



# Mossel Bay Aero Club

Committee Meeting  
MBAC Clubhouse

## **MINUTES OF MEETING HELD ON 26 FEBRUARY 2019 AT 17H30**

1. Opening: Henk welcomed everyone to the meeting
2. Attendance: Henk van Wyk, Tina van Wyk, Bennie du Plessis, Mario Febbraio, Roger Brink, Mari & Cobus
3. Apologies: Mark Goodger, Klara was invited, but they did not respond.
4. Meeting Status: Quorum declared and approval to commence.
5. **Minutes of 10 December were not recorded, and Henk advised that the November 2018 minutes will be ratified accordingly (Please note that no recording link was received for 15 October meeting, therefore the Minutes of September 2018 and draft Agenda for 15 October, were sent by Estee to Committee as requested).**
6. Minutes of 14 January 2019 was adopted as proposed by \_\_\_\_, seconded by \_\_\_\_
7. Matters Arising:

- a. To be advised after recording is received and typed.

Jet A1 Sales – 16,247 lt R217,375.00

Avgas Sales for January 2019 – 14,158 lt, R240,976.00

Mogas Sales – 4,116, R48,000.00

Avgas Stock - as of 25 Feb 2019 26,940 lt

Jet A Stock – 16,000 lt

Mogas Stock – 11,500 lt

We still owe R97,736.00 for Avgas, and only had R70,000 in the bank today, hoping for payments to come in to pay the balance.

MP 500 is coming back so we will use additional fuel.

According to Roger's email sent, Shell advised there is about R1million worth of Invoices that we have not received yet which is sitting with it being paid but we have not had the invoices? This is a huge problem for such a large company. We must make a decision now with the other sources of fuel to try another Supplier.

Henk advised that we now have sufficient quotations, some include road transport and other don't, and we need to compare apples to apples and then make a decision.

Mario advised that, Kimberley, and Bloemfontein is so cheap because they have their own tanks. Charlie advised that, if we can, take a full load, which is the cheapest option that we can – 42,000 lt.



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If we take a portion of a load, we pay an enormous amount in transport. Once we pay for a full load once, we will just top up and score loads of money in transport costs after that.

Roger suggested that we speak to Wonderfly, if we take 20,000 lt, and if we take 40,000 lt, what is the price going to be for the next 2 weeks. It seems Jet A is more stable. We need to make a comparison between the 3 quotes before we can make a calculated decision. If we can save R1 on 10,000 lt, it is worth considering and maybe give the benefit to the Members? We are running on a very tight budget and need money. If we take money from the call account we can easily take a full truck, or maybe even 2 trucks. Roger will revert on all findings and all options.

A discussion pursued on repairing and/or replacing the fuel pipes (hoses) for Avgas (which is not an aviation-grade pipe) and Jet A which is damaged and is urgent to replace. The fuel nozzles have to be re-fitted to the new hoses.

Mari advised that all Hangar owners have to put in water meters without fail. This is not negotiable as the water usage is much too high. Mari to give a list of all Owners who do not have water meters and get it installed and invoice all Owners accordingly. It was decided to give them an option, by end of March 2019 a water meter must be installed, if not, the Committee will install it and Owners will be Invoiced. It is suspected that the leakage is underground as inspection of the property did not evidence any above-ground water.

We need to establish a connection as to the time the leakage started, and which Hangars were being built at that time, so it will be relatively easy to establish which Hangar/s to be responsible for the excessive usage of water.

Mari will do a historical analysis spreadsheet, with a graph to show the timeline of the problem.

### b. Trade Accounts (received from Roger for Jan & Feb 2019)

#### Mosselbay Aero Club (Pty) Ltd - Trade Account for the period January 2019

	Period Jan-19					Year To Date Jan-19				
	Jet A1	Avgas	Oil	Mogas	Period Total	Jet A1	Avgas	Oil	Mogas	Period Total
Sales Liter	11055	9176	0	3648	23879.90	61600	51336	2	17670	130607.90
R/c	136,446.91	168,872.44	0.00	49,841.60	355,160.95	736,297.82	913,261.65	256.14	241,245.19	1,891,060.80
Cost of Sales Liter	11055	9176	0	3648	23879.90	61600	51336	2	17671	130608.78
R/c	93,860.35	130,112.60	0.00	44,401.03	268,373.97	515,266.97	703,326.05	217.70	210,824.32	1,429,635.04
Opening Stock Liter	20732	15835	14	7946	44526.56	6940	19111	16	8051	34117.44
R/c	176,012.13	216,624.17	1,523.90	96,699.90	490,860.10	54,754.63	258,760.10	1,741.60	92,182.81	407,439.13



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Purchases Liter	0	14824	0	0	14824.00	64337	53708	0	13917	131962.00
R/c	0.00	218,117.37	0.00	0.00	218,117.37	542,664.13	749,194.89	0.00	170,940.39	1,462,799.41
Closing stock Liter	9676	21483	14	4297	35470.66	9676	21483	14	4297	35470.66
R/c	82,151.79	304,628.94	1,523.90	52,298.87	440,603.50	82,151.79	304,628.94	1,523.90	52,298.87	440,603.50
Gross Profit Liter	0	0	0	0	0.00	0	0	0	-1	-0.88
R/c	42,586.56	38,759.84	0.00	5,440.57	86,786.98	221,030.85	209,935.60	38.44	30,420.87	461,425.76
Gross Profit % Liter	0.00%	0.00%	#DIV/0!	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
R/c	31.21%	22.95%	#DIV/0!	10.92%	24.44%	30.02%	22.99%	15.01%	12.61%	24.40%
<b>Other Income</b>	<b>792.18</b>	<b>2685.29</b>	<b>0.00</b>	<b>0.00</b>	<b>3477.47</b>	<b>9947.94</b>	<b>18248.38</b>	<b>0.00</b>	<b>261.41</b>	<b>28457.73</b>
Hanger Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Membership Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operators Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Service Fees	792.18	1,783.54	0.00	0.00	2,575.72	8,770.74	12,154.53	0.00	0.00	20,925.27
Landing And Parking	0.00	901.75	0.00	0.00	901.75	1,177.20	6,093.85	0.00	261.41	7,532.46
Rental Clubhouse	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Total Income for the period

43,378.74	41,445.13	0.00	5,440.57	90,264.45
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230,978.79	228,183.98	38.44	30,682.28	489,883.49
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## Mossel Bay Aero - Trade Account February 2019

	Period Feb-19					Year To Date Feb-19				
	Jet A1	Avgas	Oil	Mogas	Total	Jet A1	Avgas	Oil	Mogas	Total
Sales Liter	7399	11053	3	3164	21618.60	116275	72361	25	18694	207354.60
R/c	94,742.46	174,150.95	486.95	42,484.00	311,864.36	1,615,289.15	1,329,075.08	4,104.36	279,198.63	3,227,667.22
Cost of Sales Liter	7399	11053	3	3164	21618.80	116275	72361	25	18694	207354.80
R/c	68,925.93	147,230.21	318.00	44,750.00	261,224.14	1,238,484.50	1,115,328.64	2,667.10	252,029.70	2,608,509.93
Opening Stock Liter	19951	18061	80	11061	49153.00	8500	6500	6	11690	26696.00
R/c	185,855.67	233,112.81	8,480.00	143,211.38	570,659.86	81,795.50	141,037.87	653.10	158,141.32	381,627.79
Purchases Liter	0	19840	0	9879	29719.00	120327	92709	96	24780	237912.00
R/c	0.00	241,208.77	0.00	118,194.84	359,403.61	1,273,618.73	1,301,382.14	10,176.00	310,544.60	2,895,721.47
Closing stock Liter	12552	26848	77	17776	57253.20	12552	26848	77	17776	57253.20
R/c	116,929.73	327,091.37	8,162.00	216,656.22	668,839.33	116,929.73	327,091.37	8,162.00	216,656.22	668,839.33
Gross Profit Liter	0	0	0	0	-0.20	0	0	0	0	-0.20
R/c	25,816.53	26,920.74	168.95	-2,266.00	50,640.22	376,804.65	213,746.44	1,437.26	27,168.93	619,157.29
Gross Profit % Liter	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%



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R/c	27.25%	15.46%	34.70%	-5.33%	16.24%	23.33%	16.08%	35.02%	9.73%	19.18%
<b>Other Income</b>	<b>427.22</b>	<b>1747.09</b>	<b>0.00</b>	<b>0.00</b>	<b>2174.31</b>	<b>7489.92</b>	<b>22872.96</b>	<b>0.00</b>	<b>155.43</b>	<b>30518.31</b>
Hanger Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Membership Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operators Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Service Fees	427.22	962.74	0.00	0.00	1,389.96	5,989.05	11,881.06	0.00	26.74	17,896.85
Landing & Parking Rental	0.00	784.35	0.00	0.00	784.35	1,500.87	10,991.90	0.00	128.69	12,621.46
Clubhouse	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Income for the period</b>	<b>26,243.75</b>	<b>28,667.83</b>	<b>168.95</b>	<b>-2,266.00</b>	<b>52,814.53</b>	<b>384,294.57</b>	<b>236,619.40</b>	<b>1,437.26</b>	<b>27,324.36</b>	<b>649,675.60</b>

### 8. General

- a) Roger raised this point: There are a couple of Hangars that store boars, caravans, etc, and nothing aviation inside. The Hangar Owner Agreement states that Hangars are for aviation storage. Roger raised the question: Do we do anything about it? A3 comes to mind, Hein and Louis Hangar, no plane. We need to address these. It was suggested that a reminder is sent to all Hangar Owners about this clause and decide after responses are received.

Check Hangar Agreement for clause about Club Fire and Safety Inspections of Hangars, and then do an audit. If it is not in the Hangar Agreement, it should be. Mario will send an email from a Safety aspect for the potential of a box with keys to each Hangar in case of fire or other safety incidents and Owners to bring copy of keys to Mari for safe-keeping. Keys will only be utilised with the Owners' knowledge for inspections. Then a Committee Member should send direct communications to those Owners who do not have aviation equipment in their hangars and remind them about the Hangar Clause stipulating that it is for aviation purposes. Cobus will provide a report of whose Hangar does not contain any aviation equipment and Henk will do the direct communications to those.

- b) Agenda point from 10 December 2018 – Letter from Starlite and Rauch Gertenbach Lawyers – it was decided that we are not going to do anything on this matter.
- c) Starlite still using the background – Hartog called Mario and the rocks were put back.

### **CHECK LIST**

This is a Checklist in addition to the above as provided to use as a guideline for all future meetings and Agenda points:

#### **1. Members/Personnel:**

- a. Personnel

Point raised about Dumisani's work attendance recently which is concerning.



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- b. New members
- c. Outstanding debt

- d. Discipline
- e. Newsletter

- f. BULKSMS messages
- g. Matters for inclusion on MBAC website

We need to decide to give warning letters for the issues at hand. No notice given. Henk will have a disciplinary hearing with him and Mari.

After 3<sup>rd</sup> warning, then dismissal, unless it is decided to keep the person on.

Some Invoices are still not received by Members for Fees and Hangars? This must be finalised urgently. SAGE Pastel is still not running, and it was decided that a license will be obtained for Mari online. Henk will help Mari online to get it all sorted out and then Cobus and Riaan will help Mari to get it going. This is a top priority to get all outstanding monies into the Club's Bank Account. All invoices to be out by end of March 2019.

Dumisani.

Received some info for March 2019 but nothing from anybody else. End of March 2019 must be published.

Nothing to send currently.

Henk will send link of all photos to Committee. Fuel price increase notice.

### 2. Operators:

Mario had a meeting with Starlite on safety matters, Kassie came forward to consider Helicopter Service and fixed wing on the same circuit, which they have not done yet. Do we give them permission for this or keep it the way it is? They have a file on complaints received. The question is: What do we going to do about this? Henk commented – it is more unsafe where 2 place can converge on final approach. It is safer for everybody to go in the same direction. The potential for collision is too big to take the chance with this request. Mario suggested that we will consider it and try for 1 month, but it is not a final decision. Everybody has to be notified and place a NOTAM.

Mario commented that it is possible to go in the same direction as the helicopters are much slower and at a much lower level. He is concerned about the final approach. This matter has to be decided on in due course.



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- a. New applications
- b. Compliance with house rules
- c. Outstanding Debt
- d. Breaches to SOPs
- e. Personnel discipline

Mark put in application to buy a plot. Henk will give details of what is available to pick from.

### 3. Hangars:

- a. Grass cutting
- b. Weed control
- c. General condition

We are maintaining some hangars – Mari must Invoice asap and get the money in. Cobus to confirm which hangars must be invoiced at R150.00 per month.

Cobus inspects every morning and there are no Hangars with major structural deficiencies.

### Airfield infrastructure: (Maintenance or improvements to):

**NB:** The Airfield License is outstanding – it has been paid, but we have not received the license as yet? Roger paid the License and the annual fee. Send copy of both POPs to Henk to follow up.

- a. Main building (security)

Riaan should attend meetings for first 30 minutes to get feedback on their role in the running of MBAC. Liquor License etc. Bar area is going to be repainted. Big TV that Tobie donated is broken. They put up their own TV in the Bar, but will the Club TV buy a new TV for the Restaurant side? – Budget of ±R12,000? If they buy it, it remains their property.

- b. “Bunkhouse”
- c. Taxiways
- d. Runways
- e. Lighting

Feedback from Cobus on lights repairs and the cost – R2,256.00. Roger complimented Cobus on a job well done. MSEC to give quote on beams to protect the lights. R63,000.00 was received? The last time it cost R30,000.00?

- f. Weather station
- g. Windsocks

All good  
Good



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- h. Fuel Bay
- i. Access gates – fences  
OK – all old wires have been picked up
- j. Road into airfield
- k. Aerobatic box
- l. Webcams  
Links don't work – Henk to resend to Committee.
- m. Garage for Airfield Equipment storing
- 5. **Flight safety:**
  - a. Accidents/incidents  
Nothing
  - b. Compliance with CATS/CARS  
Good
  - c. ATC George
- 6. **Mossel Bay Municipality:**
  - a. Issues or report backs requiring committee participation or intervention?  
Municipality wanted our proposal for development of Airfield, and Henk has not been able to convert it into a document to send to them because of overseas travels. He just gave feedback to the Committee. A decision was made at the AGM that we will appoint a Sub-Committee to handle these matters in future.
  - b. Complaints/complements received?  
None
  - c. Municipality representatives – feedback?  
Roger advised that Walter was at the Airfield and he just raves about the Airfield
- 7. **Public:**
  - a. Complaints/complements received?  
None
- 8. **Bar/kitchen:**
  - a. Complaints/complements received?  
Compliments received about Bar & Kitchen
- 9. **MBAC Office admin:**
  - a. MBAC Office
  - b. With no further business to discuss, the meeting was adjourned
  - c. Power of Attorney had to be signed by the whole Committee with Certified copies of ID documents.