



**APSI Board Meeting
via Skype 7th August 2014 5:30 pm**

Attendees

Andrew Rae, Nigel Mills, Deborah Shaw, David Burton, Warren Feakes, Mark Dixon, Alexia Colville, Richard Hocking, Adam Federico

Apologies

Richard Jameson, Tom Mitten

Welcome – Mark Dixon

Thank you for making time, good snow season so far and busy season.

Doubtful debtors

Ski City – closed down two years ago. The auditor has recommended that the debt be made doubtful with a view to writing it off at the end of this year.

Nigel: Move to write that off ski city debt now.

Board votes unanimously – yes.

A.Dunstone – whether more legal advice is needed. The board needs to think about whether to write off, it makes the assets of the APSI look stronger than they actually are. Auditor has recommended not to write off debt just yet, as there is some further action that can be taken. Need to check with Ant Hill about writing a letter.

Nigel: Can we make a note next to the debt in the books?

Deborah: I'm not sure how the auditor would do that officially in the books, but it can be ignored when looking at the daily financial situation of the APSI.

Nigel: I think that will give us a more realistic view on where we stand.

Mark Dixon: Move to ignore A.Dunstone debt when treasurer provides board with financial data or reports

Board votes unanimously - yes

Andrew: Will contact Ant to follow up on the letter.

Warren: Once three letter of demand remain unanswered, we have the option of taking her to court.

Andrew: I believe he has sent the first letter, but there is a time to wait before the next can be sent.

General Manager Update

The season is going relatively well. Level three and four alpine numbers and course participation is lower than expected. The majority of feedback is that the people that are able to attend these courses are not working in the ski schools to be able to do it. The level one and two are looking good and we will see how the numbers are looking coming closer to exams.

Paul Failla-Bellini

Andrew: The evidence is contradicting and if we give him a level four without the evidence, we're setting a precedence for the next person to come along.

Mark: We've agreed on this matter before, at the last board meeting.

Andrew: At the time he received his certification it would have been a level 2, which would have grandfathered to a level 3 and then eventually a level 4. A letter needs to come from the board as he is unwilling to accept the answer from me.

Motion: Paul cannot be granted an alpine level four certification

Board votes unanimously – yes (Paul will not be given an APSI Alpine Level 4)

Mark will contact Paul on behalf of the APSI board.

Helmets

Andrew: The trainers this year have been advised that they have to wear a helmet in VIC and it is strongly recommended that they wear a helmet in NSW as from next year they will have to wear a helmet in NSW too.

Treasurers Report

Deborah: The treasurer's report was to set the groundwork for comparison. Intend to do another report from Jan 1 to Jun 30 shortly and sent it to the board. The financial reports cannot tell us why something is happening and that is up to the board. There are a few things that concern me about the first half year, however it's hard to say as the finances are seasonal. The issue is that the half yearly report only deals with the first few weeks of the season. I hope to provide some more information in the future.

Nigel: Elaborate on what is happening?

Deborah: The net profit for the first half (up to 30 June) looks good – even better than the full year last year. However, I know that there is a lot of expenditure in July and August that needs to be taken into account.

Warren: Historically we have had similar peaks and troughs each year, and can estimate the bills such as GST and PAYG each quarter. Profit and loss report by class (discipline) is a useful report to look at.

Bank Tokens

Mark: Have still not yet received a bank token and am unable to sign transaction in the bank.

Deborah: Following up with Estelle from Westpac in Canberra and waiting to hear back.

Deborah: The bank has changed their rules and users have to have an electronic token to approve payments over a certain amount.

Risk management and insurance

Deborah: Does the APSI have a risk management plan.

Andrew: Yes, but it needs updating.

Deborah: I understand a candidate was injured during a course – it is concerning that the general populous is becoming more litigious. How are we protecting ourselves against a candidate suing the APSI in the case of an injury.

Andrew: Injuries are recorded in the office. The board and employees are covered by sports cover liability policy. We have been working for a long time with the insurance company regarding cover for participants. They have provided insurance in case some dies or is permanently disabled. For other injuries, doctors' bills or loss of wages – the insurance company cannot provide this when the government provide Medicare, private health insurance etc. We can

Deborah: Yes, we need to make sure that the liability waiver is clear when participants sign up.

Andrew: When you purchase a course, you are agreeing to the terms and conditions of attending the course. At the moment there needs to be more information regarding injury etc. on the terms and conditions of the website.

Deborah: Is there are check box when someone pays for a course to say that they agree to the T&C's?

Andrew: No – the website does not have this functionality

Nigel: Need to act on this as a matter of urgency. There needs to be something written, however we cannot safeguard against everything if they can prove the APSI was negligent. Some candidates are covered by the resort's worker's compensation policy because the resort is asking their employees to attend further courses and training.

Andrew: I will work on this tomorrow by adding a disclaimer to the website when candidates are registering for courses and exams.

General Business

Mt. Hotham/ VIC resort entry

Nigel: Car entry to Mt. Hotham, Lexi please send a wish list of entry requirements for the remainder of the season and we will see what can be done. We need to ask the ASAA to talk to the resort management boards of the Victorian resorts to make them more aware of the benefits of having the APSI trainers come to their resorts.

Andrew:

Mark: Thank you Nigel for your support of the APSI at Mt. Hotham.

Training hours to attend exams

Adam: In the required training hours for candidates going to exams, with the school holidays being later and the courses being pushed back for level two it doesn't look like the candidates are going to make the training hours for the exams. I know the APSI has stood strong on the training hours

required to go to the exam, this could have an effect on the numbers and results at the end of the year.

Andrew: The APSI needs to keep an eye on the resorts and help them to get the hours. The resorts can help the candidates to get their hours, by giving homework, including early season training etc. It's the candidates that have only completed a few hours and are under prepared that we need to keep an eye on. If we work together we should be able to get them across the line.

Meeting closed 6:32 pm

Thank you every one for attending and making time in their evening.