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*FLEET AIR ARM ASSOCIATION OF AUSTRALIA*

*NATIONAL EXECUTIVE*

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Minutes of the Executive Meeting held via ZOOM  
10 March 2022 at 0900

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*ATTENDANCE*

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<i>President</i>	M. Campbell
<i>Vice President</i>	P. Carey
<i>Secretary</i>	T. Hetherington
<i>Treasurer</i>	J. Caldwell
<i>Membership Database Manager</i>	P. Norris
<i>Editor</i>	P. Shiels [was welcomed to his first Nat Exec meeting by the President]

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*APOLOGIES*

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<i>Webmaster</i>	M. Peake (Prior commitment)
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*ACCEPTANCE OF PREVIOUS MINUTES*

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Proposed:	T. Hetherington
Seconded:	J. Caldwell
CARRIED	

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*BUSINESS ARISING FROM SEPT 2021 EXECUTIVE MEETING*

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1. The Secretary reported that all Business Arising was handled either before or during the 2021 FCM.
2. *Association Patron* – To be addressed by President in his report
3. *Recruiting, Retention, and Engagement with Members* – No action at present. The President forecast the need for further discussions at the Sept 22 Nat Exec meeting, pre the FCM.

**ACTION: ALL**

4. *Fees and Charges to Divisions* – No action at present.
5. *Flying Stations Mk.II* – the President reported that VADM Barrett has endorsed the book by his writing the foreword. The Secretary advised that he had submitted amendments following his final review over five weeks ago but had received no acknowledgement. Production now appeared to be *fait-accomplis*.  
**NFA**
6. *Signage for Errol Kavanagh Memorial Oval* – No further advice had been received from Marcus Peake.  
**ACTION: MARCUS PEAKE**
7. *Nowra Veterans' Wellbeing Centre* – Phil Carey was not yet logged-in and the President noted the recent publicity around the facility construction. Hearsay reports mention a poor level of customer engagement from staff.  
**ACTION: PHIL CAREY**
8. *H Hangar Fire 1976* – The President will await contact from Mr Ian Carrol.  
**ACTION: MARK CAMPBELL**
9. *'Secretary's Printer* – The Secretary stated he has not yet purchased replacement printer.  
**ACTION: TERRY HETHERINGTON**

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*CORRESPONDENCE*

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1. The Secretary's Report (Appendix C) showed incoming and outgoing correspondence since the September 2021 National Executive Meeting, most of which related to FCM matters.
2. Other matters relating to Correspondence were addressed in General Business.

*Correspondence Report Proposed:* T. Hetherington  
*Seconded:* M. Campbell  
CARRIED

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*PRESIDENT'S REPORT*

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*The Vice President logged in to the meeting at 0935.*

1. CDRE Dowsing has advised his inability to accept either Patron or President's position with the FAAA.
2. The President indicated that he would engage with local, State and Federal representatives to express his concerns over the lack of engagement thus far with the Association by the operators of the Nowra Veterans' Wellbeing Centre.  
**ACTION: MARK CAMPBELL**

3. The President provided his overview of COMFAA, CDRE Frost and his expectations of the Association's future engagement with him. He also gave an overview of the basic plans for the FAA 75<sup>th</sup> Anniversary events.

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*VICE PRESIDENT'S REPORT*

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1. The Vice President reported that NSW Division's AGM will be taking place in two weeks, and he intends to discuss how NSW can participate in the FAA 75<sup>th</sup> Anniversary events..

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*TREASURER'S REPORT*

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1. Treasurer James Caldwell confirmed that all Executive members had received the report he had distributed, and he noted that the financial situation was sound. (Appendix B).
2. All Divisions were responding favourably to invoices issued to them.
3. The President queried the apparent inertia in the fixed-term deposit balance, and the Treasurer will investigate immediately. The figure stated was confirmed correct **at this date**. Interest is added in July annually.
4. Paul Norris enquired about an 'alternative investment strategy' mentioned previously by the Treasurer. The Treasurer pointed out that it proved unsuitable in the case of the Association.

**ACTION: JAMES CALDWELL**

*Treasurer's Report Proposed:*

J. Caldwell

*Seconded:*

T. Hetherington

CARRIED

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*SECRETARY'S REPORT*

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1. Terry Hetherington reported that all the action items subsequent to the FCM have been satisfied and he thanked Marcus Peake for administrative support in promulgating SOP and Constitution amendments resulting from the FCM.
2. The Secretary stated that he anticipated the 2022 FCM would be an 'in-person' event and he reminded members that nominations for Executive positions would close 90 days before the FCM (i.e., 22<sup>nd</sup> July 2022). Divisions will be advised accordingly.

**ACTION: TERRY HETHERINGTON**

3. The President was requested to invite CDRE Frost as the FCM guest speaker.

**ACTION: MARK CAMPBELL**

*Secretary's Report Proposed:* T. Hetherington

*Seconded:*  
CARRIED

J. Caldwell

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*WEBMASTER'S REPORT*

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1. Marcus Peake was unable to attend the meeting and had submitted a written report.
2. Marcus has been undergoing major surgery and the National Executive expressed their best wishes for his speedy recovery.

CARRIED

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*DATABASE MANAGER'S REPORT*

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1. Paul Norris noted that membership numbers were holding steady, but he expressed concern at the volume of members yet to pay their annual subscriptions. Nationally there are 247 members unpaid.
2. Paul is moving his family from Queanbeyan to the Gold Coast at the end of May, but he intends to remain in the Database Manager's role. He was wished well by all the National Executive members.

*Database Manager's Report Proposed:* P. Norris

*Seconded:* T. Hetherington

CARRIED

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*EDITOR'S REPORT*

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1. Paul Shiels reported that the March issue of Slipstream will be issued shortly.
2. Paul reported that he has had representation from about 30 members who receive hard-copy that they are unable to access the URL links and other features provided to soft-copy subscribers. Discussion ensued about the pro's and con's of providing soft-copy access for all members and it was agreed to maintain the *status quo* with production and distribution.
3. The President complimented Paul on his professional approach to his editorship.

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*GENERAL BUSINESS*

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1. The Secretary proposed that the Association attempt to contact members impacted by the current Brisbane and NSW Northern Rivers district floods. The Database Manager will

compile a list of names and addresses for the Secretary to take follow-up action with offers of support.

**ACTION: TERRY HETHERINGTON**

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*Meeting Closure and scheduling of next Meeting*

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The meeting closed at 1015

Next meeting: A National Executive Meeting prior to the FCM was proposed for early July. Date to be confirmed.

**ACTION: TERRY HETHERINGTON**

The Federal Council Meeting will take place on Saturday 22<sup>nd</sup> October at the FAA Museum. Time to be confirmed.

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**Mark Campbell**  
**President**

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**Terry Hetherington**  
**Secretary**

Appendix A. President's Report

**National President's Report  
FAAAA National Executive Meeting March 2022**

Since the 2021 FCM, I have remained focussed on three main matters: Flying Stations MkII, the new COMFAA and attempting to improve communications and cooperation between the FAAAA and the FAA. and finally a replacement National President (and to a lesser degree a replacement Patron).

**Flying Stations MkII** It has taken a few discussions and several emails, but I have finally discovered why I was having trouble ascertaining the status of the publication of FS MkII. The bottom line is that the previous CN, Admiral Barrett has written a glowing Foreword for FS MkII and that it is steaming ahead for publication in mid 2022. We shall discuss further during the National Executive meeting.

**New COMFAA.** I have had several email and telephone discussions with CDRE Frost. I am still waiting for a formal face to face meeting. While I was initially very encouraged by CDRE Frost's approach, I am becoming a little more sanguine since the initial discussions. We shall discuss further during the National Executive meeting.

**New President.** I have had lengthy discussions with CDRE Brett Dowsing in WA in respect of both roles. Unfortunately, CDRE Dowsing is not available to fill either FAAAA role. I have not had any contact from Ian Carroll, so I am unaware how he is progressing towards a Group Bravery award for those who attempted to fight the December 1976 Hangar fire at HMAS Albatross.

Mark Campbell  
National President  
6 March 2022

Appendix B. Treasurer's Report

**FLEET AIR ARM ASSOCIATION of AUSTRALIA**

**BALANCE SHEET**

**As at 01 MAR 2022 (in Aust Dollars) (Accrual Basis)**

<b><u>ACCOUNT</u></b>	<b><u>BALANCE</u></b>	
<b><u>ASSETS</u></b>	<b>30.08.21</b>	<b>01.03.22</b>

**Cash and Bank Accounts**

**FAAA (Aust) General Account 1000\*\*\*\*\***

**FAAA (Aust) SS Account 100\*\*\*\*\***

**FAAA (Aust) Fixed Term Deposit 700\*\*\*\*\*  
(Matures 01 July 2022) @ 0.70%)**

**Total Cash and Bank accounts**

**SHOWN ASSETS HELD AT BANK**

**LIABILITIES & DEPOSITS**

**Less Liabilities**

**Plus O/S Accounts & Dep**

**TOTAL LIABILITIES & EQUITY**

Note by Webmaster.

The figures contained in this report have been removed from this on-line version of the Minutes for security reasons.

A full copy of the Treasurer's report can be obtained on applying to the National Secretary.

**James E Caldwell  
Treasurer**

Appendix C. Secretary's Report

**NATIONAL EXECUTIVE SECRETARY'S REPORT 06<sup>th</sup> MARCH 2022**

*Correspondence (29 Sep 2021-06 Mar 2022)*

DATE	SENDER	IN
03 Oct	<i>Camaraderie Magazine</i>	Changing mailing address
01-31 Oct	<i>All Divisions and Nat Exec</i>	Multiple emails re FCM
26 Oct	<i>Royal Commission into Defence and Veterans Suicide</i>	Notice To Give Information
01 Nov	<i>Association Auditor</i>	Delayed annual financial statement for FCM
20 Nov	<i>Webmaster</i>	Increase in colour pages in Slipstream
22 Nov	<i>Webmaster</i>	Amended Constitution SOP's from FCM
03 Dec	<i>Ian Carrol</i>	Update on H Hangar fire research
01-28 Feb	<i>Webmaster</i>	Updates on health condition
25 Feb	<i>Slipstream Editor</i>	Proposal for soft-copy subscriptions to all members
27 Nov	<i>Webmaster</i>	Response to Editor's proposal
01-06 Mar	<i>Nat Exec members</i>	Reports for Nat Exec meeting 10 Mar
28 Feb	<i>Mem'ship Database Manager</i>	Response to Editor's proposal
01 Mar	<i>Veterans' Review Board</i>	Annual Report 2020-21
DATE	RECIPIENT	OUT
01 Oct	<i>Camaraderie magazine</i>	Change of address notice
01-31 Oct	<i>Divisions and Nat Exec</i>	Multiple emails re FCM
26 Oct	<i>RC Defence &amp; Veterans Suicide</i>	Response to NTGI
01 Nov	<i>Divisions and Nat Exec</i>	Auditors annual financial statement
22 Nov	<i>Nat Exec</i>	Draft FCM Minutes and reports for approval
17 Dec	<i>Divisions</i>	Draft FCM Minutes and Xmas greetings
01-28 Feb	<i>Nat Exec</i>	Report and updates on Webmaster
06 Mar	<i>Slipstream Editor</i>	Response re soft-copy subscriptions
06 Mar	<i>Nat Exec</i>	Agenda and Reports for Nat Exec meeting 10 Mar

*Federal Council Meeting Follow-up*

Matters arising from decisions made at the FCM have been actioned, principally amendments to the Federal Constitution and SOP's. Great assistance was provided by Marcus Peake.

Draft FCM Minutes were distributed to National Executive members for approval, and then to all Divisions.

*Preparations for 2022 Federal Council Meeting*

The Triennial election of National Executive members will occur at this FCM. Written nominations will be called for and accepted up to 90 days before the FCM, i.e. Friday 22nd July 2022.

It is intended that the FCM will be held in-person, and Divisions will be reminded to commence preparations for Delegates' attendance.

A guest speaker, most likely CDRE David Frost, COMFAA, will be invited to the FCM.

*Association Auditor*

A Certificate of Appreciation for the auditor, Mr Greig Herron, will be prepared for signing by the National President and Secretary.

Terry Hetherington OAM

NATIONAL SECRETARY  
06 March 2022



Appendix D. Webmaster's Report  
By Email 27<sup>th</sup> February 2022

As you know, I won't be able to make the meeting on the 10th. Paul Shiels has raised an agenda item and I wondered if you could therefore put my view forward at the meeting, please.

1. As of the end of Feb there are 441 recipients of Hard Copy SS. 110 of these don't have a recorded email address, so we are potentially talking some 330 members. How many of these have complained in the way Paul describes - in other words, what is the size of the problem here?
2. From my perspective there are three potential solutions:
  - a. Simply advise those members that the two formats are entirely different, and if they want URLs, videos and colour then switch to the soft copy version.
  - b. Work with WEBICS to get the stored online version of the current Slipstream, which is behind the firewall, to a state where URLs are activated. This would allow any member, including Hard Copy recipients, to log in to the website and see the full colour version and click on links etc to view them. Note:
    - o I have not discussed this with Webics yet, and there may be a cost involved.
    - o This only refers to the 2 most recent versions of Slipstream. Earlier editions are stored in the full library where the above features are already fully activated.
    - o Because it's not changing the basic Hard/Soft premise this could be enacted without any red tape BUT I'm not sure of the technical implications.
  - c. Offer 'dual subscriptions', as suggested below by Paul S. In my view this is a sledgehammer to crack a nut. It would require extensive work to the database, a change to our SS 'Standing Orders' policy, and Federal Council agreement. It also makes the collection of subscriptions, which is already a problem area, that much more complicated - and for how many people?

Marcus Peake  
Webmaster/FlyBy Editor  
27<sup>th</sup> Feb 2022

Appendix E. Database Manager's Report

**National Membership Database Manager's Report for National Executive Meeting 10th March 2022**

**Membership Database Activities Since 2021 FCM**

From my perspective, the period since the 2022 FCM been reasonably busy with updating member records as information has been received from Divisions on member's payment of subs, processing a small number of new member applications (as indicated below), emailing the weblink for the December Slipstream, using the information stored on the database to send out emails on behalf of the Webmaster and NSW Division, and providing information for the National Secretary, all as follows:

- a. NSW Division President's Newsletter emailed to all NSW Div members with a recorded email address;
- b. Email sent on behalf of the Webmaster to all members and Non-Members with a recorded email address advising the delay in promulgation of the February FlyBy due to the Webmaster being incapacitated;
- c. Emails sent to NSW Div Members with a recorded email address who were still to pay 2022 subs reminding them that subs were due for payment;
- d. Emails sent out to all NSW Div members with a recorded email address notifying them of the upcoming NSW Div AGM; and
- e. Following a request from the NAT Secretary, a search of member records was made to identify details relating to past CO's of 723 SQN in relation to an upcoming event.

The above activities show just how useful the database can be for Divisions, however other than the National Executive, only the NSW Div Executive has made any effort to make use of this tool.

Changes from the latest Australia Post sort codes for the period 25<sup>th</sup> February to 25<sup>th</sup> August 2022 have been incorporated into the database and I also attended the November 2021 and February 2022 meetings of the NSW Division Executive in my capacity of general committee member.

**Membership Statistics**

Our current membership stands at 801 members, unfortunately another drop from 805 as at the FCM.

Since the FCM we have gained 12 new members, as follows:

- a. 4 for NSW Div, 1 of whom joined by purchasing a Wall of Service plaque;
- b. 1 for ACT Div who was also a previous member;
- c. 2 for VIC Div;
- d. 3 for QLD Div, 1 a previous member and 1 an Associate (spouse of a deceased member);
- e. 1 for WA Div; and
- f. 1 for SA Div.

## These Minutes were cleared by the National Exec. Meeting of 05Sep22

Offsetting the 12 new members, we lost 16 members; 7 resignations and 1 cancellation due to non- membership renewal for 2022 (the latter a WoS membership recipient), and 8 members having sadly “Crossed the Bar”, one of whom passed away in May 2021 that we only recently found out, and 2 whom were Life Members.

I have also been advised of 3 previous members who have “Crossed the Bar” since the FCM.

As at the date of this report, there are still 258 members recorded on the database as being ‘Expired’, however that figure in all probability is not correct, as several Divisions are yet to advise their membership status for 2022. In the past week I have sent requests to SA, WA, QLD and TAS Div Secretaries asking for an update, but to date I have only received responses from TAS and SA, with Graham Nicholas in TAS providing details of the TAS Div, with only 2 remaining expired, and Jan Akeroyd providing me with a list of the SA Div members, but no financial status, advising me that I would need to get that from the SA Treasurer, Gordon Gray. I have subsequently contacted Gordon requesting that information.

We have also received three membership applications that have not been processed any further due to the applicants choosing not to proceed once advised of the fees payable.

### **Upcoming Activities**

Upcoming activities will be continuing to update member records as subs payment details are provided by Divisions and emailing the weblink to softcopy recipients of the March Slipstream.

*Paul Norris*

**FAAAA National Membership Database Manager**