



# THE GLIDING FEDERATION OF AUSTRALIA

## Board Meeting 17 April 2016

### MINUTES

Best Western Airport Motel & Convention Centre, Attwood, Vic

Sunday 17<sup>th</sup> April. Meeting commences at 8:30am.

#### 1. MEETING OPENING AND WELCOME COMMENTS

**1.1. Record of members present:**

Mandy Temple (chair), Peter Cesco, Dave Shorter, Greg Schmidt, Drew McKinnie, John Styles, Andrew Simson, Tim Carr, Lindsay Mitchell, Ian Grant, Reg Moore, Owen Jones, Eric Stauss, Terry Cubley

**1.2. Apologies**

Rob Hanbury, Brenton Swart

**1.3. Admission of observers. Tim Shirley (morning only)**

**1.4. Conflict of Interest Disclosures. Nil**

**1.5. Previous Minutes from 7/8 Nov 2015**

Moved that the Board Approve the Minutes. Dave/Mandy. CARRIED

**1.6. Decisions between meetings**

Moved that the Board confirms the decision to remove Adam Webb and appoint Eric Stauss as junior board rep. Dave/Mandy. APPROVED

**1.7. Matters Arising from the Minutes**

- a. AN84 competition numbers. Approved. GFA office to run the list
- b. Direction to start work on a submission to CASA re our case for increased funding 2016 to 2017. Approved. ACTION. Drew, Rob, Mandy, Chris.
- c. Direction to produce a submission to ASAC to apply for funding. Applicable funding Not available
- d. Support for OSTIV congress. Civic reception. Maybe some accommodation? TC to ask Rolf Radespiel for details of expectation. \$5000 allocation as seed money
- e. Boonah concern. MOSP to be amended through an Ops Directive to remove GFA requirement for club to get landowner approval.
- f. Document Control – could the secretariat do this? Send docs to office for publication. Identify office staff to do this. Action EO and office staff.
- g. Personal injury insurance – do we arrange a group scheme? Ask clubs to indicate if interested. 3 options. GFA policy, group opt in policy, individual policy. Dave S to write a report to Board on cover

provided so questions can be asked of clubs if they have interest in a policy. Mandy will ask Presidents if they have accident cover currently.

- h. Cover for comp directors, etc. If working for the club, then covered by HKL policy. If GFA then covered as a GFA officer. Ian Grant will review.
- i. WAGA Puchaz life extension (to 12000 hours) is expected by mid 2016, by approved maintenance organisations. Rob to advise puchaz owners

## **1.9 Correspondence**

### **Inward**

- March Ozkosh proposal
- Deed of agreement with NSW Police
- OLC invoice
- Vic Street smart handbook
- Changed banking instructions – ING
- European document on marketing and retention
- Horsham Flying Club re offer to host GP
- Numerous – vehicle flashing lights

### **Outward**

- Press releases re WGC Benalla
- Entry form for Lithuania word comps
- CASA deed fee increase

The Board Noted the correspondence

## **2. REPORTS**

### **2.1 Membership report:**

Review membership data in relation to Goal 3000.

Identify regions/clubs of concern, and 'good news' stories

Clarify actions to respond to these observations.

- a. VSA has funding to support clubs to grow
- b. State responsibility to work with clubs – what are regions doing? Leaving it to clubs?
- c. Statistics show that membership is stable, but with pockets where significant losses. Ageing profile will see 230 people leave over next 10 years due to age.

- d. NSWGA – Martin place display in 2016, no discussion with Presidents/CFIs yet. **Action Tim Carr**
- e. WAGA – Individual club action. Major issues at Cunderdin. What is WAGA role in helping this improve? **Action Owen Jones**
- f. Drew – it is a leadership issue. If we are not promoting the leadership – planning, etc then we just go backwards. Ambassador focus – each member should be an ambassador for the club. Grow the climate of constructive leadership, rather than passive.
- g. Ian, we need to spend money. Focus on club development.
- h. SAGA, no M&D rep. No progressive dynamic push from SAGA.
- i. Strategic plan template? Workshop for club presidents etc – setting a strategic plan for my club. Tim to share LK Strategic Plan with EO for possible distribution.
- j. Australian Sports Commission Club health check (Victoria)
- k. Money in the bank is of no value – VSA will spend it to develop membership.
- l. GFA/Region contract? What is expected for regions to provide? Membership money handed over to region. Region to help identify what should be on the list of expectations. Could be based on health check. **Action. Owen to draft for comment.**
- m. Develop Club health check (**Action EO**). Region to send link to presidents. Responses to coincide with presidents meeting re strategic planning. Clubs can then send their results to their members for feedback.
- n. Regional health check is not for general circulation, to be discuss within regional meetings.
- o. Include Junior GC. cc. Eric
- p. Provide junior stats per club/region **Action EO**

## **2.2 Treasurers report**

### **2.2.1 Approve Budget 2016/17**

- a. Expenditure 2015/16 was lower than budget.. 2016/17 in line with actuals based on 2015/16 with small cpi increases added. Provision of \$50k project to fast track Operations Strategic plan.
- b. Reduction in insurance premium. BBL excess now \$1000, not \$2500. If glider also insured with Allianz, only one excess is applied.
- c. Proposed \$70k deficit.
- d. Cost containment in accounts is very good. Ian Grant.

**Moved that the 2016/17 budget be approved. Moved Dave / Tim APPROVED**

### **2.2.2 Proposed Fee changes for 2016/17**

- a. Proposed to retain Regional association fee at \$12
- b. Proposed to increase Full Membership fee by 2% from \$253 to \$258 [+ Regional Association fee.]
- c. Note flow on effect to Student and Short term and non-flying membership fees. So Student and short term (3 month's fee) would become \$129 + \$12 Regional Association fee = \$141.
- d. Non-glider flying active remains as \$66 and Associate remains at \$40.

- e. Proposed to increase short term international fees by 2%. Becomes \$31 (Junior) and \$108 (Adult).
- f. Proposed to retain Introductory membership (AEF) fee at \$30, and for approved youth organisations at \$15
- g. Approved youth groups (AAFC, AAL, Scouts etc) 12 month's junior membership fee would become \$121

MEMBERSHIP CATEGORY	REQUIREMENTS & PRIVILEGES OF MEMBERS	ANNUAL FEES PAYABLE	2015/16 FEE	2016/17 fee
Regional Assoc Fee	Included in many categories below	Approved by Regional Board members	\$12	\$12
Flying Member	Active flying member, Voting rights, Member of an affiliated gliding club and its Regional Association.	GFA membership fee plus Regional Association fee, as set by the GFA Board.	\$253 + \$12 = \$265	\$258 + \$12 = \$270
Student/youth Member	Active flying member less than 18 years of age or a full time student less than 26yo with a minimum of 20 hours of scheduled classes per week. Voting rights, Member of an affiliated gliding club and its Regional Association.	50% of GFA fee + Regional Association fee	\$126 + \$12 = \$138	\$129 + \$12 = \$141
Short term Member	Active flying member, 3 Month's Membership; Australian resident/national; No voting rights. Member of an affiliated gliding club and its Regional Association. [Note: This is only available once, after which a full membership must be purchased]	50% of GFA fee + Regional Association fee	\$126 + \$12 = \$138	\$129 + \$12 = \$141
Short term member – international visitor	Not an Australian resident/national. Member of an affiliated gliding club. No voting rights.	Fee per month, set by the GFA Board	\$106 per month	\$108 per month
Short term member – international Junior visitor	Not an Australian resident/national. Member of an affiliated gliding club. Younger than 26yo. No voting rights.	Fee per month, set by the GFA Board	\$30 per month	\$31 per month

Non-Glider Flying Member - Active	Cannot fly glider/motor glider as PIC or receive flying instruction. Can exercise maintenance authorities, ground instruction authorities, tow pilot privileges and assist with other club activities. No voting rights. Member of an affiliated gliding club or owner/employee of an Approved Maintenance Organisation.	Approx 25% of Flying Member fee.	\$66	\$66
Non-Glider Flying Member - Associate	Cannot fly glider/motor glider as PIC or receive flying instruction. Cannot exercise any gliding authorities/ratings. Can assist with club activities. No voting rights. Not required to be a club member	Approx 15% of Flying Member fee	\$40	\$40

Concession Category	Issued on Executive approval. Conditions set and varied by the Executive. Not required to be a club member unless pilot in command	Set by GFA Executive	Set by GFA Executive	Set by GFA Executive
Life Member	Elected by the Board, entitled to all privileges of membership. Not required to be a club member unless pilot in command	None	None	None
Introductory Member	Active flying member for 9 consecutive days. Flying rights limited to 10 flights &/or 5 hours. No solo flight. Not permitted to be pilot in command. No voting rights. Not required to be a club member. Available more than once in any one calendar year.	GFA Introductory fee set by GFA Board	\$30	\$30

**Airworthiness fees: [2% CPI increase suggested in red below?]**

- **AAF** - \$200 **\$205**
- **Initial package** (includes FOT) \$950 **\$970**
- **CoR replacement** \$50 **\$51**
- **CoA replacement** \$25 **\$26**
- **AMO fee.** An annual fee of \$300. [Was to be \$500 but we agreed to stage this increase. **Propose \$400 in 2016/17**].
- **CoR and RO change of ownership.** \$120 **\$122**

- **Competition mark.** No charge
- **Change of registration mark.** \$120 ~~\$122~~
- **Maint release replacement.** \$25 ~~\$26~~
- **Design approval management fee.** \$50 ~~\$51~~(simple) or \$250 ~~\$255~~ (complex) depending on complexity of task, as determined by CAD or CTO.
- **Issue Experimental Certificates.** \$60 per hour, minimum of \$250.
- **Homebuilt** – same as above.

**Moved that all proposed fee changes be approved. Dave/ Tim APPROVED**

### **3. Executive proposals requiring Board approval.**

#### **3.1 Operations**

- a. Changes to MOSP re Boonah. (see Drew proposal). Delete clauses in MOSP 2 as shown. Moved Drew/Peter Cesco APPROVED
- b. GFA approves direct negotiations by Executive Manager Operations with State Police and Emergency Services departments re GFA roles in investigations and responses to serious glider accidents, based upon the draft Letter of Agreement now being developed with NSW Police. Moved Drew/Owen Jones APPROVED
- c. GFA approves collection of citizenship / nationality data on GFA membership / renewal forms, both paper based and electronic. ACTION. Tim Shirley to make this field compulsory Moved Drew/Lindsay Mitchell APPROVED
- d. Approved provision for an Operations Development plan. Allocated \$50k Approved and placed in the budget

#### **3.2 Airworthiness**

- a. AWDP: WIP shows that work either completed or clearly planned.
- b. \$8000 for documentation improvements (SJD). This will end AWDP. Included in Budget

- c. Moved that the Board approve publication of MOSP3 V7.2 and not to hold it for further editing, effective 1<sup>st</sup> May 2016. Moved Andrew Simpson/Lindsay Mitchell. APPROVED
- d. SAGA RTO Air. Issues with appointing a replacement RTOA in SA. Discuss and resolve. **Action: Mandy, Reg Moore, EO**

### 3.3 Sports

- a. WGC19 Women's world comps Preparations, need a talent and coaching plan, training squad; Establish org committee. **Action CSC**
- b. Tasman Trophy to be altered after this next season. **Action. CSC**
- c. Concern expressed about resignation of Chief Coach. Replacement required. **Action CSC**

### 3.4 M&D

- a. Simulators – Assign people to make this happen before we lose funding. Sponsor will pay for 1 simulator in each state. Need a mobile simulator for each region, for training and also promotion. Ask Justin Couch to project manage. Approved – **Action Peter Cesco**
- b. NSWGA is committed to have a simulator, but will align with GFA program
- c. VSA simulator will no longer be available for travel interstate

### 3.5 Safety:

- a. **Safety Management System** SMS Update. Pacific soaring – did ops check but does not have documents – Drew to check
- b. A number of clubs without documents. **Action. EO to advise clubs** of consequences and seek the information.
- c. Action to be initiated if documents not provided – Club affiliation suspended. Approved. **Action EO**

## 4. Regional proposals:

### 4.1 WAGA

- a. Beverley SS accident/incident rate. GCWA membership issues
- b. Owen to send the GCWA presentation to Board. **Action Owen Jones**

### 4.2 Junior Gliding proposals

- a. Under 30 yo member is an important group. Juniors are now 25% of our membership (?? Check)

- b. Re-launching Joeyglide again this year following the world comps.
- c. Regional junior groups, club junior groups. How do juniors in smaller clubs get connected?
- d. Web site is fairly stagnant. GFA can send mailchimp to target groups. Eric to send to Terry

## 5. Strategic Plan

- a. See action plan document for changes/comments
- b. EO to action a number of items – see strategic action plan comments

## 6. GENERAL BUSINESS

- a. **AGM planning.** Request to change AGM to 16/ 17 July. Ian Grant to consider a seminar. Ian to speak with John Styles and Terry Cubley
- b. Benefits of Getting closer to RAAus through Independent motor glider operation? Already possible. Ian Grant will respond to the member
- c. GFA and tug maintenance authority. In discussion. Standards have to be retained. Maybe part 149 negotiations?

## 7. MEETING FINALISATION

The Board is asked to agree to the Board meeting schedule.

### 2015/16 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: Qld	
December		

APPROVED

## **8. Meeting Performance Self-Assessment**

- a. Decision Making . snappy decisions which was good.
- b. Timeliness of Reports –
- c. Things that went well – Board at Exec meeting was useful. Understanding the debate at Exec was useful. Google drive set up was very useful.
- d. Things that could be done better –

## **9. Meeting Closed**

**ACTION ITEMS**

<b>ACTION</b>	<b>WHO</b>	<b>TIMING</b>
1. AN84 competition numbers. GFA office to run	CSC	
2. the list		
3. Submission to CASA re increased funding 2016 to 2017.	COP, CAD, President,	
4. Boonah concern. MOSP to be amended through an Ops Directive	COP	
5. Document Control –Send docs to office for publication.	EO and office staff.	
6. Personal injury insurance –ask Presidents if they have accident cover currently.	President	
7. NSWGA – Martin place display Discuss with Presidents/CFIs.	Tim Carr	
8. WAGA. Major issues at Cunderdin. WAGA to develop an approach	Owen Jones	
9. Strategic plan template? Workshop for club presidents etc – setting a strategic plan for my club.	Tim to share LK Strategic Plan with EO for possible distribution	
10. GFA/Region contract? Region to help identify what should be on the list of expectations. Could be based on health check.	Owen Jones to draft for comment	
11. Develop Club health check. Region to send link to presidents. Responses to coincide with presidents meeting re strategic planning. Clubs can then send their results to their members for feedback.	EO Regional Board members	
12. Provide junior stats per club/region	EO	
13. WGC19 Women's world comps Preparations, need a talent and coaching plan, training squad; Establish org committee.	CSC	
14. Tasman Trophy to be altered after this next season.	CSC	

15. Concern expressed about resignation of Chief Coach. Replacement required.	CSC	
16. Simulators –Ask Justin Couch to project manage.	VP	
17. Action to be initiated if Club affiliation documents not provided – suspended..	EO	
18. Owen to send the GCWA presentation to Board.	Owen Jones	