

Minutes of KSC Committee Meeting – August 2020

Date / Time :	Saturday 8 th August, 2020- opened at 17:21
Location :	KSC Briefing Room
Attendees :	Todd Edwards (President) TE, Dave Matthews-Frederick (Secretary) DMF, Eric Pozorski (Treasurer) EP, Neil Dunn NDU, Nev Donald ND, Kim Houghton KH, Greg Schmidt GS, Al Sim AS (Zoom), Andrew Georgeson AG, Rob Butler RB
Apologies :	Col Eustace CE, Darryl Hansen DH,

Agenda Item #2: Previous Minutes:

- The Minutes from the Committee meeting of 4th July, 2020 were presented to the meeting by DMF.

Moved DMF that they be a true and correct record. Seconded TE. Carried

Business arising:

- See General business

Agenda Item #3: President's Report

Nil formal report

Agenda Item #4: Treasurers Report – Month ending 31st July, 2020

Treasurers Report 31 July 2020		
Summary of Trading for period 1 July to 31 July 2020		
Income	\$	11,317.89
Cost of Sales	-\$	4,477.09
Expenses	-\$	653.20
Net Profit	\$	6,193.28
Account Balances as at 31 July 2020		
Working Account	\$	7,070.46
Working Account 2	\$	10,034.30
Saver Account	\$	-
Online Saver Account 2	\$	9,024.47
Insurance Reserve	\$	-
Insurance Reserve 2	\$	113,941.32
Maintenance Reserve	\$	-
Maintenance Reserve 2	\$	10,238.44
Total Funds Available	\$	150,308.99
Liabilities		
GFA loan	\$	60,440.28
Club Members Funds	\$	15,832.48
Credit Cards	\$	1,390.62
Accounts Receivable		
Debtors	\$	17,018.68

Accounts Paid			
Date	Name	Memo/Description	Amount
01/07/2020	ANZ Bank	Merchant Fee	-49.30
		Merchant Fee	44.82
			-4.48
16/07/2020	ANZ Bank	PAYMENT TO ANZ BUSINESS CARD	-1,025.11
		PAYMENT TO ANZ BUSINESS CARD KML Fuel	714.85
		CTA Aircraft Spruce and Spec	203.79
		Intuit Quickbooks Fee	31.81
			-74.66
23/07/2020	Telstra	PAYMENT TO TELSTRA	-30.00
		212800494820200723	27.27
			-2.73
06/07/2020	Mercury Superannuation Fund		-1,456.00
		Tug Hangar Rental	1,456.00
			0.00
06/07/2020	Stihl Shop Kingaroy		-20.00
		Clamp Auto Tug	18.18
			-1.82
06/07/2020	Avdata Australia		-10.70
			9.73
			-0.97
06/07/2020	Chubb Fire & Security P/L		-330.00
		Smoke Detector Service & EEL Systems Test	300.00
			-30.00
08/07/2020	Greg & Linda Kolb		-334.00
		Mylar Tape 12mm x 30 Meter Invoice 168	200.00
		Shipping	22.00
		Mylar Tape 22mm x 10 Meter @ \$9.20	83.64
			-28.36
			0.00
08/07/2020	Flick Anticimex Pty Ltd		-110.00
		Pest Control	100.00
			-10.00
08/07/2020	Flick Anticimex Pty Ltd		-154.00
		Clubrooms Pest Control	140.00
			-14.00
13/07/2020	Australia	Loan Repayment	-2,653.00
		Loan Repayment	-2,497.28
		Interest Paid	155.72
			0.00
15/07/2020	Mee Loft Pty Ltd		-115.00
		Emergency chute repack	31.82
		Parachute Repack for Steve Evans	72.73
			-10.45
15/07/2020	Fluccs Australia-AUS Business Hosting	WEB Hosting	-240.00
		WEB Hosting 27/07/20-27/07/21	218.18
			-21.82
15/07/2020	Kingaroy	Adhesive Grip General repairs	-7.93
		Adhesive Grip	7.21
			-0.72
16/07/2020	Butler, Robert	ANZ INTERNET BANKING PAYMENT 621711 TO Robert T Butler	-1,374.99
		ANZ INTERNET BANKING PAYMENT 621711 TO Robert T Butler	1,249.99
			-125.00
17/07/2020	ANZ Bank	ACCOUNT SERVICING FEE	-22.00
		ACCOUNT SERVICING FEE	22.00
15/07/2020			-2.80
		ANZ INTERNET BANKING FUNDS TFER TRANSFER 645128 TO 014630101306463	2.55
			-0.25

Treasurer's comments re Report:

Handover

- Thank you to John McGrath for the hours and hours of work in setting up Quickbooks, and for his time assisting with the handover. It's much appreciated.

Treasurer's new email address

- ksctreasurer1000@gmail.com
- ksctreasurerrecovery@gmail.com (recovery email)

Treasurer's Laptop

- A security issue (malware remaps the keyboard in bios) has existed for a very long time.
- It would be prudent not to use this laptop for ANZ or Quickbooks access.
- As the fix has a high chance of bricking the laptop, a new Linux Mint distro has been built on a usb stick (at no cost to the club).

Bookkeeping

- Ditto to Quickbooks upload has been automated using vba code in excel to save time.
- Invoices, Membership Applications and all other relevant documents are now being uploaded as attachments to the associated transactions in Quickbooks.
- Business Rules are being added in Quickbooks to assist correct matching of transactions.
- "BankingALLStatements" spreadsheet created to make finding transactions faster.
- Documents are now backed up on a secure Google Drive (at no cost to club), the clubs external hard drive and a usb stick.
- Google Drive is currently accessed by Todd and DMF. This can be expanded to the Committee.
- Alex's mum Sally Fogale is a bookkeeper and has offered to assist the club, but is only familiar with Xero and MYOB.

GFA Loan

- Either overpaid 0.25% on RBA cash rate or underpaid on the interest calculation by 0.50%, or both, over the last fourteen repayments.

Credit Cards

- Incorporated Credit Card Application is with the ANZ team waiting approval.
- ANZ Credit Card Statement to 21/07/2020
 - Darryl Hansen spend cap \$5,000.00
 - John McGrath spend cap \$9,999,999.00

Overhang

- Pty Ltd's accounts to be closed.

2020 Tax Return

- An accountant will need to be engaged.

Moved EP that report be accepted and accounts ratified for payment. Seconded GS. Carried

Agenda Item #5: Tugmaster Report – 8th August, 2020

- **KML** – The Cessna has been running roughly and Tony Kerr came over from Gympie to rectify this. The engine had an induction leak and all 4 inlet manifold seals were replaced.
- Ross Whittle has been endorsed on operation of CTA
- KML now has approximately 35hours to run before annual is due in November.

Moved DMF that DH's report be accepted. Seconded TE. Carried

Agenda Item #6. CFI report - 8th August, 2020

- Not a lot of flying been done since last report.
- There has been a change to flight review requirements from annual to biennial frequency. This info has been sent to members. The necessity to do the associated online exam has not been popular with everyone.
- Safety – Concerns were raised re number of rope breakages and excessively worn ropes. This has been addressed by the Tugmaster. All ropes have been either replaced or had worn ends re-spliced.

Moved KH that his report be accepted. Seconded DMF. Carried

Agenda Item #7. Airworthiness Report – 8th August, 2020

- KYY – Fuselage taken to Roger Bond by Werner Strauss for fitment of new tailplane bracket.
- XKD – Has had new wing pins fitted by Maddog Composites. Was outlanded and suffered belly rash and had U/C doors torn off. Needs new hinges. AG looking after this.
- KDX – Battery issue fixed. Annual Form 2 being done by Dave Jansen with several helpers
- GFA AD688 – This inspection done on XKE and KDX by Chris Wooley and DMF. No corrosion issues. Still has to be done on XKD.
- Pee tubes in Discus aircraft – It was decided to leave them as is as we have no corrosion issues related to this.

Moved AG that report be accepted. Seconded TE. Carried

Agenda Item #8: Correspondence & Business arising 8th August, 2020

Inwards:

- Peter & Lisa Trotter – Request to be added to waiting list for a caravan spot.
- Werner Strauss – Request to use Discus at State comps at DDSC in September.
- Kimberly Olsen – Presently member at Bathurst – moving to Brisbane – asked about joining KSC.
- Several Air Experience flight and training requests.

Outwards:

- Response to Miles Gore-Brown re use of Dou at 20 metre Nationals next February. Decision to be made this meeting.
- 3 responses to Joyflight and training requests

Business Arising from correspondence:

- Respond to Miles G-B that it is OK for him to utilize KDX next February
- Kimberly Olsen's membership request – wait for her to visit and go from there.

Moved DMF that inwards correspondence be received and outwards adopted. Sec TE. Carried

Agenda Item #9: Safety – No report

Agenda Item #10: General Business

- Put the Trotters back on waiting list for Van spot at the bunkhouse
- Bunkhouse – It was decided to have a sub-committee to look into options for future replacement. Suggested committee to comprise Nev & Liam Donald, Greg Kolb, John Buchanan, Eric Pozorski and Neil Dunn.
- Tom Claffey – Tom's ashes to be scattered by Kerrie and GS from the Duo and memorial plaque dedicated after 10:00 am briefing on Saturday 8th August.
- John Buchanan – Request to use KDX for 20 metre Nationals – refused – Miles GB already approved for this.
- Multiclass Nationals – Grand Prix will be held at Kingaroy if Multiclass Nationals cannot go ahead.
- Protocol for hiring gliders for competitions – List for discussion at next committee meeting.
- Glider self Insurance – Contributions to insurance fund – Increase by 10% now and re-assess every year.
- Operational issues with Covid concerns – The club is currently meeting requirements re hygiene and tracing issues. The club is doing OK with this.

Meeting closed 19.20

Dave Matthews-Frederick
Secretary