

THE GLIDING FEDERATION OF AUSTRALIA INC.



Executive Meeting

Sat November 5th 2016

MINUTES Interim

Venue. The Gregory Terrace Brisbane
Address: 379 Gregory Terrace Spring Hill ph: 07 3832 1769

1. Opening and Those Present: 0830.

1.1. Welcome

1.2. Present

Mandy Temple, Dave Shorter, John Styles, Rob Hanbury, Drew McKinnie, Greg Schmidt, Terry Cubley.

Observers: Board members: Ian Grant, Bob Hickman, Owen Jones, Mick Webster, Ian Caldwell, Lindsay Mitchell, Brenton Swart, Eric Stauss,

1.3. Apologies: Peter Cesco, Kerry Klein, Chris Stephens

Introduction

On silent wings, history of gliding in WA was tabled.

2. Minutes Approval

2.1. Approval of the Minutes of the Exec Meeting (July 2016). Moved Rob Hanbury / Greg Schmidt. APPROVED

Approval of the Minutes of the of GTM – Rob Hanbury / Mandy Temple: APPROVED

2.2. Matters Arising.

- a. Tasman trophy. Format to be expanded to include Juniors. Consider any cost impacts – maybe discuss with Junior Gliding Club. Board to state that Tasman trophy is an international event and should be funded from the ITC fund.
- b. Sports to develop a sports white paper – future of sports in Australia.
- c. Gliders in Europe. No progress. Aim is for this to be funded outside of normal GFA funds. Action CMD/CSC
- d. Amend expense guidelines. EO to check re car hire. Pending
- e. Align MOSP : EO to coordinate. Pending
- f. Vic Street smart handbook advert. Determined that we would not continue with this advert. Send invoice to VSA for last year's edition.
- g. Investigate a phone App. Apps seem to be outdated. No clarity about what is required. Maybe a logbook app? Exec to provide input.
- h. As part of Beyond 3000 agreed to print car stickers for all members. John Styles to check with Sean. Make it simple
- i. Australian gliding team web page. No data coming in regarding what they are doing. CMD to seek info from team captain Mandy.
- j. Develop a job description for a team Coordinator? to coordinate between Sports and M&D
- k. Pilot progress 'pale blue book' has been reviewed and being edited prior to publication.
- l. Vacancy for NCD and Trophies officer Some names offered.. CSC to advertise in next magazine, Email to all coaches?
- m. **FAI:** Noted that an online revalidation for OO's is being developed by Beryl and Tim. Review the questions for OO rating given changes to sporting code. Beryl and Jenny to finalise. Also develop a standard training package. CSC to ask Beryl.
- n. **Trophies:** A Swaantje Geyer trophy for highest place overseas pilot in club class/sports class nationals, is in the process of being organised. CSC to check status with Brendon English.
- o. Trackers Currently 70. Having enough for each pilots makes it easier. GFA to Retain ownership, use to promote comp flying to our own members.

2.3 Matters arising from Exec GTM in October

- a. "Join in June" Type promotion - Agreed to run Aviate in April 2017. Current advertising. April has 5 weekends which gives greater opportunity for clubs.
- b. AFR reminders TC to implement
- c. Carnet support for importing gliders to WGC2017. Paperwork being completed to enable this for teams who have provided the guarantee.

2.4. Confirm any decisions between meetings.

1. NIL

3. Correspondence

3.1. Inward

- Various emails from members re Part 149

3.2 Outward

- Part 149 submission
- Part 149 addendum (EMO)
- Mande-news in Aug, Sep and Oct
- Email to Queensland GC Presidents. Secretaries and CFIs re Board forum.

4. President

4.1. Decisions required:

- a. Australian Gliding Museum Bacchus Marsh.
 - The Museum is seeking support from GFA.
 - They provide a lot of training – wood, fabric etc.
 - Should provide some benefits for our involvement in tug maintenance
 - Can the museum identify ways to expand their reach to other states?
 - Request a succession plan for museum management.
 - Review quality of their training courses – mixed feedback.
 - Exec agreed to develop a proposal and recommend to the Board that they provide support for the Museum - Action: President..

- b Request from HGFA for a reciprocal discount on membership

Moved that GFA offers a discount of 25% for HGFA and other ASAC members and RAAus on 12 month flying membership for first year. Dave/Mandy CARRIED

- c What are the benefits of having a Patron?.

Public profile, social media. Connection. Agreed to define the value and seek suggested names and then put to Board. Exec members to suggest benefits and names of potential Patron's.

4.2 Information for noting

1. Response to Pt 149 has been submitted – awaiting response
2. Jo Pocklington is arranging a get together of past team pilots and crew at WGC Benalla.
3. No official correspondence from CASA since Mark Skidmore resigned – understand from Anita we have a new acting head is Shane Carmody.

4. A request for a list of OOs in SA revealed incomplete Data. EO to work with Beryl to capture data and update data base.
5. New membership renewal process is painless.
6. Appreciate work of Stuart Ferguson who has produced a number of Safety Posters for clubs with help from Richard Geytenbeek.
7. Need to survey Safety Seminar participants to enable improvement.

5. Vice President

5.1. Decisions required:

1. Simulator project
 - a. French guy will bring the simulator plans to Benalla during world comps. A good step forward. Can we get functional specs also. April the project team will go to GFA board with a funding/implementation proposal.
 - b. 6000 euro to be paid for the info from France. Waiting on ASF to issue donation money. GFA funds can be used until the ASF fund is released.
 - c. Moved for Peter Cesco as project manager be empower and authorized up to the cap of \$15,000 for the simulator project as required by the project plan. Moved Drew/Mandy. CARRIED. Put to the Board.
2. AW Training resource development : timeline is March 2017.
3. CASA Funding letter: Careful to only include items that CASA would do if we did not do the work. Go to Simon Frawley – CFO of CASA. Need to comprehend that we charge for some of the work of our staff so cannot claim all of it from CASA. Maybe 80% of Dennis' wage? Also include overhead recovery. 99% of EMO costs related to the CASA work. Include indirect claim due to volunteer effort that CASA would need to do. Exec members to send suggestions back to Peter Cesco

6. Executive Officer

6.1. Decisions required

1. Member Protection Policy (MPP): MPP V17.
 - Exec approved changes. Request Board approval
 - Some errors noted to be amended.
 - Moved Mandy/Dave. CARRIED
2. Part 149 submission: The Board is requested to identify next steps for progressing (or not) with Part 149. CAD is keen to ensure we address any Airworthiness responsibilities.
 - Involves ops and airworthiness
 - CASA initiative – they expect it will save a lot of work
 - Lee says it is up to us as to how much we get involved with Part 149. We could say we want ops under part 149 and not AW.
 - Currently not charging GFA but when part 149 implemented they will charge us for work they do for us.
 - Exposition. – approved function to be included.
 - If GFA takes responsibility – we become the 'regulator'
 - CASA may be more efficient in some areas.
 - No longer a deed once 149 introduced. We need to get a surety of funding
 - Do not rush into it.

- We can continue under AW delegations (certainly for some time). Can add to the exposition later
- Ensure we remove the need for CASA to do tasks where it is bureaucratic and then charge us for it.
- Autonomy over technical aspects of airworthiness is important
- Part 103 is a long way off.
- Retain involvement with ASAC to see how they are going.
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- Chris and Rob will put together a document called GFA Regulations (all regulatory issues) which CASA can approve, all other docs to be under GFA control.
- Rob.Chris.Drew to develop a framework for the exposition. May need to record which AW exemptions we are retaining?

3. Club development – marketing plan: Board to review

“Sports Community” to be contracted to support GFA M&D to develop a Marketing plan. Up to \$10k

Moved John Styles, seconded Dave Shorter. Carried. TC and JS to coordinate

Sports community to be contracted by VSA to demonstrate their Club support package. Moved John Styles, seconded Dave Shorter. Carried. TC and JS and Ian Grant to coordinate

4. Club Health check report. Board is asked to note best practice examples from club health check and determine how to engage with those clubs who have responded and to encourage input from those who have not.

5. GoToMeeting support for regions and clubs. The Exec is asked to agree to providing access to GTM facility to interested clubs and similar entities.

Agreed. Clubs and regions to be offered opportunity. Dave/Mandy CARRIED

6. Membership process

Direct Debit uptake? – 27 members so far are using monthly direct debit

Joining info - share results plus new/better categories - add Social media, **Agreed**

6.2 The Executive is asked to NOTE the items for noting

IT development over the past three months: See the IT report within the Exec meeting folder. Recurring membership. Joining statistics. Members can check on qualification and membership information of any member via “MyGFA/SOAR Reports” on the web page.

7. Finance and Administration

The Executive noted the treasurers reports

- Balance sheet strong. +80k better than last year
- Big savings in meeting expenses
- Ops and AW both down cf budget – not spending what we agreed to.
- Beware future issues with CASA funding
- LKSC has saved \$8000 on insurance to club scheme. Slow up-take with clubs taking this up.

Insurance

- Personal accident insurance. On ground and in-air risk limited to certain officers (up to 100 GFA officials etc plus instructors and tug pilots)
- Agreed not to make any changes to our policies – recommend to Board.

8. Airworthiness

8.1 CAD Report

1. RTOA Victoria . Joe Luciani. Also an AMO. Can stand aside when conflict of interest. Moved to accept Joe – Rob/Drew Carried. Go to Board
2. RTO/SAGA –Assistant RTO recommended for SA. Proposal needs to come from SAGA first. Derek can use the person to do some work but must get SAGA support before recommending formal appointment to the Board.
3. The AD Schedule list that comes with the annual Form 2 pack now separates Inactive and superseded AD's?

8.2 Discussion re AW staffing arrangement. Consider a review of the structure to ensure improved management.

9. Marketing and Development

9.1 Decisions required

1. Membership – Visits to each club next to get them on board to accept change. The Survival of gliding presentation is a useful tool.
2. European Team Base – Needs Commitment from Sports People to assist.
3. Australian Team – Need a commitment for all to support promoting the team with the longer aim to gain sponsorship? Not much support for our team from general membership. Kerry Klein commented there was no corporate support – no real product to sell, too small. No government support available. Do we abandon team promotion? Not easy for promotions people to get access to the team.
4. Women in Gliding – commitment to fix our internal issues regardless of opposition from some male members. LKSC will run a women only training course – need to promote and encourage. Women to invite their friends. Ask other clubs to participate – ASC? Kingaroy or DDSC. Can we get other states to run one? Operations looking at improving skill with training women and youth.
5. Morgan Sandercock – recognition. Give a certificate or similar for Morgan in recognition of his work with new technology and Perlan. AGREED.
6. Bequests - others do it could we? Museum has such an arrangement. Sign a form – could add to membership renewal? Action EO
7. Merchandise - M&D GFA suggested lines and costs/prices John S to report on options. (see BGA examples)
8. **SGP**. Board needs to determine how we want to utilize this. Board supports SGP as a tool to promote the sport. M&D and Sports to put a proposal.

9.2 Items for noting

1. Federation square promotion
2. Aviate in April - ad in next mag, enews, flyer on website - need to help clubs make the most of it.
3. Tracking system at Benalla – add live footage.
4. Special edition of magazine after the comps – photographic edition of the world comps? Maybe a calendar. Must be suitable for public promotion.

10. Operations

10.1. Decisions Required

Approval of draft changes to Manual of Standard Procedures Part 2 Operations as per attached Summary and Draft Version.

- Additional change includes AEI rating and training to reflect Operations Directive 16. Moved Drew McKinnie, seconded Dave Shorter that Board endorses the changes for Board approval. CARRIED
- Number of changes have been made to MOSP2 and will be promoted to members

10.2 The Executive noted that

1. Status of Club Operations Safety Audits. Combination of Ops and AW officers. AMO being audited under direction of the DCADs.
2. Considerable work to enable use of ADSB Light in Australia. Work from ASTRA/Graham Brown
3. Current Occurrences Report. Wheels up landings – use of Red/Green labels is suggested.

4. OPS 0012 GFA Gliding Related Accident Procedures
5. CASA-GFA Dialogue on Part 149, NPRM 502SS
6. CASA-GFA Dialogue of GFA Aerotow Manual.
7. Operations Requirements for Simulation Systems. Not related to the type of simulator, covered the functional aspects to meet the training requirement to GPC. Use in instructor training is a major benefit
8. Operations and Training System Improvements
9. Office Holders GFA Operations
10. Medicals tug pilots - current situation. Pilots need CASA class 2 medical. Aim in aviation to reduce this to Driver medical level. Submissions have not yet been called. Drew to clarify status of varying medical options.

11. Sports

CSC Report

- Guidelines will review the budget process for comps – fees are getting higher, and this is limiting attendance.
- Sports want to survey members re length of comps
- Still no National Coaching Director to cover management of coaching activities. Maybe Jarek?
- What do the members know about and want/expect from Sports? Comps can be seen as threatening and confronting – clash between national champions vs world team selection.
- Tasman trophy
- WWGC 2019
- Vacancies on sports committee

12. Safety Management System

12.1. Airworthiness input to GFA Safety system

- MOSP is covering workshop practices.

12.2 Operations input to GFA Safety system

- MOSP is covering core requirements
- Motor gliders and turbos – Ops agree there are concerns but see no need to change any ratings/qualifications. Some increased focus on training. Motor gliders and turbos tend to be over represented in accidents and incidents

12.3 Sports input to GFA Safety system

- Comp safety – role of the steward. Task setting guidelines – (refer Kingaroy tasking)

12.4 Admin input to GFA Safety system

- Are the exec concerned about the way safety is being managed in our organisation.? We have processes in place that appear to be happening.

13. General Business

- 13.1. Succession planning – max 5 year term. All to be aware of finding replacements

14. Meeting Performance Self Assessment

- 14.1. Decision Making. Worked well. Impact of Board input on exec matters. Was it slower because of board attendance? Small room made it difficult.
- 14.2. Timeliness of Reports
- 14.3. Things that went well
- 14.4. Things that could be done better

17. 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		
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 2017		
February	GTM Tue 21 Feb	GTM The 23 Feb
March		
April	Exec meeting 1 April/Board meeting 2 April (Melbourne)	
May		
June	GTM Tue 13 May	GTM Tue 20 May
July		
August	12/13 Aug AGM/Board/Exec	

18. Meeting Closure