

(g)	It was noted that the height increase request to CAA would be discussed between Aeroclub and CAA next week.	J. Coetzer
(h)	The Club re-registrations, and the appointment of a PRO and Fund Raiser would be discussed under Item 6 of the Agenda.	J. Coetzer
4.	<u>Correspondence</u>	J. Coetzer
(a)	B. Skinner noted that a system to logging and tracking all incoming mail had been instituted.	B. Skinner
(b)	It was noted that a letter had been received from a group who intended to establish a new Model Club.	B. Skinner
(c)	The letter of complaint received from Upington re the mismanagement of the Flying Club assets and the behavior of certain of its members and the abuse of the Safety Rules was discussed.	J. Coetzer
(d)	The procedure for handling a written complaint from a club/member in future would be:	J. Coetzer
(i)	GM to send a copy of the letter received, together with a SAMAA covering letter to the Chairperson of the Club and to the accused requesting an explanation/response.	All
(ii)	On receipt of an answer from both parties, the matter would then be referred to the Management Committee for a decision.	All
(iii)	It may be necessary that after step (ii) above that the answer raised further issues, which would require additional correspondence before the matter was referred to the Committee.	All
(e)	The Website was discussed and it was agreed that the website formed part of the purview of the Publication Sub-Committee, on which the Web Master also served.	P. Joffe P. Attfield B. Skinner J. Godwin
	All incoming and outgoing mail would be vetted and agreed to by this Sub-Committee. Both J. Godwin and V. De Vries would be on this Sub-Committee. P. Joffe to convene a meeting at the earliest opportunity to action this responsibility.	V. De Vries
5.	<u>Finances</u>	J. Coetzer
(a)	The Auditors were to fetch the books on the 8 th June to do the audit for 2005/6. The audit would be completed by August 2007.	B. Skinner
(b)	The financial statements for this year, in the required spreadsheet format would be available and would be issued by the end of June. The trial balance figures for year to date would be e-mailed to Committee Members before 11 June.	S. Austin B. Skinner
(c)	The budget figures were now available. The notes to accompany this budget would be added and the budget issued by the 16 June.	D. Meyer B. Skinner
(d)	A copy of the provisional Transformation Budget would be e-mailed to K. Nicolls.	J. Coetzer

<p>e) It was noted that a problem still existed with the collection of the newsletter Advertising payments. It was agreed that a two weekly status report would Be submitted to P. Joffe to assist him to collect the outstanding moneys.</p>	<p>S.Austin</p>
<p>6. <u>Communication Action Plan</u></p> <p>V. De Vries presented his communication action plan to the meeting. This plan high-lighted some of the problems associated with communication within the association and went on to outline the steps which needed to be taken for SAMAA to progress. Briefly, steps to be taken were:</p> <p>(a) To involve and use Clubs to relieve some of the load from SAMAA, and to help the Club conform to the SAMAA guidelines.</p> <p>(b) To get Clubs to group together to form regions, whereby the regions would be responsible for handling and advancing many of the SAMAA objectives.</p> <p>(c) To get Clubs to go ahead with the implementation of the transformation plan.</p> <p>The discussion closed with the agreement of the Committee that the Communication Plan should be implemented ASAP and that the agenda for the first workshop should be prepared.</p> <p>It was also agreed that a leaflet should be prepared for inclusion in Park Fly ARF kits. The number of leaflets required was suggested as 5000 for distribution to the dealers or importers. The leaflet should explain in simple terms the basics of Model Aircraft and Radio Control and should be directed at the Park Flyer to explain to him things like frequencies, how a transmitter works, the basic safety rules, the reasons for joining a Club, the purpose of the National Control Body and its functions and advantages etc. The leaflet must be exciting, must give contact names for information re queries and Club locations.</p>	<p>V. De Vries</p> <p>V. De Vries</p>
<p>7. <u>Election</u></p> <p>(a) The nomination for Management Committee Members would be repeated. Loose leaflets have been included in the latest May SAMAA news, which was due for issue within the next few days. It was noted that this nomination process would totally replace and supercede the previous actions.</p> <p>(b) The voting for the SIG Representative had been completed. V. De Vries would contact the present Dealer and Club Representatives to ensure that voting for the new "representatives" were completed.</p>	<p>P. Joffe</p> <p>V. De Vries</p>
<p>8. <u>Reports from Portfolio Holders</u></p> <p>(a) <u>Dealer</u> A. Fraser noted that nothing of significance had occurred since the last meeting. The Chairman noted that A. Fraser had received Press coverage on a Flight Academy, which was to be established and stated that this was the type of educational/transformation actions, articles and publicity that SAMAA needed.</p>	

<p>(b) <u>SIGS</u> The minutes of the last SIG Meeting were available and it was noted that numerous items of interest had been discussed at the SIG Meeting.</p>	All
<p>(c) <u>Clubs, Insurance, Safety, Proficiency</u> The submission on insurance received from S. Filby was noted. This was in response to a letter from a SAMAA Member, Piet Le Roux. J Sieling to vet. J. Sieling also noted that he had received many queries on availability of membership cards. A Sub-Committee meeting had been held on proficiency. It was suggested that proficiency form one of the items on the Workshop agenda.</p>	J. Sieling
<p>(d) <u>Frequency, Airspace and Technical Issues</u> D. Armitage's report was noted. D. Armitage confirmed that he has been in constant contact with Icasa and that we should recommend that our members do not use frequencies 35.220, 35.230, 35.250 and 35.300 until the problems of dual use had been resolved.</p>	All
<p>The problem at Midrand Model Soarers, as noted earlier is presently being investigated by Icasa.</p>	D. Armitage
<p>D Armitage referred to an E-mail letter from CAA re the PRF cross- country Event, in which the author thereof, Neil Thomas, alledged/claimed, that it contravened one of the CAR's. Copies were not available for the Committee Members, but the Chairman was provided with a copy. The Chairman indicated that he was made aware of the existence of the E-mail by D Armitage, 2 days before the meeting. The matter was subsequently discussed with the GM of Aero Club, Mr Neil de Lange, since he had confirmed at the time, that SAMAA had the authority to approve the PRF Cross Country. Mr de Lange had an appointment with the Commissioner of CAA on Tuesday, 12 June 2007 and he had requested a copy of the E-mail. The Chairman indicated that, in his opinion, if SAMAA had the authority to register Flying Clubs, then SAMAA should, logically, also have the authority to, in terms of the same Manual of Operations, approve a Cross Country.</p>	J. Coetzer
<p>The approval for additional height for model aircraft use was to be discussed between the Aero Club and CAA on 12 June 2007.</p>	J. Coetzer
<p>(e) <u>Human Resources and SAMAA Office</u> D. Meyer noted that an advert has been placed in the SAMAA news for a person to help B. Skinner in the office. In the mean while a temp would be starting in the office from 6 June 2007, to assist with the backlog of Membership Cards.</p>	
<p>An investigation was underway to find a suitable office for the SAMAA Administration either in Alberton or preferably at Rand Airport.</p>	K. Nicolls
<p>It was confirmed that information back-ups were being done weekly.</p>	B. Skinner

(f)	<u>Information, Technology, Budget and Finance</u>	All
	<p>The budget for 2007 was ready and would be issued after D. Meyer had added the clarification notes.</p> <p>The status of the Financial Report and the progress on the IT system had been reported elsewhere.</p> <p>An increase in car mileage rate was agreed. The figure of R2-50 per km would be applicable from midnight on 7 June 2007.</p>	D. Meyer
		All
(g)	<u>Membership and Club Registrations</u>	
	<p>This activity would proceed as soon as the Communication Action Plan was available.</p> <p>The Club registration would form part of the workshop agenda.</p>	V. De Vries
(h)	<u>Manual of Operations</u>	
	<p>A CD has been posted to all Committee Members requesting input and comment. The Chairman urged that Committee Members find time to review the Manual as otherwise SAMAA Members would have to live with "Keith's Draft" ideas, as a final document.</p>	
(i)	<u>Newsletter, Publications & Website</u>	
	<p>The report from P. Joffe was included in the handout.</p> <p>The collection of outstanding advert moneys was discussed earlier as was the fact that P. Joffe would arrange a Website Sub-Committee meeting soonest.</p>	P. Joffe
(j)	<u>Transformation and Development</u>	
	<p>G. Ngoepe in the absence of I. Stockton reported that:</p>	
	(i) Not much activity on the ground had happened in the past two months but during the coming School Holidays activity would increase.	
	(ii) The parliamentary visit led to a couple of useful contacts and these would be followed up.	
	(iii) The route for funds from the department of sport was via the Aeroclub.	
	(iv) A meeting was held with the Airforce and a partnership could materialize.	
	(v) Copies of the SAMAA Newsletter have been given to the Department of Sport at their request.	
	(vi) It was noted that the report from the Western Cape was late and was not included in the progress report to the lotto Board.	
	(vii) G. Ngoepe agreed to represent SAMAA at a presentation to be made to the local authority on the 29 August 2007 in Mokopane. The local Club was trying to get permission to use a disused local Airfield. It was suggested that while G. Ngoepe was there, he talk to both The Club and Municipality about transformation. D. Meyer would attend if his program so allowed.	G. Ngoepe
		D. Meyer
(k)	<u>Regions</u>	
	<p>T. Stockwell's report on the task and object of Regional bodies was included in the handouts to Committee Members.</p>	

<p>(l) <u>Rockets</u> A copy of At Meyer's letter to one of the rocketry groups was included in the handouts.</p>	
<p>9. <u>Reports from Special Sub-Committees</u></p> <p>(a) <u>Park Flyers</u> A. Fraser suggested that this matter be held over until public response had been received from the Members following the article in the May Newsletter.</p>	A. FRaser
<p>10. <u>General Manager's Report</u></p> <p>(i) The GM requested that anyone who had not yet received their card to contact him.</p> <p>(ii) B. Skinner to obtain quote for a contract photostat machine.</p> <p>(iii) The fixed deposit money, due to mature shortly was to be paid into the Money Market Investment.</p> <p>(iv) The AGM would be held on 31 October 2007. This to be advertised in the next SAMAA Newsletter.</p> <p>(v) A letter to be sent to the Margate Flyers re their participation in the Airshow without obtaining permission.</p> <p>(vi) The Excel spreadsheet trial balance figures would be available this week.</p>	B. Skinner B. Skinner B. Skinner B. Skinner B. Skinner B. Skinner S. Austin
<p>11. <u>General</u></p> <p>(i) Proficiency tests for Pilots Flying Specialist Models, especially in Public, must be instituted urgently.</p> <p>(ii) It was agreed that the SIG'S Chairman Meeting be delegated the Authority to approve and finalise their own team selections, which would in future only be Noted by the SAMAA Committee. Disputes would still be dealt with by the Management Committee.</p> <p>(ii) The criteria for "leader member" must be written up and circulated to Committee Members for comment by not later than 15 June. Subject to X. XXX meeting the criteria set down his nomination for leader member would be accepted.</p> <p>(iii) The SAMAA Committee in principle, had no objection to MAASA hosting its own website. It was suggested that a link to SAMAA Web be established. Agreed that this matter be referred to the SIG Meeting for final approval.</p>	J. Sieling M. Skinner P. Attfield
<p>The meeting closed at 22h19</p>	