

P&DARCS General Meeting Minutes



Date: 04 Feb 2026 **Time:** 7.30 pm **Loc:** Zoom **Meeting:** #04-2025/26

Committee 25/26

Keith Quigg	President CFI Field Manager (Int)	KQ
David Law	Vice President	DL
Trevor Garey	Registrar	TG
David Gibbs	Secretary	DG
Peter Harris	Treasurer	PH
Daniel Jenkins	IT Manager	DJ
Melissa Law	Ordinary Member	ML
Norm Morrish	Facilities Manager	NM
Phillip Singh	Ordinary Member	PS
John Van De Waterbeemd	SIG Coordinator	JV
Liz Ventevogel	Editor	LV
Alex Williams	Safety Officer	AW

Meeting Chair: KQ

Topic no.	Notes:
1	<p>Welcome from Committee</p> <ul style="list-style-type: none"> Meeting opened: 7:35 pm Attendance: 21 Apologies: Phil Singh
2	<p>Acceptance of Previous Club Meeting Minutes</p> <ul style="list-style-type: none"> Held on 3 December 2025 Moved: Frank McPherson Seconded: Alex Williams <p>Secretarial Update</p> <ul style="list-style-type: none"> External Correspondence <ul style="list-style-type: none"> - Multiple SIG Requests for Field Use (SIG Coordinator) - ASA Team Member support request for World Champs - HMI application - Thank you note to Melbourne Water on flooding actions.



	<ul style="list-style-type: none"> - Co-op discussions on: <ul style="list-style-type: none"> o Outfield cutting and bailing. o Share sale process. • Internal Committee Correspondence covered in Committee Reports and General Business where relevant. • Note on Co-op and Share Sale process added to web site. • Club Constitution / By-Laws review continues in background
3	<p>Short Term Actions</p> <ul style="list-style-type: none"> • Prior Meeting(s): <ul style="list-style-type: none"> - Tasks and status summarised in Attachment 1 • New This Meeting: <ul style="list-style-type: none"> - Noted through minutes and summarised in Attachment 1
4	<p>Committee Reports</p> <ul style="list-style-type: none"> • President Report <ul style="list-style-type: none"> - Ongoing updates per NOTAMs 11 and 12 and Newsletter • Treasurers Report <ul style="list-style-type: none"> - PH outlined the trading receipts and expenses for the year to date and noted we are tracking to budget. He also noted some large upcoming maintenance expenses that will appear next month. • Registrar Report <ul style="list-style-type: none"> - 146 members; no new members through Christmas period • Field Manager <ul style="list-style-type: none"> - KQ remains interim Field Manager. - The cutting and bailing of the long outfield grass has been challenging with delays contributing to the temporary Turbine Ban introduced in mid-January. - The cutting and bailing have now been completed. PH noted the tenant is apologetic and will do their best to complete these works in early December in future. - The turbine restriction will be lifted at 9am on 5th February as advised to all members. • Facilities Manager <ul style="list-style-type: none"> - The four wheeled fire trolley that lives in the Gazebo has corroded badly as has the removalist trolley. The tyres also completely perished. - A new, heavy duty, two wheeled removalist trolley is now in place with the two fire extinguishers (labelled) and two fire blankets. This should be easy to pull through the outfield and through the gates if required. Make sure you know where it is in case of fire.



- New John Deere Fairway mower has been serviced. NM also now knows how to do the back-lapping of the cutting blades and has written out the procedure. He will sharpen blades again in 3 months.
 - Henry Hutchinson from Nepean Club / Victorian Precision Aerobatics has helped with the final stage of repairing the leaking toilets. Only the lady's toilet is left to complete.
- **IT Manager**
 - DJ provided a brief overview of the tech tools he has been developing to help with Committee procedures and communication – including things like SMS alerts.
 - DJ also mentioned the Issue, Incident and Suggestion system that will be previewed in General Business.
- **Safety Officer**
 - AW noted it is encouraging to see more pilots flying from behind the Pilot Barriers.
- **SIG Coordinator**
 - JV talked through the Calendar of events scheduled for this year (see Calendar Updates below) and the importance of these to the reputation of the Club and involvement of our members – as participants and spectators.
 - He went on to note the SIG Field Use application on the website for those wishing to use the field and engage with him around their (and our) needs.
 - Paul Van Tongeren requested if the Committee could send an SMS to all members about 5 days before each event – pushing the advice out rather than relying on members to check the calendar. All agreed this was sensible and DJ will reinstate the process (**Committee Action**)
- **CFI**
 - One Heavy Model Inspector application in progress
- **Newsletter Editor** (LV absent)
 - Opportunity to use the Newsletter to mobilize more around the history of the Club around our 60th Anniversary this year (**Committee Action**)
- **Calendar Updates**
 - Classic Aerobatics – 22nd February (Sun)
 - Monty Tyrell – 16th to 18th April – Public Event, ASA partnership
 - Scale Competition – 17th May (Sun)
 - Scratch and Kit Rally – 8th November (Sun) - **TBC**
 - ASAA / IMAC Nationals – 13th to 15th November
 - F3A Aerobatics – 5th and 6th December
 - ASA Comp and P&DARCS Christmas Party – 19th December (Sat) - **TBC**



General Business:

- **John Lamont**
 - KQ noted the passing of John Lamont. Some of our members attended his funeral today. It was also noted that his son Ian passed away a few days afterwards.

- **60th Anniversary**
 - During his Facilities report Norm then offered a bottle of Shiraz to the first person who could name the significance of 2026 to the Club. Melisaa Law correctly noted it is our 60th Anniversary. It is around August.
 - It was noted that for the 50th we held a dinner and created some club merchandise to celebrate the milestone.
 - KQ noted we would look in anniversary shirts for this year along with organizing appropriate celebrations (**Committee Action**)

- **Monty Tyrell**
 - Following from the JV SIG updates, KQ introduced Alex Butler, President of Australian Scale Aerosport (ASA), to give a quick rundown on the Monty Tyrell for this year which will again be run as a partnership between the Club and the ASA
 - The event will cover 3 days this year as per the Calendar, and while scale focused everyone is welcome – we want all to have a fun time.
 - There will be camping at the field and plenty of post flying chat and camaraderie. Saturday night there will be dinner (ticketed – last year was lamb and chicken on spit) and many prizes on offer.
 - This year we are applying for this to be a Public Event, and the field will be set up to encourage outsiders to have a look.
 - Alex finally noted that they would love some members to assist for a few hours in the operations of the event – things like car park attending, taking gate money, selling raffle tickets etc. (**Members Action**)

- **Issue, Incident and Suggestion Register**
 - Daniel Jenkins introduced the Issue, Incident and Suggestion register that he has built and is now available on the Club website.
 - It simply requires your name and contact details, and allows reporting:
 - Broken Equipment
 - Maintenance Required
 - Incidents
 - Website / IT Issues
 - Suggestions (including General Meeting Agenda Item requests)
 - It backed by processes that alert the relevant Committee roles to the issue for action and set up to work on mobile so you can log events wherever you are.

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6	Next Meetings <ul style="list-style-type: none">• Next Committee Meeting: 18 Feb 2026• Next General Meeting: 1 Apr 2026
7	Meeting close: 8.15pm



Attachment 1 – Action Summary

Note:

- Beginning of Subject refers to the meeting when it was raised (e.g., GM-202602 was the February 2026 General Meeting)

Who	Subject	Status	Issue Type	Target Date
DJ - JVDW	GM-202602 - SMS Alert on Events	New	Quick Action	28/02/2026
LV - KQ	GM-202602 - Monty Tyrell - Call for Member Assistance	New	Quick Action	20/02/2026
LV	GM-202602 - 60th Anniversary Newsletter content	New	Action	1/08/2026
KQ	GM-202602 - 60th Anniversary Merchandise	New	Action	1/08/2026
DJ - PH	GM-202512 - Schubach memorial presentation on website	Work In Progress	Quick Action	31/01/2026
KQ	GM-202512 - NOTAM on Xmas BBQ Raffle	Completed	Quick Action	13/12/2025
KQ	GM-202512 - Ian Slack Model donation for Xmas Raffle	Completed	Quick Action	13/12/2025

