

**Meeting Summary – SAC special committee with COPA
Nov 3, 2006**

Location – COPA National Office, Ottawa

Attending for SAC – committee members - Pierre Pepin, Sylvain Bourque, John Toles
- unable to attend – Roger Harris
- Doug Scott (Ont Zone), Jim McCollum (SAC office)

Attending for COPA – Kevin Psutka (President), Michel Hell (part of the meeting)

Background - the meeting was action taken in response to a motion (Motion#4) at the 2006 SAC AGM.

Be it resolved that a committee consisting of two SAC directors and two other SAC members be formed to request that the Board of directors of the Canadian Owners and Pilots Association (COPA) or their representatives meet with this committee for the purpose of entering into discussions on matters to include:

- (a) the administration of some or all of the office responsibilities of the SAC by COPA*
- (b) the publication and distribution of FREE FLIGHT as a section of COPA FLIGHT*
- (c) other issues as deemed appropriate by the committee*

and further that the committee report on the SAC website the results of the request and the results of any meetings or discussions that may take place.

The meeting format was informal discussion facilitated by committee member and SAC president John Toles. A series of questions was presented for discussion with results summarized below. COPA has had a similar experience with another group, the Floatplane Pilots Association. This group did some sharing of office facilities and staff before being absorbed into the general COPA membership. Experience drawn from this association was used during the discussions.

On the questions of facilities:

There is currently no office space available at the COPA national office. COPA is currently planning a move into another downtown Ottawa location. Plans could include additional office space to accommodate a SAC office. Estimated cost to lease would be around \$28/sq.ft consisting of approx. \$15 rent and \$13 operating expenses (class B office space). Current SAC office is about 1200 sq. ft. Minimum required space would be 600 sq. ft. Cost estimate would be \$16 - \$18 k/yr plus parking and incidental costs. The previous costs associated with leasing of office space prior to obtaining the current SAC office condo was around \$12 000.

Current cost of maintaining the SAC office, consisting of office condo fees, taxes, and operating costs is less than \$6000.

On the questions of staff:

COPA staff currently consists of an office manager, display advertising specialist, and receptionist. One office staff is currently on maternity leave but will resume duties

when the new office is opened. This staff could handle some of the additional clerical duties associated with SAC as time permits. COPA matters tend to go in cycles, with priorities, but there is generally time available. This is a service that would be available as a full service to COPA member, meaning all SAC members would also need to be COPA members.

Prior to the current SAC office and services of executive director Jim McCollum, a full time clerical staff was employed at the former SAC office. The cost for COPA to provide this service would be \$35 000 to \$40 000 plus benefits, for a total well into the \$40 k range. This is higher than the current SAC office salary which is a part time position, but considerable additional service is provided as volunteer time.

If no SAC office was incorporated into the plans, a dedicated SAC phone line could be incorporated. It could be handled by the COPA receptionist with voice mail available. Messages could be forwarded to appropriate SAC committee heads, directors, etc. Similarly, email could be redirected to a special SAC mailbox to be accessed by directors or authorized members. Land mail would be bundled and forwarded weekly to a SAC representative.

On the questions of issues specific to Soaring:

COPA technical staff currently consists of Kevin Psutka and Adam Hunt. There are currently no COPA committees or directors with expertise in soaring matters. Potential issues discussed included technical and regulatory issues such as towing with advanced ultralight aircraft, importing gliders, regulatory matters, motor gliders, and owner maintenance of gliders. Benefits to SAC would be limited in these areas.

On questions of COPA membership requirements:

The requirement for SAC members to be COPA members would depend on the level of service provided by COPA. Current COPA membership is \$50.00 plus taxes and includes subscription to the monthly COPA Flight newspaper.

On questions regarding insurance:

The COPA insurance plan provides hull and liability insurance to privately owned aircraft. In the case of multiple pilots, each requires separate listing for insurance coverage. Club aircraft and training aircraft cannot be insured.

On questions regarding FreeFlight

FreeFlight could be continued in its existing magazine format as a bi-monthly insert. SAC would be responsible for insertion and additional mailing costs according to weight. Estimated cost would be \$0.20 to \$0.30 per copy. As COPA subscription list is about 18 000, this would amount to about \$3600 to \$4400 per issue, or around \$24 000 per year.

If FreeFlight is published in a newspaper format and inserted as a section of COPA Flight, estimated cost would be \$6000/mo for printing and distribution (\$36 000

annually for six editions). This would still require a FreeFlight editor and supplying COPA with the “camera ready” articles and material. This estimate is based on the cost of the annual eight page Flightlines insertion provided annually by the Canadian Warplane Heritage Museum.

At present, COPA welcomes articles of interest relating to gliding and soaring and will include them at no cost.

On the questions of tax status:

Membership in COPA is not tax deductible. SAC is a different type of registered organization, and membership rates include a tax receipt. There are also implications for the trust funds that require SAC to retain a separate entity from COPA.

On the questions of common interest:

COPA is quite open to further discussions. The understanding between both organizations is that SAC has approached them. They don't want to be seen as “poaching” members from another aviation organization. Kevin feels there are many areas where a closer association could benefit both groups. One example is recent meetings with representatives from both SAC and COPA with Transport Canada regarding airspace issues.

Further discussions are welcome.

In summary

The meeting resulted in considerable data that must be considered by the committee before any conclusions can be drawn or further action taken.