

AGM2012 Remits

1 Remove club membership requirement

Proposer

- RAANZ exec

Remit

- Remove the requirement that RAANZ pilots are current club members.
- Retain the requirement that RAANZ Instructors and IAs are current club members.
- Waive RAANZ membership fees for current Instructors and IAs.

Discussion

- RAANZ is club based historically, and will remain so. This is our point of distinction, and our point of credibility with CAA and the wider aviation community . It would be unwise to back away from this position.
- Clubs are the breeding ground for new ab-initio pilots. We will continue to support and strengthen the network of clubs and their associated Instructors and IAs.
- The clubs are the best judges of suitable candidates for these positions, and as key people in setting and maintaining standards, RAANZ and the clubs need them to be actively involved at club level. Also, the annual/biennial contact and aircraft owner or pilot has with an IA or Instructor is an opportunity to encourage pilots to reconsider the benefits of joining the club.
- Waiving fees is recognition that instructors and IAs are acting on behalf of RAANZ and to the benefit of microlighting.
- The area we miss out on is capturing existing pilots migrating from the Part 61 system and those aircraft owners who no longer see the need for the club environment and facilities.
- This change will help make RAANZ more attractive to those pilots who prefer more independence.

2 Change from financial Audit to Review

Proposer

- RAANZ exec

Remit

- Change 10.1.6 from
"The election of a Financial Auditor."
to
"The appointment of a Financial Auditor or Reviewer."
- Change 13.1 from
"Every year a financial statement shall be prepared showing all the receipts and expenditure of the Society since the preceding statement and a general statement of the funds and effects and liabilities and assets of the Society and every such statement shall be signed by the President and Administrative Officer and certified by the Auditor and be laid before the Annual Meeting."
to
'... and every such statement shall be signed by the President and Administrative Officer and certified by the Reviewer or Auditor and be laid before the Annual Meeting."

Discussion

- A full financial audit is an expensive exercise (\$1000 per year), and is generally not necessary for an organisation of the limited size and scope of RAANZ.
- Our internal procedures and accounting systems are quite robust, with all Admin expenditures needing prior approval by the CEO before payment. In addition, a report identifying all income and expenditure transactions are recorded and presented for scrutiny by the exec. committee on a monthly basis
- A financial review by a suitably experienced person approved by the exec and the AGM is appropriate for an organisation of our size.
- This does not prevent the exec or the AGM from requiring a full financial audit should they deem it necessary.

3 Suggested Changes To RAAZ Constitution (Rules)

Proposer

- Hawkes Bay Microlight Club

Remit/Discussion

- Change 18.1.1 **from:**
“Six persons elected in accordance with these rules from among whom the President, and Vice- President shall be appointed by the Elected Executive Committee.”

To:

“A President (CEO), Vice President, and a minimum of four Executive Committee members to be elected annually at the AGM. This committee will then annually appoint an Operations Officer/Safety Coordinator and a Technical Officer. All appointees must be ‘Fit and Proper Persons’ as required by CAA Rules.”

Reasons for change:

Will provide an even more democratic and transparent process whilst meeting the requirements of CAA Rules - Part 149. Procedure will be same as in other similar voluntary organisations. The duties of the Operations Officer/Safety Coordinator and Technical Officer are presently not in the rules but need to be (see *).

- Change 18.1.2 **from:**
“The Immediate Past President, ex officio.”

to:

(rule to be removed)

Reason for change:

The Immediate Past President could have much to offer and will be eligible to be elected as in new rule 18.1.1 above.

- Change 18.1.3 **from:**
“An Administrator, an Operations Officer and a Technical Officer who shall be appointed to the Executive Committee by the elected Executive Committee members on an annual basis. The appointed members will have full voting rights and privileges on the Executive Committee at meetings.”

to:

“The Executive Committee will annually appoint and control an Administration Officer (Secretary/Treasurer) to be advertised nationally and contracted out, the Executive Committee to be responsible for establishing the remuneration and minimum performance criteria for the position The appointee must be a ‘Fit and Proper Person’ as required by CAA Rules.”

Reasons for change:

Although the position of Administration Officer is not one of ‘full time’ the person needs to be available at all times during normal working hours in order to be able to respond promptly to both the Executive Committee and Members needs. This position is not suitable for a volunteer who could not be expected to respond as required. The holder of this position needs to be totally accountable to the Executive Committee.

The positions of Operations officer and Technical Officer would be elected in

accordance with the new rule 18.1.1 above.

- **New Rule: 18.1.2**
“One person must not hold more than one Executive Committee position at the same time.”

Reasons for this new rule:

These positions are time-consuming and critical to the function of RAANZ. Our key people, who are volunteers, must not be overloaded and we need to ensure democracy is maintained.

Note: To accommodate the above, other rules will need amending as follows:

- **Change 10.1.4 from:**
The election of persons to vacant positions on the Executive Committee.
to:
The election of persons to positions on the Executive committee.
- **Change 10.1.5 from:**
Following the election of the Executive Committee, the appointment of a President, and a Vice- President from among the Members of the Executive Committee.
to:
(rule to be removed)
- **Change 11.2 from:**
Members of the Executive Committee shall be elected for terms of three years and shall retire by rotation. Retiring members may seek re-election.
to:
(rule to be removed)
- **Change 11.3 from:**
The President shall hold office for a term of one year, but shall be eligible for re-appointment for a maximum of two further presidential terms following which he or she shall not be eligible for re-election for a period of a further three years.
to:
(rule to be removed)
- **Change 11.4 from:**
The Vice-President shall be made from within and by the elected Council and will hold office for the term of one year but may seek re-election without restriction.
to:
(rule to be removed)
- **Change 19.1 from:**
The tenure of office of all members of the Executive Committee, with the exception of the office of Immediate Past President , shall terminate on the appointment of their successor. Any member of the Executive Committee being non-contributing for three consecutive current agenda items without leave of absence shall, unless otherwise resolved by majority of the Executive Committee, cease to be a member of the Executive committee.

to:

The tenure of office of all members of the Executive Committee shall terminate on the appointment of their successor. Any member of the Executive Committee being non-contributing for three consecutive current agenda items without leave of absence shall, unless otherwise resolved by a majority of the Executive Committee, cease to be a member of the Executive Committee.

* Rules to include 'Duties Of Operations Officer/Safety Coordinator and Technical Officer' (these duties/responsibilities are in the RAANZ Policy and Procedures Manual).

4 RAANZ review

Proposer

- Hawkes Bay Microlight Club

Remit/Discussion

FROM: Hawke's Bay Microlight Club

REMIT:

The RAANZ Executive/Committee arranges a review of RAANZ, using the following as a basis for terms of reference, with the review to be completed by 30 June 2013:

1. Improve its communication with members by:
 - (a) Listening to problems and resolving them quickly.
 - (b) Encouraging complainants and treating them fairly.
 - (c) Providing members with the highlights of executive meetings
 - (d) Informing members of its activities with other aviation organisations.
 - (e) Committing to a transparent approach that shares issues/concerns with competitors.
 - (f) Publishing a newsletter that is more informative.
 - (g) Reinforcing the benefits of RAANZ's membership to national and international bodies.
2. Improve its service to members by:
 - (a) Guaranteeing a prompt response to all communications.
 - (b) Reviewing training manuals and exams.
 - (c) Establishing performance standards for delivery of exam results and pilot certificates.
 - (d) Making its website more user friendly with even more information and kept up to date.
 - (e) Providing credit card style pilot certificates for 'lifetime certificates'.
 - (f) Providing on demand, quality merchandise for sale.
 - (g) Ensuring a united approach to issues that affect our mutual microlighting community.
 - (h) Providing training courses and refreshers/seminars on demand.
3. Improve its service to affiliated clubs by:
 - (a) Providing prompt responses to all communications.
 - (b) Organising and running regular training and refresher courses for instructors and IAs.
 - (c) Ensuring uniform training standards.
 - (d) Providing free membership to club instructors and IAs.
 - (e) Ensuring regular field visits by key RAANZ personnel.
 - (f) Being directly involved in and assist with running of RAANZ rallies and competitions.
 - (g) Considering financial assistance when needed.
4. Update/rewrite the Constitution/Rules to:
 - (a) Remove repetition.
 - (b) Reflect the current environment and include CAA Part 149 requirements.
 - (c) Be written in plain language.
5. Produce an Organisation Chart and Position Descriptions to:
 - (a) Cover all positions in RAANZ.
 - (b) Be up to date.

REASONS:

In order to be more competitive than other Part 149 organisations, we need to do what we are doing even better. We also need to provide the services that other Part 149 people are, to an even better standard than them. And if possible even provide services that nobody else is. If we can achieve this then we will have people flocking to join RAANZ.