

Meeting opened: 3:40PM, Saturday 27th September at Mercure Hotel, Wollie Creek

Board Members present: Javier Alvarez (JA), Stephen Clark (SC), Paul Coffey (PC), Mark Mitsos (MM), Brian Webb (BW), Geoff White (GW). Apologies: Bill Moyes, Don Cramer

Also present: General Manager, Chris Fogg (CF)

1. ACCEPTANCE OF MINUTES OF JUNE MEETING:

Motion 08-27:

MINUTES OF JUNE MEETING:

*Moved: JA; seconded: SC; that the minutes of the Board meeting held on 21st June 2008 be accepted as a true and correct record of the meeting. **CARRIED (5 For, 1 Against).***

2. AUDITOR'S REPORT FROM AGM:

Following on from Action 08-29 from the AGM, the GM, CF, will contact the Department of Fair Trading regarding an extension to the time for submitting the corrected Financial Report to the Department and the best way to submit the report to the members in reasonably timely fashion.

3. ROLES/RESPONSIBILITIES OF EXECUTIVE AND BOARD:

In response to a query from BW, President JA responded that the roles and responsibilities of the Executive and the Board are set out the Management Procedures Manual.

He was assured that nothing is ever withheld from the Board and all decisions are made by the Board. However, in the matter of day-to-day operations of the organization, the General Manager, who is a member of the Executive but not of the Board, may liaise with the Executive members in areas where discussion is sought before the matter is passed to the Board for decision.

4. CONSTITUTIONAL LEGAL ADVICE:

In the matter of Board actions and advice given to members about the correct method for the submission of member motions at the Annual General Meeting or Special General Meetings, three different legal advices have all confirmed that all actions and advice given by the Board were perfectly correct. If, as is the case, the member concerned refused to comply, the Board is within its rights to refuse to accept the improperly submitted items.

5. LEGAL ADVICE IN RESPONSE TO CHRIS DRAKE:

Chris Drake has submitted unsought legal opinion to the Board. The Board engaged a law firm to advise on the appropriate response. The advice received was that the Board should proceed to issue an injunction against Mr Drake. The injunction would be aimed at his publication of a clearly fraudulent document purporting to be an official HGFA document.

There was discussion about proceeding with legal action as advised. It was suggested a two week suspension of action be allowed so that Mr Drake could be contacted and given the opportunity to unconditionally retract it on all forums and email lists to which he posted it and to publicly apologise to the Board and the GM.

Motion 08-28:

LEGAL ADVICE IN RESPONSE TO CHRIS DRAKE:

*Moved: JA, seconded: GW, that, after a period of two weeks from this date, the Board proceed with legal action against Chris Drake as per our legal advice. The two week suspension of action is to give Mr Drake the opportunity to unconditionally retract and apologise wherever his original material was published. **CARRIED (5 For, 1 Against)***

During the course of the meeting, the GM, CF, received a phone call from Mr Drake announcing a change of heart and notifying that he will be withdrawing all his earlier statements as he has seen at the AGM that the Board is working in the best interest of the members and doing its best in difficult times. The Board agreed that this action by Mr Drake does not negate Motion 08-28 and that the time frame still stands.

6. **SOARING MAGAZINE:**

After the previous Board meeting, Soaring editor, Suzy Gneist was charged with conducting a review of the savings to be made by reducing the frequency of the magazine to either bi-monthly or quarterly. No response has been received as yet.

It was proposed to form a sub-committee to look into the potential options for the magazine, to liaise with the GFA regarding their directions with the magazine and to move this review of magazine options forward. BW was nominated as being head of the sub-committee. No budget was set for the sub-committee.

It was suggested that a news-stand solution may be a viable way of reducing our direct costs but it was recognized that the potential for attracting advertising to Soaring in its present form is far less than other aviation publications available on the news-stands.

It was suggested that an amalgamation to publish a single magazine with content from all members of the Sports Aviation community (members of ASAC) would have more appeal and potential.

Action 08-30:

REVIEW OF SOARING MAGAZINE:

BW will head a sub-committee comprising himself, Suzy Gneist and one other with experience in the field to liaise with GFA and conduct a thorough review of all options available to reduce costs for the publication and distribution of Soaring Magazine.

7. **NOTICE OF REQUISITION FOR SPECIAL GENERAL MEETING:**

The Board has been notified that Greg Hollands of QLD is organizing a requisition for a Special General Meeting. Greg was charged with this role following a meeting at Canungra earlier in the year. It is recognised that such a requisition is rightful under the Constitution. However, since the Board has officially received nothing at this time, it is unknown what specific motions are intended to be moved or even whether any valid motions are being put forward.

The Board can do nothing further until a requisition is actually received. At that point, the Board will have to decide whether the motions are valid. Once the validity of whatever has been submitted has been established, the Board has three months in which to organize a meeting or a postal ballot. If, however, the legal opinion is that the submission is not valid, the requisition will have to be returned for re-submission.

8. **SELF-NOMINATION FOR THE BOARD:**

During the AGM, a member nominated himself for the vacant position on the Board. In addition to that nomination, other nominations have been received previously for consideration. The Board decided not to make any decisions about appointing a new Board member until the Requisition issue is decided.

9. **GENERAL MANAGER REVIEW:**

CF left the meeting while the GM review was conducted. It was noted that, apart from CPI increases, the GM has not been awarded a pay rise since commencing in the role four years ago.

In reviewing and assessing the performance of the GM in relation to his job description, it was found that his overall performance was well in excess of that expected – especially in savings to

the organization and establishment of the new HGFA office with new staff. Therefore it was proposed that the GM's Contract of Employment be continued and that he be awarded a salary increase in recognition of his efforts on behalf of the Association. As a better measure of the GM's performance, it was decided to establish some Key Performance Indicators (KPIs) for the coming year. These are yet to be finalized and will take effect from the 1st of January 2009.

Motion 08-29:

GENERAL MANAGER REVIEW:

Moved: PC, seconded: JA, that the Board endorses the GM's Contract of Employment, affirms a salary increase commensurate with his outstanding work on behalf of the HGFA and looks forward to working with the GM to achieve agreed future objectives

CARRIED unanimously.

The Board's responsibilities in respect of the HGFA Management Procedures Manual - Section 4 - specifically "*monitor the performance of HGFA Officials, of any sub-committees or employees to see they are carrying out their functions according to their job description*" were discussed. It was agreed that the President should take the lead role on behalf of the board to monitor the performance of HGFA Officials between board meetings and provide feedback and recommendations to the board.

President JA invited CF to rejoin the meeting.

10. GENERAL MANAGER VEHICLE EXPENSES:

As the GM provides and uses his own vehicle for all his travel on behalf of the HGFA, the Association will reimburse the GM for the provision of fuel, maintenance and insurance so the GM is not out of pocket while conducting HGFA business, as has been the case in the previous years of his employment.

11. PENSIONER/STUDENT RATES FOR FEES:

This item is to be reviewed and flagged for consideration at the next Board meeting. It was noted that this idea has been proposed many times in the past to a number of previous Boards who have all rejected the proposal.

12. CAO ALTER OLDP DELAYS IN 103 AND 149:

CASA have notified all aviation organizations that the proposed implementation of Parts 103 and 149 have been further delayed. At this stage, CASA is flagging a two year delay.

13. WORLDS TEAM SELECTIONS:

The GM noted that the selection process for the Worlds Teams is about to be entered following the final competitions of the two year selection cycle. Selections are based on the competition ladders. Letters will be put to the top twenty pilots of each ladder following the finalization of the respective HG and PG ladders.

The teams' entry will need to be put to the FAI or Worlds Competition Organisers 3 months prior to the start date of the Worlds competition. PG Worlds is first to occur in January 2009 to be held in Mexico. The HG Worlds is to be held in France during June 2009.

14. SARSIG PROJECT:

This project is moving forward one step at a time. As project leader, Secretary PC, reported that, rather than releasing the entire project plan one segment at a time, he will be releasing the entire plan as originally structured by Caroline Dennis to the SARSIG representatives so they will have a complete overview of all stages of the entire project. However, the plan is to continue to discuss and decide just one segment of the plan before moving on to the next stage.

Then, depending on the proposed Canungra requisition, the continuation of the entire plan may

have to be put on hold. That would be a pity as it could place the continuation of SARSIG funding in jeopardy as the guarantee of continued funding at previous levels is contingent upon progressing the implementation of the project.

15. VOTE OF THANKS:

VOTE OF THANKS TO CAROLINE DENNIS:

*Moved: PC; seconded: SC; that a vote of thanks be accorded to ex-Vice President Caroline Dennis for all the work and effort she put in to organising the overall concept and detail of the SARSIG project **CARRIED unanimously.***

16. NEXT MEETING:

The next Board meeting is flagged for early April but may need to be brought forward depending on the progress of the Requisition issue.

Meeting closed: 8:10PM