



**Schedule and proposed agenda for B of D meetings,
Ottawa,
Soaring Association of Canada
October 21 to 23, 2010**

Delta Ottawa Hotel & Suites
361 Queen Street Ottawa
613-598-0313

Fri. Oct. 21 - 16:00 –20:00 SAC Directors social – wine and cheese format meeting with COPA Directors.
20 :00 - Dinner

Sat. Oct. 22 - 08:00 – breakfast at the hotel
- 09:00 – Board of Directors meet, hotel conference room
- 17:00 – adjournment
- 19:00 - Dinner reservation T.B.D.

Sun. Oct. 23 - 08:00 – breakfast at the hotel, room checkout
- 09:00 – continue B of D meetings hotel conference room
- 15:00 – adjournment

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Agenda items: (order to be determined, subjects to be added if required)

1. Review of Minutes of BOD – 2010 AGM meeting.
2. SAC revised By-Laws approved at last 2010 AGM.
3. Review of agreement with Jim M and our obligations to him.
4. Review of director's responsibilities ref. SAC committees.
5. Treasurer - Financial report and review of both the general and trust fund accounts.
6. Sending in fees late – Alberta – and membership implications.
7. SAC condo – status, find new agent to handle rental or sale?
8. Collection of SAC fees from clubs – discussion and recommendations including status of Erin and Great Lakes clubs (Nov 2009 item)
9. COPA management, adjustments required? - SAC Office supplies?
10. Regular SAC ad in COPA Flight.
11. FTSC Committee report – (preliminary accident and incident report)
12. Sporting Committee report – (Worlds)
13. SAC National Competitions – 2011 update and planning for future nationals 2012 and 2013.
14. Airspace committee report – (Toronto airspace, Transponder, Power Flarm)
15. Technical committee report – (L-13 AD) Help for clubs to replace Blaniks
16. SAC insurance report.
17. Other committee reports if required
18. 2011 SAC AGM update and planning.
19. SAC website – currency, use by members, discussion and recommendations. (Nov 2009 item)
20. Tony's contract – approve increase

21. Copa's suggestion - Privacy policy
22. Eric – Reimburse clubs a portion of the SAC fee for bringing back former members
23. John T. - Regular spot in FreeFlight with the form for making donations to SAC funds
24. John T. - Review of all SAC funds (history, terms, conditions) for a FreeFlight article
25. Others.

Board Meetings October 22 and 23, 2010 Ottawa

Sylvain Bourque	SB
John Mulder	JM
John Toles	JT
David Collard	DC
Dan Cook	Dan C
Dan Daly	Dan D
Tanya Storing	TS

Item	Discussion	Action
	Brought to order by President Sylvain Bourque at 9:15	
1	Review previous minutes.	
2	For 2011 AGM – Bylaw amendment motion for the youth/air cadet category	
5	Free Flight ads – Tanya will attempt to get outstanding fees for free flight ads from 2004/2008 – will send out a letter in conjunction with Tony Burton.	TS
	A follow up letter to regular donators reminding them to donate for a 2010 tax receipt.	TS
	Discussed accounts and funds – possibility of merging all funds into one – the funds are separate for diversification and for protection. There is no additional cost to keep the funds separate.	
	FTSC insurance safety incentive of \$10,000 – Tanya will check with Keith Hay on the status of the incentive.	TS
	FTSC will become a separate category similar to the other examples provided in the new finance software structure. FTSC will have an expense and income and separate budget to track effectiveness of course fees etc.	
	Training documents for courses are an FTSC expense as well as the CD's/DVD's. Soar and learn to fly gliders and other merchandise sold are not.	
	DC provided documentation concerning World Team funding and would like to include a summary of the document in the next Free Flight. Requires an opening paragraph to set a positive tone for readers as they look at the funding support.	DC
3.	Review of conversation with Jim on Friday. We owe one month holiday pay and one month pay for services provided in 2010. This will be paid along with a letter thanking Jim for all his work that also indicates that this will be the concluding payment for his services.	JT
4.	Ad board liaison to list of committees on the website. Review the list on Sunday	JM
11	Dan Daly was welcomed as the new SAC safety officer. He presented a report on Flarm introduction to Canada. Frequency issues. FCC in US is working on the certification. If we pay they can get certification in Canada but it would be better to piggy back of the FCC certification. Dan will provide info on the roundtable and JM will take that for a	Dan D JM

	news item on the website. Interestingly power Flarm is also an approved igc recorder that will output gps signal for pda use.	
6	JM will discuss with clubs at ASC planning meeting, set guidelines and report back to the board. Membership info weekly, funds sent in monthly.	JM
	Article in Free Flight discussing new membership renewal page	JM
8	Reminder in Free Flight and webpage concerning insurance and SAC membership and the fact that if the membership is not valid, neither is the insurance. All pilots must have a valid membership. Explain a good method to ensure this is to print a copy of your membership card and put it with your insurance document. Keith Hay can write the article and include Eric since this was an Ontario zone issue that brought this item to the agenda.	JM
7	Sell. Get organized to sell the condo. We need a market valuation. DC will get current real estate info and once the information is gathered, motions can be made concerning how to proceed. (construction completion/COPA agreement).	DC
9	Deposits and claims completed in a timely manner (within 5 days of receipt)	
	Office supplies, John Mulder will review inventory and make recommendations concerning what items should be maintained in stock. Place inventory online.	JM
10	List glider pilots that have safely landed their airliner in an emergency was an idea presented. DC will put together an example and obtain prices.	DC
11	Dan Cook presented highlights from the attached report...Towplane gear failures, Wave landouts, low level launch interruptions and air proxy's	
12	DC presented info under item 5.	
13	2011 SOSA June 27 – Jul 8. Need to find locations for 2012, 2013 and 2014 out west	JM
14	At the COPA meet and greet on Friday Dan Cook obtained contact information while discussing windmill issues and aerodromes. Contact info attached for Eric's reference to contact	
15	Nothing new currently. Concerning SAC providing the security for clubs to obtain loans, it was discussed and concluded that clubs must find their own solutions to ensure they are committed to the outcome.	
16	See Keith Hay email	
17	Safety report provided previously by Dan Daly	
	Adjourned Saturday at 5:00pm	
	Reconvene Sunday at 9:45 am	
	Tanya returned to talk with the board about several items. It was decided that the membership card format for 2011 will be the letter with the card that "pops" off the bottom of the page and will be mailed to members when they renew.	
	PTR format will change to one side English and the opposite side French. Sylvain agreed to look at formatting the books with the files he currently has	SB
	Timelines for office duties were discussed. It was agreed the following timelines will be met: Weekly deposits. Expense claims paid within 10 days of receipt. Membership renewals and new memberships within 10 days of receipt (COPA typically 2 days) Gmail accounts for the board need to be setup ASAP to allow updating of the website. Paypal setup to allow all payments to SAC to be processed through paypal.	

	<p>FTSC instructor packages – 30 complete packages should be in stock.</p> <p>Need to determine the number and contact info for youth members for a direct mail reminder for youth bursaries.</p> <p>RBC Dominion account – need to determine if signing authorities are correct for this account.</p> <p>Membership template for the website to allow clubs to download, complete and resubmit. Should include the name, club position, address, email and telephone contact, Instructor number, OO number.</p> <p>Future website pages to include club safety officer reports and incident/accident report uploading capability.</p> <p>Directors need to obtain committee reports from their respective committee. This will also ensure communication between the director and their committees.</p> <p>This will also allow for reports and information to be gathered and placed in a prepared binder for the BoD meetings.</p>	
	SSA skype broadcast?	
	Does Tanya need to attend in Quebec at the BoD and AGM, board agrees yes.	
18	<p>AGM March 18 and 19, Hotel Chateau Laurier in Quebec city</p> <p>AGM during lunch 12:00-13:30. Seminars start at 10:30. Bilingual considerations.</p> <p>Two main themes...early cross country and instructor refresher.</p> <p>Sunday FTSC instructor refresher with the simulator.</p> <p>Dinner Saturday evening with introductions and awards. Presentation to Jim and National team recognition.</p>	
19	Changes to the membership process, Paypal ability, FTSC pages added. More use of the website by clubs may be a reminder to add some news items by the membership.	
20	Authorize Tanya to make retroactive payment to Tony. increased to \$500/issue + \$45/page	DC
21	Edit COPA privacy policy for SAC	JT
22	Move item to next agenda or email discussion	
23	<p>Donations form in Free Flight</p> <p>Include an article about bursary availability in each edition</p>	JT
24	Review of SAC funds history, terms and conditions for Free Flight article	JT
25	<p>Virtual Hall of Fame on internet with virtual trophy case.</p> <p>Video compilation for you tube. Content to be provided by club's.</p>	Dan C
26	<p>SAC membership for youth/air cadets is already in place.</p> <p>Need to spreadsheet real cost of a flight. Create a template.</p> <p>Cadet staff and officers can purchase associate membership in SAC \$60</p>	JM
27	Expense guidelines for the website	DC
28	Junior member category for the Bylaws need to ensure wording is prepared for a amendment to the bylaws at the agm	
29	<p>Cloth badges will be supplied. A,B, and C pins will be supplied to clubs free of charge.</p> <p>Need to look at the implications of this decision and how the items will be supplied.</p>	JM
	Adjourned 14:35	

Attachment 1

To: SAC BOD's

Re: 2010 World Contest – Funding Support – Claims Submitted

The funding support for the 2010 World Contest team was as follows:

Directly from SAC

(1) Wolf Mix Fund – Year End 2009	\$92,917.00 –	
Suggested 3% funding support	\$2787.51	
World Contest Fund – Year End 2009	\$4000.00	
(2) SAC World Contest Fund available	\$10,000.00	
Total Available for 2010 World Contest	\$16,787.51	\$16,787.51
Paid out to date –		
(1) World Contest Fee	(2,867.43)	
Remaining funds - Advance payment 50% of	\$ 13,920.08	= (\$6,960.04)

Advance payment to each of the three pilots: One third of \$6,960.00 = \$2,320.00
Remainder of above SAC funding of \$2,320.00 was paid to each pilot after
World Contest and Submission of original receipts for expenses incurred.

Other Funding raised by Team & SAC Members

CAS/ Team Cross-Country Soaring Seminars in Hamilton 2009 and Ottawa 2010 ~	\$2500 total
SOSA Membership Raffle ~	\$3000
WestJet Raffle ~	\$3500
Advertising on the Team Website ~	\$500
Dinners at the 2009 Nationals ~	\$1000
Dinner at the 2010 Nationals ~	\$600

237,919 Aeroplan points were donated, and I(Dave Springford) topped up to the 240,000 point level for the 4th ticket. So this saved us 4 airfares to Europe that would likely be in the \$1500 range per ticket - \$300 per ticket taxes fees - total savings \$6000 - \$1200 = \$4800.

TOTAL FUNDING SUPPORT	Dollars	\$4800.00
	Aeroplan points Dollar savings	\$27,556.01
TOTAL FUNDING SUPPORT	All sources	4,800.00
		\$32,687.51

Note From D Joerg Stieber – Team Manager

There were no other big donations that didn't run through the SAC fund.
No In kind donations.

Contest Pilots – Claims submitted

Willem Langelaan Oakville, ON	\$12,132.73
Dave Springford Waterloo, ON,	\$9727.59
Jerzy Szemplinski Mississauga, ON	\$10,495.69
Total Claim from Team Pilots & Crew	\$32,356.01
TOTAL FUNDING SUPPORT : Direct Dollars Equal to \$9,185.33 per pilot/crew	\$27,556.01

D Joerg Stieber – Team Manager In Kind Donation \$3,312.49
2010 Tax receipt issued to D Joerg Stieber

It can be seen from the sources of the financial support provided to the 2010 World Contest Team that it takes a combined effort of fund raising to be successful. This co-operation and support was much appreciated by the SAC World Contest Team.

David A Collard, SAC Tres
Pacific Zone Director
October 18, 2010

Attachment 2 SAC Youth Bursary Program - 2010

Association de Vol a Voile Champlain -

1 - Simon-Pierre Dupant – Age 24 – Funded \$499.00 – Valid ts

Canadian Rockies Soaring Club (CRSC) – Mel Blackburn Tres

- 1 - Christopher Hildebrandt – Age 18 – Funded \$499.00 Valid ts
 - 2 – Chantel Fortier – Age 17 –Funded \$499.00 as of July 27th, 2010 Air Cadet
 - 3 – Darcy Foo – Age 15 –Funded \$499.00 as of August 20, 2010 Air Cadet
 - 4 – Patrick J Crawford - Age 18 –Funded \$499.00 as of August 20, 2010.
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Prince Albert Gliding & Soaring Club – Dennis Mountford – CFI

- 1 - Robin L Claus – Age 23 - Funded \$499.00 Valid ts
 - 2 - Rae F Given – Age 15 – Funded \$499.00 Valid ts
 - 3 - Wyatt Given – Age 13 –of Aug 1st – Funded \$499.00 Valid ts
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Vancouver Soaring Association – James Swank – VSA Pres

- 1 - Sean Kitts – Age 24 – To be Funded \$499.00 – VALID TS
 - 2 - Colby Timm – Age 17 - To be Funded \$499.00 – VALID TS
 - 3 - Jessica Holman – Age 20 - Aug 1st Funded \$499.00 – Air Cadet
- SOSA – Andrea Kuciak – SOSA Pres**

- 1 - Neil Wilson – Age 18 - To be Funded \$499.00 – VALID TS
 - 2 - Rhys Juergensen – Age 15 - To be Funded \$499.00 - VALID TS
 - 3 – George Holt – Age 16 –Funded \$499.00 as of Aug 19th, 2010.
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Gatineau Glding Club - Doug Laurie-Lean, Pres.

- 1 - Ryan D MacNeil – Age 16 - Funded \$499.00 - Valid
 - 2 - Nicholas InGold – Age 16 - Funded \$499.00 – Valid
 - 3 - Emma Walker - Age 16 - Funded \$499.00 - Valid
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York Soaring Association -

- 1 – Andrew Lampert – Age 17 –Funded \$499.00 as of July 28th, 2010
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To: SAC BOD's

The above individuals (18) were funded in 2010 under our SAC Youth Bursary Program.

David A Collard SAC Tres

October 20th, 2010

Attachment 3 FTSC BRIEF FOR BOD MEETING 23 OCT 2010

Current accidents to date (separate report sent earlier) questions? Trends NDT of landing gear? Citabria an issue and now Pawnee? Low level launch interruptions? Air Proxies?

Blanik L-13 situation. What we know: 16 Blaniks in Canada affected. 2 clubs sole use of L-13 and Cold Lake trying to start with one. (G Prairie, MSC,GGC,VSA,SOSA,**SSSA**, CuNim, CVVQ, Bonnechere, **Cold Lake**, AC des Outards, **SaskS**)
Solution to AD may be possible in APR 2011 by Blanik for NDT procedure for spar (\$\$). We will need EASA approval before FAA or TC change AD status. May be mid summer before resolved?
Richard Sawyer proposed SAC act as guarantor for Blanik replacement loans?

Instructor course status (FTSC Trained 22 Instructors of which 13 were new.)

- BC Hope course: 4 x Class III, 3 x Class II (Attended by Air Cadet Pacific Region Standards Officer for SAC class II rating- Capt Carter)
- AB Edmonton Course: 3 x Class III, 2 x Class II, and 1 x Class I. 1 unsuccessful due to lack of preparation.
- ON Ottawa course: 4 x Class III, 1 x Class II, and 2 x Class I
- QC Champlain course: 2 x Class III??? Sylvain to confirm!

- Comments:
 - o Hope course had 13 students but 9 dropped out day before course (all VSA participants) Edmonton had 7 and 3 dropped out day before.
 - o FTSC chair does not want committee to run more courses as currently structured. Currently two weeks material is crammed into 5 days.
 - o Club package being developed for CFIs to run own courses for 2011. FTSC could assist.
 - o Two largest clubs SOSA & YORK do their own training based on their own syllabus.
 - o TC allows any instructor to sign off another pilot for instructor rating!
 - o FTSC will monitor standards, assist perhaps when requested, or run a course if committee member interested.
 - o Cost/expense of courses not recoverable?
 - o Suggestions?

Simulator Status

- Western complete with new pedals and mod kits sent to ON & QC, triple head to go deliveries complete.
- Western Sim used on two courses, AGM, SAC Nationals, and used to build instructor course & recurrent training videos. Offered sim to Cunimb, ASC and VSC for airshows Abotsford/Alberta but not used.
- Central Sim used for Instructor course, Hamilton airshow with SOSA.

- Eastern Sim used for instructor course?? Sylvain to confirm.
- ESC built a similar sim and VSA considering building one after seeing it used on Instructor Course. CuNnim has one in works but not finished.
- Future plans
 - o Instructor courses highly successful with sim continue with integration.
 - o Possible SAC promotions at airshows?
 - o Use sim for Spring Refresher cert for current experienced pilots? (5 glider flights in last six months + 100 solo flights in gliders)

Recurrent Training seminars

- pilot program tested at AGM and Nationals successful
- send now to all club CFI & consider sending DVD copy to all pilots?
- Clubs should then hold pilot meeting to discuss.

SAC Instructor refresher

- include Instructor course video as part of new manual
- Send copy to CFIs
- Consider sending a copy to all SAC instructors?
- CFI can hold a Instructor meeting to discuss Video/presentation.

Hand over of SAC Safety Officer duties to Dan Daly.

FLARM status

- Dan contacting Industry Canada to secure same frequency as US for Power FLARM
- FTSC has contacted FLARM manufacturer to coordinate FLARM potential for Canada

SMP status

- 1 safety audit received from
- Annual safety report from CRSC by email no accidents/incidents to report!
- Accident reporting by email much improved 80%

SAC Office - review actions for:

- Pilot accident/incident reports
- Club Safety Reports
- Club Safety Audits
- Club Instructor or Safety Awards
- Club Reports giving changes to CFI/SO or listing # of launches
- SAC Instructor lists & Instructor #s
- SAC Instructor courses

Dan Cook
 FTSC Chair
 SAC

