

Minutes of the SAMAA Management Committee Meeting held in the Aeroclub Boardroom at Grand Central Airport on Wednesday 1 November 2006 at 19h30

Present:

J. Coetzer (Chairman)	L. Steyn
P. Attfield	S. Austin (part)
D. Meyer (part)	A. Fraser
M. Skinner	P. Joffe
B. Skinner	K. Nicolls
I. Stockton	J. Sieling
G. Ngoepe (part)	T. Austin (visitor)(part)
	I. Olivier (visitor)

Apologies: D. Armitage

ACTION

1. **Welcome**
The Chairman opened the meeting by welcoming those present.
2. **Minutes of previous meeting**
The minutes of the meeting dated 4 October 2006 were adopted. Confirmation by P. Attfield and A. Fraser.
3. **Matters arising**
Matters arising from the previous meeting were discussed under the respective sections of the meeting.
4. **Finances**
B. Skinner noted that only one pin number was available from the bank.

D. Meyer stated that it was unacceptable that a person who authorizes payment also makes the payment. He will meet with B. Skinner and S. Austin to resolve the problem.

The transfer of reserve funds into the Money Market was well advanced and was now only dependent of the paperwork being signed.

At this time, S. Austin, T. Austin and D. Meyer excused themselves from the meeting.
5. **Report-back from Portfolio holders**
It was noted and agreed that the Reports submitted by the Portfolio members contain adequate information and that, at the meeting, only queries or questions need to be raised. B. Skinner would produce, and circulate, a roster with the dates for submittal of Reports.
 - a) **Dealer**
Nil
 - b) **SIGS**
P. Attfield's Report was discussed and it was noted that:
 - i) the Competition (Space modelling World Cup) proposed for March 2007 was a South African event with international visitors.
 - ii) a site for the Rocket event had not yet been obtained and a huge amount of organization was still to be done.
 - iii) a founding statement to register the group as a SIG had been produced.

D.Meyer

- iv) that permissions etc. was still required for operation and height clearance for Rockets.
- v) the Chairman requested that, as the application and paperwork was in order, that the Management Committee accept and register the group as a SIG. The Space Modelling Institute of South Africa was accepted as a SIG.
- vi) B. Skinner to circulate – to the members of the Management Committee – a copy of the founding statement of the SIG. B.Skinner
- vii) the next SIG meeting would be held on 13 November.
- viii) it was confirmed that the Pylon Team, as previously submitted by T. Budd, had been ratified by the SAMAA Management Committee.

c) Clubs

Queries and discussion on Proficiency were as follows:

- i) the handling of test results which have gone astray should be resolved, possibly by an affidavit being issued.
- ii) PRF had accepted the SAMAA Proficiency System.
- iii) it was noted that clubs, or persons, issuing Proficiencies must keep copies of tests done.
- iv) The issuing of Proficiencies by the Large Scale and Aerobic SIG was briefly discussed and proposals were awaited from these bodies.
- v) a request was made that a specific application for a Slope Event be approved urgently.

d) Frequency and Airspace

The Report by D. Armitage was noted and, in his absence, the following queries and discussions followed:

- i) a query was raised as to whether an answer had been received from ICASA on the frequency incident. D.Armitage
- ii) a short discussion followed on how this type of interference could be identified before it caused problems at clubs. D.Armitage

It was suggested that ICASA should give SAMAA some sort of early warning or feedback when they identified interference on our frequencies.

- iii) it was proposed that two additional members, Henry Kurowski and Roger Spence, be co-opted on the Frequency Sub-Committee Bob
- iv) it was agreed that frequency was a major responsibility of the SAMAA Management and that SAMAA need to be proactive.
- v) over and above the noted reports of heavy interference at White Hills and Groengrond, a report had been received from Umbila Club at Springs that their 35.030 has been unusable for some 3 weekends. These reported problems must be attended to urgently. D.Armitage

e) Human Resources and SAMAA Office

Discussion on the above was as follows:

- i) it was agreed that the priorities set for the General Manager were correct but it would be possible for him to delegate, or receive assistance with the membership matters, but that his attendance and involvement on the Sub-Committees was not negotiable.

- ii) the Disbursement Policy for Reimbursement of costs incurred was in place and the forms were available from the SAMAA office.

f) Information Technology and Finance

L. Steyn noted that he had received no figures on the finances for the past two months and, as such, he had nothing to report.

On the preparation of the 2007 Financial Budget, the following was noted:

- i) the draft Budget was to be available by the end of November.
- ii) a reminder must be sent to SIGs for them to submit their 2007 Budgets.
- iii) the Transformation budget was dependent on what grants would be received for 2007.

Ludwig
Bob

Ilma/Bob

g) Membership and Club Registration

There were no questions on the Report.

h) Manual of Operations

K. Nicolls noted that work on this manual was continuing but that the priority would change in the next few months to writing up the procedures for the elections.

P. Atfield requested a list of SIGs who had not submitted their Safety Rules.

Keith

i) Newsletter

P. Joffe noted that he had suggested that prizes be given for the best letter, photo, article etc. submitted to the Newsletter.

Discussions followed:

- i) it was suggested that a maximum of six prizes of 1 years SAMAA Membership, a year be awarded.
- ii) that a mission statement of the main purposes of the Newsletter be published.
- iii) that the contents of the Newsletter be educational.
- iv) that the requirements/ likes of the members be addressed.
- v) it was suggested that kit reviews, personality profiles and club-generated articles be obtained for inclusion in the Newsletter.

j) Transformation

Ilma Stockton noted that there was not much progress on the Transformation scene in October and the status was as follows:

- i) preparation of Attridgeville flying area was in progress.
- ii) Joseph was continuing with his Glider training.
- iii) community involvement was a necessity if Transformation is to succeed.
- iv) Ilma to approach the Sport & Recreation body to obtain forms etc. to raise finance for Transformation.
- v) the Chairman noted that the Lottery Board was in disarray and the funds could not be expected in the near future.
- vi) a meeting to be held with a defence force model club to see if they could help.
- vii) the use of the five pilot learnerships offers to Aeroclub is to be discussed.
- viii) the registration of the Attridgeville Club was pending.

I.Stockton

I.Stockton

6. General Manager's Report

The General Manager's Report was read out at the AGM.

Additional items arising were:

- i) the Insurance Policy had not yet been renewed.
B. Skinner noted that a 10 day extension had been given by the insurer to try to include the Rocket SIG.
- ii) It was requested that the SIG Judges, including the Helicopter Judges, be put forward for ratification/ acceptance by the CIAM.

B.Skinner
SIGs

7. Reports from Special Sub-Committee

a) Electric, Park and Indoor Flyers

There was nothing to report.

b) IT Progress

The minutes of the meeting on the IT System, as well as the findings of the Sub-Committee, were noted. The following was agreed:

- i) it was agreed that SAMAA would proceed with the implementation of the proposed IT System.
- ii) that G. Ngoepe would draw up a contract for the use of the IT System.
- iii) that the appointed sub-committee would ensure that:
 - i. a full list of requirements and features would be given to J. De Klerk after approval by the Sub-Committee.
 - ii. a change-over plan is to be drawn up.
 - iii. a de-bug period is required.
 - iv. A fall-back plan is required.

G. Ngoepe
B.Skinner
D.Armitage
P.Attfield

8. Reported Radio Interference on 35 MHZ

This matter was handled under 5(d) Frequency and Airspace.

9. General

- a) The Chairman noted that
 - Simon Tladi had been awarded the "Eagle" Trophy for his participation in a World Championship and that
 - Keith Nicolls had been awarded "Silver Wings" by the Aero Club.
- b) The Chairman noted that the Aeroclub had been mandated to form a new regulatory body to control other private airspace users on behalf of the Department of Transport and that he had been requested to serve on the Sub-Committee.

The meeting closed at 21h50.

The next meeting will be held on the 7 February 2007
in the Aeroclub Board Room
at Grand Central Airport
at 19h15