

**MINUTES OF THE SAMAA MANAGEMENT COMMITTEE MEETING
HELD IN THE AEROCLUB BOARDROOM AT GRAND CENTRAL AIRPORT ON
WEDNESDAY 3 OCTOBER AT 19H15**

Present:

J. Coetzer (Chairman)	M. Skinner
D. Meyer	B. Skinner
P. Joffe	A. Fraser
L. Steyn	T. Stockwell
K. Nicolls	D. Armitage
S. Austin	J. Sieling
T. Austin (Visitor)	

Apologies : P. Attfield **Absent:** V. De Vries
G. Ngoepe

	<u>Action</u>
<p>1. <u>Welcome</u></p> <p>The chairperson welcomed all present.</p>	
<p>2. <u>Attendance and Apologies</u></p> <p>Attendance was as per above. Apologies from P. Attfield and G. Ngoepe were accepted.</p>	
<p>3. <u>Minutes of Meeting of 1 August 2007</u></p> <p>a) The minutes of the above meeting were adopted following a proposal for acceptance by M. Skinner and D. Armitage.</p> <p>b) <u>Matters arising from above minutes:</u></p> <p>(i) The Chairman noted that the next Aeroclub meeting was scheduled for the third week in October and the matters to be discussed with them would be tabled at that meeting.</p> <p>(ii) All other matters arising from these minutes would be handled under the agenda published for this meeting.</p>	J. Coetzer
<p>4. <u>Persona</u></p> <p>A minute's silence was held for the three respected members of the organisation who had passed away recently. They were: Johan Fraser Frans Grobler Buddy Wright</p> <p>Family and members who knew them, will sorely miss them.</p>	

<p>5. <u>Correspondence</u></p> <p>(a) <u>Upington</u> Following the problems at the above Club reported some months ago, a letter had been received from JJ Greef stating his views on the matter.</p> <p>This letter will be sent to the chairperson of the affected Club, J. Kuhn, for information and response, prior to an answer being sent. It was noted that in the meanwhile, a new club has been formed in the area.</p> <p>(b) A letter from J. Mkwanazi of Hennenman, requesting assistance both for equipment and sponsorship will be dealt with under transformation in these minutes.</p>	
<p>6. <u>Finances</u></p> <p>The Trial balance for September 2007 was handed out to the members present. This trial balance reflected a loss of R22 881-00 for the period but does not give a true picture of the actual financial position as it does not give comparative Budget figures for the same period, so that problem areas can be identified and attended to. After considerable discussion, the following was noted and must be attended to.</p> <p>(a) The figures presented indicate a problem with the newsletter advertising income and costs.</p> <p>(b) The outstanding balance on advertising income is unacceptable.</p> <p>B. Skinner to co-ordinate a meeting with P. Joffe, S. Austin, himself, and K. Nicolls to discuss and clear the newsletter queries. This meeting to be held during the week of the 8th October and as soon as B. Skinner had completed the account reconciliation sheets. Other points were:</p> <p>(c) Advertisers must pay in 30 days if they want adverts in the next issue. (This was previously ruled by the management committee).</p> <p>(d) The outstanding monies from adverts placed must be collected.</p> <p>(e) The proposed increase rate of 15% for adverts had been adopted.</p> <p>(f) The present method of handling of adverts and payments is not working and must be resolved.</p> <p>(g) B. Skinner to produce a budget breakdown on a monthly basis and give this to the treasurer.</p> <p>(h) The monthly reporting on the income statement in future will show the income and expenditure on a monthly basis and will give the comparative budgeted figure for the same period.</p> <p>(i) The revised transformation budget had not been received.</p>	<p>B. Skinner</p> <p>B. Skinner</p> <p>S. Austin</p> <p>I. Stockton</p>

<p>7. <u>Regional Workshop</u></p> <p>The chairman noted that this workshop organised by SAMAA, to discuss the best way for interaction between the SAMAA management and clubs, was a success and was welcomed by the Club chairpersons who attended.</p> <p>It was noted that the Clubs obtained a lot of positive information, and it was requested that this information be passed onto the members.</p> <p>It was requested that T. Stockwell try to arrange the next meeting before the AGM at the end of October.</p> <p>8. <u>Conduct at flying Clubs</u></p> <p>The action taken in regards to the reported misconduct of a member at a slope site in Volksrust was still awaited. When received, this report will be circulated to the members of the committee. It was stated that it is a SAMAA policy that each and every SAMAA registered site will have a member or members responsible for the use of, and safety of that flying site.</p> <p>9. <u>Election</u></p> <p>(a) The voting for the members of the management committee was still in progress; the votes were with the auditors being counted. The vote result would be opened at the AGM. The voters roll would also be available to confirm which members have voted.</p> <p>(b) The Club representative for the next committee was confirmed as V. De Vries.</p> <p>(c) The Dealer representative was confirmed as T. Blackman.</p> <p>10. <u>Present and New Committee</u></p> <p>Noted that this was the last official meeting of the current committee. It was the first committee to operate under the new constitution.</p> <p>The chairman reviewed the achievements of the current committee since its election some two years ago. He noted that its record was most commendable as it was ground-breaking work, and required more commitment than would be normal for a committee.</p> <p>The achievements were as follows:</p> <ul style="list-style-type: none"> Dealer Association formed and developed Regional Association formation in progress Sigs established and operating well Manual of operations produced First lotto grant obtained Second lotto application lodged 4 Provinces involved in transformation Transformation report produced SAMAA newsletter expanded and improved 	<p>I. Stockwell</p>
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GM appointed and operational
Treasurer appointed
New IT programme to register members launched
Insurance policy reviewed
Club registration under review
Safety and technical issues and problems dealt with
Budget and financial transparency observed

The chairman reiterated that a lot of positive and excellent results had been produced during the past 2 years.

In reply, a vote of thanks was given to the chairman for his efforts and his guidance to the committee.

The chairman closed the subject by saying that the binding factor was the love of model aircraft.

11. **Annual General Meeting**

The annual general meeting would be held on the 31 October. A short committee meeting would be held at 18h00. The AGM would commence at 19h00.

All

12. **Reports from Portfolio holders**

(a) Dealer

- (i) Presently there are 51 dealers participating; some 23 are to be lobbied shortly to bring the dealer membership to over 70.
- (ii) The election of the dealer representative was completed as noted in item 9 of these minutes.
- (iii) The plan for the future of the dealer organisation would be to form a dealer subcommittee to discuss what it can do for the SAMAA membership in its region.
A vote of thanks was given to A. Fraser (who was standing down) for His good work in forming the Dealer Association and his commitment to the SAMAA.

(b) SIGS

In the absence of P. Attfield, B. Skinner raised the following points:

- (i) There were complaints and criticism of a minor nature re the SAMAA news publication. It was agreed that the SIG chairpersons would mark up a copy with their objections and give this copy to the office.
- (ii) The SIGS had requested that K. Renecke be nominated a candidate for the Aeroclub silver wings award.
- (iii) J. Ehlers had recorded a complaint about the time taken by the Aeroclub to produce the Jet colours award letter.

SIGS

<p>(iv) The Aerobatic SIG would sort out the International scribe visit.</p> <p>(c) <u>Clubs, proficiency, safety, insurance</u></p> <p>J. Sieling noted that to date some 950 SAMAA members have proficiency ratings. There are 123 gold, 92 instructor and 36 instructor judge proficiency awards. The above members were low in terms of the 4 000 plus SAMAA members and it was imperative that clubs get involved with the testing and awarding of proficiency ratings. This proficiency testing should be the target of the new committee, especially if members wished to participate in air shows and displays where a proficiency rating was required.</p> <p>(d) <u>Frequency, technical, and airspace</u></p> <p>There was little to report other than the following:</p> <ul style="list-style-type: none"> (i) A number of frequency incidents have been reported to ICASA. (ii) The Midrand Model Soaring frequency report was still outstanding. (iii) A new supplier of 2.4 GHz equipment was now in S.A. To date it was not known whether his equipment had been type approved by ICASA. (iv) No further information was available on SAMAA's ARO status. The present status quo remains. (v) A complaint had been lodged against ICASA's incorrect frequency allocation in the latest government Gazette (8 September 2007). <p>(e) <u>Human Resources and SAMAA office</u></p> <p>The office temporary help had assisted with clearing the backlog and has left. Help would again be required in January/February. No response was received from the advert in the SAMAA news – possible source of assistance could be obtained from the retirement village? The present office set up was OK, and was adequate for the SAMAA business. The present turnaround time for membership applications is 2 to 3 weeks.</p> <p>(f) <u>Information technology and finance</u></p> <p>The new IT system was put into operation on 1 October 2007. A number of teething problems were being rectified. The system, when fully operational, will be of great advantage to SAMAA.</p> <p>(g) <u>Membership and Club Registration</u></p> <ul style="list-style-type: none"> (i) The new member joining and registration form has been produced and has been sent to all SAMAA members. (ii) A number of applications for registration of new clubs were processed and approved by the sub-committee during August. (iii) Free SAMAA membership is to be given to the 5 transformation members. (iv) A donation to be made to JOMAC for the training of David, and this money could be spent as required. 	<p>D. Armitage</p>
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(h) Manual of operations

This manual to be tabled for acceptance at the AGM, after which copies were to be made available to members or groups, on terms to be agreed.

(i) Newsletter publications and website

- (i) The new advert rates would come into effect on the latest/next newsletter issue.
- (ii) A. Fraser noted that it was not reasonable to compare the SAMAA Newsletter to the S.A. Modeller as they served different modelling groups.
He agreed that a 15% increase in advertising rates would be reasonable.
- (ii) A. Fraser stated that, rather than increase rates, we should get more of the aeromodelling dealers to advertise.
- (iii) It appeared that P. Joffe required assistance.
- (iv) A. Fraser offered his services to help P. Joffe with the production of the Newsletter, this was accepted with great acclaim.
- (v) The number of newsletters printed now exceeded 4 000 per month.
- (vi) There appeared to be a problem with the distribution of newsletters to dealers to sell.

(j) Transformation

It was noted that I. Stockton had resigned from transformation due to time constraints. An advert for a national co-coordinator for the SAMAA transformation programme had been placed in the latest SAMAA newsletter. The appointment would be made/confirmed by the new committee.

(k) Regions

A report on the success of the 1st regional workshop held, was tabled and the first region "the North East Gauteng Region" had been established.

(l) Rockets

No information available.

13. **Report on special sub-committees**

(a) Park Fliers

It was noted that the park flier proposal should be put on the agenda of the AGM for approval.

(b) IT progress

- (i) B & M. Skinner visited Johan de Klerk in Rustenburg last weekend to activate the IT system. A number of problems were being attended to, but hopefully these were only short term problems. The old Chris Perkins system was still in parallel use.

	<ul style="list-style-type: none"> (ii) This IT system will in due course be of huge advantage to SAMAA. (iii) It was noted that the system was suitable for clubs and they can contract J. De Klerk independently. (iv) The draft contract between SAMAA and Designer Software was presently being checked. 	B. Skinner
14.	<p><u>ARO opinion</u></p> <p>See frequency, technical, and airspace report.</p>	
15.	<p><u>General Managers Report</u></p> <ul style="list-style-type: none"> (i) B. Skinner noted that the Insurance policy was up for renewal, the committee confirmed that the policy should be renewed with the existing broker. (ii) The outcome of the visit to the Mogalakwena Municipal was still awaited. (iii) As stated previously in these minutes, a copy of the letter from John Mkwanzazi requesting assistance was to be published in the newsletter. 	B. Skinner
16.	<p><u>General</u></p> <ul style="list-style-type: none"> (i) It was noted that the management committee minutes are presently being published on the website before being approved by the committee. A note to this effect should be stated on the website. (ii) The web host is to be renewed. (iii) It was noted that the newsletter is now published on the website prior to it being posted to members. (iv) The legal view was required on the amount of the insurance cover to be obtained. It was suggested that P. Van Niekerk could assist. 	B. Skinner J. Sieling
17.	<p><u>Next Meetings</u></p> <ul style="list-style-type: none"> (i) Management Committee Meeting: Wed 31 October at 18h00 (Pre AGM) (ii) AGM Meeting: 31 October at 19h00 (iii) Combined Management meeting (handover meeting) Wed 7 Nov at 19h15 	
<p>THE MEETING CLOSED AT 22H20</p>		