

NZHGPA Executive Meeting Thursday 14 December 2023 19:10

ATTENDEES

Aaron Darby, President
Emlyn Revell-Nash, Exec Member
Ethan Shea, Exec Member
Phil Southwood, Exec Member
Kevin McManus, Exec Member
Nick Taber, CEO
Ian Manton, Admin
Blake Round, Training Manager

Kyla MacDonald, minute taker

APOLOGIES Chris Chandler-Yates

PREVIOUS MINUTES

Previous minutes accepted.

TRAINING MANAGER

Recently dealing with situations where 115 operators are bringing in people at short notice with no paperwork and expecting urgent processing. In the past we have seen tandem pilots taking paid passengers in NZ under a Part115 company without the appropriate commercial license. Intend to communicate with 115 operators to remind them what is expected of them and how they can be more prepared.

Visiting instructors - when we issue an instructor rating they are granted full instructor privileges with no restrictions (eg they can instruct independently with no knowledge of our environment, system etc), so we must be cautious about issuing them responsibly. Exec unanimously agreed that prior to issuing an instructor rating to a visiting instructor, they must take and pass the VFR, Meteorology and PG2 / Intermediate HG exam (whichever is relevant).

Our Training Manager Blake is dealing with an increased volume of visiting pilots, around one application per day. Some are easy to process, others are tricky due to language and different standards; these can take a lot of time to deal with.

Blake and Nick were alerted by CAA to an incident where a pilot was rescued by helicopter. An investigation by CAA is underway, as it is alleged it was a PG1 rated pilot who was not under instruction at the time.

After another investigation, CAA has issued a warning to a pilot for unlicensed tandem flying. The pilot has received a warning from CAA, with a note that this will be held on record indefinitely, vs the legal requirement for us to hold it for three years. Exec unanimously agreed to hold it on NZHGPA for only three years, in line with legal requirements.

AIRBORN

Ethan has been speaking with Bill Degen about cost for the online version. Bill suggested moving it to Flipbook \$80/month. Exec agreed that we will go to PDF on Google Drive.

HOSTING OF FORMS / MINUTES

Emlyn proposed Google Drive be used for moving members-only documents that currently sit in the public facing site. Blake mentioned previous issues where links get broken; so moving documents need to be done cautiously. Ian will talk to Tim who provides IT support to try some options, and this should include publishing AGM and Exec minutes, which do not appear on the new website at present.

FINANCIAL REPORT

Ian shared a financial update and update on membership stats. Approx \$41,500 spent on DOC legal fees.

PRIVACY REQUEST

Blake is dealing with a privacy request that was made by a pilot over a medical certificate that had been requested. Blake is working with CAA, Aviation Doctors and the Privacy Commission.

FLY 50 WRAP UP

Nick acknowledged the incredible event and commended the Wellington Club for the work they did to pull it together.

It was approximately \$2,500 over budget, Executive approved the overspend.

200 vintage Fly 50 magazines were printed to sell, Nick will ask the pilot who printed them to provide an ad that we will share in our comms eg Training update and Facebook page.

STRATEGIC PLAN

Aaron shared an update on the Strategic Plan, with Goals and Targets for the year.

Activities underway and coming up next:

1. Fly 50 celebrations across the country

2. Constitution assessment (Phil, Ethan and will contact Stefan S and Evan for support)
3. Fiscal review - Aaron will put comms out in January to request support from members
4. Instructor audits - Nick working with Sven to create a self-assessment process for instructors
5. Strategic plan quarterly Zoom sessions for all members
6. Generic SMS for PCBU instructors - Rose (new Ops Manager)
7. Training Syllabus - Blake currently working on PG2 and HG Novice (draft went out around Oct for PG2)
8. Visiting pilot video - Aaron will discuss with Ryan
9. Reserve repack standards - Blake - manual has been published and Blake still working with CAA

Aaron has updated some timelines, will share again for review and updates to the plan as required.

MAGIC LAND FESTIVAL

Nick has been providing support to the organisers of the Magic Land Festival in March. The festival will be positioned as a music festival, a get-together of like minded flying people; with the organiser facilitating rather than providing any flying activities. This means it is a social event rather than aviation.

No endorsement required as flying activities will be self-organised.

Agreed that if the organiser encounters roadblocks in safety or legal issues or requires support from Exec, they will discuss and approve over WhatsApp. Pre-approved up to \$1,000 for legal fees.

Formal meeting closed at 21:10.

Next Exec meeting 11 January 2024.