



Minutes of ADZO Board Meeting held on 02 March 2011

Meeting Topic: ADZO Board Meeting
Location: Boardroom, Grand Central Airport

Attendance Register

NL	Norman Langeveldt	Skydive Xtreme
JV	Joos Vos	EP Skydivers
JR	Jason Richardson	Witbank Skydive Club
AM	Anthony Malherbe	Skydive Oudtshoorn
MM	Majke Malherbe	Skydive Oudtshoorn
SB	Steve Bartels	Angelsway Skydiving Club
MC	Manuel Cordeiro	Icarus
FM	Francois van der Merwe	Skydive Central
DM	Dave van der Merwe	Johannesburg Skydiving Club
MR	Mike Rumble	Skydive Rustenburg
GF	Graham Field	Aerial FX / Skydive Rustenburg
RR	Ralph Ridge	Adventure Skydives Kruger
SS	Shaun Smith	Skydive Plett
MB	Mark Bellingan	Skydive Cape Town
PL	Peter Lawson	Pretoria Skydiving Club
HW	Henk van Wyk	Skydive Mossel Bay
HG	Hein Geldenhuys	Skydive Northern Cape (as proposed)
DC	Donavon Crerar	Jeffreys Bay Skydive Centre (as proposed)
CD	Chris de Jager	Skydive Central
DCN	Dennis Cohen	NED
ALR	Andre le Roux	SSA
JB	Jacqui Bruwer	SSA
MD	Marisa Dold	SSA / Skydive Xtreme / Minutes
LC	Liz Cooper	Adventure Skydives Kruger
H	Herman Grobler	Rustenburg Skydiving Club

Apologies

Roy Seber	Johannesburg Skydiving Club
Pam Russell	Skydive Robertson
Erik Vliegenthart	Walker Bay
Ian Douglas (Boss Doug)	PISA / Zodiac
Martin Wegerle	Angels Way Skydiving Club
Peter Mauchan	Skydive Cape Town
Pierre Laubscher	RAASA
Mary Stephens	CAA

Minutes

No	Item
1	Welcome NL welcomed all and opened the meeting at 16H00. NL covered housekeeping and meeting rules. Noted that meeting will be recorded.
2	Minutes from the last meeting Previous minutes were accepted and ratified without objections. Proposed by RR; Seconded by FM.
3	Additional Agenda Items NL enquired after any additional agenda items. MR: Email sent by MB



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4	<p>Chairman's Report (NL)</p> <p>At Aero Club Meeting it was agreed that Military Personnel will only have to pay 50% Aero Club fees. Initiative was followed up by MB as an action point from the previous meeting to boost PDI numbers for both PASA and the Aero Club. Those who make themselves available for the ADZO Exec this year will have a lot more work to do as PASA will register as a PBO this year, a new bank account has to be opened and a Transformation & Development plan needs to be completed. Noted that MB has never missed a meeting in 10 years and congratulated him on receiving the Don Tilley Award for Excellence in Safety Award at the Aero Club Awards in 2010.</p>
5	<p>NTSO Report (MB)</p> <p>A static line certification course was run in September by MC & James Meyer. Pam Russell, Liz Cooper & Andre d'Argent passed and have their S/L instructor ratings. Jasper Williams has gone on to complete the AFF component and will receive his AFF instructor rating soon. Roy Steemson has passed his re-evaluation and Steve Bartels has also qualified as AFF instructor.</p> <p>Time is of the essence to get the MOPs updated. Funding has been requested in the next budget to pay people for their time in order to get the update finalised. MB feels he cannot update everything and requires input from key people within SSA disciplines.</p> <p>Drop Zone visits went well. Visited JSC (September), WSC (November), Skydive Central (November) and Angels Way (December) was revisited as part of the Bullets Boogie. Chris de Jager was successfully re-evaluated as S/L instructor (Skydive Central) and Dale Jowett was successfully re-evaluated as AFF instructor. Two drop zones stood out – Angels Way and Skydive Central. The latter is a very nice student drop zone. Visits will continue in 2011 as you get a very different idea when there compared to reading emails, looking at websites or Facebook pages.</p> <p>March is once again National Safety month and all DZs are urged to do something. No need to go overboard, but try include packing, checking rigs, getting in and out of the plane or sit in a First Jump Course. Please send a short report back to Mark on what you did.</p> <p>Rigging Seminars are organised by Boss Doug, Erik Vliegenthart, Gavin Abroue and Manuel Cordeiro in March. 3 Seminars will be held and the same agenda will be covered by all to ensure everyone sings from the same hymn sheet.</p> <p>It has been a while since all instructors have been together for a Safety Seminar and small things have started to creep in. CIs change and there is no consistency. All CIs need to be on the same page. Stick to the training manual. If the CI does not agree with something, he needs to send it to Mark with a motivation for approval in order to be implemented across the board. Incidents are currently high and it was noted that after the last seminar there was a significant drop in incidents. Right now incidents are at the worst it has ever been and this needs to be addressed.</p> <p>93 Incidents were reported in 6 months (Aug 10 – Jan 11)</p> <ul style="list-style-type: none"> • 72 deployment related / reserve used • 15 Landing related / injuries sustained • 11 'Other' Incidents <p>Incidents worth highlighting include:</p> <ul style="list-style-type: none"> • 4 First Jumpers hurt on landing • 9 Line overs (5 on student gear) • 1 Demo landing incident <p>Most reserve incidents continue to be related to packing errors, especially by club packers. This could be due to various reasons and perhaps the increased lift capacity at drop zones forces packers to take short-cuts but essentially this need to be addressed.</p> <p>'Other' incidents also include aircraft related incidents such as the Kudu spiralling at PSC, 2 tail strikes on exit at JSC and 1 off DZ landing due to engine out (Ralph). There was an incident of wingsuit proximity, canopy collision at JSC and a pin dislodged in the plane at SCT.</p> <p>The problem is not isolated to 1 club only, but all over. Currently the gear is not properly monitored. Gear needs to be checked – does pilot chute need to be replaced? Have lines stretched? All this adds up and increases risk for incidents.</p> <p>700 Members for the year – up on the last 2 years. Monthly reporting is still delayed by drop zones not sending their monthly reports by the 10th or report inaccurate information. As per a previous decision by ADZO, only 2 drop zones have been fined (JSC & Central).</p> <p>The Aviation Recreation Organisation number needs to be displayed on all websites, marketing material & letterhead. Only websites where it is currently being displayed is WSC, SCT and Walker Bay. A copy of the ARO certificate needs to be displayed at your place of business. Please contact Neeve for your copy.</p> <p>The new PASA website has been well received and most documents have been populated. Claire King & Dirk Venter did a great job. People can now go to the website and download the correct information, instead of being referred to the admin office by various clubs. The hope is to incorporate all member information in the website. With the new website it is easier to send out the Toggle Times more easily and frequently. The admin office is getting ready for renewals. Let members do their own renewals to avoid delays and creating lots of work.</p>



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6	<p>Budget (NL)</p> <p>NL enquired if there are any other budgets to be tabled. None were put forward.</p> <p>The Proposed Fee Structure is recommended by NL: PASA-ADZO membership fees to increase from R255 to R260 Aero Club Fees increase from R250 to R270 (This is set by Aero Club and paid by all licensed skydivers) Fee for First Jump Students Trained remains at R40 per student Tandem Passenger Levy remains at R10 per person with a cap of 500 per drop zone per financial year Annual DZ affiliation Fees remain at R1 500 per financial year Temporary Membership fees remain at R150 for 90 days (R100 to ADZO & R50 to issuing drop zone) Licence and Rating fees remain at R100 per new licence / rating Rating renewal fees remain unchanged at R100 per rating (except for JM / Coach / Evaluator) New PASA Tandem Rating fee increases from R500 to R600 Student Course Notes / Logbook increases from R10 to R15 per book</p> <p>The following expenditures are set to increase: Admin is increased by R2 000 per month NTSO is increased by R500 per month</p> <p>Approximately R80 000 in excess funds have been brought forward from previous years to be utilised. The following Extraordinary Expenditures have been proposed: Integration of admin system into new website – R15 000 to R30 000 depending on modules selected CI Safety Seminars – R30 000 to R40 000 depending on venue, duration, flights, etc. NTSO Drop Zone Tour Continued – R10 000</p> <p>Budget proposed by RR; Seconded by MC</p>
7	<p>Election of the ADZO Executive Committee</p> <p>NL indicated that he will be available for re-election as well as JV and PL. He also invited anyone else if they would like to stand as new blood is always welcomed. There will be lots of work involved this year with the Constitutional changes, new bank accounts, etc. MB noted to PL that he needs to be more active on email. If he is committing to the ADZO Exec, he needs to pull his weight. At the moment a lot of the responsibility is falling on the admin office, but the job now requires the Exec to be more involved. A job specification will be drawn up as well. PL replied that he indicated from the beginning that he will be mainly in an advisory role and would reply if he felt that his input is required. NL/JV/PL are all elected to continue as the ADZO Exec for the next year. NL thanked everyone for the vote of confidence. NL/JV are elected to represent ADZO on the Management Council.</p>
8	<p>Application for New Drop Zones</p> <p>Skydive Northern Cape Proposal is presented by Hein Geldenhuys. The drop zone is located on the same premises at the old drop zone with the same equipment and aircraft. No other investors are involved. It will be a full student operation with tandems. They will be in close contact with Skydive Central and also use Jump Masters from there. Gear will be permanently based at this drop zone. He is currently still CI at Skydive Central, but this position will be taken over by Chris De Jager from 01 June 2011. MB: Indicated that he does not have a problem with the CI arrangement and getting additional staff from Skydive Central to assist with student operations.</p> <p>No objections are raised and drop zone is unanimously approved.</p> <p>Jeffrey's Bay Skydive Center DC handed all a copy of the proposal and explained that it has been a long time coming and there is a gap in the tourism market. Port Elizabeth has a population of over 800 000 and there for there should not be an overlap of interests with other drop zones. NL: Noted that there is a conflict of interest with the next agenda item (Application to host a PASA sanctioned Boogie at Paradise Beach / Jeffreys Bay) and asked JV for his input on this application.</p> <p>JV: Raised his objections and mentioned that at the previous meeting there was a proposal for a permanent DZ by HG. Looks like every 6 months a proposal for J-Bay is tabled. The same objections are raised and he feels that this forum should not have to entertain the same application every 6 months. He noted that this application is for a permanent DZ further out of town and requested to question DC directly. JV: Is this a registered airfield and do you have proof of it? DC: Yes it is and the owner will have the proof. At the moment he only has permission from the land owner, but will get proof of registration if required. MB: Airfield registration is not a requirement of ADZO to approve the licence, only that it is suitable for skydiving purposes. NL: What equipment will be used? DC: He has 3 tandem rigs, 4 student rigs and 1 sports rig for rental. Additional equipment will be acquired as the demand increases. At the moment the student rigs are on lease from Skydive Central and they will buy them over as they have funds. JV: Does Skydive Central has a vested interest in this? FM replied they don't.</p>



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MB: Who are the shareholders?

DC: Donovan Crerar, Shinel Crerar, Ronald Palmer (has extensive experience in marketing), Sheryl McCarthy (has an interest as a silent partner).

MB: These are the same people who were involved with the previous proposal by HG.

JV: Have you visited the site and how far inland is this DZ? DC replied that they have and it is approximately 6kms as the crow flies. It is accessible via a dirt road.

JV proceeded to explain that he does not want to waste the Board's time as he has driven to this farm and it is obvious that DC has never been there. The neighbouring farm is not aware of any pending skydiving operation. The farmer indicated that he would have an objection to the operation due to his Simmental cattle. He was also shown documentation that 15 wind turbines are to be built on these farms.

DC: He was told this is a possibility but that nothing has been finalised.

JV: He has copies of the contracts that have already been signed to have these turbines erected. He feels that a prospective DZO should go to the area and negatively investigate to get a real indication of what the situation is and then be open and honest when presenting the proposal. Robert Malan owns the farm Melkhoutbos and has signed with a company called Mainstream South Africa in 2009. There will be 50 wind turbines in total, 80m high and 40m blade length. 12 of these will be on the farm where the DZ is proposed. The owner of Impala Ranch, Johan Marais was not open and honest with DC as he signed with the wind turbine company in 2009 and has already been paid by the Irish bank.

DC: How far should a DZ be away from the wind turbines?

JV: These farms are not big and construction is scheduled to start in December 2011.

GF: Across the world DZs are operating in close proximity to wind turbines without problems. There are of course concerns – one of the drop zones in France has a similar problem and everyone is up in arms, but they are still operating.

SB: In Germany there are drop zones 8kms away from a wind farm.

MC: Urged JV to show the documentation he keeps referring to.

DC: Apparently the municipality has put a hold on any sustainable energy projects until 2018. The wind farm is currently not there, why can't they be there now?

JV showed the contracts and noted that the project is definitely happening as official contracts have been signed and farmers have been paid out.

MC: Cut to the chase and said that it is obvious that JV does not want anyone there because it will cut into JV's business, even though it is 2 hours from his current DZ and 2.5 hours from Skydive Plett.

SS: Corrected MC by indicating they are only 1 hour away from Skydive Plett.

MC: Asked JV why he hasn't applied for a permanent DZ at JBay. The last time the proposal from HG was rejected because he was not entirely honest with the board, but JV operates there 3 weeks in December and he is sure that the board would give JV first option on the permanent DZ.

PL: Noted that the same guy cannot run 2 DZs as you need staff and equipment. MC suggested that JV and DC comes to a gentleman's agreement so JV can operate as usual in December. He asked JV if he will be operating on the same farm as DC.

JV: Said no, but also indicated that the people from Jeffreys Bay do not want a full time skydiving operation there.

PL: Pointed out that the board cannot decide for the people of Jeffreys Bay. The board needs to make the decision whether it is good for skydiving as a whole or not.

MB: Asked DC if he would have a problem if JV operates in December. DC replied that it would be no problem and that he would probably close his DZ and join JV at Paradise Beach.

HW: Asked what restriction the Board really has to stop people from opening a drop zone?

MB: It is not a question of stopping them, but there have been problems in the past with DZs (eg Potch) training 50 students and is then unable to sustain it. The 1st thing the board needs to look at is the commitment, capabilities of instructors, equipment, etc. The 2nd question is: Is it fair competition? In past 2 student drop zones operated and both eventually closed down.

HW: Clarified his question to ask what legal authority the Board has to stop people from opening a DZ.

NL: Indicated that as a registered ARO with RAASA and CAA, ADZO does have legal rights to block them, but don't really want to.

HW: Commented that could only really stop a new drop zone if there is a serious safety issue.

MB: From a Safety & Training point of view he knows he can work with DC. There are some questions related to gear as HG & DC are both renting equipment from Skydive Central. Is there enough equipment to go around?

FM: Advised that they have containers without mains to sell and this is what they are supplying to DC. He is not sure where DC is getting main canopies from. DC indicated that he is buying Skymaster mains from PISA and whatever is in the proposal, is ready to go. Tandem rigs are from Angels Way.

MB: Concluded that there is no issue from Safety & Training, except to assess the wind turbine situation.

JV: He has no problem with DV, this is a business decision. Safety & Training needs to investigate wind turbines. The neighbours will go to the High Court if a DZ opens in the area.

MC: DC is aware of all the risks and it is up to him to lose money or not.

JV: Reiterated that there was not mention of wind turbines in the proposal and MB questioned whether DC was aware of it. DC confirmed that he was made aware of it but was told it was only planned for the future and that there are no problems for him to operate now.

SB: Read the PASA Mission Statement and noted that we need to look at what the vested interest is for Skydiving. How do we do this? By growing student drop zones. Tandem operations do not do this and if you look at the worldwide trend, tandems have set back the sport significantly. Tandems don't come back to become students.

MB: Skydive Central has done a superb job over the past year of increasing the overall numbers of students. They still do tandems, but the core of their business is student operations.



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	<p>SS noted that there will be 4 drop zones along the Garden Route and the tourist trade cannot sustain that. He proceeded to read the PASA Code of Conduct and accused DC of being an unethical person. He advised that DC sent a confidential letter to RAASA about unsafe flying practices at Skydive Plett. SS sent RAASA a report on his flying practices at the DZ, it was approved and nothing further happened to it. SS feels that if there were any issues, DC could have raised it directly with him. DC was CI & SO at the time. SS found out from a Tour Guide dropping off students that it was DC that sent the letter. The Tour Guide also noted that DC indicated that once SS was out, he would take over operations. He feels the letter could have sparked a CAA investigation to all DZs and appeals to board members to seriously consider this.</p> <p>SS indicated that the other tandem masters told him that they did not speak to DC and denied that they did this because they were also afraid of being fired. He feels that the general public has been involved and the reputation of PASA has been put in jeopardy. DC is an unethical person and he cannot have someone like this operate down the road from him. He appeals to the board to seriously consider</p> <p>DC: Replied that he was at EP Skydivers when staff told him about the aircraft descent with tandems inside. Passengers feared for their lives. They have on previous occasions addressed this issue with SS to no avail. He noted from previous occasions that he has never seen an aircraft put down that fast. He received advice from another senior skydiver to put in a confidential report to RAASA and let them investigate as he was afraid of being fired. It is not a personal attack on SS, but simply a safety issue.</p> <p>NL put the proposal to a vote: In Favour – 4 / Not In Favour – 4</p> <p>PL: Indicated that he is not voting due to the situation with the wind turbines. It is something to worry about because we need to ensure that the DZ is sustainable.</p> <p>SB: In the beginning Angels Way had to work hard to get approval from the neighbours, but now they love it.</p> <p>FM: Mentioned that there is risk in everything. HG is opening close to him and currently 30% of his tandem business is from Kimberley. The only way is to go ahead and do it.</p> <p>JV: Insisted that permission is obtained from the neighbours. The environmental assessment for the wind turbines has been completed and Robert Malan has signed the contracts.</p> <p>Discussion is concluded that the NTSO will visit the site and MB will then make the final decision.</p>
9	<p>Application to host a PASA sanctioned Boogie at Paradise Beach – Dec '11 / Jan '12 (JV)</p> <p>JV: Jeffreys Bay is a great venue over December. PAC was there in 2010 and many 4ways / 8way formations were built. This year there might be an Alouette. The PAC has already been confirmed.</p> <p>MB: Previously the concept of a PASA sanctioned boogie was to limit the amount of boogies held to ensure 16ways get done, etc. Boogies build the sport and people from across the country came together twice a year to skydive together. No reason it cannot be done again. A decision was made in the beginning of the year to support a particular DZ. PASA Sanctioned only means that PASA is happy to support the Boogie.</p> <p>All voted in favour.</p> <p>PL noted that the message needs to be sent out early to ensure participation.</p>
10	<p>Application to host the Ranch Boogie in August 2011 (GF)</p> <p>GF noted that this is mainly a change of operators. NL has no objection to MR taking over this venue. Mainly a RSC go-away weekend over the public holiday of 09 June.</p> <p>All voted in favour.</p> <p>PL noted that he will be having a Boogie in Margate over the public holiday of 16 June with 3 Atlas Angels.</p>
11	<p>Drop Zone Operator – Rustenburg Skydiving Club (GF)</p> <p>GF: There has been some chaos at RSC as a result of Johan Mulder's death. Herman has been voted as RSC Chairman. He wants to stand down as DZO of RSC as he would like to pursue his own interests. He has been mentoring MR over the past year and will not walk away and leave him, but own interests with Aerial FX are important. MR has been doing most of the work at RSC and GF wants to know if any waivers can be issued to MR to allow him to take over the DZO position at RSC.</p> <p>NL: It was decided at the last meeting that the requirements are a D-licence holder or a C-licence holder with an instructor rating. Have these past issues been resolved?</p> <p>MR: He has completed all requirements with regards to D-licence. He will be jumping with Brendon Delate the next few weeks simply to get the required jump numbers as per the requirements. He has also done the jumpmaster course.</p> <p>MB: Don't have a problem with MR as DZO, provided he can work with GF as CI. The waiver for GF to work as CI at RSC and operate AFX was done due to chaos at RSC at the time. GF needs to make a decision now. If GF is CI, he cannot be off-site doing show jumps. There needs to be consistencies if you want to run a student operation and this requires dedicated instructors. GF needs to commit to be at the DZ and not look to see what student requirements you have and then schedule around it. It cannot be a when & if story. It is not a case of stamping a piece of paper. When a D-licence holder is in charge of the DZ he cannot be on every 2nd load – he needs to take responsibility. MR to send MB a list of dedicated staff.</p>



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	<p>MR: It is difficult to find any instructor to be at the same DZ every weekend. He does not want to be involved on the student training side of things.</p> <p>GF: He still intends to do instructor duties at the DZ until he manages to increase the business at Aerial FX. The intention is to spend at least 75% of his time on the DZ. He wants to be at RSC, but will be putting more effort into Aerial FX. He will ensure that there is an instructor on the day if he is busy with show jumps.</p> <p>MB: If you want to have a student operation, you need to have staff in place to run it on a permanent basis. Past experience has taught us that you cannot move students around.</p> <p>GF: Jasper Williams has shown some interest to spend more time at RSC and is therefore an option. He is working with more instructors to build the group up. Generally Selwyn Johnson & James Meyer are helping out on the AFF side.</p> <p>MR: Agrees with the C-licence / D-licence requirements, but questions the way it was introduced. Does not sit well with him at the moment because he is one tick box away from a D-licence. The requirement was discussed at a previous meeting but not included in the minutes and then at a subsequent meeting it was referred to as implemented although it does not correspond with the minutes. He does however agree with this in principle and thinks it is a great rule.</p> <p>NL: This was implemented due to the chaos at RSC. He is all for MR going ahead with being the DZO, but needs to complete the requirements. How long is it before he completes them?</p> <p>MB: JM ratings are done at DZ level by the local CI. MR indicated to MB that he does not want anything to do with students he simply required the rating to get a PRO rating. He did his pre-course requirements with SB in 5 days and then wrote the exam. Post course requirements are there for safety reasons to see that you can actually operate. You need to be familiar with the conditions on your local DZ.</p> <p>FM: While we are on the subject of requirements – Chris de Jager has been selected as the new DZO at Skydive Central. He is also the 5th partner in the business. FM is stepping down as DZO. This has been discussed with MB.</p> <p>NL: How do we proceed with MR?</p> <p>MB: MR needs to do the DZO job. He needs to send MB details of what is happening there including schedules and needs to be open to communication. You need to have an instructor body to make it work as a student operation.</p> <p>MR: Indicated that MB has changed his way of thinking about a DZ after a visit and invited him to come to RSC for a visit.</p> <p>MC: What MB is trying to say is that you have been given a DZ, aeroplane and equipment. The only thing that you need to put in is your own time and he needs to know that if you are not on a Saturday & Sunday. MB needs to know who is going to be there. Safety needs to be the main priority. There needs to be longevity and commitment from the instructor body.</p> <p>PL: If MR is DZO he needs to work with GF and have open communication with MB. MR needs to be there on a full time basis and also have a dedicated CI who is there every weekend if he wants to run as a student operation. If CI is not there he needs to advise NSTO who will be on duty or no student operations will take place.</p> <p>MC: Offered a word of advice to MR – do not include people from SSA on emails that have nothing to do with ADZO business. Address it to ADZO Exec and they can forward it to whom they need to.</p> <p>MR: Indicated that he waited 6 months for an answer from MB on an issue.</p> <p>MB: Have been corresponding with GF who was CI & DZO.</p> <p>NL: This issue will be discussed as part of a later agenda item. MR needs to follow the process as DZO and he would like to see MB complete his D-licence within 6 months.</p> <p>MR was welcomed as new DZO at RSC</p>
12	Protocol regarding demos in other operators' areas (JV)
	JV requested that if you are doing a demo jump in another operator's area that you inform that operator of your activities as a courtesy. He has sorted out issues with FM.
13	Aero Club / TOP TV proposal (NL)
	<p>NL: Read excerpts from letter by Kevin Storie (General Manager – AeCSA) regarding a TOP TV proposal. It is a 24 minute program and total cost is R24 000. Cost to PASA will be R7 000.</p> <p>PL: He has been working with Ryan Riggs to put a program together. Supersport only charges R6 000 in total for air time. We are guaranteed a minimum of 5 showings per week (2 in prime time). Main problem with Top TV is that there is no indication of the production costs, which could be up to R25 000. The reason the tandem passenger fee is charged is to market the sport. It has now become part of the budget to cover the running costs.</p> <p>MB: You need to advise in advance if you have any budget queries. The budget has already been approved and if you want to include additional items, we would probably have to increase the membership fees with R50 instead of the approved R5. Why did no one offer an alternative budget if they had a problem with it?</p> <p>MC: Agrees with PL that the money was supposed to be used for marketing.</p> <p>PL: Indicated that he checked with Neeve the previous year on the amount that has been collected for this purpose and was advised R47 000. When he checked later in the year, he was told that it has become part of the operating budget.</p> <p>MB: The budget that was approved earlier clearly indicated that this was part of the operating cost under 'Extraordinary Expenditure'. Why did no-one come up with an alternative suggestion at the time? The decision making process of the forum is simple – documents are sent out in advance, you familiarise yourself with them and after a short discussion, a decision is made.</p> <p>PL: Are we going to go through another year without having access to these funds?</p> <p>MC: MB is correct as no-one has presented any alternative budget. What do you propose?</p> <p>PL: I propose that SSA fees become compulsory. Ryan Riggs has done a lot of the work on his own time and we are only require to cover the flying cost. This will be R25 000 for the whole package on Supersport. He has an option of an additional R35 000 to cover Nationals at Robertson & SX this year to be flighted within 3 months of the events.</p> <p>MB: We definitely need a marketing plan. Someone needs to sit down and work on this with a budget. We also need to check what our objectives are. If it is to get more students, we can go to Skydive Central and ask them for their blueprint and implement it at all DZs.</p>



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	<p>PL: We need air time sponsors but without having something to present, we won't be able to approach them. We need to show them that we have a product to sell. We need to have reserve funds for stuff like this.</p> <p>MB: The idea is to send out a structured proposal prior to the meeting. We have a history of allocating large amounts of money without proper follow-through. You have discussed this at the SSA meetings, but never at an ADZO Meeting. It is not for the SSA to make decisions on this.</p> <p>PL: Discussed this at the SSA because they wanted to do it themselves, but did not have funds available.</p> <p>MC: Agrees with MB and note that a structured proposal is required. It needs to be put in writing.</p> <p>NL: Suggested that a vote is done on email after the PL proposal has been sent out.</p> <p>RR: Noted that previously there was no formal budget. Things were written on a piece of paper and no proper accounting was in place. We now need to see written proposals, how much money is required and then receipts to show where and when the funds were spent.</p> <p>NL: Do we do the Top TV option?</p> <p>MC: No, as PL indicated that is just the beginning of it and there could be other costs involved.</p> <p>MB: Indicated that the PL option sounds better, but needs more structure.</p> <p>NL: Will pass on the message that PASA will not be part of the Top TV option.</p>
14	<p>PASA Constitution Brief (DCN)</p>
	<p>Overhearing previous discussion, DCN noted that he has spent a lot of time looking into the history of how PASA became ADZO and the structures involved. The discussion of whether you do the video or not. The funds will be in PASA and PASA will decide what the best way is to introduce new members into the sport. There are funds available and they need to be spent. Get a professional person in to do it so you have a proper plan to see what works and what not. He also knows that there are ways to get free exposure on TV, but we need to mobilise all the resources to make this work.</p> <p>Are there any comments or questions regarding the Constitutional changes? The changes have become unmanageable. You need to read the old and new constitutions to see if it makes sense. Some changes are structural and others are purely semantics. The main change is that the Management Council will become more effective. The first step is to get elected to the Management Council and the second step is to actually take on the responsibility and become accountable. The members are the organisation. ADZO & SSA now need to work hand in hand where previously SSA were simply messing around the business. The two structures work well within PASA.</p> <p>The next change is with regards to accounting. We have always paid for an audit on the ADZO, but this was actually not required at all. As a Public Benefit Organisation PASA will not be assessed for tax, but proper accounting needs to be done for both ADZO & SSA. Based on a question by MC, DCN indicated that the Constitution now reflects only what has been happening anyway. Money now sits in PASA.</p> <p>The current accountants have increased their fees to include SSA with the ADZO accounts already being done. New quotes have been obtained and have been included in the budget. The new auditors are voted for by the Management Council.</p> <p>The Management Council now represent ADZO, SSA and NSTO office. PASA is run by the Admin Officer and NSTO office. These are important positions and thought should be given to how these positions are filled. Neeve did a phenomenal job and lots of time has been put in to make sure everything makes sense. With the new structure, the NSTO is now a voting member. In a stale mate the NEDs have a casting vote. The NEDs need to be objective and the conscience of the sport.</p> <p>MC enquired if these changes will be tabled at the AGM that night. DCN confirmed.</p> <p>DCN: Going forward we need to forget about the previous Constitution. The proposed changes were sent to Charl Rootman, a former MC chairman. He provided very good feedback. It was also noted that the Constitution does not have to be too specific. MC pointed out that it should be a working document. DCN agreed and noted that it needs to allow the sport to develop around it. Once you have the structure it is up to the members to decide what they want to do. He tried to provide a structure within which you can operate your business and not have to change the constitution every time you want to do something.</p>
15	<p>SSA Fee Restructure Proposal (ALR)</p>
	<p>ALR introduced himself and noted that MC and other around the table have more info on the PASA fee structure and how the splits work. As everyone know the PASA fee is compulsory whereas the SSA fees are not. He acknowledges that it is a very contentious issue but the problem is that the SSA spends a lot of effort trying to convince people to pay these fees. We do quite a lot and not having funds, makes this difficult. The increase last year was not a big amount – it is now R150 (less than a skydive). The structures behind PASA is well set as per the Constitution and ADZO needs to get as many bodies to DZs. The role of the SSA is not all that clear. The SSA is not only about competition, but also about the individual within the various disciplines. We also administer the sport from a coaching and category perspective. The SSA needs the support of ADZO for the proposal that will be tabled at the AGM.</p> <p>Initially the plan was to include the full SSA fee into the PASA Fee, but DCN advised against this. The alternative is to reduce the SSA fees to R100 (voluntary) and increase the PASA fees with R50 (compulsory). DCN indicated that ADZO does not collect the fees, PASA as a structured body collects fees. If the PASA fees go up with R50, 700 people pay this amount even though they only do fun jumps. This is simply a starting point as SSA still uses the tick boxes to indicate the chosen discipline. PL noted that currently only approximately two thirds of members are currently paying SSA fees.</p>



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	<p>MB: With the new structure, the SSA needs help and will be accountable for what they do. From a Safety & Training side, the SSA will facilitate the clearing of category jumps which means that you have to be a member of the SSA to get various licences. The argument has also been that people don't see the benefit of the SSA. We need to make it more reasonable for people to become coaches as at the moment it is quite challenging.</p> <p>MC: He proposed the same thing in 1997 and was laughed at. We spent R50 000 on the World Canopy Piloting event and 8 people benefitted. People see this and wonder what they are getting for their fees. What are members going to get for this extra money? We need to see something in writing.</p> <p>DCN: A full proposal will be tabled at the AGM. In terms of the new Constitution, the new SSA Committees will have to present their budgets and plans It will help the sport to become more professional.</p> <p>DM: Raised a concern that he will now be forced to pay money into an account that will not be audited. It should be a requirement that external auditors should audit the accounts.</p> <p>DCN: The Constitution allows for these accounts to be audited, but it is not a requirement. The accounts will be done by a registered accountant and although there is no requirement to pay tax, the accounts will be checked at the end of the year. You will now have better accounts than ever before.</p> <p>RR: Suggested that the SSA fee be reduced to R100 and the full amount be made compulsory as opposed to only a portion of it.</p> <p>MB: It is not for ADZO to make a decision on this, but to support the proposal that will be tabled at the AGM. There is a lot of things happening in the background and the SSA requires funds to make certain things work. He supports the bid.</p> <p>GF: Noted that RSC made SSA membership fees compulsory. Other DZOs agreed.</p> <p>JB: This year alone it would have made R15 000 difference if it was done on the R100 voluntary & R50 compulsory model. There were 425 SSA members compared to 700 PASA members.</p> <p>ALR: The full proposal will be read at the AGM. It mentions that first prize is the full membership fee to be compulsory, alternatively R100 voluntary and R50 compulsory. He enquired whether ADZO will support a proposal of the full R150 to become compulsory.</p> <p>NL: ADZO supports the bid to make SSA fees compulsory.</p>
16	Response to email sent to the NSTO (MR)
	<p>MR would like to raise a complaint against MB as NSTO as a result of a response to an email where he was called names and various insults were made. He found it defamatory, disrespectful, inappropriate, unprofessional, demotivating, against the code of ethics and contrary to the qualities of an instructor.</p> <p>MB: Was this sent from my personal or official email address?</p> <p>MR: Does not make a difference as it was a response to an official request for assistance. He does not believe it was made in best interest of the sport. There was advice offered, but with an opening like that it simply places everything else in a negative light. He felt that it was his duty to bring this to the attention of this Board as he does not deserve to be treated like this.</p> <p>MC: Would you like an apology from MB?</p> <p>MR: The alternative is to lodge an official complaint, but he guesses that the NSTO will be assessed by the same board so there would be no difference.</p> <p>MC: Would like to hear from MB what his response is.</p> <p>MB: Have nothing to say. He responded to all communications from MR even though he did not have to as GF was the DZO. The email contained various non-factual accusations and included a random set of people – not just ADZO. How would you like me to respond?</p> <p>MR: Repeated some of the profanities from the email responses and asked if that was it? No apology offered?</p> <p>MB: Email was sent in his personal capacity. MR email was factually incorrect and random group of people was included.</p> <p>MR: Is that the official standpoint in response to a request by a member for assistance, guidance and advice?</p> <p>MC: Agrees with MR that MB was out of line.</p> <p>PL: People need to learn that they can apologise and not be degraded by the apology.</p> <p>MB: Requested that MR should ensure his emails are factually correct.</p> <p>MR: Requested that he be treated with respect.</p>
17	Meeting Concluded
	Meeting was concluded at 18H30. No date was set for the next meeting.

Chairman's Footnote

The following corrections to these minutes will be raised at the next ADZO meeting. To avoid misinterpretation in the interim, the corrections are listed here:

Point 4 At Aero Club Meeting it was agreed that **Military Personnel members serving in the armed forces** will only have to pay 50% Aero Club fees **from this year**. Initiative was followed up by MB as an action point from the previous meeting to boost PDI numbers for both PASA and the Aero Club. **The PASA fee for 2011/12 for military personnel who do not hold a PASA rating is R100 (inclusive of sport membership).**

Point 6 The following expenditures are set to increase:
Admin is increased by ~~R2-000~~ **R3 000** per month (refer to point 14 below)

Point 14 The current accountants have increased their fees to include SSA with the ADZO accounts already being done. New quotes have been obtained **and have been included in the budget**. The new auditors are voted for by the Management Council. **The Management Council agreed in discussion to appoint new auditors and to pass the saving on as additional payment to admin.**