

## Minutes - Exec Meeting – 09 October – 7.30pm

**Present:** Ross, Nicky, Duncan, Grant, Glen, Carlos, Evan and Ian joined late. (Ross had to leave the meeting for some time in the middle).

**Apologies:** Blake

**Meeting opened 7.30pm.**

**Minutes of last meeting/Matters arising:**

None.

**CEO Report:** Aviation Safety Course attending in Hamilton recently, come away with lots of ideas to implement a safety programme into the association including re-jigging Club Safety Officers and a change in role descriptions. More details to be reported at a later stage.

Also went to a part 149 CAA meeting, including skydiving and microlight associations and youth glide (re aging population in gliding). Good networking meeting, a more detailed report to be put together shortly.

Been working OPM changes, spoke with Paula from CAA about some of them.

Discussed proposed speedflying rating with Paula, they agree with it in principle and await formal notification.

Spoken more with Mark Hardman re Training Manager role, sent out email to all instructors advising the current situation and inviting feedback and comment – only 1 received so far. Mark ready and willing to get stuck into the job now, finalising the contract and getting him signed up and started.

Strategic planning – Evan has emailed Duncan with some ideas regarding.

Upcoming Court Hearings. Evan advised by CAA legal team that as delegation holder he must remain impartial in any CAA prosecutions. Members can provide support as individuals, but not Evan as a Delegation Holder.

**Treasury Report:** \$30k come in in 1<sup>st</sup> week of renewals, \$30K has been put on term deposit, another \$100K to go on in November once bulk of renewals done. Ian Manton is in process of being put on bank account as a signatory.

**Correspondence:** Email from Russian skydiver, requested visiting membership but has no PG licensing. Declined, he asked about flying anyway and what the penalties would be. Sent out a brief email to clubs letting them know and that the pilot has been warned about consequences and advised not to fly without license.

**Website update:** Sent out proposal, have had several proposals for website work, need to look over them and select someone and come to financial arrangement. Need approval from Evan/Duncan in case any political reasons not to use someone specifically. Should a quote request be sent out to those interested, or should we specify how much we are wanting to offer? To be discussed further between Carlos and Glen and will come back with a recommendation to Duncan and Evan, with a slight preference to an Auckland person (if one available) as Glen, Carlos and Evan all Auckland based.

**President's Report:** Duncan has made a couple of new cards on the Trello board, including '3 Yr Strategic Plan' – where ideas can be put from now. Also new board 'AGM 2020' – Stefan Sebregts has highlighted a few areas where we may not have necessarily abided by our constitution, from his visit to our recent AGM.

Duncan currently in Aussie, has met with Paul Green from Aussie association. Duncan found his tandem license doesn't automatically flow through to Aussie – asked why as it is reciprocal from our point of view. They will look into it (was nothing deliberate on the Aussie part) and update it so our ratings are automatically valid in Aussie.

Also about possible introduction of reciprocal licenses for AUS/NZ instead of current visiting memberships for both. Duncan believes it would be strategically good to be closer aligned with Aussie, has put it on the Strategic Plan Trello board.

Communications Specialist position – nothing further achieved.

NZHGPA Office closure over Christmas – Evan and Nicky to coordinate and advertise that office still open but slower response time – all normal facilities available.

**Airspace Officer:** Doug still talking to Nick Taber about it, still interested at this stage. He is the only candidate at this stage, other than another person who offered to help with technical issues (Doug advised that wasn't necessary). Duncan has/will sent out an email about Drones and the need for an airspace officer.

**Face to Face meeting next year:** – primarily to get Strategic Plan well underway – maybe April or May.

**Employee/Contractor code of Conduct:** Evan has produced a document **specifically only for contractors and employees**, because he needed a reference for Mark's position re conflict of interest etc or anything else should it arise. So went ahead and put together full document around code of conduct. If something is required for members etc then it would need to be another separate document. We need to create a management manual for policy documents, to be kept separate from OPM – Duncan and Evan to talk further regarding. Code of Conduct to be looked at to be voted on at the next meeting.

**Women in paragliding:** Duncan wonders if we should get some advice on how to attract more women into our sport. Informational report put on Trello. Evan suggested it should be part of the strategic plan. Further discussions re a few women who may be interested in exec roles in future year.

**Request for support for PG towing resource planning permissions on Lake Wakatipu by Blake:** Blake would like NZHGPA financial support in getting planning permissions for towing on Lake Wakatipu. He would like NZHGPA to fund his application as it would have benefits for pilots. Proposal is for us to fund Peter (from FMC – but not representing FMC in this position) to help Blake with application. Should it be a DPFC application – if we don't make it go to DPFC are we undermining their position? Evan had a meeting with Blake, it is using Peter as an RMA planner, Peter's view that definitely the way to go to get permission granted, but can be used later for other areas etc. Peter thinks it should go through fairly quickly, could be as little as \$2k but could go up to \$5k if any particular issues arise. Blake has asked for \$5k. Further discussions re other stumbling blocks, if any – will it be 'a goer' after this or is there more to achieve? Are there other avenues we can go down to achieve more SIV courses?

**Duncan motioned** that the NZHGPA fund Blake's request to a value of \$3000. For any more than that we would need a more detailed brief of what's involved. **Voted:** For - unanimously.

**Honoraria claims** to be in before Christmas to be paid please.

#### **General Business:**

Evan – VP job description – was put out at the last meeting, still needs more input on where job is sitting.

Constitution describes VP/Secretary, not just VP for when President not there. Please can exec members give more feedback on the job role before finalised. Also President job description. Evan to stick details up on Trello board for viewing. To be further discussed/finalised at next exec meeting.

Duncan is moving to Nelson in January 2020 for the next few years.

Training advisory group – no recent meetings, on hold at moment – when will new training mgr be in place? Evan advises about a month away, Grant should advise group that contract to be signed, would like to involve new mgr in setting up of meeting. Eva Keim has shown interest from the start but has never actually attended a meeting... should she be chased up? Evan advises she is overseas at the moment, will contact her and see if it is technical issues or something else. Grant may follow her up too.

RASP subscription coming up for renewal of domain name – Glen to pay and claim reimbursement. Glen trying to get insurance for his cancelled flight to AGM. Glen to move website stuff forward in next few weeks, then focus on content and moving it across, possibly including others.

Meeting closed for the day at 9.05 pm. Next meeting 2<sup>nd</sup> Wednesday in November.