

**Minutes of the Meeting of the extended Management Committee
held in the Aeroclub Boardroom at Grand Central Airport on 4 May 2005 at 19h15**

Present:	J Coetzer	Apologies:	P Attfield
	B Skinner		G Walton
	M Skinner		D Meyer
	C Goodrum		A Beukes
	I Stockton (The Youth Development Co.)		B Denysschen
	R vd Westhuizen		H Le Grice
	D Armitage		P Woodcock
	P Marais	Absent:	E Shaw
	I Olivier		
	J Sieling		
	P Joffe		
	K Nicolls		

1. Welcome

The chairman welcomed those present, and noted that Evan Shaw was expected to join the meeting shortly.

2. Confirm Minutes

The chairman read through the minutes of the meeting of the 2nd of March 2005 and these minutes were accepted and confirmed as being a true record of the meeting, as proposed by D Armitage and seconded by P Joffe.

3. Meetings

It was agreed that in future meetings would be held every second month. The chairman stated that for this to be successful it was essential that committee members read and responded (even with a no comment) to e-mails circulated to members between meetings. The chairman requested that this feedback procedure be followed in future.

The chairman asked that the order of the agenda be changed, Item 9 be moved to position Item 5.

This was agreed to

4. Matters arising from Minutes

(1) SIG Budgets

Submittal of some SIG budgets was still outstanding, the SIGS were reminded that the payment of the grant to SIGS was subject to receipt of their budgets.

Copies of the budgets received would be included with the minutes of the next management committee meeting.

(2) Budget Queries

With reference to budget queries:

- (a) the allowance for the second CIAM visit had been cancelled; and
 - (b) the R3000,00 UIF allowance should be halved, the Employee to contribute 50% of the cost .
- The 2005/6 Budget was then accepted by the management committee.

(3) Electronic Banking

Mr Ehlers reported that: The auditors had requested that the electronic system should not be used as effective checks and balances were difficult. But that possibly through the use of control slips, adequate pin codes, the fraud possibilities could be lessened. J Ehlers to speak to the auditors about proforma control sheets, passwords, etc. for the successful use of the electronic banking system.

(4) Core Activities of SAMAA

K Nicolls reported that the list of core activities and the interaction of SAMAA with the Aeroclub, SIG's, Clubs and the members had been produced and circulated to committee members for comment. The chairman requested that this list be re-circulated to the committee members and to the chairman of the larger clubs, requesting comments and feed back before the 15th June 2005. The updated list is to be tabled at the next meeting.

(5) Safety Rules and Sporting Code for SIG's:

K Nicolls stated that the team was finding it extremely difficult to produce a shortened version of the Safety Rules for SAMAA without being able to refer to specialised safety rules applicable to the SIG's. It was agreed that the SIGs should individually produce a "Sporting Code Booklet" similar to the "Aerobatics Sporting Code". Mr B Skinner would electronically e-mail this to SIG Chairman to assist with the formulation of these booklets in a common format. It was requested that the safety rule section be given priority and if possible be e-mailed to K Nicolls within 2 months (i.e. by early July) and that the SIG Sporting Code booklets were to be completed and available by early September.

(6) Lottery Council

The chairman requested that a vote of thanks be minuted to the following persons:-
to V de Vries, who had prepared the motivation and business plan for the submission, to B Skinner who had prepared a document which made the past actions with respect to transformation visible, and to Batho Baghoru who had prepared and submitted the final document with the request for lottery money for transformation purposes to the council. Following discussion, the committee unanimously agreed to pay the 10% service charge to B & B should the grant be obtained.

(7) Auditors Statement

The chairman requested that a copy of the Auditors statement be sent to Aeroclub before the end of June 2005.

(8) 60mHz

It was confirmed that a letter had been received from ICASA stating that no further extension would be granted for the 60mHz Band. K Nicolls again noted that it was the older, true modellers who would suffer as they did not have cash available to replace their sets. The committee gave permission to K Nicolls to visit ICASA to discuss a concession PROVIDED HE DID NOT ALIENATE ICASA from SAMAA in the process.

(9) Committee Member for 2006

Noted that the the Chairman recused himself during the discussion of this item.

Following a discussion on the invidious position of the Chairman, having to oversee the election process, whilst simultaneously standing as a candidate to be elected, the remainder of the committee unanimously agreed that J Coetzer, be confirmed as Chairperson of the Committee. He would therefore, in terms of the Constitution serve as the outgoing Chairman on the next Management Committee and as such did not need to be nominated or participate in the election.

J Coetzer would therefore be available, without conflict, to assist and oversee the upcoming elections.

(10) Acting General Manager

Following on his resignation as the Chairman of SAMAA Mr B.Skinner has accepted the temporary position of Acting General Manager SAMAA.He is to immediately assume the duties of this temporary position and to continue with these duties until 28 February 2006.Mr Skinner is not to entertain any expectation of the term of this temporary position being extended. Furthermore he should not entertain any expectation that he would be offered permanent employment after 28 February 2006.After a suitable recruitment process, a General Manager SAMAA will be appointed as of 01 march 2006.Mr Skinner may submit an application for this position, which will receive due consideration together with other applications receive.

A letter of appointment with a general job description, (which would include a supporting role to the SIG's and attention to all sub-structures of SAMAA) would be prepared and given to B Skinner for acceptance by his signature.

(11) Nominations

The following valid nominations were received and accepted by the management committee:

J Sieling	B Botha	G Sly
D Meyer	B Denysschen	M Skinner
L Steyn	C Hamman	
D Armitage	P Marais	
C Theron	D van Wyk	
R Fouche	K Nicolls	

These names would be included by the editor, P Joffe, on the voting form which would be distributed, together with a return prepaid envelope with the May SAMAA newsletter.

The closing date for the return of the votes would be the 7th of July 2005.

(12) Insurance

A task team consisting of messrs I Olivier, J Sieling and K Nicolls was appointed to review the present SAMAA Third Party Insurance Policy and to check, clarify and identify the responsibilities with respect to visitors, instructors, collisions, overseas teams, fraud, etc.

(13) Transformation

C Goodrum outlined the business plan drawn up for the transformation program for the current Financial year.

This plan required that an outside firm worked with the Budget proposed and that two aspects should be considered:

- (a) a promotion of awareness of the sport and it's opportunities to a career in aviation; and
- (b) a school based development programme which could become a subject, sport or club within schools.

The intent was that the programme should become self sustaining within 3 years.

The implementation/budget costs for the above phases would be:

- (i) R45000 to procure equipment for the programme to run initially in three schools; and
- (ii) R40000 to cover some of the administrative costs to create course material, co-ordinate volunteers, obtain sponsorships, liaise with media companies, maintain a website, and align the programme with existing programmes for mutual benefit to the scheme.

Following this presentation the committee, gave its approval and granted an interim payment to "The Youth Development Company" subject to:

- (a) A cash flow chart being produced.
- (b) Identifiable milestone/progress targets being set.
- (c) Two monthly report backs being given to the committee.
- (d) That good governance be applied at all times.
- (e) That the management committee reserved the right to review the progress and if necessary, cancel or redirect the activities should the progress in their view not be satisfactory.

(14) Airspace

The updated list of registered SAMAA fields has been accepted by the CAA.

A letter is presently with mr N de Lange of Aeroclub with an application for airspace, over a 1 nautical mile radius, and up to 1600 ft height at each SAMAA registered field. This letter would, once finalised, be forwarded to the CAA for consideration and acceptance.

(15) Teams

?? Charel Germishuys was ratified as the Team Manager for the Aerobatics (F3A).

?? The committee ratified three members of the glider team as, C Goodrum, M Goodrum, D Liebenberg, the team manager to be ratified at the next meeting.

(16) Amended Constitution

To date no comments have been received on the amendments proposed to the constitution.

It was agreed unanimously that a motion be put by the Committee to the AGM that the Amendments to the Constitution, which had been properly conveyed to the full membership and to which no objections had been received, should be formally adopted by the AGM.

(17) CIAM Feedback

B Skinner stated that his visit to CIAM was fruitful, one of the subjects discussed was the proposed introduction of heavier than air models (balloons and airships). This category would be introduced as soon as the numbers of modellers increased.

In the meanwhile documents received at the meeting were being deciphered and on completion would be circulated to the interested members.

(18) Club Visits

B Skinner handed out a summary of his visit to some 29 clubs/groups in the Free State and Northern Cape.

The most relevant statement made in his summary statement was that there were at least another 4000 active aeromodellers who were currently not SAMAA members.

He also noted that further visits of this type were required and he presently had requests from a number of regions requesting visits, details of which would be circulated to Committee members for an informed decision.

A request was made at the meeting that B Skinner should attempt to identify the names and locations of existing slope sites.

(19) Financial Report

As the financial package had only been handed out at the meeting, it was agreed that any queries would be held over until committee members had time to look through the package.

Meanwhile it was agreed that:

- (a) R1816,00 for proficiency badges be paid out from the promotional budget and that in future these badges would be free.
- (b) The F3B grant had been approved (see Minutes 7 March) but payment was subject to the receipt of the last SIG minutes and budget.
- (c) A policy be adopted to allow a SAMAA grant to be paid to an approved member of that SIG's ratified team in order to save on bank costs.

(20) Department of Sport

The chairman requested that V De Vries be approached to form a task team to formulate a discussion document and to start the interaction with the Department of Sport.

(21) General

- (a) I Stockton was requested to submit an article on SAMAA/Aeromodelling to Jane of African Pilot Magazine as soon as possible.
- (b) It was agreed to reimburse J Godwin the R125,00 he had paid out to a website host and to the continuance of this website arrangement under J Godwin's direction at R125,00 p.m.
- (c) J Ehlers raised a problem related to the scale SIG and requested advice on a constitutional matter.
- (d) I Olivier briefly outlined his findings on a Helicopter Competition he attended in Japan.
Although of interest reports of individual SIG's activities could not be accommodated at this meeting but should rather be sent to the SAMAA news.
- (e) The editor of SAMAA news noted that he required both the chairman's and general manager's report by Friday 6 May 2005.
- (f) The editor requested that the events calendar should be a rolling one and as such required events up to April 2006.
- (g) K Nicolls asked if anyone had information on the progress on the power line communication system being investigated by the government, Dave Armitage to investigate.
- (h) It was agreed to write into policy statements: that team grant money not used had to be paid back to SAMAA.

(22) Conclusion

The meeting closed at 10:45 p.m.

