



COMMITTEE MEETING MINUTES 3rd MARCH 2018

VENUE: - Salisbury Hotel Motel

ATTENDANCE: President, Vice President, Secretary Treasurer Newsletter Editor
F/ F Administrator Public Relations Officer C/L Administrator R/C Admin CFI

MEETING OPENED: - 12.10 pm **Quorum is 8**

APOLOGIES: - Control line admin, Vice President

PREVIOUS MINUTES:-

Minutes of the previous meeting were distributed via email & tabled.

Moved: Secretary that the minutes be accepted. Seconded Airflow editor No Objections CARRIED

BUSINESS FROM PREVIOUS MINUTES: -

MAAQ treasurer received balance of \$3500 from Ipswich Council to finalize Control line shed purchase.

Action: Treasurer to put in place a Register of Grants so that an audit trail is in place for all grants.

Email addresses of committee: All committee members to email to the President advising of their email address, email provider details – i.e. outlook, thunderbird, and if being used on phone, laptop or pc.

First aid kit for Free Flight Society has been purchased and was brought to the meeting .F/F Admin to provide a photo and a few words for the newsletter.

Correction in the previous November 2017 meeting minutes – change word in paragraph - name from PRO to RC Admin.

Event trailer: Vice President to provide a hyperlink to clubs and a breakdown of funding that could be made available to those clubs (that don't have access to the event trailer due to distance) for events that they are planning for.

CORRESPONDENCE:-

Correspondence list were emailed to all Member (clubs) and Tabled

Secretary moved list of correspondence to be accepted. Seconded PRO No Objections CARRIED

BUSINESS FROM CORRESPONDENCE: -

Raised by RC Admin BFFS – Letter tabled in relation for application for rental assistance .Brisbane SHS gym costs for hire of hall for indoor for the next 12 months .Application for rental assistance funding for the next 12 months for the cost of \$594.00. BFFS to pay balance. President to place in drop box for Vice President finalization.

Committee (funding scheme policy type 2 adhoc) approved club assistance for \$500 to allow for the hall rental – Moved by Free Flight admin, Second by RC admin. Notification to treasurer to arrange payment.

Logo change: Example of final logo will be provided in electronic form in the next week after March meeting to committee by the president

Shirts- President to bring examples of the committee shirts to next meeting. May 12th 2018.

B. MOP for Drones – to establish a separate identity for Drones .MAAQ to provide a submission to have a separate identity under the MAAA.

Raised by RC Admin. Seconded by: President CARRIED

Three MAAQ representatives to attend conference: President, PRO and R/C administrator.

2. Update of Sporting recognition progress – President meeting with Sports Minister Mick De Brenni set for 13th of March 2018. Protocols to be obtained by president from the minister's secretary prior to attending meeting.
3. State Events Register and correspondence to all clubs to register their events with MAAQ.
Discussion – the need to engage with the clubs of what they have on. that way we can update the calendar.

Action: President to set up Face book access for Airflow editor to place flyers and information onto Face book.

Secretary to email to all clubs inviting them to provide list of events planned for the next 12 months back to the Secretary by 14th April 2018.

4. MAAQ Logo: Logo has been approved at November 2017 general meeting. Corrected November minutes to reflect this.
.RC admin to provide an electronic version to be provided to the RC Admin to forward to President to place into the Drop box for the committee members to update their letterheads and stationery where applicable.
5. Change on administration items:
The committee was informed that communications are to be responded to in a timely manner and sometimes sent from other email addresses instead of the correct MAAQ email addresses.

Action:

- a. Committee members are to provide email addresses to be updated, finalized and advise of any issue to the President within 2 weeks. Committee to provide the following information: what email provided you are using – i.e. out look or gmail ect. If you are using it on a mobile, lap top or home pc.
- b. Vice president to help over the phone to ensure that you use the Maaq email address given to you. Note that your password will also be re- set during this process.
- c. Vice President to collate information and carry out the process of rectification of these email issues.

The current Drop Box is also to be updated and set up and sorted out for the committee members, as there are some access issues. Note that Drop Box is linked to the MAAQ email address only.

Action: President to sort out any drop box issues once the email addresses have been rectified.

6. Update on MAAQ web site: Heavy model inspectors and committee members have been updates Clarification made in relation to event flyers added to the MAAQ web site. Currently the Airflow editor has added flyers and event dates obtained from clubs, as he has limited access to the MAAQ web site and adds event dates and flyers to the calendar section only. Subsequently the Secretary has forwarded copies of club event flyers to the PRO for his information and these have been sent to the web master creating a double up of entries onto the web site. **Action:** Advise the PRO (of any additions to the web site) by email so it can be forwarded onto the web master to place on the web site.
7. Update forms: MR1 forms currently being used by the club secretaries, some of which have the wrong postal address of the last Treasurer and not the latest address. MR1 form has to be updated with correct address and forwarded to club secretaries.
Action: Registrar to update form and send to Secretary to forward out to all club secretaries advising them of the address change and a copy of the latest MR1. Registrar to follow up with past Registrar of any old MR1 forms and cheques sent to her address, which have not been forwarded on.
8. Communication issues – Email etiquette – i.e. responding to emails in a timely manner and or acknowledge the email to the sender to let them know your actions. Also it is important to advise committee members know your whereabouts if you are planning to be un contactable, going away on holidays ect :
Action: All committee members to ensure emails are attended to and responded to in a timely manner.
9. Queensland Land Purchase – Howard Queensland. A proposal is to be submitted to the MAAA for the purchase of approximately 200 acres at Howard north of Maryborough .This site has power, water, houses and various sheds and a tractor with slasher in the purchase. This site has two 700-metre grass ultra light airstrips on the site, which has been maintained and used by Ultra light aircraft. The access road to the gate is bitumen. CASA have advised the possibility of a 3500 feet ceiling. To be held under lease by the MAAQ as a state field..
Photos of the site tabled at meeting.

Moved by President to make progress with submission Seconded by RC administrator. CARRIED

Action:

- a. President to finalize the business case and arrangements under the Land Purchase MOP guidelines. Subject to approval by the MAAA,
- b. Then a Material change of use form to be completed and fee to be paid for by the MAAQ.
- c. Lease to be drawn up.

10. Pylon world champs at Sun coast: Current status- President waiting on Joe Laxford final paperwork (assessments). These are to be supplied to the President by the 31st of March 2018, to be then submitted to CIAM for final approvals. Action: President email to Joe Luxford in relation to the final paperwork.
11. World drone Day /Event: Mueller College hosting this event on 5th May 2018. MAAQ committee has been invited to attend. Venue to be advised.
12. MAAQ Committee shirts: President to bring samples to next committee meeting 12th May2018
13. Update on MAAQ Trailer: PRO advised that trailer has been fitted out with larger items and is almost complete out with some smaller items yet to be purchased. New Shades are to be obtained and any other shades currently owned by MAAQ to be obtained.
Actions: PRO to follow up with Vice President - waiting on Vice President to formalize and provide loan documentation paperwork to be used when hiring out trailer to clubs. Ongoing developments continuing...
14. Resignation of Secretary as of the 12th May – General meeting.
15. New Drone Club – SEQ FPV- this application has been approved as a club but the site will require an approved risk assessment. This group was part of FPV rebels on the original site of the Rebels at Caboolture.

Make sure that club sites are safe and acceptable to fly there.

GENERAL BUSINESS:-

Rule update – First round of changes have been made, these changes to be circulated to committee and onto clubs for approval. A call for special meeting prior to the General meeting in May 2018 to allow distribution to committee.

Darling Downs Drone Club: on the club listing – the RC admin has advised that the club web site is completely commercial and makes no mention to the state association.

FW50 Noel Stewart- trial inspection process. **Action:** President to follow up on this

Email from FPV Rebels: received on Friday 2nd March at 7.11 pm Saturday night. A Market day including static display and flying displays is planned for the 3rd March & 4th March at Murrumba Market – expressions of interest for those interested in FPV.

Not approved/ratified in principal of having 1-day notice.

Action: President to call to the email sender (FPV) to advise of situation and to relay response to Secretary to enable a email response back to the FPV Rebels.

MEETING CLOSED 2.23 pm

VENUE: Salisbury Hotel

NEXT MEETING DATE 12th May 2018

TIME: 12:00 PM