Shalbourne Soaring Society Ltd
Committee Actions

Last	16-Jan-18	Weeks since meeting 0.1
Next	8-Mar-18	Weeks to next meeting 7.1

Originating	Title	Discussion	Who	Action	o/c
16-Jan-18	Attendees	PS, JC, CB, PM, JG, SO, Apologies JK and RP			open
16-Jan-18	IT	Need for members portal	PS	Produce an example page and distribute.	open
16-Jan-18	Aerotowing	Renewed application CB email 19/10/17	SO	Discuss with planning offcier informally what would be required, consider possibility of motor glider not aerotow.	open
16-Jan-18	Fees	Is an annual fee increase required	JK	No increase required. Inform membership at AGM	open
16-Jan-18	Waste	Need a stategy for disposal of rubbish,	ALL	Further though required. Skip expensive and vermin magnet but members don't take home their rubbish	open
16-Jan-18	SUGC	SUGC are taking the Vega to Juniors Winter Series at Long Mynd	PS	Waive fees as recognition of effort to both maintenance of trailer and general attitute and also in support of junior gliging and as general publicity within gliding community.	open
16-Jan-18	Phone list	It is useful to have a members phone list but need them to opt in.	PS	Stan to add tickbox to membership renewal. PS to coordinate.	open
7-Nov-17	Trial Lessons	PS proposed that we review what and how we conduct the trial lesson process - to reduce burden and maintain income.	ALL	PS to submit paper, ALL to think of alternative arrangements	open
7-Nov-17	Aircraft	HCF Refinish	PS	Glider has had paint removed, awaiting application of new paint. AB to obtain schedule and coordinate with LC. Foam for cushions purcased and to be recovered by Shirley Clarke	open
7-Nov-17	Clubhouse	New Clubhouse Door. (Discussion on how best to utilise the clubhouse space.)	CB	Improve access. Remove LH window and replace with doors. Needs action plan when weather is warmer.	open
7-Nov-17	Launch point	An owner/manager is required for the launch point once it enters service.	PS	Find person from membership. PS. Possibly new member will do this. Café supplies procured. Will be put into service when new signalling system is available.	open
7-Nov-17	Committee	Considered splitting Airfield officer into grounds and buildings roles.	ALL	Committee positions to remain as is. Still look to get non-exec offciers to assist CB	open
7-Nov-17	Safety	Operations manual	GT/ PS/ JG/ PM	Review and comment. Also see http://www.darltonglidingclub.co.uk/wp/wp-content/resources/FlightOperations/DGC_Flight_Operations_2017.pdf	open
7-Nov-17	Safety	Safety notes to be sent with vouchers	GT	Provide. GT to provide copy to SO who shall include with voucher.	open

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17-Aug-17	MT shelter	Need better environment for winch maintenance. CB proposed a fabric building which was agreed as a good idea. To replace vehicle container and current winch shelter.	PS/ CB	Purchase. Purchase decision reaffirmed. Acoustic rockwill lagging of the gennerator shed wall nearest site to be installed. AP to advise subbase. PS to organise purchase, 1/2 week Jan gives delivery of 1wk March. Budget shared. CB to undertake groundworks after consulation with AP.	open
17-Aug-17	Signalling	Winch signalling method, esp regarding new launch point controller	JC	Purchase. Components on order, expected mid feb	open
17-Aug-17	Instructor development	It was advised that Martin Hoskins is looking to revalidate his rating.	PM	Martin will fly with RE 20Jan	open
17-Aug-17	member coms	What should be sent to new members	JG	Decide what and collate a pack. Forward to Stan so he can send out to new members. In progress	open
7-Nov-17	~~Flying~~	~~CFI Meeting~~	~~PM~~	~~PM to attend meeting in Nov and raise MH revalidation troubles.~~	~~closed~~
7-Nov-17	~~Hangar Door~~	~~Hangar curtains are becoming worn.~~	~~CB~~	~~Obtain quote. Quote received, short lead time, replacement deferred until jan 2018. Ordered. Need fitting~~	closed
7-Nov-17	~~Winch~~	~~Rotating Beacon~~	~~RP~~	~~To be procured and fitted. On order~~	~~closed~~
7-Nov-17	~~Working weekend~~	Weekend of 13/14th Jan to be a working weekend. No flying.	~~SO/ PS/ ALL~~	SO to keep clear in roster. PS to inform membership. ALL to ~~create job list. Volunteer to provide bacon butties and tea/coffee. Great sucsess~~	closed
7-Nov-17	~~Exped~~	~~Exped for next year~~	~~PM~~	~~PM to arrange. Portmoak at easter arranged by PM~~	~~closed~~
7-Nov-17	~~AGM~~	~~AGM Date~~	~~CB~~	~~Feb 23rd. CB to book venue - The Plough~~	~~closed~~
7-Nov-17	~~Airfield~~	~~Licence~~	~~CB/ JG~~	CB/JG to discuss Monday 13th Nov	~~closed~~
7-Nov-17	~~Accounts~~	~~Account discussed and agreed~~	~~JK~~	~~To Be filed~~	~~closed~~
7-Nov-17	~~Safety~~	~~Incident form created.~~	~~GT~~	~~Inform membership.~~	~~closed~~
7-Nov-17	~~Safety~~	~~Member webpage from main domain.~~	~~GT~~	~~GT to outline page. PS to give rights. Example page produced~~	~~closed~~
7-Nov-17	~~Project Management~~	CB proposal/affirmation of project spend - see correspondence	~~ALL~~	~~Agreed. Implement on future projects. Document to be placed on Wiki - CB~~	closed
7-Nov-17	~~Strategy~~	~~The committee affirms its commitment to the strategy as outlined in the strategy document~~	ALL	~~Continue working to the strategy.~~	~~closed~~
7-Nov-17	~~Radio~~	~~The launch point radio is not compatible with 8.33kHz spacing requirements.~~	PS	~~Procure. PS to procure, est cost £300. Purchased at £169 Yeasu FTA 250L Ultra Compact Airband Transceiver~~	closed
7-Nov-17	~~Airfield~~	~~CB advises that the west edge stock fence was aligned to give a greater gap at the south with a corresponding reduction at its north end.~~	PS	~~Communicate to members - this minute serves.~~	~~closed~~

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~~7 Nov 17~~	~~SUGC~~	~~SUGC proposed a system on how to deal with >25yo SUGC members~~	PS/ ~~JK~~	Agreed. ~~Proposal in correspondence. PS to inform SUGC and JK/SUGC to consider capitation requirement when it is due~~	closed
17-Aug-17	~~K8 trailer~~	~~K8 trailer needs disposal~~	~~SO~~	~~Taken to LAS~~	~~closed~~

Chairman

Gents, my report as follows.

Nothing much happening from my side except.

1. Child Protection - BGA latest information relates to the fact that we should be checking DBS's. This is quite easy, we don't have any. Chairman to progress so that we do have checks.

2. Strategic Plan - We are about where we said we would be so is this working. Committee to discuss.

3. Illegal burning or material on-site - I'm sure that all Directors of the club will agree, this if it actually happens would be totally unacceptable and would expose us to possible/probable prosecution. Message has been sent out to the members. Maybe we need to make a mandate that only approved people can create a bonfire and give strict instructions on what can and can't be burned.

4. New member's booklet - I have worked the existing manual, it doesn't need much working, its pretty good already however, I haven't been able to bring myself to publish it as it just seems wrong to create something in paper these days that just will be put in a bin. I plan to rework this into two parts. An introductory brochure for those who come to site for the first time and a more comprehensive web based document more in line with current technology.

5. Working weekend - What a success, the site now looks more like a gliding site and less like Steptoe's yard.

Many Thanks

CFI

All,

The only thing I can report on is that Martin Hoskins is booked in to fly with an RE this weekend.
Hopefully he will be able to regain his rating so that he can help instructing.

Phil

EQUIPMENT

Nothing of great import to report. Large strobe light ordered to try on the winch.

Trying to get a skip for scrap removal remains illusive but will continue to request one.

Airfield Officer's report

Ka8 trailer has been taken to Lasham by Malcolm George.
Visitor safety sign on SW margin fallen over – still needs new post

Winch Build

James H has resumed concentrated work on throttle and braking systems. Once finished we can commence cladding the cab and undertake basic functional tests - hopefully by end Feb. Peter Ellison promises to make drum covers, presumably when he returns in March, then we can undertake trial launches. There will inevitably be glitches, but hopefully all solved by midsummer.