



**Victorian Model Aeronautical Association Inc.  
Executive Committee Meeting Agenda  
held on the 10<sup>th</sup> of February 2022**

**Via Zoom Videoconferencing**

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

**2. Present:**

**President/Chairman:** Reeve Marsh  
**Vice President:** Jon Goudge  
**Secretary:** Joe Finocchiaro  
**Treasurer:** Dr Arthur Bablis  
**Contest Dir:** Keith Quigg  
**Comm Member:** Mark Sills  
**Comm Member:** Phil Mohr  
**State Flying Inst:** Les Marriner  
**Editor:** Ian Cole  
**Video Librarian:** Ivan Chislett  
**Education Officer:** Vacant

**3. Apologies: Registrar, Geoff Herbert**

**4. Visitors: Nil**

**5. Minutes of the previous meeting held on – 09 December 2021**

**Seconded by:** Les Marriner **Carried - Yes**

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

**6.1 VRF COOP AGM documentation** – The club has responded with updated documents with the MAAA accepting the revised balance sheet. Further discussion with the club to improve future balance sheets will be held in due course.

**6.2 State Field Mt Wallace Leasing** – The club asked for confirmation when the leasing arrangements commenced. The lease agreement was finalised and signed on 01 November 2019. The two-year gap from the purchase of the land (27 Oct 2016) was due to the discussion on how much land would be leased. The land was eventually leased to a third party, and the cost was associated with allocated land. The administrative error taken to the MAAA Conference was tabled and finalised once the council identified the error.

**6.2.1 Action:** VMAA Secretary - Amendment to the current lease to include CPI increase has been sent for action/approval to the host club

**6.2.2 Action:** VMAA Secretary - CPI cost is the pro-rata from the signed agreement 01 Nov 19. To be discussed with the host club.

**7. Treasurers Report: (Includes Dec & Jan financials)**

Opening Balance \$135,817.44

|                       |                    |
|-----------------------|--------------------|
| Receipts              | \$7,371.86         |
| Payments              | <b>\$24,381.25</b> |
| Closing Balance       | \$118,808.05       |
| Term Deposit          | \$229,932.53       |
| Term Deposit (2)      | \$159,530.72       |
| Total Loans to clubs: | \$25,700.00        |

#### 7.1 **Comments:**

**7.1.1** A small amount of rental income has been received. The Treasurer will be visiting our banking provider to examine current VMAA loans. Small expenditures have been incurred over the period. Grants and club loans have been issued as discussed and approved. We need to consider what expenditure may occur over the next few months, compared to the last 18 months due to COVID, and expenditure reduction. Need to look at projects or items that may come up over the next 12 months.

#### 7.2 **Additional Items:** *The following invoices have been paid:*

- 7.2.1** MailChimp Invoice for mailing credits (notification system);
- 7.2.2** Reimbursement VMAA Sec;
- 7.2.3** Cultivate Invoice (Webpage);
- 7.2.4** Geoff Herbert – MS Office 365 reimbursement; and
- 7.2.5** State sign Invoice/payment.

**7.2.6 Additional Account (Fees/Other):** To be discussed.

**7.2.7 BADMAC Rate Invoice:** The invoice has been paid. Item closed.

#### 7.3 **Treasurer** moved the report to be accepted

**Seconded by:** Keith Quigg **Carried - Yes**

#### 8. **Correspondence in:**

- 8.1 Email from MAAA, MAAA Club Assistance Scheme – rec 07 Feb
- 8.2 Email from MAAA Sec regarding National information – Rec 24 Jan
- 8.3 Email from BADMAC Sec regarding grant support letter for council – Rec 20 Jan
- 8.4 Email from Mr J Attard regarding insurance and Mt Hollowback – Rec 18 Jan
- 8.5 Email from GMAC Sec regarding Alternative site information – Rec 13 Jan
- 8.6 Email from Miss Megan Drowley, regarding National information – Rec 11 Jan
- 8.7 Email from Miss R Dean regarding deceased estate – Rec 11 Jan
- 8.8 Email from MWMAA Sec regarding the closure of field due to flooding – Rec 08 Jan
- 8.9 Email from VARMS Pres, regarding No access, Southside of Mt Hollowback – Rec 4 Jan
- 8.10 Email from Echuca Sec regarding State Field sign invoice – Rec 04 Jan
- 8.11 Email from WCS Committee Christmas Well Wishes – Rec 21 Dec
- 8.12 Email from VAMRS Pres regarding the Rowville Council update – Rec 20 Dec
- 8.13 Email from KDMAS Sec regarding CASA Rec MA/Pilot Reg – Rec 16 Dec
- 8.14 Email from MWMAA Sec regarding Tree Remediation – Rec 15 Dec

**9. Correspondence Out:**

- 9.1 Email to MAAA Sec regarding the information on past National events – Sent 23 Jan
- 9.2 Email/letter to BADMAC regarding council grant support letter – Sent 20 Jan
- 9.3 Email to Mr J Attard regarding insurance cover – Sent 20 Jan
- 9.4 Email to MAAA Registrar regarding HMI confirmation for Mr B. Thompson – Sent 17 Jan
- 9.5 Email to GMAC Sec regarding alternative site information – Sent 14 Jan
- 9.6 Email to Miss R Dean regarding assistance with the deceased estate – Sent 12 Jan
- 9.7 Email to VARMS Pres regarding access to Mt Hollowback – Sent 04 Jan
- 9.8 Email to WCS Committee acknowledging Christmas Wishes – Sent 21 Dec
- 9.9 Email to KDMAS Sec regarding determination for CASA Rec MA/Pilot Reg – Sent 16 Dec

**10. Matters Arising from Correspondence:**

- 10.1 **Club Assistance Scheme** – Open 7 Feb to 29 April Close. All association clubs have been notified via a notification sent by MAAA. All clubs need to be remaindered to liaise with the VMAA to request support with their MAAA application.

**10.1.1 Action:** VMAA Sec sent a notification to clubs reminding them of the requirement.

- 10.2 **State field sign** – New sign accepted by other state fields. We discuss supplier requirements to have three additional signs completed to save cost. A template has been created which make the process easier to complete. EMMAC Invoice has been paid with the sign erected at the field.

**11. Display Applications:**

- 11.1 No new application. WMAC display is approved based on the display is not a structure airshow/display where a scheduled flying sequence is to be flown. The request is also below 400 ft. Based on this revised criterion; no approval is required by CASA.
- 11.2 Public display for Warracknabeal is approved (Below 400 ft).

**12. Registrars Report:**

- 12.1 All clubs are on new FY and active. The renewal uptake second half of the year is in progress.

| December                  |             | February                  |             |
|---------------------------|-------------|---------------------------|-------------|
| Seniors:                  | 2055        | Seniors:                  | 2113        |
| Juniors:                  | 69          | Juniors:                  | 75          |
| Life Mbrs:                | 6           | Life Mbrs:                | 6           |
| <b>Total:</b>             | <b>2130</b> | <b>Total:</b>             | <b>2194</b> |
| <b>To be processed: 1</b> |             | <b>To be processed: 1</b> |             |

- 12.2 **Comments:** No cheques will be accepted from FY21/22. All payments will need to be completed via EFT. The process is not difficult in transferring funds. Any cheques received for the next fee cycle will be returned to the club.

**12.3 Life Members**

- 12.3.1** 1047 Mervyn Buckmaster;
- 12.3.2** 38516 Christopher Caulcutt;

|               |       |                   |
|---------------|-------|-------------------|
| <b>12.3.3</b> | 24518 | Ivan Chiselett;   |
| <b>12.3.4</b> | 35563 | Brian Dowie;      |
| <b>12.3.5</b> | 30134 | Murray Ellis; and |
| <b>12.3.6</b> | 24641 | Peter Harris.     |

### **13. Contest Directors Report:**

- 13.1 **VMAA Calendar** – VMAA Trophy Documentation will be finalised and posted on the VMAA website. Club Secretaries will be notified regarding the event dates. The next newsletter will have the advert and link to the website. Entry forms can be submitted at any time.
- 13.2 In the future, the VMAA calendar event will have an application introduced so clubs can enter their events straight onto the VMAA Website. The intent is to save time and make the process more efficient. Work in progress.

### **14. Editors Report:**

- 14.1 **VMAA Bulletin** – Next edition to go out in March if all goes well. The first edition went well and provided information as expected. Have only one article at the moment. The article's length can be split over into parts or a hyperlink—a reminder to all to send any worthwhile article to the editor for inclusion.

### **15. Web Master's Report:**

- 15.1 **Website Update:** The update of the website is continuing with new content and general items for information. VMAA links will be established when available for clubs. Contact information has been updated with the SHMI included in the contact list.

### **16. Safety Report:**

- 16.1 An incident did occur at Mangalore airport and is being addressed by the MAAA and stakeholders. Risk mitigation will be observed, but most of the identified items should be in place already. No action.

### **17. Education Officers Report:**

- 17.1 Currently, the position is vacant.

### **18. Video Library:**

- 18.1 **Comments:** There has been additional borrowing of videos. Even though slow, some members are using the library for information.

### **19. SFI Report:**

- 19.1 **Wing Status: 24 Wings** issued during December 2021 and January 2022. The wings are made up of **3 Gold, 19 Silver Power and 2 Bronze Power.**
- 19.2 **Qualified Instructors** We now have 145 Instructors, down from 152 in my last report. We had 3 members move interstate, and the others have failed to renew their memberships for the 2021 / 2022 year.

- 19.3 **Plans for the next six months** - I am currently working with the Sunraysia Club and Twin Cities Club with a view to running a course at each location in the next 6 months. Both clubs have seen a reduction in their active Instructor numbers due to work commitments, age and illness. Both clubs are in the process of identifying prospective candidates and addressing the prerequisites required, and also running pre-Instructors Course programs. I will also be doing some work recruiting in the Ballarat area, where one club has 2 Instructors, and the other club has nil. I feel confident that I have one candidate who currently holds Gold Wings, interested in a course.
- 19.4 **The mini-Bulletin Article regarding MAAA MOP027** has generated interest from some members wishing to check on their Wings Status and subsequently have either retested or are in the thoughts of retesting to regain their previously held Wings. In all these instances, the member had not been affiliated with the MAAA for a period of 3 continuous years or more.
- 19.5 **Future Instructors Courses:** No future course dates have been set in stone at this stage.
- 19.6 **Continued Liaison with Clubs:** The issue is ongoing as clubs' committees and Instructors are regularly asking me for clarification on subjects contained in the MAAA MOPs and asking my opinion on how to deal with club members' behaviour and club politics.

## 20. State Field Reports:

- 20.1 **MT Wallace State Field** – The host club has notified the VMAA that the Pilot boxes have been replaced with an additional pilot box to be established/built. Another meeting with the club committee and Project Manager, VP Jon Goudge, is being arranged to discuss the tree issue, entry gate problem identified by the host club and update from the previous meeting.

## 21. State Field Requests:

- 21.1 IMAC event 23 to 24 April 22 – Echuca state field  
21.2 APA event 24 to 25 Sept 22 – Echuca state field  
21.3 APA event 08 to 09 Oct 22 – Bairnsdale state field

## 22. General Business:

- 22.1 **VMAA Action Point Register** – Was distributed to all committee members for review as of 09 February 2022. A status update is as follows:
- 22.1.1 **VMAA Constitution Revamp:** Being reviewed by the VMAA Treasurer. The first draft was presented for discussion; however, additional work is needed with certain sections. Work is continuing with the next draft to be prepared for discussion. The current workload has delayed completing the task. Look at this task after the AGM. Emails will be sent out to the committee with sections of the constitution for review.
- 22.1.1.1 Meetings have started to review what has been completed and a way forward. Reference to Model Rule 2012 will be included so you can see where the changes have occurred.
- 22.2 **Area approvals** – Current applications that are being reviewed or waiting for CASA approval:

- 22.2.1 VJAA – Instrument had been revoked. A new application has been submitted for approval. Currently, Mangalore and Wangaratta cannot be used until the new instrument is in place.
- 22.2.2 ADAC – The VMAA facilitated a successful discussion regarding field height extension and how the GA Glider club can operate with the model club. Work in progress to organise and complete an area approval—consideration of special events requiring a higher altitude to conduct the event.
- 22.2.3 BRMFC (Information provided);
- 22.2.4 MFWAC (Additional information to be provided);
- 22.2.5 TCMAC (Additional review);
- 22.2.6 LVMAC (Under Review); and
- 22.2.7 NMAC (Under review).
  
- 22.2.8 **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.
  
- 22.2.9 **Change of Payment Process:** To improve the process and speed up the approval process, the new MAAA Pretendent to have the MAAA the initial fee estimates and then charge back to the state/club. The potential is to reduce the timeline by possibly two to three weeks. Work in progress.
  
- 22.2.10 **Public Displays:** All public displays, whether **below or above 400 ft, require a CASA instrument** to hold the event. The cost is the same per area approval and valid for five years.
  
- 21.5 **State Field Infrastructure (Survey):** VMAA VP presented the survey results based on returned received. It acknowledges the return sample was low; however, the return did provide valuable information. The survey is the first of its kind within the VMAA and will not last. Additional questions will be asked of association members to provide further guidance and concerns as we develop the strategy and ongoing work with state fields and what members expect at these fields.
  - 21.5.1 All financial members of the Association were notified of the survey to provide an opportunity to submit their votes/comments.
  - 21.5.2 The presentation detailed the questions asked in the survey. The responses included all comments and those that responded positively or negatively.
- 21.6 After all the discussion, the response from the survey was acknowledged low but not wasted. The presentation did provide direction via the survey and will continue to collect information to expand the view even further.
  
- 21.7 **Association Members that have passed away over the past 12 months:**
  - 21.7.1 Stuart Dean
  - 21.7.2 Peter Lindsay Rowland
  - 21.7.3 Jim Ray
  - 21.7.4 Paul Winter
  - 21.7.5 John Gottschalk
  
- 21.8 **Discussions points - GMAC:** The following points have been submitted for discussion by the GMAC Club:

21.8.1 **Access of State Fields:** The GMAC representative indicated a submission proposal. We are still waiting on information regarding this issue and hoping to have the information for the February 2022 meeting to discuss further. Points to consider is distance and general member visiting state fields with a distance greater than 150 km from Melbourne.

21.8.2 There has been a great deal of time spent on the issue. The basis of access is the host club preparing and submitting their policy and how to access the field as a visitor. The VMAA support the host club and their visitor policy that has been agreed to and approved by the VMAA Committee.

21.8.2.1 **Action:** VMAA Secretary to send a letter to GMAC explaining the policy followed by the VMAA and the support provided to host clubs. The VMAA Committee approves each visitor's policy to ensure compliance to the ethos and methodology of the purpose of a state field.

21.8.2.2 The host clubs have visitors' policies; links are established on the VMAA website, and agreed the host club can set their own local rules regarding the visitor approved by the VMAA.

#### 21.9 **Additional Items:**

21.9.1 **VMAA Treasurer** - Visitor's policy of State Fields has been approved by the VMAA Minutes on the initiation of the leasing agreement. The leasing agreement may need to be reviewed to include a specific section. Work in progress.

21.9.2 **Contest Director** - VMAA can be more relevant to the association by providing information to affiliate members and the organization's purpose. A central location to increase participation with VMAA meetings can be considered based on face-to-face meetings. Country meetings have and will be reintegrated to access the VMAA Committee and include members in regional areas. The issue is important to spread the workings and functions of the VMAA and the opportunity to ask a question or discuss matters of concern. To be followed up.

21.9.3 **VMAA Secretary** – Require VMAA Clothing purchase as we have run out of main items. Looking at costs. Will request information to determine the best price and local manufacturing.

22. **The next VMAA Committee Meeting will be held on Thursday, 10<sup>th</sup> March 2022, via Zoom videoconference. The General Meeting starts at 7:30 pm.**

23. **Meeting Closed: 10:14 pm**

## **Item 1**

VMAA has 4 state fields two on freehold and two on leasehold. The recent survey sent out by the VMAA to affiliates addressed the services that affiliates might like at a state field but did not indicate which state fields are owned by the VMAA and which are owned by the MAAA and leased by the VMAA. It is an important distinction to make.

With regard to the two fields that are leased from the MAAA it would be worthwhile to find out the expectations or agreements that the MAAA expects from the VMAA in regards to field development of those fields, while the two fields that are owned by the VMAA it becomes obvious who is responsible for their ongoing development and maintenance.

In the Preamble to the survey that was sent out it was mentioned that usage of the fields was subject to the host clubs' rules. It would be a good idea to have the visitation rules for each state field on the VMAA website so affiliates know who to contact but more importantly the frequency of usage by affiliates of the fields.

Recently we were advised that to visit a certain club, because there were a few members visiting (4), that we had to get permission in writing from the committee. This was not a state field but we do not know what the rules of the state fields are.

Access to the state fields at the moment is difficult unless a club member is present to supervise, unlock etc, if no members are available then you cannot visit, there must be a better way.

Several GMAC members are keen to visit the new Mt Wallace site but are unsure of the number of times they can do this or how much notice is required by the club. Does the VMAA have a development plan for the MT Wallace site as it appears to be just a runway and carpark at the moment, we think that the VMAA should allocate some funds to develop the field, having said that, we are unaware of any agreements with the MAAA or who is responsible for the ongoing development.



## **Item 2.**

Seeing that the four state fields are in regional areas, that brings up our next point. Affiliates have to travel a fair distance to use them, do the clubs have a discounted membership for over 40kls, this would negate the need for a member to always be there, this fee would be approx. 50% of the club membership and would require no joining fee but would be restricted to 15 visits a year, would something like that work, in the case of the NFG it would also negate the working bee levee.

The above are just discussion points