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**VSA Committee Minutes, July 5, 2018**

**Venue:** Teleconference started 19:30 finished 20:40

Attendance: David Cleland (DC), Ian Grant (IG) Tighe Patching (TP) and Vivienne Drew (VD) and Ailsa McMillan (AM)

Apologies: Peter Buskens (PB) Not present: Robyn Lyall (RL)

1. Minutes of 10th May 2018 meetings approved
2. **Action log**: Refer separate excel document
	1. **Treasurers report:** (PB).
		1. No report was received.
		2. The VSA budget for the next 12m is being prepared by RL and PB has given RL historical records.
		3. Cash on hand down slightly July 5 from $16,831 to $16,463, cash on deposit remains at $36,256 with total amounts reducing slightly from $53,087 to 52,719. In June 2017 the net balance was $91,677.
	2. **Presidents Report (IG):** Refer document circulated. Was taken as read
	3. **Coaching:**  no report
	4. **Regional Safety Advisor** report (Mark White): nothing to report.
	5. **GFA/VSA simulators** including Geelong MOU. Roger Kruger still to prepare a project plan for the GFA BM fixed simulator. Geelong MOU should be between the GFA and Geelong, not the VSA and there are issues with Geelong’s liability requirements (Action IG). It was agreed to ask the BM clubs to pay for the GFA simulator room with 50/50 sharing of costs with the VSA or GFA. Estimated costs needs to be revisited, could cost say $5k in total if done by volunteers. VSA VR sim does cannot demonstrate winch or aerotow until Condor software update is available
	6. **SRV work plan** **and Responsibilities**
		1. Item 1 Club capacity #1 progressing with GCV, Sunraysia has started, #3 sopport awareness program in hand.
		2. Item 2 training programs in hand
		3. Item 3 Increasing participation for females and youth in gliding. VD/AM on going, getting there
		4. Item 4 Flight Sim see above in hand
		5. Item 5 Safety awareness, progressing well with Mark White
		6. Item 6 VSA new 3 year strategies started due Nov 2018 VD/TP. Club survey completed and will be presented at the Presidents meeting in August (VD)
	7. **VSA succession plans**: VD has agreed to nominate as President with IG available as ex President for a further 12m. RL has agreed to nominate as Treasurer. Phil has nominated as VP.The succession plan for Secretary still to be resolved*.* John Styles has accepted to assist the committee with marketing and development project work.
	8. **Cost recovery principles for VSA mobile simul**ators. It was proposed that the club borrowing the simulator be responsible for transport costs to and from and any damage. A simple rental agreement to be prepared. (VD)
3. **Buddies**: **Vivienne** circulated, **Ian:** **David**: circulated **Tighe:** circulated
4. **AGM and Presidents’ meeting** preparations. The agendas are all approved. Trophyies will take 4 weeks to arrange so circulate clubs to get their nominations in by 11th July **Action DC**
5. **Female participation**: #ThisGirlCan - Vic Health initiative that SRV promoted VSA to sign up and roll it out. Melbourne Girls Outside initiative, new organisation. Meeting to be held at Benalla for further information in August. GFA may assist. **Action VD**
6. **Go To Meeting** subscription, can share presentations, buddy meetings, cost $436 pa. Secretary to be convener, passwords to be disseminated to committee. **Action DC**
7. **Survey Results**: Presidents’ survey only 7 respondents, reasonable outcome, no detractors. Need to raise the profile with the Individual members. Need to post more of Facebook. Contact Presidents who did not respond to complete it. **Action VD**
8. Not for Profit Club Strategy Planning Model, to be put forward at Presidents’ meeting **Action VD**
9. Framework/procedures available to VSA to assist clubs and members in governance compliance issues ie club membership register & AGM minutes not being circulated. **Action DC/PH**
10. **General business**: GFA Safety seminar on Sept 1st at Bacchus Marsh.
11. **Next meeting*:***11:00 Saturday 11th August AGM/Presidents meetings at BM.

***Buddies allocation (updated May 2018):***

**Peter Buskens (2)**: Bendigo and Sunraysia

**David Cleland (3)**: Beaufort, 431 Gliding and Soaring Club of Tasmania

**Ian Grant (2)**: Horsham FC and Grampians

**Alisa McMillan (2):**Geelong and Sport Aviation, Tocumwal

**Tighe Patching (2):** Melbourne Gliding and Aust Gliding Museum

**Vivienne Drew (3):**GCV, Goulburn Valley Soaring and Southern Riverina

**Phil Henderson (2):**Mount Beauty and South Gippsland

***Buddy guidelines****:*

*The committee member initiates and maintains a direct relationship with one the key members of the selected clubs and be an easy point of contact for the club to contact the VSA. The clubs of course could contact any member of the VSA committee but relationships are important in dealing with different parties. With the spread of distances, much of the contact would be by phone and email but augmented at face-to-face meetings once to twice a year at VSA AGM’s and VSA President meetings as well as competitions etc.*

David Cleland, VSA Secretary, 8th July 2018