

Minutes for NZART Council Meeting

Monday 3rd June 2013 held at 'The Lodge' Copthorne Hotel Solway Park, Masterton

1/1 Roll Call

Chairman: Vaughan Henderson ZL1TGC

Secretary: Debby Morgan ZL2DL

Council: Stephen Hayman ZL1TPH, Phil King ZL1PK, Neill Ellis ZL1TAJ

Warren Harris ZL2AJ,

Stuart Watchman ZL2TW,

Terry Thomas ZL4TAE

Visitors Geoff Atkinson VK3TL, Peter Freeman VK3PF

1/2 Apologies

Phil Holliday ZL3PAH,

1/3 Appointment of Officers

a) Treasurer – Evan Sayer

Moved ZL2TW ZL1PK Carried

b) General Secretary – Debby Morgan

Moved ZL1TAJ ZL1TPH Carried

1/4 Remuneration Committee

a) Expenses reimbursements

Remuneration committee comprises ZL1PK, ZL1TAJ, ZL1TPH.

		Figures 2012	Figures 2013
[1]	QSL Bureau Manager	\$ 605.00	\$ 605.00
[2]	Break In Editorial Staff	\$ 6,265.00*	\$ 6,265.00
[3]	AREC National Director	\$ 650.00	\$ 650.00

ZL1TGC will discuss with Jeff Sayer re the possibility of the AREC ND honorarium being funded from the AREC account.

b) Salary/Honoraria

[1]	Treasurer	\$ 6,630.00	\$ 6500.00
[2]	Business Manager	\$27,032.20	\$27600.00

*The Break In remuneration has been increased by \$500 to cover the cost incurred for a CD Rom compiler, when published.

The treasurer does not require an increase, therefore will remain as per previous year at \$6500.00.

If overtime is required then it is important that this is to be pre-approved.

The role of ARX and how this position was to be remunerated was discussed by Council. It was agreed that the Finance Sub Committee will review the costs involved with these processes.

A/P ZL3PAH and Finance Sub Committee to review the costs and time involved in ARX duties.

A/P ZL2DL create a time sheet on ARX duties.

A/P ZL2AJ to liaise with Debby and prepare an FAQ summary on ARX duties.

1/6 Council Action on Remits

None needed as the single remit was lost

1/7 Council face to face Meeting February 2014

Council agreed to trial the Skype session amongst Council, before making a decision to come together at a face to face meeting.

Motion: Council wishes to work towards replacing its face to face meeting in February with an electronic version, if practical.

Moved ZL1TAJ

Seconded ZL1PK

Carried

Providing this is suitable and works for Council, the cost savings to the Association will be over \$2000.00. It was suggested that Te Papa may be a cheaper option than Wellington airport, another option is Miramar golf course in the event that a face to face meeting is needed.

A/P ZL2DL to obtain all Skype addresses and circulate to Council.

It was noted that all members joining the session do require a headset.

1/8 Review of 2013 Conference

Council noted that the conference was very successful and that the President will write a letter of thanks to Wairarapa Branch 46 for organizing such a great event.

a) Organisation of Future Conferences

Two branches in the South Island are considering hosting the 2014 conference.

If required, council can mobilise a small team that have experience in organizing past conferences to assist a smaller branch.

1/9 Recruitment into AR

This is part of the strategic plan and needs to be worked in conjunction with branches.

Terry ZL4TAE had some thoughts that he will advise to Phil ZL3PAH on his return.

RSGB magazine, have summarized their promotional activity for 2013. They are focusing on an interactive display at Bletchley Park. Focus is on bringing people to science, rather than science to the people.

A/P ZL1TGC to scan article from RSGB magazine and circulate to Council for consideration.

Amateur Radio education in schools is an extremely target market to achieve. It is noted that it has been tried, and although well received, no follow up was done. Schools have a curriculum to stick by and cannot always include more.

1/10 40m Band Plan (WIA)

Peter Freeman advised a new committee structure has been formed, however nothing further has been agreed to.

Peter and Geoff suggested they follow up with John Martin VK3KM and come back to NZART.

ZL1TGC suggested there is no point in NZART having a different 40m band plan than WIA.

1/11 Casual Vacancies on Council

ZL1TGC advised he has been approached by 4 amateurs interested in the two positions within the Central region.

The Constitution states that Council can appoint these two positions as casual vacancies and an election is not required.

ZL1TGC will send each interested person a copy of the document 'Being a Councillor' and will request a brief CV and a photo.

Calls for expression of interest in the council casual vacancies will continue in HQ InfoLine, and on the web until the end of July.

Council agreed to a suggestion of having a small photo and a little about themselves included on the web. Look at WIA web site for ideas.

1/12 Policy On Council Expenses.

ZL2TW submitted a draft updated policy from the finance sub-committee on claimable expenses to attend conference meetings. Several options were tabled

The main points of the version that was adopted are:

Accommodation - Fifty percent of the cost of accommodation at the meeting will be covered for the nights that are required for the Councillor to stay.

If a Councillor is leaving council at the meeting then the fifty percent rate will only cover those nights stay that are required for the outgoing Councillor to attend the Friday face to face meeting and the AGM.

Meals

The following meals will be covered: morning and afternoon tea and lunch during a face to face meeting depending on the length of the meeting, and breakfast when staying at accommodation needed to attend the meeting.

Travel

The most suitable means of transport to the meeting with the lowest cost will be reimbursed.

The policy document was approved by Council. A copy of this policy will be available from HQ.

1/13 Budget 2014

Overseas travel costs for 2014 = \$4000

No membership promo, but will be a cost to post out a letter to those not renewed , budget \$2000.

Council expenses – All agreed that Council expenses need to be addressed and reduced where possible.

Consideration of Call Book for 2014 would be a midi call book at an approximate cost of \$55,000

Evan suggested a review of the headquarters postage costs and Internet costs could be undertaken to see if any further savings could be made.

A/P ZL2DL to get quotes from suppliers of postage envelopes and internet and advise Council.

Evan will prepare a revised budget with the above considerations included.

A/P Evan to forward a revised budget for 2014 to Council.

1/14 WIA and AR in Electronic form

Peter Freeman advised that the WIA Publications Committee decided to publish all of the previous year of AR magazine as PDF in Call Book.

In order to house this on the web, there are additional download costs to the Association. Call Book is published every year, and sold to all members at a cost of \$AUD22 per copy. It is not part of the subscription levy.

1/15 Info-line Editor.

Mike Bull ZL2VM has approached ZL1TGC wishing to have more information on the requirements of HQ Info-line

1/16 Web Site Design

Terry ZL3QL approached ZL1TGC over the weekend and advised he may have a person who could assist in the updated web design

A/P ZL1TGC will report progress on web site design upgrade as discussed with ZL3QL

1/17 Forest & Rural Fire Insurance Cover

ZL1PK advised some branches have a cover like this, which is an extension on the public liability cover.

AP ZL1TGC to approach Rhonda Merritt, with regard to including Forest and Rural Fire cover on our policy and the cost for this additional cover.

1/18 Council branch Visits

ZL1TGC requested when a Councilor can, please visit local branches. Remuneration for travel will be available if/when required.

1/19 AREC operating account

ZL3PAH and ZL4TAE would like to see better governance on expenditure of AREC funds from their operating account.

Evan noted, it is important that the funds are transferred from the Trust account, to the operating account, so that we can claim the GST on the purchase.

1/20 Leave of Absence

Terry ZL4TAE will be away from 15 June to 20th July

Phil ZL3PAH away until mid July

Meeting closed at 11:40