



***THE GLIDING FEDERATION
OF AUSTRALIA INC.***

**GFA BOARD REGULATIONS
February 2019**

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GFA WEB PAGE www.glidingaustralia.org

GFA BOARD REGULATIONS

Brief Document Description:

GFA Board Regulations ("the Regulations") are made by decisions of the GFA Board under the powers set out in the GFA Articles of Association. The Articles specify that the Board Regulations will be "***determinations made by the Board which have ongoing effect***".

A complete renewal of the Regulations took place in 1993 replacing all previous with a new revised set and a further detailed revision took place in May 2006 and further subsequent changes as a review and change to the Articles of Association in September 2006.

Version 5 was implemented in December 2014, and Version 6 in September 2017 which included removal of regulations no longer applicable, and addition of regulations from Board meetings 2009-2014, and 2015-2017. Version 6 of the Regulations was approved by the Board on 28th September 2017. One further regulation was added on 24th April 2018 to finalise this as version 6a. This version 7 incorporated regulations from Board meetings in 2018 and was approved in February 2019.

Keywords: Board; Regulations

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1. BOARD

- 1.1 GFA members may, upon prior request, be admitted as observers to meetings of GFA committees, Board and Executive meetings, the cost to be borne by the member. Such attendance may be interrupted from time to time for in-camera discussions of sensitive matters as may be required. [Feb 2006, 5.4.3]
- 1.2 That all Board determinations having ongoing affect be recorded as Board Regulations appropriately referenced and categorised and made available to members. This record to be maintained by the Board. [May06]
- 1.3 Remove Board Determinations and one off Resolutions document. We no longer maintain these resolutions because we now publish all minutes of meetings which record these one off decisions. This commenced in 2014
- 1.4 That the Alternate Board Member be included in the Board bulk addresses [Sep 2010]
- 1.5 “Members personally present at meetings” includes members attending via teleconference or other electronic means. The person who attends this way is actually hearing the arguments and contributing to the decisions made. [Aug 2014]
- 1.6 That the Junior Gliding club be entitled to nominate a representative who will be a non-voting member of the Board [Apr 2015]
- 1.7. That the Chair of Soaring to the Future (S2F) be a non-voting member of the Board and Executive. [Aug 2017]

2. EXECUTIVE

- 2.1 In principle agreement that GFA officers’ reports be distilled and published on the web and via the magazine to allow members to appreciate the background to matters raised. [June 2005 7.4, 7.5]
- 2.2
 - i) The Board shall create the strategy of the GFA Strategic Plan.
 - ii) The Executive shall determine how to implement that strategy and incorporate the cascading actions in the plan.
 - iii) The Plan shall include measurable goals and the Executive is responsible to achieve those goals and report on progress.
 - iv) The Board shall monitor that progress.
 - v) The Board shall advise strategic changes as necessary for the Executive to implement.
 - vi) That the GFA Strategic Plan be updated and maintained in accordance with MoSP Part 1. [Feb 2006, 5.4.3] + [May06 + Feb 2009 6.1]
- 2.3 Upon a request, the Board or Executive shall make available one or more of their number to attend a State Association meeting and wherever possible, this should be combined with some other State Association event, such as courses or AGM. [may06]
- 2.4 All Executive-in-Confidence papers will be forwarded to Board Members as Board-in-Confidence. [Feb 2009 2.4]

3. MEMBERSHIP

3.1. Membership categories

See MOSP 1. For list of categories

- 3.2. That a person whose 12 month membership expires remains a member for a further 60 days subject to a full renewal being completed during that period and backdated to the original expiry date. This change to apply only to Flying and Student members and not to short term members or other categories. [Nov 2012]
- 3.3 Training and non-training Clubs will remain Active during their period of affiliation only if:
- (a) operations have not been suspended by the relevant GFA Officer; and
 - (b) the club participates in Safety, Operations and Airworthiness Audits within the timeframes and extension periods specified in the respective Manual of Standard Procedures. [Apr 2018]
- 3.4 Membership of GFA is subject to Article 4.1.7, which requires membership of an Affiliated Gliding Club. For a member to exercise Command Flying privileges, they must be a member of an Active Affiliated Gliding Club. [Apr 2018]
- 3.5 That a Simplified GFA Membership card be introduced that provides name, and date of issue, with all other information provided through the electronic 'Member Profile'. This will save approx. \$25,000 pa through reduced printing. [Nov 2018]

4. ADMINISTRATION

- 4.1 State Associations are to be kept informed in regard to correspondence between GFA and clubs. [1982 15.2.3]
- 4.2 (a) Minutes of all GFA Executive or Board meetings shall be published as soon as possible after the meeting as "interim". Publication within 28 days being the normal practice. Minutes to be confirmed at the next meeting.
- (b) In the case of AGMs or ABMs this confirmation is the following financial year. [May06]
- 4.3 The Executive shall make available to the membership a record of the GFA Articles of Association, Regulations and listed motions with annual updated resolutions as they become approved via the GFA Web site. [1992]
- 4.4 An Historical Aircraft Category shall be introduced carrying a concessionary Annual Airworthiness Fee compatible with the low demands they make upon the GFA airworthiness system and based upon a list of eligible aircraft to be prepared and maintained by the Vintage Glider Association and approved by the Executive. [1992 10.2.5D]
- 4.5 Postal/electronic voting in accordance with article 21 shall be performed as follows:-
- a) The Executive or other relevant party shall prepare a supporting document for each issue to be determined which gives the background of the issue and arguments for and against it.
 - b) The secretary shall distribute voting papers and the supporting documents to each member as appropriate.

c) Upon the return to the Secretary of voting papers and the passing of 10 working days after dispatch, the votes shall be counted in accordance with article 21 (b and c). Non returns will be considered as abstentions.

d) A statement of the result shall appear in the minutes of the next relevant meeting.

4.6 Each department shall be responsible for the maintenance of their respective area of the Manual of Standard Procedures. [May06]

4.7 That Gliding Australia magazine is placed online one week after production of the hard copy [April 2013]

5. FEES

5.1 Provide Discount GFA membership fees for members of other sport aviation organisations – HGFA, APF, etc. ASAC organisation and RAAus: Agreed to provide a discount of 25% for 12 months flying membership fee in first 12 months. Nov 2016

6. AWARDS & TROPHIES

6.1 Australian wooden diamond removed due to lack of use. [Nov 2018]

6.2 Each perpetual trophy must remain in Australia and its location be advised to the Trophies Officer. [1995 10.2.5.4.]

6.3 Winners of GFA perpetual trophies retain them on the understanding that they are liable for costs of repairs or replacement necessary whilst in their possession. All trophies shall be returned at GFA expense to a location and at a time advised by the GFA Trophies Officer. [1995 10.2.5.5]

6.4 Henceforth the Bob Muller award becomes a GFA award with nominations and recommendations for the award to be processed by the GFA Awards officer [2002 15.1.12.2]

7. OPERATIONS

7.1 The Board approved establishment and affiliation of Non-Training Clubs, supervised by Chief Pilots [Aug 2014]

7.2 Board approves expenditure up to the \$25,000 for the simulator including a donation received from a member. [April 2017]

8. AIRWORTHINESS

8.1 **Funding for AMO apprentices.**

\$10,000 per apprentice per year for up to 3 apprentices for a max of 3 years. For Wage subsidy or course payments, subject to an approved training plan. Ongoing Payments conditional on delivery of courses. Require apprentices to complete a business course as part of the program? Require a business plan. Deliver training programs to other members. [Aug 2018]

9. Soaring Development [Previously Sports Department]

- 9.1 That compulsory third party liability insurance become a condition of entry for each competing glider at GFA sanctioned competitions. [2004 17.2; Nov 2014].
- 9.2 Organisers for GFA sanctioned competitions must ensure that towplanes have adequate third party liability insurance and that clubs have adequate Hanger Keepers Insurance, which provides cover for event officials and workers. [Nov 2014]
- 9.4 The board authorises the formation of World Glide Pty Ltd for conducting world gliding events in Australia. [April 2013; Nov 2014].
Agreed to Close World Glide Pty Ltd [**GTM July 2018**]
Retain World Glide due to possible 2022 World Championships at Narromine. [Nov 2018]
- 9.5 Board directed that Tasman trophy funding be allocated from ITC funds. [Nov 2016]
- 9.6 5 year tenure of IGC rep be extended to 10 years. [Aug 2018]

10. DEVELOPMENT

- 10.1 (a) That the structure of the Marketing and Development Committee be one representative from and nominated by each region plus up to 3 additional members as agreed from time to time by the M&D committee.
- 10.2 Board Agreed the process for Outsourcing of M&D actions items. Funding available on application for things that you think will add value that links to the strategic plan outcome. [Nov 2018]

11. FINANCE. [July 2018]

See [MOSP 1](#)

- 11.1 The GFA budget shall make appropriate provision against planned promotional expenses incurred on its behalf for participation and display at any National Airshow. [1995 10.2.4]
- 11.2 That a sum of \$500,000 in total be available from GFA financial reserves to support development loans to Gliding Clubs affiliated with the GFA and State Association and be subject to the following conditions:-

That details of each individual loan giving its current status will be included as a separate report in the annual accounts. [Feb 2008, Aug 2014]
- 11.3 International Teams Competition (ITC) Funding.
 - a) That accumulated funds for the international teams funding be separately identified in the GFA's accounts.
 - b) This "International Teams Budget" is to be administered by the Sports Committee (as a delegated authority from the Board). As per Board Paper: International Teams Fund Guidelines.
 - c) To encourage the success of Australian pilots who compete in international events, GFA is to support their efforts by providing an ongoing, rolling five year program of funding:
 - d) Funds not expended in one year will roll over into the following year.

- e) For the Tasman Trophy, by mutual agreement with Gliding NZ, when competed in Australia the NZ representative is funded for Glider Hire and Entry fees to a sum set by the Sports Committee.
 - f) The Sports Committee shall provide an annual update of the funding program to the Board. [Feb 2008 12.2, Sep 2011, Aug 2013]
- 11.4 The Board resolved to maintain the present position of cost recovery for GFA generated publications of a reference nature. [Feb 2005 12.8]
 - 11.5 The Board resolved that GFA not contribute to appeals, community projects/charities, such as the Victorian Bushfire or Queensland Flood appeals on behalf of members, considering which charities to donate to as a member's personal choice. [Feb 2009 12.4]
 - 11.6 The Board adopts the Investment Policy. [July 2018]
 - 11.7 The Board created an Investment committee comprising President, Treasurer and other nominated expert(s). [July 2018]
 - 11.8 The Board approves a variation of the interest rate chargeable on GFA loans to Clubs from RBA Cash Rate plus 2.5% to RBA Cash Rate plus 4.0%, to apply to any new loans to clubs. [July 2018]
 - 11.9 The Board agreed "to adopt an Investment Policy document" which included the following clauses: [July 2018]

"The Executive will appoint an Investment Officer, a GFA member, to manage the day-to-day implementation of investments. This position will be subject to annual re-appointment by the Board together with other GFA office-bearers.

The Executive is authorised to open accounts with an online broker, with linkages to a GFA bank account, and also open accounts with Fund Managers for investment purposes.

The Investment Officer, and another member of the Executive and/or the Finance Officer, be appointed as authorised operators of an investment account with an online broker."

The adopted Investment Policy also included clauses which stipulated ranges for authorised investments in cash, fixed interest, property, Australian Listed Equities and International Equities.

12. COMMITTEES

- 12.1 The Operations Panel, Technical Committee, Sport Department and Development department elect a Chairman when required and that the Board ratify these appointments. Refusal of ratification for whatever reason would refer the decision to the appropriate department for an alternate nomination. [May06]
- 12.2 Change of name and structure (from Sports Committee) to Soaring Development Panel: As shown in MoSP4. [Aug 2018]

13. Regional Associations

See [MOSP 1](#)

- 13.1 Regions statement of expectations:** The Board Approved the Region's statement of expectations v2 which will be published on the GFA document library [Aug 2018]

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