



GLIDING FEDERATION OF AUSTRALIA

A Meeting of the GFA Board was held on Thursday 20 May 2021 commencing at 8.00 pm AEDT. The primary purpose of the meeting was to progress the Strategic Planning initiatives. The meeting was conducted remotely via Zoom.

Minutes

1 OPENING OF MEETING

1.1 PRESENT:

Regional representative members:

Beryl Hartley (NSW)

Peter Brooks (SA/NT)

Greg Beecroft (WA)

Duncan Robertson (Vic/Tas)

Lisa Turner (QLD)

Executive members:

Steve Pegler (President)

Lindsay Mitchell (Vice President)

Vivienne Drew (Vice President)

Terry Cubley (Board Secretary and GFA Executive Officer)

Chris Bowman (Treasurer)

Pat Barfield (Chair of Operations)

Anthony Smith (Chair of Airworthiness)

Richard Frawley (Chief Experience Officer)

Sarah Thompson (Chair of Marketing and Development)

James Nugent (Junior rep.)

Mandy Temple (Chair of S2F)

1.2 1. APOLOGIES

Jenny Thompson (Chair of Soaring Development)

2 CONFLICT OF INTEREST

No declarations of conflict of interest were made.

3 CONFIRMATION OF MINUTES FROM 27TH APRIL 2021

MOTION 1: *That the minutes of the GFA Board meeting (27 Apr 21) be accepted.*

Moved P. Brooks, Seconded D. Robertson - Carried.

4 REPORTS BY DEPARTMENT

The following departmental reports were proffered:

a. Treasurer – Chris

- The Treasurer's report is a draft until assessed by auditors in early June.
- Loss of \$46k, \$30k worse than last year.
- Saved by COVID support and investment income.
- 1/3 of investment income goes to SDU.
- Finish the year with a profit of 40k.
- Income from membership and airworthiness stayed the same.
- Budget has been largely done, albeit with still a bit of cleaning up to do.
- A big issue is what to do with management of investment funds, with the recent loss of our fund manager (Dave Shorter, who left things in a pretty good state). Neither Lindsay nor Chris want to do it, a professional investment manager is required. The Treasurer has held initial discussions with Mike Reynolds, a Melbourne based financial consultant.
- Chris presented a report on investments that was authored by Dave but undated by the Treasurer to reflect the year end results.
- Insurance - Chris stated he is happy to take that task of Insurance officer, unless someone else has other ideas. At which point the following motion was put:

MOTION 2: *That the board appoint Chris Bowman as GFAs insurance officer.*

Moved S. Pegler, Seconded V. Drew - Carried.

Insurance issues are:

- Vic. government grant funding is conditional on organisations having child abuse insurance
- Terry's investigation finds that Child abuse insurance is not available in Australia. Terry has requested a letter from the insurer to confirm this.
- Boonah Gliding Club have until recently conducted Autotow launching, but are concerned that our Hanger Keepers insurance policy won't cover them for injuries to individual, volunteering individuals.
- Beryl noted that we don't have volunteers; we have members, and so are they therefore covered. We should pose that question to Aviation Insurance.
- *Note that GFA cancelled our voluntary workers insurance policy in April 2020, the board agreeing to carry the risk.*

Expenses Guidelines.

- Chris noted that the current expenses guidelines (including staff being paid 50c/km for use of private cars) generally, covers our requirements.
- Steve thinks there is some confusion about how the expenses policy is administered.
- It was noted that Private Vehicle use by other officers (other than paid staff) will be reimbursed on a Fuel cost only basis:

b. Operations – Pat

- Training System rollout has started.
- Questions: when will clubs be identified who will start trials of the new material. Bathurst, LKPT, have offered to participate.
- Part 149 – concern is part 103 Manual of Standards....as drafted it removes some of our freedoms to fly. This needs to be fixed, and we need to push back quite strongly.
- Anthony noted: Part 103 (Operations) is trying to accommodate all sports aviation bodies, and is a focus of current rules formulation. It is likely that many ops rules will end up with an 'except sailplanes' statement. Another option is that gliders could not be included in Part 103, but have their own ops rules?
- What sway do we have to influence CASA if they say 'suck it up and live with it'? At the end of the day we can go to the minister, but there is a lot of work yet to be done before we get to that.
- Steve noted that a lot of this is new to CASA as well.
- Terry questioned: who's promoting the need for a Part 61 license for glider pilots to access controlled airspace and controlled airports?
- CASA is trying to make it so that 'sports pilots' don't go into controlled airspace. E.g. for RAAus you can get a 'CTA endorsement' on your RPC.

c. Airworthiness – Anthony

- AW is organising AW courses for this year, and tidying up documents behind the AW ratings. This includes drafting syllabuses and DI inspector training, Unit 42 of GPC and reviewing Chap 19 of Basic Sailplane Engineering (DI trainee's guide).
- AW is also playing catch-up with audits that didn't happen over last year's COVID interruptions.
- Ongoing finances are quite good.
- Anthony has made significant effort into organising AW training for juniors and women.
- Response from women has been positive...will probably have 2 courses coming up.
- Proposing its annual AW get together in Melbourne on 3, 4 July.
- CASA audit is scheduled in the GFA office, 26 June.
- W&B..currently waiting on CASA; was submitted to CASA 21 Apr. Will follow up with Andrew Winkworth to see where he's at with it.
- Finding out what weighing kits are currently out there with the various state organisations to see what is there with a view to replacing them. Funding by a donor is probable.
- Lisa noted that one of her club members manufactures scales and could be a favourable supplier.

d. Soaring Development – Jenny

- Jenny was not present at the meeting and did not lodge a report.
- It was noted that Peter Temple has resigned, although he might continue with Silver Coaching.

e. Marketing – Sarah

- Sarah had a catch-up with Amanda in Brisbane.
- They are moving S2F into 'club development' as "business as usual" and talking about what she'll be doing. A draft position description for this is nearly completed, and will be presented to the board.
- How do we best make her available to clubs and how can clubs use her for applying for government grants etc.?

- We should have a meeting with the Regional representatives and Regional Associations to develop a better plan for what she'll be doing at state level before rolling that down to club level.
- Air Shows are coming up requiring marketing activities.

f. IT – Richard

- Badge claim revamp is underway
- New functionality announced by Azolve will help with the user experience
- Membership purchasing requirements have been captured; Solution investigation is in progress.
- Investigation into the potential of using Salesforce to better meet our needs is progressing through Jake Vanderrol (SFDC delivery partner).
- Sharon Brunton is undertaking training to take over report management.
- Process mapping is complete
- Who should Sharon report to? She should report to Richard, and her wages come from Richard's budget. People requiring Sharon's input to reporting should communicate directly with Sharon, but keep Richard "in the loop".
- If there's a big project for Sharon, this will need dedicated funding.
- Lindsay stated that it is helpful to have an anonymous email address for moderating the forum. This could happen when Tim retires.
- Pat suggested: create a new email address 'moderator at GFA.com.au'. Although a cost is incurred as we have a limited number of GFA addresses.

5 REPLACING DAVE SHORTER'S ROLES

- The following items were on the agenda, but were considered already addressed so not further discussed.

a. Investment Officer / Committee

b. Insurance Officer

6 STRATEGIC PLAN – STEVE

- Progressing the plan was the prime reason for this meeting.
- On review of the work to date, Steve found it hard work to digest....confusing, long winded with much cross referencing of ideas, eg, the following could be combined to one goal:
 - Goal 3 – increase recruitment
 - Goal 4 – increase diversity.
- Change name from 'Action Points' to 'Focus Points'
- Steve proposed forming a sub-committee to work on the Strategic Plan with the goal to make it more concise, less wishy-washy and easier to read.
- Sub committee to comprise Viv, Jenny, Lindsay and Steve.....focus group.
- A motion to form this sub-committee is not needed.

7 PART 149 UPDATE

a. Progress report – Anthony

- We have received a draft of the exposition from PJ.
- Extra work is now required by the exec team.
- Exposition has cost 6.5k so far.
- There have been a number of video conferences with CASA and subject matter specialists.

- Steve and Anthony met with Ashley McAlpine, SME for safety management systems. GFA will continue to need PJ's input, as there is still a few hours of work required in applying amendments.
- Our current SMS is a bit vague and we don't fully comply with it. Does each club, and each region, have a safety manager/officer? GFA might re engage some Regional Safety Managers to review the safety management plan.
- Steve is approaching Sid Dekker, who has indicated that he's keen to help get it back on track.
- Part 149 does not mandate a particular safety system. We just need one, and someone in charge of it. We currently have a safety management document in effect, but we don't necessarily comply with it.
- Part 149 will mandate that we do have an SMS.

b. Organisational structure – Steve

- The Part 149 group has been considering organisational changes....how could we better structure GFA management?
- Steve is concerned about our current structure, and is currently working on an improved organisation structure. This would mean we need changes to the articles; ie, presentation to the board, then the members at an EGM or AGM. Hence proposed meeting below.
- Our plan is to submit the Part 149 Exposition by the end of Sept., but this could be delayed.
- If we are going to change articles – need to have an extraordinary general meeting to seek member support. A minimum 21 days notice to members is required.

c. Exec vs Board

- Need to have an Accountable Manager, in effect, a CEO.
- The board to be elected by the membership, but other people would sit on the board, eg CEO.
- CEO would run the exec team as a separate group.
- Beryl noted: we'll need more time for such a big change.
- Anthony noted: we don't have to comply with our Exposition by the end of the year, it just has to be submitted by then.
- Lindsay noted: if we're clear with what we want, we don't need to give the members too much time to consider
- Steve noted: changes associated with Part 149 will have minimal effect on grass-roots members.

8 FUTURE MEETINGS

- The following future meetings were proposed, with dates yet to be agreed

c. Face-to-face – mid July

d. Extraordinary General Meeting – end August

e. AGM – end September

9 MEETING CONCLUSION

The meeting finished at 21:19 (AEST).

Peter Brooks, 26/5/21 Initial Draft