



2021 Q3 Board Meeting Minutes

Meeting held in the VATNZ Discord Server on 13 SEP 2021.

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2. Attendees

2.1 VATNZ Board of Directors

Position	Name	Initials	Attendance
Division Director	Andrew Moseley	AM	Y
Deputy Division Director	Mark Richards	MR	Y
Training Director	Cam Tyson	CT	Y
Operations Director	Tom Kilpatrick	TK	Y
IT Director	Nick Johnston	NJ	Y
Events Director	Alex Dent	AD	Y

2.2 Other Attendees

2.2.1 Section reserved.

3. Welcome

3.1 Opening

- 3.1.1 AM opened the meeting at 2000h local.
- 3.1.2 AM stated that Board Meetings have lapsed previously and should now be held every quarter. AM reaffirmed that both the Minutes arising, and the Division Quarterly Reports should be made public.

4. Matters Arising

4.1 Discord Server

- 4.1.1 AM briefly outlined the recent events on the Discord server. AM reaffirmed the necessity to keep the Discord server open, noting the recent growth of the Division, and the additional engagement from the Community.
- 4.1.2 AM reaffirms that VATNZ is behind where we should be when it comes to moderation, and following on from discussion held in emails, believes VATNZ needs to implement smarter moderation strategies.
- 4.1.3 AD, TK and CT have proposed that the usage of Bots be investigated, to cover simple moderation, server logging and reaction roles.
- 4.1.4 MR notes that the Miscreant should be applied for the reason it is designed – to limit an individual's involvement, pending investigation. It is also noted that there is a deficiency in Moderation policy, especially with the recent changes to the VATSIM Code of Conduct.
- 4.1.5 AD proposes that the Discord server is set to a Community Server, enabling additional features and functions. AD also proposes that the Server Audit log is made visible to all Board Members.
- 4.1.6 The following action items are proposed:
 - a. Create a testing server, where changes can be 'staged', reviewed, and approved;
 - b. AD to lead project, with TK advising. The Board must approve all changes before implementation on the live VATNZ server;
 - c. VATNZ Discord server to be enabled as a Community Server; and
 - d. AD and TK to be given Administrator access to the server to allow for the implementation of various Bots.
- 4.1.7 The action items at para 4.1.6 were moved by TK, and seconded by MR.

4.2 End of Quarter Reports

- 4.2.1 AM noted that Departmental End of Quarter reports were due by the end of September.

- 4.2.2 AM was requested by TK to provide the most recent quarterly reports, so that they can be uploaded to the VATNZ website.

4.3 Closure

- 4.3.1 With no further items arising, the meeting was closed at 2133h local.

5. Departmental Updates

5.1 Operations

- 5.1.1 TK outlined the current outputs of the Operations Department; noting the significant capacity improvements enabled by the onboarding of two Assistants.
- 5.1.2 TK outlined the recent changes that have been made to our Controller Datasets, Procedural Towers and vatSpy.
- 5.1.3 TK gave a brief overview of the current status of Department projects:
 - a. *NOTAM System* – no progress has been made due to the significant workload on other departments;
 - b. *LittleNavMap Visual Reporting Points (VRPs)*;
 - c. *Pilot's FRTO Guide ("Pilot Talk")* – notes that progress is tracking well thanks to Ollie and Mikey;
 - d. *Standard Route Clearance Tool* – standalone and vatSys Plugin;
 - e. *SOP Overhaul* – no progress has been made due to the significant workload on other departments;
 - f. *vatSys SkyLine Plugin*; and
 - g. *Standalone EuroScope Updater Tool*.
- 5.1.4 TK also outlined the ATC Policy currently under draft. He notes that the policy will include sections on:
 - a. Controller Positions, Ratings and Information;
 - b. Top-Down, Down-Up Relief and Extended Coverage; and
 - c. Procedural Towers.
- 5.1.5 TK stated that a revision to the GCAP public review document will soon be available for review, and that he will notify the Board when it is released.

5.2 Events

- 5.2.1 AD noted that overall, the Events Department is tracking well; and that Non-Normal Night Shift events were gathering a good level of involvement.
- 5.2.2 AD stated that Friday Fly-Ins have ceased due to the significant organisational burden associated with the planning. It is noted that these may return in the future, if the correct interest is shown.
- 5.2.3 AD also stated that Real-Ops is still not possible under the current legal climate.
- 5.2.4 AD stated that there have been various discussions with VATPAC surrounding trans-Tasman events. Various members of the Board note the potential for this to draw traffic away from Cross the Ditch, and that the events should be planned carefully.
- 5.2.5 AD asked for the potential to look into expanding achievements around ATC and Piloting hours, noting that a handful of our Controllers are accumulating a

significant number of hours. AD also floated the idea of the following achievements:

- a. *Flight Service Showcase* – Complete two flights from either NZPP or NZMF;
- b. *Wellington, Christchurch and Queenstown Domestic Service*;
- c. *Flight Service Service* – Based on hours spend controlling either Paraparaumu or Milford Flight Service Stations; and
- d. *Lucky Controller* – Awarded to Controllers who staff Auckland Finals or Raglan Sector during an approved Event.

5.2.6 AD also re-raised the idea about having access to historical leader boards. NJ noted that the data exists, and this should be achievable, noting the significant workload resting on the IT Department.

5.2.7 AD noted that although vRoute is still working, it is starting to become increasingly less usable.

5.3 Division Director

5.3.1 AM, noting the significant pressure on the IT Director at present, floated the idea of beginning the search for a Deputy IT Director. The Board noted that the individual needs to be trustworthy, noting the significant level of access.

5.3.2 MR requested NJ compile a suitable list of requirements, so that Expressions of Interest can be sought.

5.3.3 It was also noted that the IT Director's workload can be lightened with the sharing of responsibilities. It was agreed to that AD and TK be given Administrator Privileges to the VATNZ Discord server, and TK be given Admin privileges for the Google Workspace.

5.3.4 *Single item withheld due to Executive Session.*

5.4 Training

5.4.1 CT reiterated the idea for a Pilots/Careers night. He states that we have a wealth of knowledge within the Community throughout the Aviation sector, and we should make that knowledge more widely known.

- a. AD notes that Discord Stages, a feature enabled by becoming a Community server, would play a key role here.

5.4.2 CT noted that, in this quarter, 15 ratings have been awarded with a significant portion of these being awarded to real-world pilots.

5.4.3 CT notes the ease of workload and increase of outputs associated with the implementation of the Assistant to the Training Director role.

5.4.4 CT noted that there are currently seven Students idling, noting that most of them are either Visiting Controllers, or busy with University.

- 5.4.5 CT has also noted that the recently revamped Oceanic course is progressing well, with very positive feedback.
- 5.4.6 *Two items withheld due to Executive Session.*

5.5 Deputy Division Director

- 5.5.1 *Two items withheld due to Executive Session.*

5.6 IT Director

- 5.6.1 NJ notes that progress has been made on the NOTAM system, and that the system is reasonably close to release, lockdown depending.
- 5.6.2 NJ states that his current priorities are:
 - a. the NOTAM system; and
 - b. the SOP system.
- 5.6.3 Changes to the Achievements were once again discussed, with NJ stating that it is reasonably simple to add additional achievements.
- 5.6.4 MR asked what the technical parameters for the leader boards were, with NJ noting that our system takes into account both the duration of, and time between, Controller sessions.
- 5.6.5 NJ raised that planning for Cross the Ditch should be complete by the end of the September. *Remaining discussion is withheld due to Executive Session.*
- 5.6.6 *One additional item is withheld due to Executive Session.*