



# **GLIDING FEDERATION OF AUSTRALIA**

A Meeting of the GFA Board was held on Wednesday 14 Sep 2021 commencing at 8.00 pm AEDT. 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)  
James Nugent (Junior rep.)  
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)  
Sarah Thompson (Chair of Marketing and Development)  
Drew McKinnie (Safety)  
Anthony Smith (Chair of Airworthiness)

#### **1.2 APOLOGIES**

Jenny Thompson (CSDP)  
Richard Frawley (Chief Experience Officer)

### **2 CONFIRMATION OF MINUTES FROM 31 AUG 2021**

**MOTION (21-09)-1:** *That the minutes of the GFA Board meeting (31 Aug 21) be accepted.*

**Moved: P. Brooks, Seconded: D. McKinnie. Carried**

### **3 CONFLICTS OF INTEREST**

Duncan declared a conflict of interest with the Mt Beauty club apology request, so this matter was placed last on the agenda, so that he could leave prior to that discussion.

### **4 CORRESPONDENCE**

The following correspondence item was received:

- Letter from Mount Beauty Gliding Club.

### **5 PART 149**

- Anthony Smith provided a Summary of Part 149, stating:

CASA Part 149 establishes a framework for the relationship between CASA and an ASAO (Approved Self-administering Aviation Organisation), by setting out a series of requirements to which a body must comply to become an ASAO.

Part 149 insists on having an Accountable Manager (AM) – someone in charge of running of the organisation who is held to account – and mandates that a Safety Manager (SM), and an Operational Manager (OM) and an Airworthiness Manager (AM) as prescribed positions. These are required to control implementation of the CASA regulations with respect to Operations and Airworthiness.

There is a Part 149 Manual of Standards which our exposition must meet. CASA expects a reasonable degree of diligence on the compliance to Operations and Airworthiness standards.

Refer to Advisory Circular. AC 149-01

- Is Part 103 unrelated to part 149? If we didn't go down the Pt 149 route, would Part 103 be viable alternative.

Part 103 is CASA's attempt to define what sports aviation is. Eg CASA are trying to fit a CASA framework around a diverse set of aircraft: Hot Air Balloons, LSA (RAAus), Sailplanes and Paragliders. For many of the current clauses, Sailplanes are excepted, so currently Part 103 has no large effect on Sailplanes.

- Part 103 of CASR will consolidate the rules around operations, maintenance, and training for recreational aviation that are currently contained in the CAO 95-series of exemptions For GFA, these will replace the GFA Operational Regulations that are currently approved by CASA as an alternate method of complying with the rules to which exemptions currently exist.
- There are also rules to which the CAOs do not provide exemptions that apply to us in CASR Parts 22, 42, 45, 47, 61, 64 and 91.

### **6 WHAT IS THE IMPACT OF PART 149 ON GFA?**

- We have three of the required positions in place already, but need an Accountable Manager (AM).
- The AM should be a paid position because of the associated risk, and it should be a CEO style position. What is the impact on the GFA salary/wages cost.
- The president responded that the increase in cost to GFA would be only about \$40k (\$430k=>\$470k), in part due to the current EO position being made redundant. But the cost of not becoming a Part 149 ASAO would be higher due to CASA costs of \$160/hr, and exemption application costs of up to \$48k each 2 years per exemption.
- Head of Flying Ops, and Head of Aircraft Maintenance are very similar to current positions of EMO and CTO.

- New CEO position is a blend of current EO and President's position.
- What is the direct impact on members?...not much! Part 149 is about the GFA and its management practices. It's forcing us to look at our systems and procedures, and might change the way GFA operates. Adopting Part 149 is forcing us to review and improve our standards. But it won't affect anything that the pilot can do.
- The cost of not adopting Part 149, and losing our autonomy, is greater than the cost of adopting it. Need to ensure the simplest possible standards in our exposition.
- The GFA lives with an out dated structure, where volunteers are no longer available, and don't necessarily have the required skills. Thus we need to adopt 149. We are now at the stage where we need to commit to adopting Part 149. (see motions below)

## 7 CONSTITUTIONAL ORGANISATIONAL CHANGE PROPOSAL

- The President referred to his prepared draft Constitutional Change document '11.0 GFA Board Report – constitutional reform proposal' that accompanies these minutes.
- Changes to the Board and Executive.
  - The original Executive was 5 people (President, VP, and 3 heads of departments) and has grown to 10 people. The original board – was 5 regional people.
  - These numbers have grown because we created M&D, IT, Junior Rep.
- Meeting will now address the principals to be adopted; details to be determined later.
  - Pres proposal: Board structure to be the 5 regional representatives, the same as present structure.
  - President: to stay as is (ie anyone can nominate, then is elected by the board), but alternate election options exist. President could be one of the board members chosen by the others. The President should be renamed the Chair of the Board.
  - Need to separate Chair from the CEO (AM).....Should the CEO have a vote? Employed staff currently don't get to vote.
  - Board could also have a Junior Rep and possibly a Women's Rep, secretary, treasurer, CEO (AM). Consider how these roles are elected/appointed
  - Role of the board; the board will need to become more responsible for policy, and need to direct the executive.
  - Voting detail TBA in future; eg 1 or 2 votes per regional member? Does the treasurer, secretary, CEO get to vote at all?
  - Decision: Let's leave the President/Chair election process the same as it is for now (noting that a Regional Member could nominate to be the Pres/Chair, and then be selected by the others).
  - Safety Manager does not get a seat on the board, but has an advisory role to the board. As would all other accountable managers.
- The board would then comprise (11 people):
  - President/Chair.
  - 5 Regional Board Members
  - Women's Rep, elected in the same manner as the President/Chair.
  - Junior Rep, selection as per the current process.
  - Treasurer elected by the board
  - Secretary elected by the board
  - CEO appointed by the board

- The Executive would thus comprise (8 people):
  - CEO, who would be the Accountable Manager, and who also sits on the board
  - Chair of OPs
  - Chair of AW
  - Chair of SD
  - Chair of MD
  - Chief Experience Officer (IT)
  - Safety Manager
  - Treasurer (who also sits on the board)

All to be elected as per current procedures. CEO, SM and IT manager are to be selected from people with appropriate experience.
- Correcting minor legal anomalies.
  - Other constitutional reforms: propose that the title of 'Articles of Association' be changed to 'Constitution of GFA Incorporated'.
  - There was an issue about our legal status about whether our Articles (ie Constitution) have been approved by Consumer Affairs: As our current Articles are listed on the Consumer Affairs website, it is reasonable to assume (on advice from Lisa) that Consumer Affairs have accepted our current Articles. A low risk assumption that our Constitution has been approved by Consumer Affairs.
  - A gap analysis on the current rules has been done - to see if they comply with the minimum requirements in the legislation (not the 'Model' rules) by Lisa who stated that there are 'No Big Ticket Items', only minor adjustments are required to fully comply with the Act. As we need to re-write the constitution anyway, we may as well tidy up these details as well.
  - GFA currently has 'Board Regulations', which are a register of administrative processes that we choose to do. There is an argument that this list need not be stipulated by the Constitution – meeting minutes record administrative actions to be taken. Even though such a list should/could still be used as an administrative tool (to avoid having to pour through old meeting minutes) there is no need to make it an auditable requirement.
- Aligning nomenclature.
  - A list of nomenclature for Part 149 prescribed positions has been presented in Attachment 2 of the 'Constitutional Reform Proposal' document. It was agreed at the meeting to change the title of 'President' to 'Chair'.

## 8 BOARD SUPPORT AND COMMITMENT

**MOTION (21-09)-2:** *That the board is committed to becoming a part 149 ASAO*

**Moved: S. Pegler, Seconded: V. Drew. Carried**

**MOTION (21-09)-3:** *That the board accepts the Constitutional Proposals presented. It was decided that the President would formulate specific details in a motion to be distributed by email for a vote at a later meeting.*

## 9 TIMELINES

The following timelines are relevant to achieve Part 149 implementation before CASA's 'fee-free' deadline:

- Board commitment (now done via the above motion).
- Reworking of current Articles to reflect changes as agreed by the Board.
- Consultation with members.
- Member approval at EGM.
- Finalisation of all Part 149 documentation.
- Exposition including all supporting documentation must be submitted by 31/12/2021 for free-fee consideration by CASA.

## **10 FUTURE MEETINGS - AGM**

- Terry ran through the agenda for the AGM on 24 Sep 21, 7pm AEST.
- To be followed by a presentation of the Strategic Plan.
- The President's speech will discuss the decisions made here tonight.

## **11 MOUNT BEAUTY GLIDING CLUB**

- Duncan presented a description of the Mt Beauty Gliding Club's second letter requesting an apology. Duncan then left the meeting.
- The Board then spent considerable time discussing the information submitted by MtMGC.
- It was felt that with the large amount of business that had already been dealt with at the meeting, and the late hour, that the matter would be deferred to the next meeting.

## **12 MEETING CONCLUSION**

The meeting finished at 10:16 AEST

Peter Brooks, 21/9/21