



**Victorian Model Aeronautical Association Inc.**  
**Executive Committee Meeting Agenda**  
**held on the 08<sup>th</sup> of July 2021**

**Via Zoom Videoconferencing**

**1. Meeting Opened 7:30 PM**

**2. Present:**

<b>President/Chairman</b>	Reeve Marsh
<b>Secretary:</b>	Joe Finocchiaro
<b>Treasurer:</b>	Dr Arthur Bablis
<b>Contest Dir:</b>	Vacant (Temp Sec)
<b>Comm Member:</b>	Mark Sills
<b>State Flying Inst:</b>	Les Marriner
<b>Editor:</b>	Vacant (Temp Sec)
<b>Education Officer:</b>	David Nichols

**3. Apologies:** **Vice President**, Jon Goudge **Registrar**, Geoff Herbert **Comm Member**, Paul Webber  
**Video Librarian**, Ivan Chislett

**4. Visitors:** Mr Roger Chapman (Avalon Airshow Update)

**5. Minutes of the previous meeting held on – 10 June 2021**

**Seconded by:** Arthur Bablis **Carried - Yes**

**6. Matters Arising from previous minutes: -**

**6.1 NFG Funding Application:** To be discussed in General Business

**7. Treasurers Report:**

Opening Balance	\$ 82,465.16
Receipts	\$109,031.37
Payments	\$ 59,176.86
Closing Balance	\$132,319.67
Term Deposit	\$229,694.35
Term Deposit (2)	\$159,365.44
Total Loans to clubs:	\$ 22,600.00

**7.1 Additional Items:**

**7.1.1 Tax change:** The treasurer reported as from 01 July; there has been a change to the tax auditing process with the requirement that all committee members that attract an honorarium may need to be recorded as employees. The treasurer will investigate further to determine the VMAA obligations.

**7.1.2 Reimbursement:** Nil

**7.1.3 Account Change:** The Registrar requested that the VMAA have two accounts. One for all fee payments and the other for all other payments. The treasurer discussed that most of the payments are fees. There are still entries that can be confused based on the description of the payment. The treasurer mentioned the VMAA does hold a second account.

**7.1.3.1 Action:** Committee members to look at a process and provide suggestions or concerns to best address the payment workflow. Comments are to be the VMAA Secretary.

**7.1.4 AKT Trophies:** Invoice \$240 (F5J & VPA Trophies). These are state championship trophies for both disciplines.

**7.1.5 Annual Insurance payment:** VMAA equipment has been reviewed and sent to the treasurer to finalise and pay the invoice.

**7.2 Treasurer** moved the report to be accepted

**Seconded by:** Mark Sills **Carried - Yes**

## **7. Correspondence in:**

- 7.1 Email from BRAG Sec, regarding Council Grant submission – Rec 07 July
- 7.2 Email from K&DMAS Sec regarding funding/loans – Rec 06 July
- 7.3 Email from Goulburn Valley Flying Field Co-Operative Sec, AGM and Proxy notification – Rec 05 July
- 7.4 Email from BRAG Sec regarding support for council grants – Rec 27 June
- 7.5 Email from BADMAC Sec regarding HMI application process – Rec 24 June
- 7.6 Email from WMAA regarding meeting fr HRCC Expo Local Laws update – Rec 24 June
- 7.7 Email from VRF Tres regarding share payments – Rec 22 June
- 7.8 Email from WMAA regarding follow up from meeting with the council – Rec 19 June
- 7.9 Email from WMAC regarding council information and OH&S concerns – Rec 18 June
- 7.10 Email from Mr P Baker regarding wings and insurance implications – Rec 15 June
- 7.11 Email from GDAM Pres, regarding area approval and alternative flying sites – Rec 10 June

## **8. Correspondence Out:**

- 8.1 Email to GVF COOP Sec regarding Proxy form nomination AGM July 21 = Sent 07 July
- 8.2 Email/Letter to MWMAA regarding site visit and layout confirmation – Sent 07 July
- 8.3 Email to K&DMAS Sec regarding types of loans/grant available to clubs – Sent 06 July
- 8.4 Email/letter to BRAG Sec regarding supporting the club with council grant – Sent 06 July
- 8.5 Email to BADMAC Sec regarding HMI process and requirements – Sent 29 June
- 8.6 Email to CMAC regarding fee payment process and procedure – Sent 29 June
- 8.7 Email to SEMAC regarding fee payment process – Sent 27 June
- 8.8 Email to KVM Sec regarding CASA area approval instrument – 25 June
- 8.9 Email to BADMAC Sec regarding signed leasing and invoice payment – Sent 24 June
- 8.10 Email to VRF Tres acknowledging share payment – Sent 22 June
- 8.11 Email to VRF Sec regarding club area approval – Sent 21 June
- 8.12 Email to Mr P Baker regarding wings, insurance and policy - Sent 15 June
- 8.13 Email to Pres, GMAM regarding the process for area approval and alternative sites – Sent 13 Jun
- 8.14 Email to Mr M Christoph regarding MAAA approval for HMI – Sent 12 June

## **9. Matters Arising from Correspondence:**

**9.1.1 BRAG –** Supporting letter for the club. The letter will be submitted to the council detailing the VMAA support in the club's endeavours to build a club shelter at the field location via securing a council grant.

**9.1.2 MWMAA Project Manager Update** - The Project Manager Jon Goudge visited the club with the VMAA Secretary. To be discussed in general business.

**9.1.3 Defence Force Drones** – Received a call from defence force Cerberus regarding Australian Defense Forces drone affiliation. With multiple locations for use. There is a process that needs to be followed but may have other implications based on the number of flying sites—investigation in progress.

**10. Display Applications:**

10.1 Nil

**11. Registrars Report:**

11.1 Processed registrations to date are:

**11.1.1** The MAAA is in the process to finalise the Registration system for this FY. The Registrar has now moved to ensure all clubs are active for the new FY21/22. The renewal uptake has been pleasing to date.

June		July	
Seniors:	2218	Seniors:	1151
Juniors:	91	Juniors:	35
Life Mbrs:	8	Life Mbrs:	8
<b>Total:</b>	<b>2317</b>	<b>Total:</b>	<b>1189</b>
<b>To be processed: 0</b>		<b>To be processed: 189</b>	

11.2 **Comments:** No cheques will be accepted from FY21/22. All payments will need to be completed vis EFT. The process is not difficult and with less issues in transferring funds.

11.3 **FAI Cards:** The Secretary has been in contact with the Precision Group, a folding and mailing service. We will be able to send FAI cards quickly using our postal account. There are over 1000 cards to be sent. We have our own envelopes to consume.

**11.4 Life Members**

<b>11.4.1</b>	5600	David Axon;
<b>11.4.2</b>	16512	Toni Axon;
<b>11.4.3</b>	1047	Mervyn Buckmaster;
<b>11.4.4</b>	38516	Christopher Caulcutt;
<b>11.4.5</b>	24518	Ivan Chiselett;
<b>11.4.6</b>	35563	Brian Dowie;
<b>11.4.7</b>	30134	Murray Ellis; and
<b>11.4.8</b>	24641	Peter Harris.

**12. Contest Directors Report:**

12.1 **VMAA Calendar:** Clubs are submitting events and displays; however, the lockdowns are causing issues with events required to be rescheduled where possible.

12.2 **VMAA Trophy Weekend:** New draft is almost completed for the event. In progress.

**13. Editors Report:**

- 13.1 **VMAA Bulletin** – Next bulletin has been delayed due to other priorities. I Will endeavour to send it out as soon as possible. I will use the 2020/21 membership listing.

**14. Web Master's Report:**

- 14.1 **Website Update:** A scope document is being developed to provide information and possible suggestion to improve the overall appearance and use. The President and Secretary to complete this work as soon as possible.

**15. Safety Report:**

- 15.1 Nil

**16. Education Officers Report:**

- 16.1 Still has not been able to do many activities due to COVID restrictions. I will be moving to Bairnsdale in September. I Will not be able to continue as the Education Officer. He still will like to be involved where he can.
- 16.2 The President mentioned the MAAA discussed an opportunity to work with cadets in mid-October and be part of the event/display. Additional information is needed to understand the requirements

**17. Video Library:**

- 17.1 The changes requested is about the funds for borrowing; however, with the very small number of people borrowing, it would probably be a lot easier for everyone to remove the borrowing charge. It is \$6 for each box of 4 DVDs. This past year we had three boxes. That is not a lot of funds, and I tend to think it will not be abused as most people do on the internet and YouTube. If the borrowing took off, then we could easily reintroduce the charge to borrow. It would certainly make things a lot easier. I will need to retain all the VHS tapes that I have as proof of copyright. I very much doubt that we would ever be asked to show them, particularly now with so little borrowing. We are looking to move down the track so getting rid of the tapes would be nice but not essential.
- 17.2 A report was submitted as part of the EFY. Report attached

**18. SFI Report:**

- 18.1 **Wing Status:** 4 Wings issued during June 2021.

**18.2 Instructors Requalification Courses:**

**18.2.1** These courses are now complete, and the VMAA has **147** MAAA qualified Instructors. The MAAA database was automatically updated on the 1st of July 2021. All previously listed Instructors who didn't attend a requalification course are no longer listed under the Instructor's Tab on the database. The certification from this date has been revoked.

**18.2.2 Plans for the next 6 months:** I will be running an Instructor's Course at the NFG on Saturday the 4th of September 2021, and I currently have 5 acceptances. The course

will be made up of one member from Melton, one member from Camperdown, one member from Ballarat and two members from NFG.

**18.2.3** Depending on future numbers which express their interest in becoming an Instructor, the SFI is prepared to run another course in November/December 2021 if required.

**18.2.4** It is pleasing to see Instructors taking the SFI's recommendation to have Gold Wings Tests witnessed by another Instructor or past Instructor, with the test sheets being endorsed accordingly. The witness's name and Aus No. are being recorded on the database in the comments section. Hopefully, this policy will help stop any "**Mates Rates**" Gold Wings being issued, as has been the case anecdotally in the past. Many clubs have adopted this approach, and many Instructors who attended the Re-Qualification Courses expressed their support for the policy.

## **19. State Field Reports:**

19.1 The Vice President, Mr Jon Goudge (PM) and VMAA Secretary visited the MT Wallace field and club committee to review the infrastructure and future works required. The visit acknowledges and confirms the site layout and potential issues the club is facing. A summary brief will be presented. The summary will be made available to the Club to acknowledge the visit and points to be addressed.

**19.1.1 Action:** Secretary and President to investigate the best way to capture the stores that many clubs would have

## **20. State Field Requests:**

20.1 Nil

## **21. General Business:**

21.1 **VMAA Action Point Register** – Was distributed to all committee members for review as of 08 July 2021. A status update is as follows:

**21.1.1 VMAA Constitution Revamp:** Being reviewed by the VMAA Treasurer. The VMAA President who has offered assistance – The first draft was presented for discussion; however, it was identified additional work is needed with certain sections to be presented as a priority and try in addressing areas of concern. Work is continuing with the next draft to be prepared for discussion.

21.2 **Area approvals** – Current applications that are being reviewed or waiting for CASA approval:

**21.2.1** KVM (Approved);

**21.2.2** BRMFC (Conditionally approved);

**21.2.3** MFWAC (Conditionally approved);

**21.2.4** TCMAC (Under review);

**21.2.5** LVMAC (Under Review);

**21.2.6** A&DAC (Under review); and

**21.2.7** NMAC (Under review).

**21.2.8** The President received a phone call from the Australian Army Drone Racing club that is affiliated in Queensland. Is seeking to apply for an area approval for the Pukapunyal military area. There should not be any issues in gaining approval; however, a

discussion with MAAQ will occur. The intent will be for the club will raise the appropriate documentation to secure the area approval through the VMAA.

**21.2.8.1 Action:** VMAA Secretary to contact MAAQ Secretary to discuss. In progress

**21.2.9 New CASA requirements:** GPS coordinates of the flying, digital map of the site, aircraft type, size and weight. A new submission form is required to be used with each application.

**21.2.10 Public Displays:** All public displays, whether **below or above 400 ft, require a CASA instrument** to hold the event. The cost is the same as per area approval and will be valid for five years.

**21.3 MAAA Council Conference (15 May 2021 Summary):**

**21.3.1 MAAA Service Award** – Service Medallion has been received. Arrangements will be made for a presentation to take place at a suitable time/date.

**21.3.2 Action:** Secretary to arrange when possible to present the award.

**21.4 Subcommittee Discussion (NFG Funding Request):**

**The motion:** The VMAA proposal to NFG offers a 50/50 grant/loan mix to assist with the club's equipment purchase (Toro Zero Turn) project for a total of \$7,000 (5 years, interest-free). The break down is \$3,500 grant with a \$3,500 loan (repayments = \$700/year). The loan repayment term can be discussed further if required.

**21.4.1** A subcommittee was organised by the VMAA Secretary to discuss the submission. After all discussions, it was recommended the proposal at 21.4 be accepted and proposed to NFG for acceptance. Based on the recommendation, the VMAA Secretary presented the motion at 21.4 to be accepted.

**Seconded:** David Nichols

**Carried:** Yes

**21.5 State Field Infrastructure (Survey):** The survey is completed and converted to a PDF. Email is being prepared to send to all association members for feedback. The survey will run for 60 days.

**21.6 State Field Signs:** The two VMAA owned State Fields require new signs refurbished due to age. The new signs present an opportunity to have a consistent message and style for each field. Host club input will be requested to produce a final design.

**21.6.1 Action:** The Secretary to look at suggested designs and request input from the host clubs.

**21.7 Avalon Update:** Mr Roger Chapman mentioned he is constantly contacting the Avalon organisers (Glen Smith). The airshow is still planned to continue as per the advertised dates. There is an element of risk based on COVID restrictions. I have started to contact VMAA members for support. The VMAA have the same site as last time, which is a very good site based on traffic flow. I need to follow up on the polo shirts. No dates will be printed on the shirts just in case. New banners and flags are needed to provide a better visual display. At the moment, the grass at the Avalon site is very good at this stage.

21.8 **The SFI Reported** that the Inverloch club had lost their flying site. The local council have indicated the field location should go through a planning permit process. It was mentioned the club has gone through VMAA/MAAA process to use the flying site, except for the planning process. Some councils do not have a requirement to have a planning permit. There is a possibility the club will fold. The VMAA President is happy to discuss with the club if they are interested in any support.

21.9 The Registrar being in hospital, we will need to determine the best option to continue with registrations and send received FAI cards out. Work in progress.

21.10 The P&DARCS have accepted the 50/50 loan/grant proposal. Contact will be raised as soon as possible.

**22. The next VMAA Committee Meeting will be held on Thursday, 12<sup>th</sup> August 2021, via Zoom Video conferencing starting at 7:30 pm.**

**23. Meeting Closed: 9:05 pm**