

Meeting opened: 2:00PM, Friday 11th April 2008

Current Board Members present: Andrew Polidano (AP), Rohan Grant (RG), Paul Coffey (PC), Bill Olive (BO), Hakim Mentes (HM). Incoming Board Members present: Mark Mitsos (MM), Javier Alvarez (JA), Don Cramer (DC), Carolyn Dennis (CD). Apologies: Bill Moyes, Brian Webb, Rick Williams. Also present: General Manager, Chris Fogg (CF)

1. FINALISATION OF AGENDA:

Any items agreed by Board to be added to the agenda:

- Chris Drake emails: Board members agreed to include this matter on the agenda as a carryover item for the current Board before the changeover to the new Board.

2. MINUTES OF OCTOBER 2007 BOARD MEETING:

Motion 08-01:

MINUTES OF OCTOBER 2007 BOARD MEETING:

Moved: BO; seconded: RG; that, while the objections voiced at the March State Associations meeting are noted, the minutes of the meeting as written be accepted as a true and correct record of the meeting. CARRIED.

3. REPORT ON ACTIONS AND MOTIONS FROM OCTOBER 2007 MEETING:

- Action 07-12: Done.
- Action 07-13: The GM, CF has located new office premises. This action item is pending Board approval to commit to 5 year lease agreement.
- Action 07-14: Has yet to be referred to John Langmead and to ASAC for independent legal opinion. CASA is to consult with their own legal office as to the impact that delegations will have on the insurance provided under the delegations. Until that is done any outcome from discussion on this action is speculative.
- Action 07-15: Members of both outgoing and incoming Boards are present for this change over meeting.
- Action 07-18: Wording of MPM has been updated.
- Action 07-19: PC and BO are to finalise the terms of reference.
- Action 07-20: States Association meeting held 14th – 16th March.
- Action 07-21: The insurer has advised that it is preferable that ALL members of clubs should be members of the HGFA. Where clubs do permit non HGFA persons into their membership they should consult legal advice as to how to separate the risks from those members for the shortfall in insurance that is not provided them under the HGFA cover and look to document release of liability in their membership terms.
- Action 07-22: Done.
- Action 07-23: Trainee membership does not belong in the MPM, it should be in the Operations Manual
- Action 07-24: Pilot Certificates and Endorsements do not become active until the office has received all paperwork and payment and an acknowledgment has been received.
- Action 07-25: ongoing.
- Action 07-26: Has been placed on the Competition Committee's agenda.
- Action 07-27: BO and DC have reviewed the Towing Manual and agreed that the current manual is a valid document with very little needing to be updated. Ongoing.
- Motion 07-36: Has been placed on the Competition Committee's agenda.
- Motion 07-37: Has been referred to CIVL for a determination.
- Motion 07-38: Some done, some on hold. Further reports by email.
- Idea of \$100 for best Soaring article to be considered in the next budget round.

4. PRESIDENT'S REPORT:

President AP's report tabled: In his report, Andrew has notified the Board that due to time constraints, he will be standing down from the Board effective today.

Motion 08-02:

VOTE OF THANKS TO OUTGOING PRESIDENT:

Moved: RG; seconded: BO; that a vote of thanks be accorded to the outgoing President, Andrew Polidano, for the sterling work he has done leading the Board through a difficult time and for all his contributions during his two terms of office. CARRIED.

5. OUTGOING BOARD MEMBERS REVIEW:

Each of the other outgoing Board members: Andrew Polidano, Hakim Mentés, Bill Olive and Rohan Grant gave a review which reflected on the highlights and achievements of their time in office as Board members of the HGFA. The incoming Board members expressed their thanks and appreciation to the outgoing members for their work and commitment to the HGFA during their term of office and for the encouragement, reassurance and advice they have offered to the incoming Board.

Motion 08-03:

VOTE OF THANKS TO ROHAN GRANT:

Moved: BO; seconded: AP; that a special vote of thanks be accorded to Rohan Grant for the outstanding achievement of serving as a Board member for 20 years and fulfilling the duties of all Board executive positions during that time. Also for the dedication and commitment shown as the HGFA's ASAC representative. CARRIED.

Motion 08-04:

VOTE OF THANKS TO HAKIM MENTES AND BILL OLIVE:

Moved: RG; seconded: AP; that a vote of thanks be accorded to both Hakim Mentés and Bill Olive who both served the Board with distinction during difficult times for the organization. CARRIED.

6. REPORT ON MARCH STATE ASSOCIATION MEETING:

The minutes of the States Associations meeting were tabled along with the emails received from Andrew Medew and Colin Page expressing dissent. JA, PC and AP reported on the proceeding and the outcomes, both positive and negative. The conclusion reached was that the members at grass-roots level have not been properly informed of the reasons for change, the need for change and the method of going forward with the change.

Contributory factors identified were: the Board was slow to respond to concerns raised and the representatives at the September meeting did not accurately carry the information back to their members. This resulted in misinformation, fears for state funding and conspiracy theories about the motives behind the change.

Both RG and BO gave new Board members an overview of the history of state fees and the issues leading to the adoption of Motion 07-25.

The issues need to be communicated to the members but not just through the GM report in Soaring but rather through a specific Board report or a report direct from the President.

7. OPERATIONS MANUAL UPDATE:

GM, CF notified the Board that money will have to be provided in the next budget for this project.

8. OFFICE PROCEDURES MANUALS:

These have had to be written from scratch after the move from Hallidays Point as most of the information from that time was held "in head" and there was very little in the way of written procedures to assist new staff in dealing with day-to-day or scheduled tasks.

The GM, CF tabled a newly documented set of the office operations and procedures with step-by-step instructions and screen-shots to assist any new staff to handle any of the day-to-day business of the organization. Planning has been completed and timelines have been set in place for the completion of the entire suite of Manuals of Operation for the office. These are "living" documents which will grow and be modified on an ongoing basis.

The GM, CF, expressed his thanks to the new staff who have built and tested the new office

procedures documentation.

9. PILOT DEVELOPMENT PROGRAMS:

The Pilot Development Programs as instituted have been directly responsible for very substantial reductions in our annual insurance premiums. With both the Board and the Safety and Operations Committee giving the approvals and the budgeted funds to make the PDPs go forward, savings of more than \$75,000 per annum have already been realized with the strong prospect of another \$15,000 savings in the coming financial year as we go to lower-level implementations of this program (i.e. at club and state level).

10. CHRIS DRAKE ISSUES:

All correspondence from member Chris Drake were tabled and discussed. Following discussion, the following points were affirmed:

- There is no merit in his claims regarding the illegality of flying in NSW National Parks and danger of loss of insurance.
- The GM, CF, acted appropriately throughout and the Board endorses and affirms his actions and decisions.
- The Board supports the GM and will not accept any personal attacks upon the GM or any written or verbal denigration of any staff member.

Motion 08-05:

WRITTEN RESPONSE TO CHRIS DRAKE:

Moved: BO; seconded: HM that the Secretary be directed to respond to Chris Drake as follows: The Board has reviewed the claims of Chris Drake and has concluded that:

1. *Access to NSW Parks sites is not threatened or at risk.*
2. *That the GM, Chris Fogg, has not acted inappropriately or in a prejudicial manner towards Chris Drake.*
3. *Given the priorities and limited resources of the Board, the Board considers the matter now closed.*
4. *Any further statements impugning the GM or his handling of this matter will be considered as acting in a manner prejudicial to the interests of the Federation (Constitution: 5.2)*

CARRIED.

Action 08-01:

WRITTEN RESPONSE TO CHRIS DRAKE:

The Secretary, PC, will write to Chris Drake in the manner specified in Motion 08-05.

11. BOARD CHANGEOVER:

The current Board formally stood down, the incoming Board accepted their positions and a appointed JA to act as Chairman until the formal election of the HGFA President tomorrow. The Chairman, JA, formally thanked the outgoing Board members for their work and commitment to the HGFA.

Handover meeting closed: 6:30PM

First meeting, new Board commenced: 09:00AM, Saturday 12th April 2008

Attendance: Mark Mitsos (MM), Javier Alvarez (JA), Don Cramer (DC), Carolyn Dennis (CD), Paul Coffey (PC). Apologies: Bill Moyes, Brian Webb, Rick Williams. Also present: General Manager, Chris Fogg (CF) and Rohan Grant (RG) as invited guest and advisor.

12. GOVERNANCE RESOURCE FOR BOARD MEMBERS:

All Board members were presented with a lever-arch manual/resource/quick reference guide containing comprehensive resource for pertinent information required by Board members in their positions as governors of the organisation. The delivery of this resource discharges the GM's responsibility to make the Board members aware of their responsibilities and liability under the NSW Department of Fair Trading, Associations Act.

The Board also needs to be aware that despite the name "Hang Gliding Federation of Australia", the HGFA is not a Federation at all but is a registered and incorporated Association under the terms of the Incorporations Act.

This resource also contains the Organisational Overview of the HGFA and the various HGFA affiliations (FAI, ASAC, ASC, ASADA, etc.)

Rohan Grant, long standing member of the HGFA applauded the content of the manual stating that this was a first and welcomed resource for incoming Board members.

The GM, CF presented a PowerPoint on Board governance, relating the generic topics within the PowerPoint to specific aspects of the functions within the HGFA.

13. CURRENT STRUCTURES WITHIN HGFA:

Chairman, JA, presented a PowerPoint to the Board which clearly sets out the current structure of the HGFA and shows the interaction between the State Associations and Clubs.

This is the same presentation that JA has presented to several NSW clubs explaining the new structure following from the adoption of Motion 07-25.

14. FORMULATING A STRATEGIC PLAN:

After conducting a S.W.O.T.* analysis of the issues, it was agreed that formulating a Strategic Plan and deciding a direction for the term of this Board and beyond is far too big a project to be completed this weekend given the other more pressing issues to be discussed and decided. It was therefore agreed that another Board Meeting be held in the next 6 to 8 weeks with the specific and only purpose being to formulate and document the Strategic Plan for the future of the HGFA.

(* S.W.O.T. Analysis: Strengths, Weaknesses, Opportunities, Threats)

15. ESTABLISHING BOARD MEMBER ROLES:

It was agreed that Board members would each take on a sponsorship role to various HGFA projects. A list of current projects was tabled and Board members agreed to decide which project/s they would each be willing to foster and promote. Names will be put to projects after Board members have been given some time to decide their interests and preferences.

16. POLICIES FOR BOARD COMMUNICATIONS AND ACTIONS:

While face-to-face Board Meetings are best for dealing with global issues which require much deliberation, phone conferences can be the best and most effective ways of dealing with specific issues. At other times, most issues can be resolved by email.

Attendance to email correspondence has been identified as an area of concern in the past and needs to be addressed. All Board members made a commitment to attend to all email correspondence within a period of seven days. That attendance may be agreement, disagreement or a call for more time. If any Board members will be away and/or out of contact for any time, they will give prior notification to all other Board members. No dissent by means of verbal or written communication is, by default, acceptance.

17. PROXY VOTING POLICY AT BOARD MEETINGS:

Motion 08-06:

PROXY VOTING AT BOARD MEETINGS:

Moved: PC, seconded: CD that, at Board meetings, Board members may carry written proxy votes from absent members for listed agenda items. Members giving proxy must notify the Secretary that a proxy will be carried and by whom it will be carried prior to the meeting. Proxies may only be provided for tabled items of agenda. Should any new item be raised for voting at a meeting those present may vote on the item so long as a quorum is in attendance.
CARRIED.

18. NON-ATTENDANCE AND/OR NON-PARTICIPATION TOLERANCES:

There was discussion regarding the removal and replacement of Board members. Under 6.22.7 of the Constitution there is provision for the removal of members who do not attend meetings and 6.23 allows removal of a member as the Board decides.

This Board agreed that non-participation of a member is a greater issue than non-attendance at meetings as a replacement member may be more willing and more able to participate and share the load. This is particularly relevant as the Board members have now agreed to take on sponsorship roles in the organisation (Point 15, above).

18. EXECUTIVE POSITIONS:

After discussion regarding the roles, responsibilities and liability of the members of the Executive Committee and the possible perception of any conflict of interest, the following appointments were made for the term of this Board:

- President: Javier Alvarez
- Vice-President: Carolyn Dennis
- Secretary: Paul Coffey
- Treasurer: Mark Mitsos

19. INSURANCE COVER FOR BOARD MEMBERS:

GM, CF, notified Board members of their cover under the terms of the HGFA Associations insurance while traveling on HGFA business such as attending board meetings. Each Board member received a copy of the policy to reference for the specifics of the cover provided.

20. BOARD MEMBER EXPENSES:

The HGFA may not pay Board members but all reasonable out-of-pocket expenses will be met. Members should submit their claims to the Office on the Expenses Claim Form provided in their resource manual with supporting documentation and/or receipts.

21. ASSIGNING HGFA BUSINESS AUTHORISATIONS:

Motion 08-07:

ASSIGNING HGFA BUSINESS AUTHORISATIONS:

Moved: PC, seconded: CD that any HGFA authorizations requires the advance approval of at least three members of the Executive Committee, one of whom must be the Treasurer.
CARRIED.

Action 08-02:

ASSIGNING HGFA BUSINESS AUTHORISATIONS:

The GM, CF, will update the MPM to reflect Motion 08-07.

22. POLICY OF OVERSIGHT AND THE GENERAL MANAGER:

The Board members affirmed their support for the General Manager and agreed that the purpose of the Board is to set policy direction, to direct the GM and allow him the autonomy to implement the policy, to support the GM going forward, to allow him to fulfill the tasks of a GM without interference and to refrain from micro-management or becoming involved in issues which are

rightly the province of the General Manager.

As part of this support for the General Manager, the Board agreed that the parameters and performance indicators currently recorded in the Management Procedures Manual are well out-of-date, unrealistic and unachievable and need to be redrafted as part of the Strategic Plan to reflect the identified aims and objects of that Strategic Plan.

The President will remain in close contact with the GM and will provide regular, brief reports and overviews to the Board on the progress of current projects and happenings within the HGFA.

23. OVERSIGHT OF THE OFFICE:

The Board affirmed that the budgeting for, staffing and operation of the Office is the province of the GM. As a Melbourne resident, CD has agreed to take on the task of being the local Board support representative for the Office.

24. ESTABLISHING OTHER OFFICE RESOURCES:

The Board endorses the appointment of another staff member in the office. The Board also endorses the GM's plan to make use of other part-time and/or contract resources within the Office to complete specific project-based tasks.

25. ESTABLISHING A MAINTENANCE OFFICER:

The GM has identified a highly qualified aircraft maintenance person to who will be utilized as a Maintenance Officer for Microlight aircraft for the HGFA.

This Maintenance Officer will be tasked to devise and run maintenance courses, on a contract basis, for suitably qualified personnel with a view to becoming further qualified and recognized as Regional Maintenance Officers throughout Australia. The GM proposed that Kevin MacNally, formally of the RAF and RAAF, is being viewed for this role.

The first course is in planning stage, to be held 20th to 24th October 2008 and will be led by Terri Sipantzi from the USA who was the first person in the US to be qualified and accredited as a Maintenance Officer for microlight aircraft under their new Light Sport Aircraft regulations.

26. PARTS 149 and 103:

These are still very much "up in the air". After 15 years of waiting and planning, CASA is still finding problems and impediments to implementation. So, rather than wait for the implementation of Parts 149 and 103 before updating our Operations Manual, it was agreed to go ahead with the update now. That is, not the entire Pilot Handbook but just those parts of the handbook which relate directly to our operations.

Meeting adjourned: 6:55PM

Meeting re-commenced: 09:30AM, Sunday 13th April 2008

Attendance: Mark Mitsos (MM), Javier Alvarez (JA), Don Cramer (DC), Carolyn Dennis (CD), Paul Coffey (PC). Also present: General Manager, Chris Fogg (CF). Apologies: Bill Moyes, Brian Webb, Rick Williams.

27. LIFE MEMBERSHIP FOR ROHAN GRANT:

Motion 08-08:

LIFE MEMBERSHIP FOR ROHAN GRANT:

Moved: JA, seconded: MM that Life Membership of the HGFA be accorded to Rohan Grant for all his effort, time and commitment to the HGFA as a Board member for twenty years during which time he held all Board Executive positions and for his long-time commitment as the ASAC Representative for the organization. CARRIED.

Action 08-03

LIFE MEMBERSHIP FOR ROHAN GRANT:
The GM, CF, will draft and present life membership certificate to Rohan Grant.

28. OVERVIEW OF FINANCIAL PICTURE:

Account balances as at 10/04/08

Cheque account	:	\$	127,500
Cash Management	:	\$	59,800
Term Deposit	:	\$	100,700

The GM, CF, noted that outgoings for this quarter will be \$90,800 and that we should be keeping a minimum working balance of \$20,000 in the cheque account.

The GM also highlighted the precarious financial position we could face in the event of a catastrophic accident requiring a major claim against our insurance policy.

As it is, we pay our insurance premiums in quarterly installments but, in the event of a major claim, the insurer has the right to call up our full annual insurance premium immediately. If that were to happen tomorrow, it could all but clean out our accounts.

In order to protect against such an eventuality, the Board agreed that we would need to increase the amount of money we hold in our Term Deposit account to \$300,000 or more as quickly as possible. The Board decided to make this a target over the two-year term of this Board and agreed that, as we are a membership-based organization and our only source of revenue is our members, the only way to increase revenue is to increase all membership fees.

The Board also noted that, without the tremendous reductions in Insurance premiums already achieved by the GM, the situation would be much more grim.

29. NEW OFFICE LOCATION:

Motion 08-09:

NEW OFFICE LOCATION:
Moved: DC, seconded: JA that the GM be authorized to commit to a five year lease at the annual lease term per year for office space at the location: 4a/60 Keilor Park Drive, Keilor Park, Victoria. CARRIED.

Action 08-04:

NEW OFFICE LOCATION:
The GM, CF, will commit to the lease and arrange the move of the office to the new location with effective date of change over to new location being 26th May 2008.

30. SOARING EDITOR, CPI INCREASE:

The editor of Soaring Magazine, Suzy Gneist, has submitted a request for a pay increase of at least the level of CPI.

Motion 08-10:

SOARING EDITOR CPI INCREASE:
Moved: CD, seconded: MM that the contract for the Soaring editor be readjusted to include the provision of an annual CPI increase and to authorize the GM to confer with GFA for parity in this year's adjustment and that the matter be under the ongoing management of the GM. CARRIED.

Action 08-05:

SOARING EDITOR CPI INCREASE:
The GM, CF, will confer with the GFA GM regarding parity in the matter and will notify Suzy of the outcome.

31. CASA AUDIT REPORT TABLED:

The following Recommended Courses of Action (RCA's) were identified:

- Separate the Operations Manual from the Pilot Handbook. (Underway.)

- Move to more web-based documents. (Underway.)
- Develop and use an aircraft Defect Report. (Underway.)
- Develop a Maintenance Officer for Weight-Shift Microlight aircraft. (Underway.)
- Develop Certified Maintainers for Weight-Shift Microlight aircraft throughout Australia. (Underway.)
- Videos from other sites linked from HGFA web-pages show activities not in accordance with 95-32.

Action 08-06:

CASA AUDIT REPORT, LINKED WEB-SITES:

The GM, CF, will confer with ASAC and legal advisors to the extent that CASA can direct this action, suggesting that such oversight of other linked web space is simply impractical and out of order as a corrective action for CASA to impose.

32. ASSOCIATE MEMBERSHIP:

The Insurer has offered the provision of Associate Membership for named, close family members who are accompanying a HGFA member in any recognized HGFA activity.

Motion 08-11:

ASSOCIATE MEMBERSHIP:

Moved: DC, seconded: CD that, for insurance purposes, an Associate Membership of the HGFA be offered to named, close family members of a HGFA member accompanying the member in any recognized HGFA activity. Cost is \$15 per annum for the first name and \$5 per name thereafter, up to a total of 5 names. CARRIED.

33. GOING FORWARD WITH MOTION 07-25:

Motion 08-12:

GOING FORWARD WITH MOTION 07-25:

Moved: MM, seconded: CD that, notwithstanding the minuted preamble, this Board endorses and affirms Motion 07-25 as the way forward for the organization.

However, the Board has listened to member concerns and is working towards a model for implementation which will address all concerns as raised by the States Representatives at the recent State Associations meeting. CARRIED.

34. EXECUTIVE COMMITTEE MEMBERS EXPENSES:

Motion 08-13:

EXECUTIVE COMMITTEE MEMBERS EXPENSES:

Moved: MM, seconded: PC that an annual amount of \$500 per person be budgeted for the phone, stationery and other expenses of the four members of the Executive Committee in the performance of their duties, to a maximum total of \$2,000. CARRIED.

Action 08-07:

EXECUTIVE COMMITTEE MEMBERS EXPENSES:

The GM, CF, will update the budget to include the amount of \$2,000 for Executive Committee members' expenses.

35. APPROVAL FOR MAINTAINER COURSE:

Motion 08-14:

APPROVAL FOR MAINTAINER COURSE:

Moved: PC, seconded: JA that the GM be authorized to organize and fund the Weight-Shift Microlight Maintainers Course tentatively planned for October 20th to 24th 2008. CARRIED.

Action 08-08:

APPROVAL FOR MAINTAINER COURSE:

The GM, CF, will organize and fund WSM Maintainers Course.

36. RE-STRUCTURING OF HGFA ANNUAL MEMBERSHIP FEES:

To meet the financial needs of the HGFA, the following Fees have been set:

Motion 08-15:

HGFA ANNUAL MEMBERSHIP FEES:

*Moved: CD, seconded: DC that the HGFA Full Annual Membership Fee be set at \$390 to take effect as from 1st July 2008. A discounted amount of \$350 will be allowed if the fees are paid in full 14 days before the expiry date. A schedule of all other fees is set out below and will take effect from the same date. **CARRIED.***

Action 08-09:

HGFA ANNUAL MEMBERSHIP FEES:

The Board will communicate to members by an article in Soaring and a direct letter to each member prior to the implementation of the fee increase.

37. WEIGHT-SHIFT MICROLIGHT REGISTRATION FEES:

Motion 08-16:

WEIGHT-SHIFT MICROLIGHT REGISTRATION FEES:

*Moved: PC, seconded: DC that weight-shift microlight Registration Fees be set at \$20 annually. **CARRIED.***

38. HGFA ANNUAL MEMBERSHIP FEES DOCUMENT:

Motion 08-17:

HGFA ANNUAL MEMBERSHIP FEES DOCUMENT:

Moved: CD, seconded: DC that the GM be authorized to modify the HGFA Membership Fees document as follows:

<i>HGFA Full Membership Fee</i>	<i>\$</i>	<i>390 (\$350 if paid by 14 days prior to expiry date)</i>
<i>HGFA Family Membership Fee</i>	<i>\$</i>	<i>295 (\$255 if paid by 14 days prior to expiry date)</i>
<i>Overseas HGFA Full Membership.....</i>	<i>\$</i>	<i>390 (\$350 if paid by 14 days prior to expiry date)</i>
<i>+ postage charges, unchanged</i>		
<i>Microlight Aircraft Registration</i>	<i>\$</i>	<i>20</i>
<i>Short-Term Membership</i>	<i>\$</i>	<i>150 (4 months only)</i>
<i>Visiting Pilot Membership</i>	<i>\$</i>	<i>150 (4 months only)</i>
<i>Soaring Australia Subscription</i>	<i>\$</i>	<i>90</i>
<i>Associate Membership</i>	<i>\$</i>	<i>15 for first name, \$5 for each additional name to a total of 5 names</i>

other fees unchanged.

*These changes are to take effect as from 1st July 2008. **CARRIED.***

Action 08-10:

HGFA MEMBERSHIP FEES DOCUMENT:

The GM, CF, will arrange for the updating of the HGFA Membership Fees document to reflect the changes which will take effect from 1st July 2008.

39. CHRIS DRAKE ISSUES:

Motion 08-18:

RESPONSE TO CHRIS DRAKE (MOTION 08-05):

*Moved: MM, seconded: JA that this Board endorses and affirms Motion 08-05 of the outgoing Board regarding the issues raised by Chris Drake. **CARRIED.***

40. GENERAL MANAGER LEAVE:

The GM is taking leave from 17th April to 2nd May. President, JA, is the contact person while the GM is away. Javier will maintain close contact with the Office during this time.

41. REPLACEMENT BOARD MEMBER:

Following the resignation of Andrew Polidano, the Board needs to appoint another Board member. Several names were put forward and listed in order of preference. President, JA, will contact the person listed first and see if he/she is suitable and interested in the role. If so, that person will become the new Board member. If that person is not interested in the role, the next listed person will be contacted, and so on.

Action 08-11:

REPLACEMENT BOARD MEMBER:

President, JA, will contact the listed candidates and notify the other Board members when a new Board member has been chosen.

42. NEXT MEETING:

The next meeting will be held in the next 4 to 6 weeks and will be mainly for the purpose of documenting the Strategic Plan plus any other business, by agreement.

Action 08-12:

PLANNING MEETING:

President, JA, will select some suitable dates and canvass all Board members on their preferences regarding the dates and place for the planning meeting.

Meeting closed: 5:30PM

ADDENDUM TO THE MINUTES:

Please note: Subsequent events to do with the SARSIG models have somewhat overtaken this meeting and some parts of these minutes. So, for the record: ***the HGFA Board will not be implementing any change to the Membership Fees until the HGFA funding model has been decided.***

The reason for this is that any future Membership Fee set will be determined by the model selected by the SARSIG members as we expect each model to require a different administrative services and overheads from the HGFA office.

Paul Coffey
HGFA Secretary