT and Instrument ground school coming in August
- We will be offering a shortened instrument class for non-pilots

The shortened instrument class is designed for non-pilots that work for Jepp and just need the knowledge to help with their jobs.



Colorado Pilot Assoc (CPA) hold three or four mountain flying seminars a year, usually between April and August.

Open House will preview some mountain flying training information.

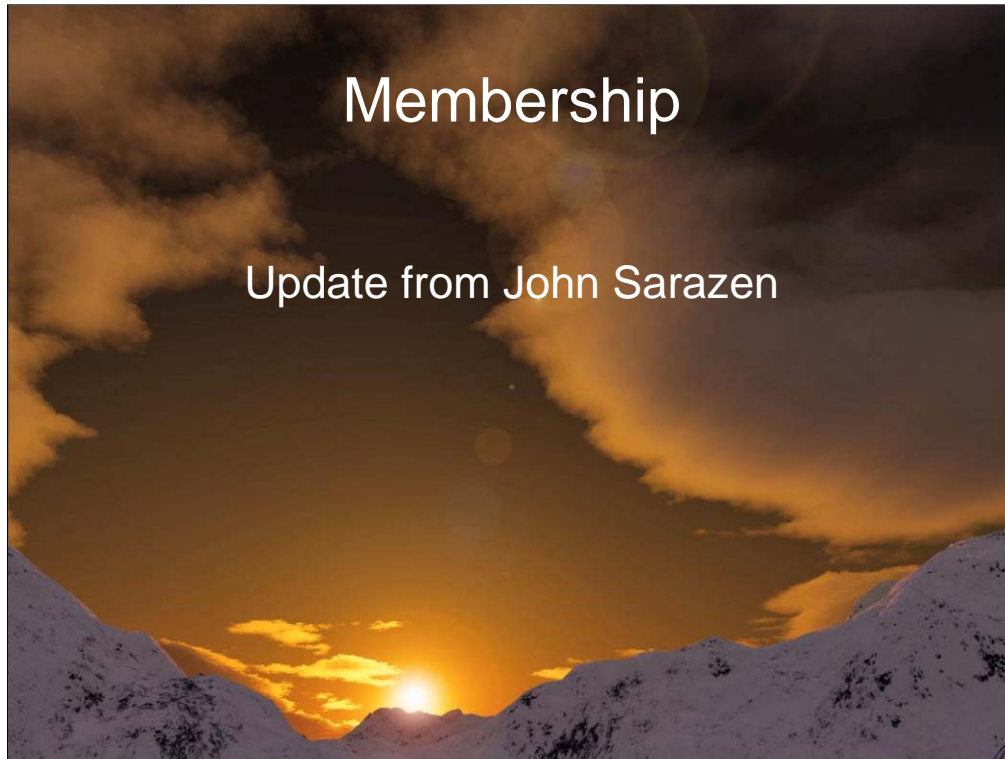
When you push the planes back...watch for cars. A 4-Runner was next to one of our spots...the wingtips would have hit the car if Mark hadn't noticed how close the wings were to the car. Please watch when pushing the planes back if there are cars near by.

The Aspen Flying Club's chief pilot talked with Ken about us starting the plane in front their planes. If you can move the planes, please do so. If you're alone and can't, just make sure you set the RPMs low so you don't blast what is sitting behind you. If nothing else, just pull the planes across the cables....it takes too much power to push the plane across the cables. Also, if you're not going to pull the plane out, check for sand and dirt to help minimize the blast. And if you see Aspen out there putting a plane back, offer to help them.

There was request to get two towbars...one in each 172. It's difficult to move the planes without them for some people. It's a pain to take the towbar from one plane to another.

Note that JA has wheelpants...careful using the towbar.

DA40 towbar trick...the towbar for the DA40 is sometimes troublesome. Rick Maddy has a trick that he's willing to share. And Doc will look at the towbar and see if he can enhance it to make it more usable.



John Sarazen mentioned this is his last presentation

He's recently gone through the list of members and updated our records. We have 41 active members and tons of inactive members. We will be getting in touch with the inactive members.

We need accurate information from all members. We are still missing information on some people. Most important, we need contact information.

There are some medicals that are due...at least according to FSP. Please update your information in Flight Schedule Pro (FSP).

John thanked everyone for all their support during his tenure. It was fun getting this club up and running. He'll still be flying. "I'll see you on the ramp."

Charles will send emails to individuals telling them what info we have and asking if it's current.

## Communication

- Austin Klahn flew the most in April.  
Way to go Austin!!!

Who's going to have the most hours next month?

## Communication

- May newsletter is out!
- 2007 JEFA Open House will be May 19. Volunteers are needed!

Please get articles to Charles Rush!

Charles pointed out a "Steve Purcell" article in newsletter.



## Communication

### • OPEN HOUSE!!!

- Discovery flight will be available before and after the open house...great chance to fly!!
- Seminars will be held during the open house  
10:00 AM to 2:00PM

Still need volunteers!

Cooking, directing traffic, setting up, taking down, etc.

You can do discovery flights any time! Scott Kennedy sets these up.

# What kind of Seminars?

<b>Time</b>	<b>Where</b>	<b>What</b>
<b>10:00-11:00</b>	<b>Aircraft Parking Area</b>	<b>What Makes Your Aircraft Tick</b>
<b>11:00-11:30</b>	<b>JEFA Offices</b>	<b>Mountain Flying Info</b>
<b>12:00-12:30</b>	<b>JEFA Offices</b>	<b>Aeronautical Decision Making</b>
<b>12:30-13:00</b>	<b>Aircraft Parking Area</b>	<b>Airframe Components</b>
<b>13:00-14:00</b>	<b>JEFA Offices</b>	<b>Jeppesen chart for Non-Instrument Pilots</b>

New this year at the open house are seminars...Ken Shockley and our CFIs are presenting.

# Communication

- Young Eagles at Rocky Mountain Regional Fly-In
- June 22 thru June 24
- Pilot and Ground volunteers needed!



Jepp is a RMRFI sponsor this year. As a sponsor of the fly-in and Van Tine's support of the Young Eagles, we're now all set up to fly the Young Eagles.

Average 120 kids each day.

Jepp is paying for the flying time.

Weekend June 22 -23...three days.

We need ground and pilot volunteers.

Two JEFA tents will be set up at RMRFI. Jeppesen and JEFA banners will be up.

Ken said that Young Eagles is a huge deal. He's been able to participate in YE events and said it's a great organization.

Jepp is a gold sponsor. We have some of our SLT involved.



Are the planes going back and forth each day? Yes.

We'll leave stuff set up at FTG each day and just bring the planes back and forth.

Are we going to organize an aircraft cleaning? Yes...the night before the Fly In AND the Open House. We'll use the JetCenter's hose/washing area.