



GLIDING FEDERATION OF AUSTRALIA

A meeting of the GFA Board was held on Tuesday 19 January 2021 by Zoom commencing at 8.00 pm AEDT

Minutes

1. OPENING OF MEETING AND WELCOME

Present:

Regional representative members:

Beryl Hartley (NSW)
Duncan Robertson (Vic/Tas)
Peter Brooks (SA/NT)
Samuel Peto (NSW alternate)
Greg Beecroft (WA)

Executive members:

Steve Pegler (President)
Lindsay Mitchell (Vice President)
Vivienne Drew (Vice President)
Pat Barfield (Chair of Operations)
Chris Bowman (Treasurer)
Anthony Smith (Chair of Airworthiness)
Richard Frawley (Chief Experience Officer)
Jenny Thompson (Chair of Soaring Development)
Sarah Thompson (Chair of Marketing and Development)
Mandy Temple (Chair of S2F)
James Nugent (Junior rep.)
Terry Cubley (Board Secretary and GFA Executive Officer)

In Attendance:

Geoff Wood (Minutes Secretary)

1. APOLOGY

Lisa Turner (Qld)

2. CONFLICT OF INTEREST

The President asked those present to declare if they had any conflicts of interest in respect of any item on the agenda. None were declared.

3. MINUTES OF PREVIOUS MEETING

MOTION: That the minutes of the Board meeting of 15 December 2020 be accepted as a true and correct record.

Moved P Brooks, Seconded L Mitchell – Carried

4. MATTERS ARISING FROM THE MINUTES

No matters were raised which were not elsewhere on the agenda.

5. DECISIONS BETWEEN MEETINGS:

Nil

6. SUPPORT FOR CLUBS

Mandy Temple reported that the support program was continuing – “business as usual”. Amanda VanderWal was continuing to provide assistance to Mt Beauty Gliding Club.

7. GFA STRATEGY REVIEW - PREPARATION FOR MARCH MEETING

Discussion occurred about the strategic planning process, particularly those aspects arising from the presentation by John Blackburn AO at the December meeting. Steve Pegler emphasised the need for a “single point of truth” for statistics i.e. a set of figures accepted by all involved in planning gliding’s future so that rational discussions could occur. Terry Cubley was having discussions with Sharon Brumpton on this matter, and she is preparing recommendations on what is needed.

8. TREASURER’S REPORT

GFA Treasurer Chris Bowman reported that if exceptional one-off items are removed, GFA’s YTD finances are currently showing an underlying loss of \$146,000. This is about \$200,000 behind last year’s profit. Board members noted the report and raised questions regarding the legitimacy of reporting unrealised gains. The Treasurer undertook to report on these issues at the next meeting.

Action: C Bowman

9. GFA’S SAFETY MANAGEMENT SYSTEM (SMS)

President Steve Pegler advised that he had discussed GFA’s SMS with Sid Dekker (National Safety Manager). This had highlighted a need for clarification about the status of the SMS at this time, and about plans for its development and documentation to bring it to Part 149 compliance.

Action: S Pegler

10. PART 149 SUBCOMMITTEE REPORT

Anthony Smith reported that actions approved by the Board had been implemented. Peter John had been engaged and progress was occurring. Reports would be provided to each Board meeting.

Action: A Smith

11. GOVERNANCE/ INTEGRITY COMMITTEE UPDATE

Vivienne Drew spoke on the four policies which had been distributed –

- Conflict of interest and Commitment Policy
- Board Dispute Resolution Policy
- Board Charter

- Social Media Policy

MOTION: That the four policies as distributed be approved.

Moved V Drew, seconded S Pegler – Carried

It was noted that policies would need to be updated over time and the revised policies would then need to be re-approved.

The President reminded all Board members that they needed to complete the approved integrity training program, and register the resulting credential in their **Go Membership** profile.

Action: Board members

12. INTELLECTUAL PROPERTY (I.P.)

Terry Cubley reported progress on this issue and suggested that any GFA policy on I.P. should be incorporated into the confidentiality agreement. The Board agreed to this proposal and Terry undertook to get GFA office staff to implement it.

Action: T Cubley

13. INTEGRATED TRAINING PROGRAM

Lindsay Mitchell reported that drafting of the Integrated Training Program was almost complete. It will comprise a total of 44 modules extending from introduction to achievement of the Glider Pilot Certificate (GPC). The draft would be distributed for consultations in February-March 2021 which would include CFI's, Level 3 Instructors, Soaring Development Managers (SDMs) and Board members. A webinar to introduce it was planned for March. The next stage would be trialling the program, to be followed by a wide awareness-raising program. It was envisaged that by September-October 2021 all instructors would be using the new program.

Discussion ranged around ensuring thorough consultation to ensure "buy-in", and making sure that transition arrangements are in place which will not disadvantage student pilots who are part-way through their training when the new program is implemented.

Report noted.

14. APPROVAL OF NEW RMO QLD

A vacancy had arisen as RM/O Qld as a result of Ivor Harris reaching the maximum allowable term of 5 years. The QSA had nominated Denis Lambert for the position.

MOTION: That the Board appoint Denis Lambert to the position of RM/O (Qld) effective immediately.

Moved P Barfield, seconded L Mitchell - Carried.

15. ADVERTISING, WEBSITE, MAGAZINE

Sarah Thompson reported that Marketing and Development had investigated the processes and contracting arrangements used with GFA's magazine, website and advertising. This had identified a lack of oversight and a need to formalise the processes involved. Board members agreed. Sarah will present a report to the Board on these matters, with recommendations.

Action: S Thompson

16. GFA OFFICE POST-COVID

The subcommittee (T Cubley, J Nugent) formed to deal with this matter presented a report. Highlights were:

- Continuation of working-from-home arrangements on a long-term basis post-Covid will not provide the necessary service to the GFA as an organisation, or to its members;
- A physical address with space for officers, meetings and storage is desirable and may be a legal requirement;
- A serviced office is one option.

There was general support for GFA continuing to have an office, and for the staff working together in a single spot. However the office may need to be smaller and in a different location. Some Board members with experience in this area felt that the serviced office option would be unduly expensive. Terry and James were asked to come back to the Board with a new set of costed options.

Action: T Cubley, J Nugent

17. MOSP 1 UPDATE

Terry Cubley reported that a draft update of MOSP 1 had been circulated, and then a subsequent draft had been circulated reflecting the comments of Board members.

Board members discussed various aspects of the draft and made further suggestions. Terry was asked to prepare another draft in light of these suggestions and circulate it for approval by email out of session.

Action: T Cubley

18. GRANT REQUEST FROM SOUTH GIPPSLAND GLIDING CLUB

Chris Bowman reported that an application had been received from South Gippsland Gliding Club for a grant from GFA to assist with some site works. He did not support the request on grounds of precedent and proper use of GFA funds, nor did Board members.

However, the Treasurer was asked to suggest other means for supplying help in such cases e.g. loans. In the discussion it emerged that no policy/guidelines appeared to exist for use in such cases. The President indicated that he would investigate, and he and the Treasurer would report back.

Action: S Pegler and C Bowen

19. IT GAP ANALYSIS

Richard Frawley reported that some investigation had occurred of the issues involved. Go Membership had been found to have some problems especially with the user interface, but also had good points especially low cost. Proposals for improvement were being developed.

Action: R Frawley

20. BIENNIAL FLIGHT REVIEW (BFR)

Beryl Hartley asked for some clarifications regarding the on-line test associated with the BFR, including its genesis, consultation prior to its introduction, and whether passing a BFR was conditional on passing the on-line test.

Pat Barfield (Char of Operations) advised that the on-line test had been developed by the GFA Operations Department and “run past” CASA. All GFA members had had the opportunity for input through CFIs and RMOs. Finally it had been approved by the Board.

Pat clarified that a pass in the on-line test was not a necessary precondition for passing a BFR; rather the objective of the on-line test was education and knowledge development. The questions were being continually updated in light of experience and feedback.

Report noted.

21. MINUTES SECRETARY

Steve Pegler reported that Geoff Wood had agreed to carry out the role of Board minutes secretary for a further three of months but would then retire from that role.

22. DATES FOR BOARD MEETINGS AND STRATEGIC PLANNING SEMINAR

The next Board meeting will be held on Wednesday 24 February 2021 in the evening by Zoom.

A face-to-face strategic planning meeting will be held on 27-28 March 2021, in Melbourne at the Airport Motel in Attwood. (A suitable facilitator is being sought)

The April meeting of the GFA Executive will propose a budget and fees for the forthcoming year, for consideration by the Board at its April meeting.

Action: Board members to note

Geoff Wood

Minutes Secretary

25 Jan 2020