

Minutes - Exec Meeting – 20 Feb 2019 – 7:30pm

Present: Duncan, Ross, Grant, Ian, Nicky, Glen, Evan, Mark, Carlos (joined at 8)

Apologies:

Last meeting minutes:

Up on Trello, all happy with them.

Task: Evan to put minutes up on website.

Matters arising

General business

CEO report: Just put 2 documents on Trello. Frist re accident rates: people to have a read and digest in their own time.

Second re governance: referenced '9 Steps to Effective Governance', gave brief review of that re how organisations form and evolve. Then Evan gave brief overview of how he thinks NZHGPA will/should evolve further. Has more work to be done before next meeting and eventually AGM. Evan open to have input from anyone, will put up something on Trello to input. Mark H has been thinking about it but hasn't yet put pen to paper, thinks there should be an official Treasurer's role – perhaps a chartered accountant, to take some of Evan and Nicky's roles. Need to look at the main roles, CEO/Admin/Treasure and define/divide them up appropriately before they expire/renew.

Duncan's thoughts for NZHGPA 2019: Duncan wrote a report, previously sent to exec members, CEO and Admin, to voice his thoughts on the future and let people know what he has been doing in the last months. Evan commented that he is supported of most of the report, emailed response to Duncan with his thoughts to be added (or not). Mark commented that Training Advisory Group should be looking at some of the issues brought up and flag them to consider them in the future. Discussion on when to formally look at the points, so as to pass them on to the various groups responsible. Needs to be done in a timely manner so as not to prolong the process. Duncan will revise his doc slightly, get Kyla to cast eye over it and then send it on to the necessary groups prior to the next meeting – which will be in the next week. Duncan to do that ASAP.

Glen asked about Duncan's comments on HG – that Raglan area are very busy with teaching. Further discussions on PG/HG training and mentoring and commercial v recreational instruction. Duncan to make enquiries in the Raglan area.

Airborn – Duncan spoke to his comments on Airborn magazine and its future. He has had contact with Bill Degen and requested information from his regarding contracts we have with him, and he with other outside contractors. Further discussions around Airborn and what its future might be and its content, previous hostile communications/issues with Bill.

Further discussions about different roles that Duncan would like to see within the Exec. There are several big issues that will have to be prioritised for future meetings so that things actually get achieved instead of being discussed and deferred.

Treasury Report: Mark spoke to last GST return, payment made. Mark had quick review of ins/outs of the accounts, happy with way GST return filed, but raised flags that Mark would like to talk to Nicky about. Mark to document a report and make some recommendations.

Nicky mentioned that it is busy with lots of visitors at the moment and new PG2 ratings. Mark commented that with better weather it might get even busier. Evan commented on the various issues with visiting membership, that are now taking up time, very different licenses that need investigation prior to approval. There appear to be lots of applicants who for some reason never actually complete their memberships by sending in their overseas licenses.

Correspondence:

- Email from Mel Heather re issues with visiting pilots. Evan is looking at that. Mark commented on the issue of visitors who have paid but not had their licenses approved, mostly due to not sending in their overseas licenses. Discussions re what they are told currently to do versus what we should tell them. Need to find an IT solution to help fix the process.
Task: Glen will look into it before the next meeting. Mark happy to assist.
- Email to Bill Degen, as per above re Airborn. Duncan had looked for the original contract but hasn't managed to find one. Appears that contract has well and truly expired, expecting a reply from Bill.
- Email from Chris Street, on safety committee, keen on doing research on safety and letting us know what he wants to do, looking for some approval from NZHGPA. From Chris on his own behalf. Mark has spoken with Chris but commented that maybe too much information given out 'at large' may provide some pilots with information they should have access to. Should we be encouraging passive internet learning? Suggestion is that he should be encouraged to research, but that it should be put through the Safety Committee for vetting/approval.

Looking at Priority setting of agenda items for Advisory Groups: Emails between Duncan and Kyla, Kyla advises the groups are happy for the exec to help prioritise what should be on the agendas and in what order. It was noted that there is concern about the advisory groups' attendance – Duncan to discuss with Kyla. Glen commented that there were only 3 at the last meeting but possibly due to Jan/Feb holiday season. Possibly we should have phone calls/texts as reminders. Seems to be some general confusion between the 2 advisory groups re timings etc. May be time for Kyla to step aside (as always was the idea) and let the groups run themselves. Mark noted that not quite in the position to do that yet with his group. Ian will have a talk to a couple of people in his clubs to try and get people interested. Grant also has Rick Hawkeswood who is interested to help.

Task: Evan to have conversation with Kyla re chairmanship of the 2 groups.

Communication Strategy – should be some form of consistency with our communications so that everyone knows the same thing.

General Business:

Kinga request for X-Alps Funding: Kinga is now a member, has achieved her ARO certificate, has been accepted to X-Alps and would like to know if any funding available. Evan directed to Discretionary Funding Committee, but could be that budget has already used for this year. She should be directed to the Fund, then the exec can decide whether to increase budget or not.

Some talk already from HG Worlds Team and maybe from PG Worlds Team too, re: funding. Mark commented that there should be better provisions/systems for setting budgets and advising of deadlines for funding applications. Evan said that Kinga had also contacted him, he mentioned maybe a Give A Little page supported by the NZHGPA. We need to be seen to be fair to all applications.

Further discussions re budgeting and discretionary funding committee, previous funding to Nick Neynans for X-Alps.

Task: Evan to advise Kinga to apply to the DFC in the proper manner, and through a club.

Task: Mark to approach the committee re setting out proper guidelines to avoid any further issues like this, where funding has already been spent.

Setting AGM date: Duncan is taking a year off so not work, in Europe from 25 May until 10 Sept. AGM would either need to be 14/15 or 21/22 Sept for Duncan to be there. **AGM to be 21/22 September.** Need to decide on a city to have it on at the next meeting before beginning the process. Wanaka was mooted as a potential venue, with issues such as TC and speed flying being prevalent in the area.

NZHGPA Exec – Budget 2019-20: items that should be thought about. Exec to put thinking caps on to put on Trello so that all avenues are explored.

Marked advised largest expense is CEO salary – he thinks that this needs to be considered more closely due to Evan's contract is due to renew/expire in the reasonable near future. Evan advises the position is 'up for grabs' and that he is likely to be reducing his involvement. Mark asked if Evan thought the current budget for the position is

relevant or not likely to encourage a potential replacement. Will always be more to do than there is time available. NZHGPA will never be able to afford to pay someone to do all of the work available. Some discussion on Evan's time recording – should he still be doing it? Does it serve a purpose? Further discussions around the role and the initial objectives set – have they been achieved and how does it fit with future vision for the position?

Christchurch Face to Face Meeting: proposed 11/12 May in Christchurch. Where to have it – maybe an air B&B? Or maybe Wellington at the Brentwood? Further discussions re location but decided again to Christchurch. Mark happy to work with Nicky to organise and report back by email. Duncan to sort an agenda. Those who want to arrive on the Friday night should feel free to do so.

Glen: RASP is now running it completely in the cloud.

Grant: To be continuing/progressing with his tasks.

Next Meeting: 13th March 7.30pm.

Meeting closed 9.36pm.