

# Exec Meeting 11/11/20

Present: Nick Taber, Grant Tatham, Glen Ogilvie, Duncan Macnab, Kyla MacDonald, Ian Manton, Carlos, Kevin McManus

Apologies: Blake

## Previous Minutes.

- Club responsibility?

## CEO Report

- Code of Conduct. Good discussion
  - Working through CoC, Need to reword, and look at Zero Tolerances, **Code of Ethics**, and Zero tolerance , also need to look at Mental Health. – talked on email AGM Remit Code of Conduct
  - - Kevin – need to be aware of getting involved in inter-person issues, also anonymous.
  - Kyla – if you make an anonymous complaint, there shouldn't be an expectation that the complaint to be update.
  - We can't become the behavior police.

Nick – spoke of an incident, Blake and Nick had contacted the person concerned to express their dismay at the attitude. This has been resolved.

Duncan – some of this should be a club issue, the club controls the takeoff. The Exec should be a last resort – if the clubs cannot resolve. How heavy do we get?

Nick – need some guidelines on how these are to be dealt with. Need a resource as to where we can point people for help.

Kyla – there is a complaint process in the constitution, do we need a flow chart?

Kyla, Ian, and other to work.

- CAA notes – OPM
  - senior delegation. Evans delegation falls off on 23 December.
  - We need a second delegation to be a senior person – Blake Round will be this.
  - OPM changes had to be modified due to numbering and is all set to go.
- Got offered more CAA safety courses with discounts
- Legal. Contracts are not proper – lines blurred with employee relationship. Contracts will be rewritten to correct standard, and payments will be brought inline with Contractor payments.
- Insurance – Updated – we now have cover for affiliated clubs, volunteer instructors. Re competitions, we have to submit a SMS. Coverage is also for reparation. There will be a process to be announced.
- Costs: Extra cost of Insurance is \$900 – given go ahead to do this.
- Legal Costs: This has risen upwards – possible \$1,000 more.

## President Report.

- A lot of tidying up of little IT stuff. Emails, domains etc.
- We need to look at membership privacy data.

## Admin

- Moving exec meeting. 1<sup>st</sup> Wednesday, 7:00pm.
- WOF forms – use Jotforms? We need the ability to be able to online search.
- Ian to continue to look for options.

## Website: Update / Glenn / Carlos.

- Progress. Have updated some background code to allow new pages to be created.
- Carlos/Glenn have been working on navigation/2-3 level sites.
- Happy with content.

## Landscape Officers report

- Kyla has been given a good template by Mike F on forms to give to landowners to help them understand access etc.
- Clubs can sign in to regional alerts when DOC issues are around.

## AGM Remits.

- Need to follow and keep it on a flow with the remits.

## General Business

- Grant – all good, Tow manual is getting very close. Mark Hardman is getting back onto it in a couple of weeks.
- Powered Hang gliding Manual was released – John Burton.
- Kevin McManus –
- Kyla – Wanted to schedule another call with Nick/Duncan and the Auckland club. To give updates to Club.
- Glenn – not flying
- Carlos – Nothing
- Nick – Insurance is due to be released which covers all the questions/remits.
  - Better membership benefits – car hire.
  - Kiwi Johnston – the accident report has been nearly released. CEO will see it, but not for general release. Louis Tapper attended the funeral on behalf of NZHGPA
- Ian
- Duncan.
- - Possible look at not allowing people to opt out of emails – this is the main way we communicate.