

# Minutes for NZART Council Meeting

NZART Council Meeting held via Skype, Tuesday 5<sup>th</sup> August 2014

## 3/1 Roll Call

Chairman: Vaughan Henderson ZL1VH

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

Max Wheatley ZL2MAX, Malcolm Wheeler ZL2UDF, Warren Harris ZL2AJ, Stuart Watchman ZL2TW, Phil Holliday ZL3PAH,

Terry Thomas ZL4TAE

Minute Sec: Topsy Scott ZL2LS

## 3/2 Apologies

Nil

## 3/3 Minutes of Council meeting July 2014

Moved by ZL3PAH                      2<sup>nd</sup> by ZL1PK    Carried

## 3/4 Additional Agenda Items

3/9 Keeper of Milestones

3/10 Honour Roll

## 3/5 Action Points

Action Points Monday Meeting of Council Conference 2013

01            ZL3PAH and Finance Sub Committee to review the costs and time involved in ARX duties.

Committee has not yet met, will be doing so soon.    Ongoing

Action Points Council Meeting December 2013

01            ZL1VH and ZL3PAH to look at Debby's contract then follow with review, and update job description.    Both ZL1VH and ZL3PAH have a copy of this contract which is dated 1998 . Significant changes are needed, and both will meet to discuss and work on this.    Ongoing

Additional AP ZL1VH to forward performance review form with Debby's contract to ZL3PAH. ZL1VH is to email this to ZL3PAH tonight following meeting.

Complete

The Employment Contract is to be finalised and agreed to before the performance review is done.

A/P ZL1VH to let Debby ZL2DL know this will be happening.

#### Action Points from Special Skype Meeting 15 February 2014

02 ZL1VH will continue to advertise in Break In and HQ Info-line for a permanent Editor for Break-In.

Additional: ZL1VH to send ZL1TPH updated text for the next issue of Break In as this needs updating. ZL1VH to resend to ZL1TPH

Ongoing

15 ZL1VH to ask ZL2TLL for an evaluation of what he sees as the value that the Association receives in attending such meetings for IARU. ZL1VH is waiting for a report from Don ZL2TLL. Ongoing

#### Action Points Council Meeting Friday 30 May 2014 Blenheim

01 ZL1TPH to progress Call Book production budget and report to Council.

A/P ZL1TPH is to send another email to Andrew and get an update.

Once the size/format of Callbook is known, ZL2MAX will obtain an alternative quote for printing.

05 ZL1TPH to advertise for the position of Keeper of Milestones in Break In and HQ Info-line. Complete

06 ZL2DL – Appointment of Examination Supervisors: To write to two Branches advising due process must be followed, with the proper approval being granted by NZART Council for Examination Supervisors.

ZL2DL is waiting for a reply back and to follow up with another letter to the Branches concerned. Ongoing

07 ZL1TAJ to coordinate a service agreement to be included with the newly approved Spectrum Management policy. A start has been made and this has been circulated to the four Councillors looking at this plus the President and Vice President.

Ongoing

1. 08. ZL1VH/ZL2DL to follow up on Personal Liability insurance for branches with the Association Insurers. There is a good level of interest for this from Branches. Council is asking for more information from Aon Insurance as to exactly what is covered in the Public Liability Insurance which has been increased to ten Million Dollars.

Ongoing

A/P ZL1VH to let Branches know what they will be covered for with this insurance.

Additional: ZL1VH To advise Branch 80 of the decision re Material Damage Insurance. Complete

09 ZL2TLL/ ZL2DL/ZL1VH to arrange a time to meet with RSM to discuss Silent Keys, repeater licensing, unlicensed operation on amateur bands and other areas of common interest.

Council suggested that ZL2DL's access in SMART could be extended to deactivate Client Records. This will be discussed with RSM.

Ongoing

A/P ZL1VH to report on the meeting as soon as possible.

Action Points from Meeting Monday 2 June 2014 Blenheim

01 ZL2DL to prepare changes to the constitution as voted in at the AGM and submit a copy to the Registrar of Companies Office. Complete

03 ZL2AJ to keep Council informed of developments with the Health and Safety Act and in particular compliance with regard to PCBU (a person conducting a business or undertaking). Ongoing

A/P ZL2AJ to send out an information paper on PCBU, to Councillors

04 ZL3PAH to write a specification of requirements for an updated NZART web site and circulate to council.

ZL3PAH has made a start on this and is not ready for presentation but hopes to have something before the next meeting . Ongoing

05 ZL2DL to progress sponsorship/merchandise options with Sharon Dawson of ICOM and advise Council before any firm decisions are made.

ZL2DL is waiting to hear back from Sharon Dawson from Icom NZ

ZL2DL has not had a reply for Icom and is to follow up on this. Ongoing

06 ZL4TAE – Send a letter to ZL2TAR re FMTAG being reorganized and attach a copy of the restructure policy once complete.

Still waiting for the Restructure Policy Ongoing

Action Points from Meeting July 2014

01 ZL4TAE to follow up on the status of the 9cm beacon application as Council has not approved this and it needs to be resolved and moved to approval. Ongoing

02 ZL3PAH/ZL1TPH to work on WIA Commemorative Plan for ANZAC memorial. With assistance from ZL2TW, hope to have an update for next month's meeting. Ongoing

03 ZL2TW to discuss DVD library and labelling with ZL2DL Complete  
ZL1TAJ is still working on producing high quality DVD's from the original VHS tapes.

04 ZL1VH to advise ZL1BNB of Council's approval for appeal fee of \$555.11 to be paid. Complete

05 ZL1VH Send reply letter to Branch 28 re Public Liability Insurance Complete

3/6 Confirmation of New Members July 2014

Moved by ZL4TAE 2<sup>nd</sup> by ZL2AJ Carried

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3/7 Monthly Financials July 2014

a) Monthly spreadsheet of payments

Moved by ZL1TPH 2<sup>nd</sup> by ZL1PK Carried

b) Actuals versus Budget

3/8 Monthly Reports June 2014

a) FMTAG Monthly report

Moved by ZL2AJ 2<sup>nd</sup> by ZL2UDF Approved / Carried

b) AREC monthly financials – sent out via e-mail

c) Monitoring Service May/June reports – sent via e-mail

Council has noted and received reports with thanks.

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3/9 Keeper of Milestones

An application has been put forward by Craig Crawford ZL3TLB for this position.

ZL2TW moved that Craig ZL3TLB be appointed the position of Milestone Keeper. 2<sup>nd</sup> by ZL1TPH  
Carried

A/P ZL1VH: to write to Craig and confirm his application and also invite him to propose some criteria for this.

### 3/10 Honour Roll ZL4TAE

After discussion it was resolved that ZL2UDF to respond to council with a draft

### 3/11 QSL Manager

ZL2TW moved that Ivan Horne ZL2ATU be appointed the NZART QSL Bureau manager. 2<sup>nd</sup> by ZL1TAJ .

ZL2TW to pass this information onto info line for publication                      Carried

### 3/12 Leave of Absence

ZL1VH will be out of New Zealand from 8<sup>th</sup> to the 14<sup>th</sup> August

ZL1TAJ away from 13<sup>th</sup> to 18<sup>th</sup> August

### 3/13 General Business

- a) Confirmation of Updated Constitution – Companies Office
- b) Report to Council APG15-3 – ZL2TLL

ZL1VH to send a letter of appreciation to Don for his cost savings for NZART

There being no further business meeting was closed by President at 21.10hrs

Topsy Scott ZL2LS

On air Minute Secretary