



THE GLIDING FEDERATION OF AUSTRALIA INC.

Executive Meeting July 16th 2016

MINUTES

1. Opening and Those Present: 0830.

1.1. Welcome

1.2. Present

Mandy Temple, Peter Cesco, Dave Shorter, John Styles, Rob Hanbury, Greg Schmidt, Terry Cubley.

1.3. Apologies: Drew McKinnie

Observers: Reg Moore, Kerry Klein, Owen Jones, Lindsay Mitchell, Ian Grant

2. Minutes Approval

2.1. Approval of the Minutes of the previous Exec Meeting (April 2016)

APPROVED AS AMENDED. Mandy Temple/Peter Cesco

2.2. Matters Arising.

- a. **Set specific goals for increasing membership numbers** – 3000 by 2018? 10% per year (full members) – Need to continue to promote.
- b. **Salesforce Licences:** Numbers have been reduced. One extra added for M&D. Asaving of \$5k
- c. **AAFC PEX/AEF fees** pre-purchase as been agreed / implemented 2000 in current FY = \$30,000
- d. CSC and CMD to arrange design of Team uniform and a funding proposal. Possibly paid for by sponsorship but any shortfall to be covered from sports or marketing budget. In progress
- e. Tasman trophy. Not proving much benefit. CSC to propose a new format for some aspects of this event, for discussion with Gliding New Zealand in October.
- f. Gliders in Europe. CMD and CSC to develop proposal for GFA Board. Still requires action
- g. Amend expense guidelines. EO to check re car hire
- h. Align MOSP : EO to coordinate

2.3. Confirm any decisions between meetings.

1. Auto recurring payment approval
 2. Approve SAGA constitution. – ask regions for constitutions, circulate to other regions for comparison
 3. Approve GFA awards
- These actions were confirmed

3. Correspondence

3.1. Inward

- Vic Street smart handbook advert approved
- Letter from Roger Bond re incident at Boonah
- REX Aviation re incident
- Advice from SAGA re affiliation of AV8 Flight Training Centre
- SAGA with copy of SAGA constitution
- Invitation for President to participate in CASA Directors Advisory Panel

Outward

- Advice to clubs re change to MOSP 2
- Various re SAGA RTOA nomination

- Schleicher's re their complaint
- MOSP 3 to CASA
- Letter to Roger Bond re incident at Boonah
- Invitation to CASA to attend Airworthiness panel meeting
- Discussion with CASA re sections of MOSP3
- CASA re Part 139
- Advice re Byron Bay GC move to QGA
- Quarterly Deed report to CASA

Confirmed

4. President

- 4.1. The President's Report was noted
- 4.2. Mandy attended DAP.
 - Requested a new funding model for sport aviation, including beyond Part 149.
 - Regulations are too complicated – so people have to keep referring to Legal department.
 - Others raised questions about medicals
 - Michael Linke appointed as chair of the DAP
- 4.3. Agreed to manage comments in occurrence reports by improved comms between AAFC Operations and GFA Operations. EMO now has access to AAFC Airs Reporting system

5. Vice President

- 5.1. Simulator report has been issued
 - Purchase 4 or 5 sets once identified. Set up CIP. Develop “set up and operation” procedures. Identify sites for locating simulators. Develop training regime. First ones available by April 2017?
- 5.2. AW training documents not on web site yet. Final edit and formatting in progress. 10 of 18. One for each section of BSE
- 5.3. Tugs. GFA maintenance of tugs. Our current systems probably don't meet CASA requirements. Airframe we can meet, Engines are more difficult – use LAMES as mentors. Peter will take this on as a project.

6. Executive Officer

6.1. What is the future for our membership card?

- Agreed to retain membership card.
- Continue to send out the paper report to members
- Investigate a phone App.

6.2 Part 149 legal advice

- See ASRA lawyers report. Expresses concern over potential for significant fines and recording of a criminal offence against “key personnel”. Also see legislation exposure draft.
- Discussed with CASA. Administrative issues would not be penalised. But if it is a written regulation then we are exposed. Ask Legal Advisor to review their legal advice. **Action EO**
- Rob. Is part 149 worthwhile. Ask Jay to review exposure draft. **Action EO**

6.3. GFA and ASAC representation for funding discussions

- Discussions regarding funding for GFA and other sports aviation groups under Part 149 or for an ongoing Deed. RAAus are leading a discussion with Department of infrastructure re potential for future funding, cpi increases etc. How will GFA be represented in these discussions? Note RAAus are not members of ASAC – refer to as ASAC plus?
- CASA board prefers to work with individual organisations.
- We need to have a point of contact to develop relationships and represent the view of the GFA Board.
- EO to be our rep unless we can find suitable people in Canberra. EO could take Canberra people as an introduction. EO to circulate a prospect list to Exec [Peter O'Donnell, Geoff Brown, Rod Lambert]
- TC to be nominated as GFA rep to ASAC

6.4. OSTIV Conference

- OSTIV is a great opportunity for our Operations and Airworthiness officers to increase their knowledge of key issues facing gliding internationally. An opportunity for GFA to promote to this group. How are we best able to do this?
- COP and CAD to promote to their regional officers.

6.5. ABC Badges for 1 month members (international)

- We have 1 month GFA members (international) many of whom return on a regular basis. Some qualify for our A,B and C badges
- Agreed to recognise and issue these badges
- Increased postage charge for international mail. **Action EO**

6.6 Glider stickers??

- As part of Goal 3000 agreed to print car stickers for all members
- Sean Young to develop, M&D to pay. **Action CMD**

7.0 Finance and Administration

Noted financial report

- Audited accounts on web site.
- Audit report has been signed
- \$1.5million including targeted accounts
- Clarify GFA role in supporting international team outside of the ITC fund
- Budget will be amended by changes to SC budget

8. Airworthiness

8.1 CASA charging for review of documents, we are not going to pay. CASA ignoring

8.2. Tow Plane maintenance: We need a dedicated team on this important development.

- Get a draft before introduction of part 149. Needs to be part of 149
- GFA to manage towplane maintenance same as motorglider. Towplane can only be used for towing, no other reason.

8.3 E-tug. Developed for past 11 years. Regulations in process of being changed which will allow roll out of identical e-tug with experimental registration to other clubs. Should be available in early 2017. Great cost saving for clubs.

8.4 AW Training

- Concerns with AW training standards. Different people training and in different ways. Rob to focus on quality and training standards.
- AW refresher training has only been attended by approx. 50% of inspectors.
- Document updates: Only 50% progress so far. A long job.
- Audits are now up to date. Audits to include a number of private gliders, more at larger clubs
- AW Office manual is finalised.
- Do not seek CASA approval, seek Acceptance. Advise that the document is complete and will be published in 14 days.
- Training contract foreshadowed. Regions doing the training, but may need assistance to ensure quality and standards.
- Service Difficulty Report (SDR) Dennis is working through this. Need to publicise that the system is now working and encourage more reports
- Regional responsibility to support/manage the Regional officers.
- Note: Exec needs to consider establishing standard system/process for creation of on-line learning modules.

8.5 AWDP: See report. Note progress with AWDP. Most items back to business as usual

9. Marketing and Development

- 9.1 Membership – We need to visit each club next to get them on board to accept change
- 9.2 Another Target group – new commercial pilots. Can count gliding and towing hours as flying time. Much cheaper, and may become tug pilots
- 9.3. European Team Base plus 2 gliders. Maybe a task for review by Team Manager
- 9.3 Items for noting

- Join in June. 46 - 50 new 12 month members. To repeat next year. Maybe choose another month with better weather?
- invite Club Presidents to go and visit other clubs.
- Case studies of successful clubs
- Australian gliding team web page. No data coming in regarding what they are doing. History info. CMD to send questions to team captains. Training plan. Also Peter Trotter is team coach for Benalla.
- Develop a job description for a team Co-ordinator ? to coordinate between sports and M&D
- Has applied for \$40k from Vic Government for SGP at Horsham.
- Indoor flying show (TV) participation is a great opportunity.
- Simon Hackett \$10k allocated to future Junior teams. Application of this fund in addition to ITC allocation to be determined by Chair Sports Committee.
- Surplus from Narromine JWGC was paid to GFA for M&D expenses. Into General revenue. M&D budget
- Meeting at Bacchus Marsh re airfield management. Option of legal advisor support if needed.

10. Operations. Noted the COP report and Occurrence reports and Continuous Improvement Process

- Eddie Pike part of AAFC review. Drew is happy that there will be sufficient GFA support
- Project plan for blue book etc. Dollars required to conduct meetings but not for paying people.
- Draft version of blue book has gone to RMOs and some CFIs.
- Reviewing GPC competency structure – Concern expressed that GPC changes being made without consultation with sports committee.
- Drew to circulate 'pale blue book' for review/distribution if Dark blue book not available prior to Drew going overseas

11. Sports. Noted CSC Report

- Vacancy for NCD. Some names offered. Advert in next magazine
- **ITC:** The outstanding matter is the funding for the Tasman Trophy. Sports to develop future model for Tasman trophy.
- **FAI:** Noted that an online revalidation for OO's is being developed. By Beryl and Tim. Review questions for OO rating given changes to sporting code.
- Investigating a "Team Coordinator to support our "World Comp Teams".
- **Trophies:** A Swaantje Geyer trophy for highest place overseas pilot in club class/sports class nationals, is in the process of being organised.
- Handicaps changes? CSC to confirm if any proposed changes to weight adjustment.
- Standardise team uniform
- Trackers purchase extra 30. Jacques looking at this. Use for nationals – juniors, GP, worlds. Kerrie Claffey to coordinate. Issue a calendar for the season.

12. Safety Management System

- 12.1. Airworthiness input to GFA Safety system
- 12.2 Operations input to GFA Safety system
- 12.3 Sports input to GFA Safety system
- 12.4 Admin input to GFA Safety system

President/NSM to develop a letter to the Safety committee (Executive) and safety department (Regional Officers) to identify documents that define current practices that do not need to be covered by club risk assessments (ops regs, competition rule and guidelines, MOSP3 etc.

14. Meeting Performance Self Assessment

- 14.1. Decision Making
- 14.2. Timeliness of Reports
- 14.3. Things that went well
- 14.4. Things that could be done better

Timeliness of some reports was poor which made it difficult
 Didn't follow the agenda which made it confusing
 Not enough time allocated – meeting too short

2016/17 meeting schedule

	Exec	Board
January 2016		
February	GTM Tue 9 Feb	GTM Tue 16 Feb
March		
April	Exec meeting 16 April/Board meeting 17 April (Melbourne)	
May	GTM Thu 19 May	GTM Thu 26 May
June 2015		
July	AGM/Board 16/17 July Melbourne	
August		
September	GTM Thu 15 Sep	GTM Thu 22 Sep
October		
November	Board meeting 5/6 Nov: Brisbane	
December		
January 2016		
February	GTM	GTM
March		
April	Exec meeting April/Board meeting April (Melbourne)	
May	GTM	GTM
June 2015		

Meeting Closed at 12:30pm