

MINUTES of NATIONAL EXECUTIVE MEETING
Dated 06 September 2019

Present: M Campbell, D Mulvihill, P Carey, P Norris and D Martin.

Apologies: M Peake

Minutes of Previous Meeting:

Moved: P Norris

Seconded: D Mulvihill.

“That the Minutes as read be accepted”.....Carried

Business Arising from Minutes of National Executive Meeting 04 June 2019

Patron of the Association -moved to General Business.

Correspondence:

In:

- a. Numerous emails re: membership/change of address/Slipstream.
- b. Minutes of WEC meeting held 19th June 2019
- c. Numerous emails from Paul Shiels re Slipstream(Paul is the new editor of our magazine)
- d. Nominations for Executive Positions.
- e. Forms relating to VITA AGM
- f. Web Master’s Report for this meeting
- g. Notes relating to National Welfare Officer(from Marcus Peake)
- h. VITA letter relating to Indemnity Insurance
- i. Email from the President of WA Division complaining about the lack of communications.
- j. Email from Marcus Peake Re Declining Membership.

Out:

- a. Numerous emails re: membership/change of address/Slipstream
- b. Cards of Condolence to departed members families.
- c. Six Monthly Information Statements to WA Department of Mines.
- d. 2019 First Notice of FCM to all Divisions and Executive.
- e. Proposed Agenda for 2019 FCM to all Divisions and Executive.
- f. Letter to all Divisions re Decision on Patron
- g. Letter to all Divisions re nominations for Executive Positions at FCM
- h. VITA Letter on Indemnity Insurance emailed to all Divisional Secretaries.

.President’s Report:

The President gave a verbal report to the meeting.

Main Points

- a. He had canvassed a number of candidates to assume the role of Patron all of whom had declined.

- b. He will approach the presidents of all divisions in regard to the “Patron” at the Federal Council Meeting.
- c. The President indicated that he would be standing for Re-Election at the FCM

Moved: D Martin
Seconded: D Mulvihill
“That President’s Report be received”.....Carried

Treasurer’s Report:

The Treasurer’s Report is attached at the end of these minutes

Moved; D Martin
Seconded: P Carey
“That treasurer’s Report be received”.....Carried

Secretary’s Report:

The Secretary’s Report is attached at the end of these minutes

Moved; P Carey
Seconded: D Mulvihill
“That Secretary’s Report be received”.....Carried

Webmaster’s Report

The Webmaster’s Report is attached at the end of these minutes

Moved; D Martin
Seconded: D Mulvihill
“That the Webmaster’s Report be received”.....Carried

Database Manager’s Report

The Database Manager’s Report is attached at the end of these minutes

Moved; D Martin
Seconded: D Mulvihill
“That the Database Manager’s Report be received”.....Carried

General Business

PATRON

The President informed the committee that he intended to take this matter with Divisional representatives prior to the Federal Council Meeting with the aim of agreeing on a way ahead at the FCM.

UPGRADE SLIPSTREAM SOFT COPY from BASIC PLAN TO PREMIUM PLAN

An email from the editor of Slipstream Magazine requested that this matter be looked at for the following reason

“Complaints have been received from members who have elected to receive the Magazine on line that they are annoyed by the number of Pop-Ups that appear on the screen whilst the are reading it. This can be rectified by electing to use the Premium Plan (No Pop-Ups) instead of the current Basic Plan at a cost of \$528.00 per Year (\$44.00 per month)

This was approved by the Committee

Slipstream

The Secretary stated that there seemed to be some misunderstanding by the editor of Slipstream and also the Web Master into the actual cost of the Magazine. He tabled a document showing the detail cost of producing the magazine on a yearly basis as shown

Printing Costs		
Editorial		
Envelopes		
Labels		
Postage		
Computer Costs (Inks,Paper)		

Copies	Cost	per year	TOTAL
700	\$1,200.00	4	\$ 4,800.00
	\$ 950.00	4	\$ 3,800.00
	\$ 120.00	4	\$ 480.00
	\$ 25.00	4	\$ 100.00
	\$ 780.00	4	\$ 3,120.00
	\$ 125.00	1	\$ 125.00
			\$12,425.00

FAAAA			
Estimated			
Income for			
Year			
Slipstreams - Hard Copies			
Slipstreams - Soft Copies			

QTY	Amount	Per Year	\$ Value
599	\$ 5.00	4	\$11,980.00
223	\$ 2.50	4	\$ 2,230.00
			\$14,210.00

SLIPSTREAM STANDARD OPERATING PROCEDURES

The Database Manager (Paul Norris) brought to the committee’s attention the need to amend the Slipstream Standard Operating Procedures to reflect the revised Slipstream format editing arrangement and the softcopy now being the default.

The Database Manager indicated that he could carry out this task. The committee gratefully accepted this offer

NATIONAL WELFARE OFFICER

In his absence overseas the Webmaster Marcus Peake asked the secretary to table a discussion paper on the subject of our National Welfare Officer, with the aim being to replace the current Standard Operating Procedure He also stated that the subject of Liability and Insurance needs to be examined and included in the document. The Secretary also included documents from the Veterans Indemnity and Training Association (VITA) in relation to this matter (Insurance)

Vice president Phil Carey stated that he had been in contact with Marcus on this subjected and was looking at the insurance and liability problem as well as the overall matter

The president suggested that Phil and Marcus get together on the matter with the aim of presenting a paper at the FCM.

The Secretary pointed out that the paper work had to be in the hands of all divisions 30 days prior to the FCM (26th Oct 2019)

MEMBERSHIP DECLINE

With Marcus Peake absent overseas the Secretary on his behalf presented to the Committee a discussion paper on Membership Decline and ways to proceed to increase membership.

It was pointed out by Vice President Phil that he felt that he could address this issue in conjunction with his work on the “National Welfare Op” liaising with Marcus on his return.

The Secretary again pointed out that the paper work had to be in the hands of all divisions 30 days prior to the FCM (26th Oct 2019).

The president agreed that this was a good way to approach these matters

FCM

The Secretary asked if the committee wished to provide refreshments after the FCM It was agreed that he investigate non-alcoholic refreshment for a total of 40 persons

NEXT MEETING

TBA (after the FCM)

There being no further Business the meeting was closed by the President at 1130 ESDST

M Campbell
President
FAAAA

R Martin
Secretary
FAAAA

FLEET AIR ARM ASSOCIATION of AUSTRALIA

BALANCE SHEET

AS AT 04 September 2019 (in Aust Dollars) (cash basis)

**This report removed from the website version of the record for security reasons.
If you wish to see the Treasurer's Report please contact the webmaster.**

National Secretary's Report 04 Sept 2019 (Executive Meeting)

As you are all probably aware this will be our last meeting prior to our annual Federal Council Meeting in October. At that time our long standing Treasurer Denis Mulvihill will be standing down. The Association owes Denis a great deal of thanks for his work of well past a decade not only as Treasurer but also as one of our Slipstream Crew that gets our monthly magazine out to our members. *(Denis has only two problems in that he plays golf and drinks chocolate milk).*

At the risk of repeating myself here is a reminder to the Executive that 2019 is an election year for our association and all positions on the National Executive are open for nominations Please note that nominations must be in accordance with Rule 14 of the FAAAA Constitution. I ask any current members who are standing for election or re-election to please inform me so that I can initiate their nominations. At the current time we have nominations for the following positions.

President	Mark Campbell
Vice President	Phil Carey
Secretary	No Nomination
Treasurer	2 Nominations (Jock Caldwell and Mike Keogh)
Webmaster	(Marcus Peake)
Database Manager	(Paul Norris)
Welfare Officer	(under Discussion)

We are still losing membership at a regrettable rate due to a number of factors and the seemingly lack of interest from our current fleet Air Arm Members I also am concerned about the distribution of our Magazine if both Denis and I retire this year and we lose a couple of more of our volunteers.

Yours Aye

Dick Martin
Hon Secretary

Webmaster's Report

Not much to report, really!

The website continues to enjoy 100% serviceability. One new major feature was added recently – the new 'A4 Skyhawk' Heritage article, which comprises some 33 pages of photos and information. It's the most complete feature yet and includes an innovative navigation system that lets you jump instantly to any other page, without the usual requirement to scroll through successive pages.

We are working on a 'Wirraway' article. Not the most exciting aircraft but part of our heritage nonetheless.

'FlyBy' continues to be published on the first of each month in its much reduced size, as a result of the improved Slipstream. The last FlyBy was for September and October, however, as the editor will be overseas and unable to compile the October edition.

The overwhelming majority of recruiting happens through the website, and I note that the number of successful applications has collapsed – for the year to date we only have 11, compared to 41 for last year. The reason for the diminutive result is not known.

Not surprisingly, our recruitment cannot keep pace with attrition. By way of a quick snapshot, on 25 August our financial membership was 759, compared with 875 on the same date in 2015 – a drop of 13% in three years. Attempts to motivate Divisions to take our membership crisis seriously have, regrettably, failed to excite any useful attempts to turn things around.

Marcus Peake
Webmaster

National Membership Database Manager's Report

Membership Database Activities since Last Meeting

The period since the last Executive Meeting has been reasonably quiet from a membership database perspective.

The bulk email messaging associated with the June edition of Slipstream experienced a minor hiccup whereby my email l program stopped sending after approx. 180 emails however with a bit of manipulation of the database and assistance from the Web Master the balance of the emails were sent by the Webmaster. I believe I have identified the probable reason for the lock-up and should not have a problem with the September issue emails when we will be back to the normal 223 or so emails {I had a minimum time out on the send function of my email program which has now been set to the maximum).

I have continued to correspond with the Secretaries of Divisions that still had members who were un-financial and there are now only two Divisions with members outstanding being

with outstanding members whether those members were still to receive the next edition of Slipstream and am still to receive a definitive response from NSW and QLD . Of interest the Secretary of the SA Division, which at the time still had 16 members un-financial, replied stating all of those members were to receive the Slipstream, and then a couple of days later I received advice from the SA Division VP that all 54 members were to be considered financial until advised otherwise.

There also remains one Victorian Division member who remains un-financial. however the Victorian Division Secretary advised on 26 May 2019 that the member had moved to a new address in NSW {Culburra Beach} and wanted to transfer to

NSW Division, As this member remains un-financial for 2019, an email was forwarded to him advising NSW Division Payment details and contact details for the NSW Divisional Secretary, however I am unaware of whether the transfer has been completed.

The latest Australia Post sort plan {covering the period 30 Aug 2019 - 27 Feb 2020} has been downloaded and changes incorporated into the membership database in time for the next Slipstream mail-out.

Membership Statistics

In the period since the last meeting we have gained 6 members 2 of which are Wall of Service (WOS) Plaque applicants. The breakdown is Vic 1, NSW 2 {WOS applicants}, ACT 1, WA1 and QLD. 1.

However, we have also lost 7 members, 3 of whom are deceased, 3 from NSW who resigned and 1 from WA whose membership was cancelled through being un-financial and uncontactable

Current membership statistics, as at 1st September 2019, are detailed in the attached report.

Future Activities

It is my intention to make some further changes to the Membership Database Instruction Manual to include some detail on processing membership applications and FAA,4A website access approvals and advising members when the process is complete. This will particularly include advice on direct contact with members and keeping relevant Divisional secretaries in the loop, or in the case of WA members just advising the Secretary and leaving it to them to advise their member.

Paul Norris

FAAAA National Data Base Manager