

Minutes of Annual General Meeting & Extraordinary Executive Meeting 2016

Saturday 17th September 2016

Venue: The Meeting Rooms, Christchurch

HYPERLINK "http://www.themeetingrooms.co.nz" www.themeetingrooms.co.nz ,
ATCANZ Training Centre, 10 De Havilland Way, Christchurch Airport.



MINUTES OF NZHGPA AGM
& Extraordinary Executive Meeting
17 September 2016
The Meeting Rooms - Christchurch

Call to Order – 9.30am

Ross opened meeting, welcome - introductions, housekeeping.

Present – Evan Lamberton, Derek Divers, Kyla MacDonald, Ross Grey, Grant Tatham, Alan Swann, Nicky Hamill, Mark Alton, Kris Ericksen, Nick Tabor, Bex

Rae, Dave W, Graeme Surrey, Ewen Tonar, Herman Ahrens, Mark Hardman, Mel Heather, Cathal M, Chris Connolly, Kevin McManus, Rob K, Dan C, Mike L, Derek M, Jenn Cobett

Apologies – Tim Brown

Election of vote counters –.Jen Corbett nominated, Mel Heather nominated – carried unanimously.

– **declaration of commercial interest in sport from Mark Hardman.**

Election of Officers

Election of President.

Kyla McDonald took over running of meeting.

Election of other Executive positions

All elected unanimously.

PG Operations – Mark Hardman

PG training – Allan Swann

HG Operations – Mark Alton

HG Training – Grant Tatham

Minutes of 2015 AGM read

Matters arising – none.

Motion to Accept minutes of last meeting be accepted –.Ross Gray – Bex Rae

President's report – Nick bought up fact that reports given too late for AGM, should be with agenda instead of last minute at the meeting. Chris C agreed, also with CEO report. Mark mentioned late remits as more of a problem as can't canvas opinion. Ross's report was read by Kyla.

Nick T – comment re Accident rate not followed same trend, comment re site being down, are statistics incorrect.

Evan questioned re accident reporting- replied that we are notified of accidents but old online system was down due to running from old database. Now have new online system created, up and running. We used old paper form in meantime sent to anyone who requested it. Old paper ones now being put on database but slowly. There maybe general downturn in people making reports. New reporting system makes it clear these are not for discipline or blame, but to get information for safety reporting to pilots.

Other reports –Comment from Evan re CEO reports. These were done via email through year, other info is mostly contained in AGM agenda.

Motion to accept President's report as tabled. Carried.

Remits:

Remit 1

That the constitution be amended by deleting the existing sections and inserting the numbered sections below.

5.8.1

- a) The executive council shall consist of a minimum of 6 and a maximum of 8 full members.
- b) The minimum positions to be filled shall be President, Vice-President, Hang gliding operations and training managers, and paragliding operations and training managers.
- c) Positions within the executive may be exchanged between members of the executive and new positions created or rescinded by a vote of at least 2/3 of the executive members.
- d) Any motion to change the executive membership as in 5.8.1 c) above shall be notified in a meeting agenda to all executive members at least 1 month prior to the meeting.

5.8.2

- a) All nominations for election to the executive council must be circulated with the agenda for the general meeting.
- b) Positions left vacant at the commencement of the general meeting may be filled by nominations from the floor. If more than one nomination is received for a vacant position then a ballot shall be held in accordance with 5.8.3.

5.8.3

Election of the Executive Council shall be by ballot. Election voting shall follow the prescribed order of:

- a) the election of the President shall be first, followed by
- b) the election of the Vice President, followed by
- c) the election of the Operations Managers, followed by
- d) the election of the Training Managers, followed by
- e) the election of any remaining positions.

5.8.5

- a) Executive council members shall hold office until the annual general meeting held in the second year after their election(i.e approx 2 years), and thereafter shall be eligible for re-election.
- b) A 2/3 majority vote of delegates at a general meeting may remove any member of the executive from office before the expiry of their term and elect a new member to the

position for the remainder of the term of office of the person removed.

5.9.1

Any Full or life member shall be eligible for election or appointment to the executive council, standing committees and internal auditor of the Association provided that member:

- a) Shall not be in employment with the Association such that this is their main source of income, and
- b) Is acceptable to the Director of Civil Aviation as a listed senior person where the position requires such a person, and
- c) Has not had a penalty or adverse finding imposed on them by an executive council or disciplinary committee of the Association within the previous three years, and
- d) Has declared to members any commercial or other potential conflict of interest in the affairs of the Association prior to appointment or election.

5.9.2

Any position vacated during the term of office of a member either by resignation or any other reason except 5.8.5 (b) shall be filled first by the person with the next highest votes cast for the position at the last election,

5.9.4

Should any event or thing occur during the term of office of any member elected under these rules which would render them ineligible for election to that position under rule 5.9 then that person shall be required to stand down from the position and rule 5.9.2 shall apply.

The aim of these amendments is:

To allow greater flexibility in the make-up of the exe. I have suggested allowing for 2 extra positions with no set portfolio. This could bring in IT or communication skills, governance skill, or another sport specific perspective such as power flying, speed flying or hike and fly.

To allow positions within the exec to be moved around if required. It is important that the exec have the ability to move positions to recognise people's skills (not always evident to members at time of the elections). Although we have done this before (both HG and PG Ops and training have swapped at different times) it was not at the time allowed in the constitution. In contrast to our predetermined system of electing to specific positions the Australian federation elects members to their board and then the board holds elections to allocate positions within.

Increase the term of office to 2 years. This is not really a big change as most people stay for at least 2 years but it makes it clear when people put themselves forward that it is an expectation. Reality is it take that long before you learn how things work and make a useful contribution.

Allow for the early removal of someone from the exec by a vote at a general meeting. This is not expected to ever be needed but is there as a safety measure to go along with

the 2 year term of office.

Amend the eligibility for election to only full or life members. Previously it said “any individual” which meant in theory that a non-member could be elected. Not what was intended I believe.

If the move to a separate CEO is to be continued we need to make changes to the exec job descriptions. The job descriptions are in the OPM not the constitution so they can be amended at an exec meeting after further discussion and consultation.

You will probably need to have the existing constitution open to read with this to make sense of the section numbers.

Proposed Evan Lamberton 2659, seconded Kyla MacDonald 4723.

Discussion –

Evan spoke to his remit. Moving towards an exec that is more flexible than currently, to bring in more skills and make it possible to have a broader range of skills on the exec. New sports such as powered/acro/speed may need representation on exec also. Other amendments to tidy up existing rules

Nick – Tasman club raised concern that persons co-oped to the Exec, 5.9.1 where it says appointed – not actually changed, always said ‘appointed’.

Evan spoke through the remit clauses to explain briefly, including employment clause.

5.9.2 ‘offered’ – what if still vacant? If still vacant should be advertised to members and call for nominations and elected by exec for remainder of term. {Evan to give proper wording}

Dan – such large remit, agrees with points but how do you vote on it if it’s one remit when you have questions to some of it? Easier to break remit down further? Evan spoke to concerns, open to amendments as suggested by clubs.

Vote: For: 38 Against: 4 Abstention: Carried

Remit 2

The NZHGPA AGM always falls during the start of the XC season and also triggers clubs to have meetings prior to the AGM, at a time when the weather is becoming flyable. Matters of business would be better suited during the darkest winter months, when pilots have more time on their hands and are more likely to become engaged by attending national and regional meetings, rather than looking skywards.

To facilitate this change the THGPC propose the following:

Alter the date of the Financial Records to reflect SBP (Standard Business Practice)

Alter the date of future AGM to a non-seasonal month to make it easier to find club delegates to attend

Suggest July

Alter the date of Membership Renewal so that membership is issued for the start

of the flying season.

August

Proposer Jude Tarr PIN 1548
Secunder Nick Taber PIN 4171

Discussion –

Nick spoke to Tasman's remit re timing of AGM.

Evan spoke to concerns re changing financial year, has other implications with membership timings etc.

Mark H, would cause clubs to make changes to their business aswell.

Two main issues, financial year then AGM timing.

Nick – amend remit to take out membership year issue (only points 1 and 2 (July/August))

Vote: For: 9 Against: 33 Not carried

Further Remits presented by Evan re constitution.

Clause 4.2.4(a). Consultation went out in June to clubs but Evan realised after that also meant changes to constitution as well as OPM. Evan spoke to his new changes so that the constitution points back to the OPM.

Clause 4.2.9 – to allow students to be a student member for more than one year and can return as a student (not able to previously).

Clause 4.3.1 – Clubs must supply changes of their constitutions, but not if there aren't any changes.

Discussion -

Clause 4.2.4(a). Consultation went out in June to clubs but Evan realised after that also meant changes to constitution as well as OPM. Evan spoke to his new changes so that the constitution points back to the OPM.

Clause 4.2.9 – to allow students to be a student member for more than one year and can return as a student (not able to previously).

Clause 4.3.1 – Clubs must supply changes of their constitutions, but not if there aren't any changes.

Rob (CAN) – are there boundaries for where clubs locations are? Evan – sites are controlled by clubs, which makes clearer. Trying to stop pilots being members of cheaper clubs and have no knowledge of local sites being flown by them. Allows Exec to come up with policy to deal with situations as they arise.

Mark H – can we pro-rata club fees? No.

Vote: For: 42 Against: 0 Carried

Meeting paused for 10 mins morning tea 11.15. Reconvened 11.25

AGM paused to wait for Derek to arrive to talk to accounts. Delegates asked to consider the budget and possible fee increase to accommodate increased

expenses/cut expenditure.

In meantime Kyla introduced herself and gave some background on herself (requested by Dan).

Some discussion around emails to clubs from our database and lack of options with new database. Currently not an option with our system – Auckland uses MailChimp. Southern also use MailChimp and Gmail – Admin copies all club secretaries with new members, then secretary gets info from website. Auckland recommends MailChimp, can also see who actually reads emails.

AGM Reconvened 2pm.

Accounts

Derek spoke to the accounts, advised they haven't been independently audited. Book Store – Derek spoke to the book store accounts specifically. Advised that loss shown is a result of stock revaluations.

Mark H requested discussion re largest expenditures, Airborn, CEO/Admin contracts. Further discussion outlined the reasons for increases in expenditure and income (increased membership). Some costs have reduced, e.g. CAA compliance costs. Kyla outlined plans for a further review of communications including Airborn and electronic options. Members to be surveyed again as attitudes change and options have increased.

After detailed analysis of various fee options to cover the forecast deficit the following fees were set:

Set Fees for coming year – majority vote for all below:

Students: increase \$5 to \$25

Visitors: increase \$10 to \$60

Full: increase \$15 to \$160

Early Pay: decrease \$10

IPPI: increase \$20 to \$40

This should increase revenue by \$26k at current membership levels.

Discretionary Fund is still available in the budget.

Kevin moved to accept, Dan seconded

Vote to accept accounts and budget. For: 42 Against: 0

General Business –

Chris suggested a 'report' back to the membership on what has gone on through the year so they know what is happening and know where their fees go. Maybe use more modern methods of communications to the membership.

Kris moves that the association as a whole commend and acknowledge the

efforts in promoting the sport of Nick Neynens and Louis Tapper.

Evan asked for feedback from delegates on the question of AGMs. If we had instructors' seminars, first aid courses, guest speakers, conference-style day as part of the AGM, would you want to come and would you pay for it? Ans = general support for the idea.

Nick has obtained discount on Interislander ferry for comp periods and throughout the year. Members to be advised via the website

Meeting closed: 3.35pm

Extraordinary Executive meeting opened 11.30 am.

Voting rights explained by Ross. One per delegate present and per Exec member present.

Auxiliary appointments:

Airspace Officer – Nick Taber willing to stand again

Internal Auditor – Kris Ericksen happy to continue

Medical Advisor – Paul Brydon proposed, Kyla to contact him. If Paul says no then Evan has another candidate that may be interested.

Book Store Operator – Ewen happy to continue – Mark H noticed book store has made loss in last 2 years, is it likely to become profitable in future? To discuss when Derek arrives.

Website content Advisor – Tony Cowley resigning from the position. Formal thank you to Tony for his management of the website for last few years and contribution in general, wish him well as he ends his membership of the NZHGPA. A replacement needs to be appointed if possible.

Committees

Disciplinary – Dean Straker currently but exec can appoint as necessary

Flight Safety – no committee

Hang Gliding Committee – to stay as is Mark Alton, Dennis Thorpe, Maximilian Gebhardt

Paragliding Comp Committee – to stay as is Johnny Hopper, Tim Brown, Cameron Kennedy

Remits.

Remit 1.

Remit- To amend the PG3 requirements regarding hours, total flights and XC distance.

PG3 requirements OPM F 25

Option A- A minimum of 100 hours flight time and 250 flights. 3 x cross country flights with multiple thermals with a minimum 15 km each flight, one way within New Zealand or,

Option B- A minimum of 100 hours flight time and 250 flights. One cross country flight with at least 20 km one way within New Zealand or,

Option C-A variation of the above but maintaining a reduction of the xc distance requirement.

Proposed by: Peter Allison

PIN: 1967

Seconded by: Lyn Watkins

PIN: 1434

BACKGROUND OF ISSUE:

One year ago part of the PG3 licence requirements was changed. The cross country open distance requirement was increased from 20 km to 30 km.

PROBLEMS WITH THIS CHANGE:

The main reasoning for the increase in distance requirements was that modern paragliders have vastly improved in performance in the last 5 or so years.

The problem with this thought is although there have been increases in performance. A change from 20 km to 30 km is a 50 percent performance requirement increase and this is not anywhere in line with glider performance which may at the top end be a 10 % increase. Eg. 2005 epsilon 5 - Glide ratio estimate max 8.6:1 (para2000)

2015 epsilon 7 – Glide ratio max estimate max 9.4:1 (para2000)

9.3 percent increase in glide performance over 10 years for a typical low/mid EN-B glider.

The PG3 licence is an advanced pilot rating and must have stringent and strict requirements that need to be met to uphold and maintain the quality of the NZHGPA licence system.

The PG 3 licence also needs to make safety requirements paramount and create a practically achievable licence so it doesn't stifle or hinder development of paragliding as a sport in New Zealand. The current PG3 requirements have created a hindrance to pilots advancing their qualification viz so far this year only 5 PG3 ratings have been issued (how many to NZ pilots is unknown)

The change in the licence requirement from 20 km to 30 km fails to achieve these basic objectives in the following ways:

1. 30km open distance XC flight requirements are not in line with NZHGPA advanced Hang Glider rating. In fact there is very little that corresponds between the expected competency required between the two disciplines.
2. 30 km open distance XC requirement is not in line with international licence requirements. (just one example is Australia which for its advanced rating requires 3 documented flights of 10 km)
3. To fly 30 km instead of 20 km in a thermal cross country flight in New Zealand does not demonstrate any extra safety or decision making. This increase therefore takes the emphasis away from a safety and competency requirement and instead focuses on a performance figure.
4. Due to unique challenges with the weather and terrain in New Zealand finding a suitable XC day in New Zealand to fly open distance is very limited. Recreational pilots, particularly weekend only pilots may only have one or two weather opportunities a year to achieve a good XC flight. There is the potential because of this to stifle or stagnate progression of pilots unnecessarily and can lead to an unnecessary slowing or decline in

pilots continuing with paragliding as a sport. For example if someone is not able to reasonably obtain a recreational tandem certificate which requires the PG3 due to local flying site restraints or having limited time to chase XC days they may be inclined not to pursue the sport further.

5. NZ PG pilots are in the inequitable situation of having far higher standards than any other country for their PG3 rating. For a NZ pilot to obtain a IPPA 4 or 5 endorsement to enable them to fly xc in some countries they must have PG3 yet international visitors to NZ may have the same endorsement but have obtained it with much lower requirements.

SOLUTION:

The cross country component of the PG3 rating is an important requirement. However, there are more appropriate ways to implement strict licence requirements other than a 50 percent performance orientated increase to requirements.

The cross country component if applied to an advanced rating should be more in line with international standards which would either be 3 flights with **multiple thermals** at 15 km minimum or a return to the one flight with a minimum of 20 km open distance in New Zealand.

Both options prove the pilot is capable of achieving good safety decision making in a XC setting which should be the primary objective of any cross country requirement if included in a licence.

The first option would prove over multiple days and varying weather conditions that a pilot could demonstrate safe thermal XC decision making.

Proof of XC Safety has to be the primary goal in any XC requirement and therefore any increase above 20km is purely a performance figure and has no place in a licence.

There are more effective ways to licence to ensure competency and at the same time not disadvantage those that have limited access or availability to fly XC open distance.

In conjunction with a reduction in the required XC distance component of the PG3 licence I propose that the licence has an increased minimum hours requirement to ensure that the licence couldn't be rushed and the pilot achieving the licence is competent.

Current Minimum requirements are:

50 hours and a minimum 250 flights.

We propose a minimum of 100 hours and 250 flights. This hours requirement is then in line with the hang glider advanced rating. It is also in line with the Australian rating.

We also propose that **at least** 20 hours of the 100 hours minimum be flown in New Zealand. This then stops overseas pilots moving here and immediately obtaining a PG3 rating without relevant experience in New Zealand conditions. (they would still have to meet all other requirements eg. SIV)

The proposed changes would create a much more robust licence that would recognise New Zealand conditions and be more in line with the NZ advanced Hang glider rating, IPPI 5 rating and the Australian advanced paragliding rating, all this while still being one of the hardest advanced licences to achieve in paragliding internationally.

Discussion

Nick spoke to remit briefly. Discussions re glider performance increases, IPPI ratings. Some points of the remit not necessary valid. Prerequisites

of tandem/instructor is PG3. Discussions re what is appropriate for highest solo rating in NZ, should our standards be higher? Evan gave facts from overseas stats. Swanny – issues re instructors signing off ratings without checking etc. Should we align with the IPPI ratings? Should we have more ratings in the middle between PG2 and PG3? General feedback is that PG3 standard should not be lowered, but maybe have choices re flight numbers/distances. Feeling that track logs should be submitted with form.

Remit option c 100hr, 3 x 20km open distance OR 1 x 30km open distance within NZ. Documented and submitted to NZHGPA.

Vote: For: 24 Against: 0 Abstention: 1 Carried.

Discussions re HG ratings compared to PG.

Lunch 12.45 to 1.15pm

Remit 2.

A Review of the current WOF sheet

Is the aim of our annual WOF a basic visual check, or a comprehensive wing and line check that

ensures equipment safety and manufactures compliance?

Remit 1- Responsibility

The WOF form should state the purpose of the inspection and what it is aimed at achieving, and to

state who is legally responsible for what.

Visual inspection for obvious defects, not replacing the Pilots need to comply with manufacturers

recommendations, scheduled checks and maintenance as set down in the manual.

Remit 2 –The Purpose

The WOF form needs to state the purpose of the WOF clearly.

Proposed wording;

‘the purpose of this WOF is a visual inspection of the Paraglider and associated components to

ensure at the time of inspection by a NZHGPA authorised inspecting officer, it is not showing any

noticeable or potential defects that would prevent the Paraglider wing and equipment being airworthy. This WOF inspection in no way takes away the responsibility of the pilot to comply with

the manufactures recommendations, and maintenance schedule as stated in the aircrafts operating manual.’

Remit 3-Wording change

-To replace the current wording “line length, dimensions and symmetry of left and right side consistent with safe loading and trim of glider”

There is no definition or guide to what is considered safe to base a pass or fail on.

It is often not practical to measure lines or test their strengths to manufactures specifications at a

WOF check.

The WOF form with its present wording seems to imply line testing has been done and the glider is therefore in safe airworthy condition. Unless manufacturers specific testing and strengths have been complied with this impression could be misleading.

Suggested this section is removed from WOF form

Remit 4-Porosity Meter reading

The minimum porosity requirement to be stated on the form.

Remit 5-Advisory

An advisory section be included. A place where comments regarding items seen during the check

that may need attention in the future may be noted down.

Remit 6-Signature of owner of Paraglider

To have the pilot sign their WOF form to indicate they understand the purpose of the WOF and that

the pilot will undertake to comply with manufacturer's recommendations and address any advisory

requirements raised during the inspection.

Proposed by: Greg Benjamin Pin: 5370 Seconded by: Nick Taber Pin: 4171

Discussion

Nick spoke to remit.

Kris spoke about auditing he had been doing re WOF forms. Kris personally (on a personal level) recommended that the exec appoint subcommittees to rework WOF forms for both HG & PG. Ran through various options that Kris thought might want to be considered.

Discussions re subcommittees and how they would/should be managed.

Nick agreed to withdraw remit 2 on condition a sub committee is appointed as per Kris' recommendation.

Remit

"We form a committee to address the issues around WOFs in consideration of the remit put forward by Tasman Club". Proposed Dan, Seconded Nick.

Vote: For: 25 Against 0 carried.

General Business – none.

Meeting closed 2pm. AGM Reconvened as above.

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