

## **VERSION 2 – 28<sup>th</sup> April 2015**

# **SOCIETY OF MODEL AERONAUTICAL ENGINEERS LTD**

(T/A British Model Flying Association)

## **TO ALL FULL COUNCIL MEMBERS**

There will be a Meeting of the Full Council on Saturday 16<sup>th</sup> May 2015  
at 11.00am at College Court, Knighton Road, Leicester LE2 3TQ

## **A G E N D A**

- 1 Apologies for Absence.
- 2 Request for permission to be absent.
- 3 To verify the voting strength of the meeting.
- 4 Adoption of the Minutes of the Full Council Meeting held on 10<sup>th</sup> January 2015.
- 5 Matters/Actions Arising from the meeting on 10<sup>th</sup> January 2015 that are not included elsewhere on this Agenda.
- 6 To receive a financial report from the Honorary Treasurer to include:
  - a The progress towards the year end Accounts.
- 7 To receive a joint report from the Chairman and the Chief Executive Officer to include the following:
  - a Update on the 'National Centre' Feasibility Study, presented by Manny Williamson.
  - b Proposal from the Chairman that Council endorses the actions agreed upon unanimously by the BMFA Executive Committee on 11<sup>th</sup> April to make all relevant planning and change of use searches while concurrently contacting the selling agents of Laws Lawn Farm in East Northamptonshire in order to open negotiations on making an offer to purchase (subject to contract) the said property.
- 8 To receive a report from the Vice-Chairman to include the following proposals:
  - a To introduce a new award – the SMAE Medal – to sit between the Certificate of Merit and Fellowship of the Society.
  - b To amend the Awards Procedure booklet, (as detailed in the draft document, appended), to clarify and correct omissions to the BMFA Awards Procedures. The proposal includes the adoption of a revised Nomination Form and clearer guidance on the drafting of citations. If the proposal is accepted there will be consequential changes required to the Council Handbook Appendices N and O. These are presented in a separate proposal.
  - c To amend Appendix N and Appendix O to the Council Handbook to reflect the changes agreed to the Awards Procedure booklet, as detailed in the appended documents.

- 9 To receive a report from the Honorary Secretary to include:
  - a To receive the Affiliated Club List.
  - b To receive dates for Council Meetings in the year 2016.
  - c To discuss and agree the processes for the November elections.
  - d To determine the eligibility of the Honorary Treasurer (having served for 10 or more years in that position) to stand for re-election in accordance with rule 1.8. of the Council Handbook, Issue 7 – January 2014.
  - e To receive a ballot of Area Council Delegates to confirm the Area Council Representative to the Awards Committee. Nominations were received from the following:  
Nigel Barker, BMFA PRO/Vice-Chair Areas Council and Neil Cooper, Northern Area Delegate. (CV's appended).
  - f Proposal from the Honorary Secretary that the Blackstone Model Flyers application for affiliation to the BMFA is accepted.
  
- 10 To receive a report from the Technical Secretary.
  
- 11 To receive a report from the Competition Secretary to include:
  - a Receipt and ratification of any contests for next year's FAI Calendar.
  - b Proposal from the Competition Secretary:  
That the methodology of reporting BMFA competition results be changed from the current requirement to submit results to the Records Officer to the new requirement of uploading the results to the "Contest Results" page of the BMFA website with the resulting amendment to rule 2.3.15 "Reporting of Results" of the BMFA General Rule book (Appended – page 2 of the proposal).
  
- 12 To receive a report from the Records Officer.
  
- 13 To receive a report from the Public Relations Officer.
  
- 14 To receive a report from the FAI Delegate to include:
  - a The receipt of the report of the recent CIAM Meeting.
  
- 15 To receive updated briefings and reports from the Technical Committees & the Power Nationals Co-ordinator for all the BMFA National Championships.
  
- 16 To receive any reports from the following Delegates (reports should be brief, preferably in writing and in advance).
  - a Royal Aero Club (RAeC)
  - b General Aviation Safety Council (GASCo)
  - c Air Prox
  - d Sport + Recreation Alliance (formerly CCPR)
  - e General Aviation Awareness Council (GAAC)

17 To receive any reports from the following Committees (reports should be brief, preferably in writing and in advance):

- a CAA Team
- b Education Working Group
- c Flight Challenge
- d University Challenge
- e Computer Sub-Committee
- f Safety Review Committee
- g Achievement Scheme Review Committee
- h BMFA News Publishers
- i BMFA Archivist
- j Club Support Officer

18 Any Other Business.

*Please note: Items for Any Other Business should be sent or handed to the Office Manager in writing before the meeting commences. This will be strictly enforced.*

*Any questions to be asked under AOB that require detailed answers should be previously advised to the Office Manager to allow preparation of replies.*

19 Date of next meeting.

Linda Harding  
Office Manager  
24<sup>th</sup> April 2015

**Circulation:** All Council Members

*Note: Provisional Minutes are published online in due course and ratified Minutes within 7 days after the meeting at which they are ratified.*

**SOCIETY OF MODEL AERONAUTICAL ENGINEERS LIMITED**  
(T/A British Model flying Association)

**PROPOSAL FORM**

Please use **BLOCK LETTERS** for handwritten proposals.

Indicate the appropriate Council Agenda: **FULL** delete those which are inapplicable).

**Proposals must reach the Chief Executive no later than the Monday, 26 days prior to the Council Meeting.**

Use a separate sheet for long proposals or reasons and attach to this form. Refer to the notes on page 2 regarding the conditions for submitting proposals.

**PROPOSAL:**

That Council endorses the actions agreed upon unanimously by the BMFA Executive Committee on 11<sup>th</sup> April to make all relevant planning and change of use searches while concurrently contacting the selling agents of Laws Lawn Farm in East Northamptonshire in order to open negotiations on making an offer to purchase (subject to contract ) the said property.

**REASON:**

Background factors:

By the date of the next BMFA Council meeting in May, all Council members will have received an exhaustively complete feasibility study document detailing the thorough nature of the searches for suitable sites and, more importantly, the overall financial feasibility and viability of acquiring and effectively maintaining a National Centre for the BMFA.

Additionally all Council members will have received and hopefully accepted an invitation from the BMFA Office to visit the proposed flying/ National Centre site and formed a view as to its suitability.

As it stands and at the time of submitting this proposal, the BMFA has not received permission from the appropriate authorities to host the Free Flight, Power or Silent Flight Nationals at Barkston and/or Cranwell in 2015; additionally the BMFA is only too aware of increasing difficulties in gaining access to any MoD sites such as Salisbury Plain and Middle Wallop. While this proposal offers no solutions to the immediate 2015 problems it highlights the increasingly difficult and uncertain situation in accessing major MoD sites and underlines the need for the BMFA to secure a site over which it exercises control.

The UK economic situation is such that we can expect ever increasing pressure on the MoD to reduce costs and maximise usage of its remaining sites; moreover with all political parties planning massive housebuilding programmes all MoD sites for disposal or changed use will be considered primarily for housing or commercial development which renders them likely to be unaffordable to the BMFA.

Interest rates on financial loans are at an historic low in the UK which for the foreseeable future makes an outright purchase more attractive and financially sound.

Reasoning:

To secure longer term support funding for this project the BMFA is aware that grant-funding bodies and other potential investors will need to see a high degree of financial commitment already in place before considering any applications. To achieve this the BMFA has been fortunate in identifying a site which immediately offers a tangible and affordable first step while offering the potential for further development as additional funding becomes available.

If an offer to purchase is accepted, the BMFA's financial situation, coupled with expectations of support from our very generous insurance brokers, means that these initial actions through to 2016 require no additional financing via the BMFA's membership fee.

Extensive information and consultation with our membership will now begin culminating in either an EGM or AGM motion in 2015 seeking to better inform the membership on the details of this project and enlisting their views and hopefully overall support.

*Cont'd/...*







## **SMAE, RAeC and FAI AWARDS.**

The information contained in this booklet is for the reference and guidance of those considering submitting nominations for National and International honours and awards applicable to aeromodelling. There are 3 categories of awards. BMFA Honours and Awards are totally within the gift of the Association. For Royal Aero Club (RAeC) and Federation Aeronautique Internationale (FAI) awards, whilst the BMFA may approve a submission, the awards are the gift of those organizations in competition with nominations from other air sports and Nations respectively.

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- b. RAeC Diploma
- c. Gold, Silver and Bronze RAeC Medals
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- a. FAI Aeromodelling Gold Medal
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**1 BMFA Awards**

These Awards were established before the adoption of BMFA as a working title so historically and correctly are the gift of the SMAE.

**a. Fellowship of the Society of Model Aeronautical Engineers (FSMAE)**

May be awarded to a long standing member who over many years has served the Association with distinction and selfless loyalty. Fellowships are awarded by vote at the Annual General meeting, based on a recommendation of Full Council. Not more than two persons per year may be elected to Fellowship.

**b. Honorary Membership of the SMAE**

May be awarded in consideration of special qualifications or to someone who has served the Association and the model aircraft movement with distinction. Honorary Members are elected by Council on the recommendation of the Awards Committee.

**c. Certificate of Merit**

Awarded to a member or group of members who have served the cause of model flying and Association by meritorious endeavour. The award is made by Council on the recommendation of the Awards Committee.

**d. Ray Malmstrom Award**

For services to model flying outside the framework of the Association. The award is made by Council on the recommendation of the Awards Committee.

**e. Arthur Mullett Trophy.**

For services to model flying within the framework of the Association. The award is made by Council on the recommendation of the Awards Committee.

**f. 'Henry J' Award.**

For outstanding performance by a junior member. The award is made by Council on the recommendation of the Awards Committee.

**g. Roger Bedford Memorial Trophy**

Awarded for an outstanding contribution to education in the context of Aeromodelling. This award is made by Council on the recommendation of the Awards Committee.

**h. Kath Watson Trophy**

Awarded at the Chairman's discretion for administrative excellence.

**i. Perkins Slade Pilot of the Year Trophy**

Awarded for outstanding achievement at the highest level of national or international competition. This trophy is for an individual pilot; it may not be awarded to a team. The award is made by Council on the recommendation of the Awards Committee from nominations submitted by each Technical Committee. Affiliated Specialist Bodies that fly FAI or National competitions may also each submit a nomination through the Competition Secretary. The closing date for receipt by the Awards Committee Chairman is 31 October. If no nominations are received by that date the trophy will not be awarded. Council approval of the Awards Committee's recommendation will be sought by electronic ballot.

**2 Royal Aero Club (RAeC) Awards**

These awards are the gift of the RAeC. Nomination for each award is made by Council on the recommendation of the Awards Committee. Award winners are selected by the RAeC Awards Committee which meets in Jan of the following year.

**a. Prince of Wales Cup**

Awarded for the most meritorious performance, feat, or event by either a team or a group during the preceding year.

**b. RAeC Diploma**

Awarded to those who have served the RAeC, sporting aviation, or aviation in general by their meritorious endeavours.

**c. Gold, Silver and Bronze, RAeC Medals**

Awarded for outstanding achievement during the preceding year, or over a number of years, principally, but not necessarily, as a pilot.

**d. RAeC Certificate of Merit**

Awarded to those who, while not eligible for a major RAeC award, have served the cause of aviation in general, or sporting aviation in particular, by their work, devotion or initiative.

**e. President's Breitling Trophy**

Awarded annually to an individual, or a group of young people aged between 14 and 21 years, for outstanding work, performance or achievement in connection with any aerospace activity.

**3 Federation Aeronautique Internationale (FAI) Awards**

These medals and diplomas are the gift of the FAI. Nomination for each award is made by Council on the recommendation of the Awards Committee. Those specifically for aeromodelling are then voted on by the Aeromodelling Commission (CIAM) at its Plenary meeting the following April.

**For Aeromodelling:**

**a. FAI Aeromodelling Gold Medal**

Awarded to an individual for outstanding merit in organisational activities. Who shall have fulfilled either;

Twice the function of competition director or a similar function in a world of European Championships, or;

Three times the function of an FAI jury member at a world or European Championships, or;

Five times the function of judge or a similar function at a World or Continental Championships, or;

Served at least three years as delegate to the FAI Aeromodelling Commission, or served another function therein, or;

Shown outstanding merit in developing aeromodelling by organisational activities.

**b. The Andrei Tupolev Medal**

May be awarded to a model flyer who in the same year wins the world and National Championships in the same class of models.

**c. The Andrei Tupolev Diploma**

May be awarded to a model flyer for an outstanding performance in model flying.

**d. The Antonov Aeromodelling Diploma**

May be awarded annually to an aeromodeller for technical innovations in aeromodelling.

**e. The Alphonse Penaud Diploma**

May be awarded to a model flyer who has;

Obtained three times consecutively the title of national champion; or;

Obtained at least once the title of world champion, or;

Established at least three world records, or

Shown other outstanding sporting achievements.

**f. Frank Ehling Diploma**

May be awarded annually for outstanding accomplishment, by an organisation, or individual, in connection with the promotion of aviation, through the use of flying models.

**For all air sports:**

**g. FAI Airsports Medals**

May be awarded for work in FAI Commissions and Committees, for organising world and Continental Championships, for training and education of new pilots, parachutists or aeromodellers, for promoting aviation in general, and especially with young people.

**h. The FAI Bronze Medal**

Is awarded to a person having rendered eminent services to the FAI in administrative work, in Commissions or Committees, or in the organisation of the FAI sporting events.

**i. The Nile Gold Medal**

Is awarded to a person, group of persons, or organisation to reward distinguished work in the field of aerosport education, particularly in the year preceding its award.

**j. The Paul Tissandier Diploma**

Is awarded to those who have served the cause of aviation in general, and sporting aviation in particular by their work, initiative, and devotion, or in other ways.

**4 Procedures**

The particular timing of the Awards Committee meeting to discuss nominations prior to submission to Council is necessary because the RAeC and the FAI (CIAM) require returns by certain dates, and the BMFA by our AGM held in November. Consequently the **September Council meeting** is the only practical one to consider nominations. Therefore the Awards Committee meets once a year at the Nationals held at the end of August because the time is convenient and little expense is incurred.

To enable members of the Awards Committee to consider all the nominations together all citations (except for the Perkins Slade Pilot of the Year) must be submitted in writing to the BMFA office for the attention of the Awards Committee Chairman by 1st August in any given year. The absolute closing date for receipt of nominations for Pilot of the Year from Technical Committees and Specialist Bodies is 31 October.

The following procedures for submitting nominations are to be followed:

- a.** Area Committees, Technical Committees, Affiliated Clubs, current Council Members and Fellows of the Society, may submit nominations.
- b.** Whilst the proposer may suggest the award for which a nominee is put forward, the Awards Committee shall decide which category of award is most suitable and present its recommendations to Council.

- c. The BMFA office staff will acknowledge receipt of all nominations. As soon as possible after the September Council meeting the Chairman of the Awards Committee will write to the sponsor of all non-successful nominees (by letter or email) and will similarly advise those who are to receive an award or have their nomination forwarded to the RAeC or FAI as appropriate.. It should be remembered that the BMFA can only make recommendations for RAeC and FAI awards and that it may be some months before the awarding body makes its decision. Successful candidates for these awards will be notified through the BMFA office.
- d. BMFA awards are presented at the annual dinner and prize giving held after the AGM in November. The RAeC Awards Committee sits in January with the presentations made at the RAeC in London in April or May. The major FAI awards are presented at the FAI Conference (usually in October) and are generally accepted on behalf of the BMFA by the RAeC Delegate to the Conference. The awards are then formally presented to the winners at the BMFA annual prize giving.
- e. You are reminded that some of the awards are highly prestigious. They are, rightly, limited to not more than one a year, are highly competitive and not given automatically. Should none of the citations adequately support the nominations, the award would not be made. Some awards, such as the Prince of Wales Cup, relate to a specific period of achievement for qualifications, and the opportunity, once lost, is gone forever.

## **5 Advice on Citations**

Having decided someone is worthy of recognition, carefully research the nominee's achievements and be specific and objective when compiling the citation. There is no set format for the drafting of a compelling citation but you might start with a simple sentence that summarises why the candidate should receive an award then expand on those reasons. Tell the reader what they have personally achieved and, if appropriate, what the benefits are to BMFA and aeromodelling now and in the future. Consider including details like: how challenging the work/task/project has been; if pressing deadlines were involved what obstacles had to be overcome and so on. You should aim to make it clear why this person has succeeded when his/her peers might not have and what personal qualities they have brought to the task in bringing success. Finally, and crucially, avoid the temptation to pad out the citation with unnecessary superlatives; stick to the facts and concentrate on describing how the nominee has excelled and demonstrated service worthy of recognition

Citations should be submitted on the Nomination Form at Annex A which is also available from the BMFA office or as a download from the BMFA website. Guidelines for completion of the citation are included on the template. The citation block allows for approximately 400 words at 11pt font and citations, whether typed or hand written, should not need to exceed this length.

Remember it is your one opportunity to convince others of your own conviction and the next chance is, at best, a year hence.

### **BMFA Awards Committee Chairman**

### **Annex A: Nomination Form Template**



## NOMINATION FOR BMFA/RAeC/FAI AWARD



<b>PROPOSED AWARD</b>	
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<b>NAME OF NOMINEE</b>			
<b>NOMINEE ADDRESS</b>		<b>MEMBERSHIP NO:</b>	
		<b>DATE OF SUBMISSION</b>	

<b>CITATION (See over for guidance) Max 450 words</b>

<b>NAME OF CLUB/COMMITTEE MAKING NOMINATION</b>	
<b>PROPOSER</b>	
<b>PROPOSER ADDRESS</b>	
<b>PROPOSER TEL No (for further details if required)</b>	
<b>PROPOSER EMAIL</b>	

Cont'd/...

Nomination Form template cont'd/...

**NOTES:**

It is not essential to specify the proposed award but you are invited to do so if you wish. The full range of awards available and their criteria is listed in the Awards Procedure Booklet and on the BMFA Website. The Awards Committee will be guided by your recommendation but it will be their decision whether and which Award to recommend to Council.

Having decided someone is worthy of recognition, carefully research the nominee's achievements and be specific and objective when compiling the citation. There is no set format for the drafting of a compelling citation but you might start with a simple sentence that summarises why the candidate should receive an award then expand on those reasons. Tell the reader what they have personally achieved and, if appropriate, what the benefits are to BMFA and aeromodelling now and in the future.

Consider including details like: how challenging the work/task/project has been; if pressing deadlines were involved what obstacles had to be overcome and so on. You should aim to make it clear why this person has succeeded when his/her peers might not have and what personal qualities they have brought to the task in bringing success. Finally, and crucially, avoid the temptation to pad out the citation with unnecessary superlatives; stick to the facts and concentrate on describing how the nominee has excelled and demonstrated service worthy of recognition

The citation block allows for approximately 450 words at 11pt font and citations, whether typed or hand written, should not need to exceed this length. If you are hand writing the submission you may continue on a separate sheet if necessary.

The completed form should be Emailed or posted to the BMFA Office for the attention of the Chairman of the Awards Committee. The closing date for receipt of all nominations is 1<sup>st</sup> August, with the exception of the Pilot of the Year which is 31<sup>st</sup> October

Until it has been presented to the September Council this nomination and associated citation should be treated as sensitive information for the eyes of the Awards Committee and BMFA Office staff only.





## APPENDIX N

### SMAE, RAeC and FAI AWARDS

#### 1. NATIONAL AND INTERNATIONAL HONOURS AND AWARDS

The following honours and awards are the gifts of the BMFA/SMAE, the RAeC, and the FAI respectively, and are in recognition of the devotion and efforts undertaken by individuals to the benefit of their organisations. Should you wish to nominate someone for an award there are certain procedures to follow and a leaflet explaining them, and comprehensive details of the awards criteria, entitled 'Awards Procedure', is available on request from the BMFA office.

Also available on request are nomination forms which should be completed and returned to the BMFA office. To allow time for the processing of nominations prior to consideration by Full Council, submissions (with the sole exception of the Pilot of the Year Trophy) should arrive at the office not later than 1st August in any year.

#### 2. BMFA AWARDS

Unless otherwise stated, these are awarded at the discretion of Full Council, based on the recommendations of the Awards Committee.

- (a) **Fellowship of the SMAE:** Awarded to a long-standing member who over many years has served the Association with distinction and selfless loyalty. Fellowships are awarded by vote at the Annual General meeting, based on a recommendation by Full Council. Not more than two persons per year may be elected to Fellowship.
- (b) **Honorary Membership of the SMAE:** Awarded in consideration of special qualifications, or to someone who for many years has served the Association, and the model aircraft movement with distinction.
- (c) **Certificate of Merit:** Awarded to a member or group of members who have served the Association and the cause of model flying by meritorious endeavour.
- (d) **Ray Malmstrom Award:** Awarded for services to model flying outside the framework of the Association.
- (e) **Arthur Mullett Trophy:** Awarded for services to model flying within the framework of the Association.
- (f) **Henry J Award:** Awarded to the outstanding Junior of the year.
- (g) **Roger Bedford Memorial Trophy:** Awarded for an outstanding contribution to education in the context of Aeromodelling.
- (h) **Kath Watson Trophy:** Awarded at the Chairman's discretion for administrative excellence.
- (i) **Perkins Slade Pilot of the Year Trophy:** Awarded for outstanding achievement at the highest level of National or International competition. This trophy is for an individual pilot; it may not be awarded to a team. The award is made by Council on the recommendation of the Awards Committee from nominations submitted by each Technical Committee. Affiliated Specialist Bodies that fly FAI or National competitions may also each submit a nomination through the Competition Secretary. The closing date for receipt by the Awards Committee Chairman is 31 October. If no nominations are received by that date the trophy will not be awarded. Council approval of the Awards Committee's recommendation will be sought by electronic ballot.

### 3. ROYAL AERO CLUB AWARDS

- (a) **Prince of Wales Cup:** Awarded for the most meritorious performance, feat, or event by either a team or a group during the preceding year.
- (b) **Royal Aero Club Diploma:** Awarded to those who have served the RAeC, sporting aviation in general by their meritorious endeavours.
- (c) **Gold, Silver, Bronze Medals:** Awarded for outstanding achievement during the preceding year, principally but not necessarily as a pilot.
- (d) **RAeC Certificate of Merit:** Awarded to those who, while not eligible for a major RAeC award, have served the cause of aviation in general, or sporting aviation in particular, by their work, devotion or initiative.
- (e) **President's Breitling Trophy:** Awarded annually to an individual, or a group of young people, aged between 14 and 21 years, for outstanding work, performance or achievement in connection with any aerospace activity.

### 4. FAI AWARDS

#### For Aeromodelling:

- (a) **FAI Aeromodelling Gold Medal:** May be awarded annually for outstanding merit in organisational activities which can include either: twice contest director of World or European Championships; three times as an FAI jury member; five times as a judge at World or Continental Championships or three years as delegate to the FAI Aeromodelling Commission;
- (b) **Andrei Tupolev Medal:** May be awarded annually to a model flyer who in the same year wins the World and National Championships in the same model classification.
- (c) **The Andrei Tupolov Diploma:** May be awarded annually to a model flyer for outstanding world record performance in model flying.
- (d) **The Antonov Aeromodelling Diploma:** May be awarded annually to an aeromodeller for technical innovations in aeromodelling.
- (e) **The Alphonse Penaud Diploma:** May be awarded annually to a model flyer who has either obtained 3 times consecutively the title of National Champion; obtained at least once the title of World Champion; established at least three world records; shown other outstanding sporting achievements.
- (f) **Frank Ehling Diploma:** May be awarded annually for outstanding accomplishment, by an organisation, or individual, in connection with the promotion of aviation, through the use of flying models.

#### For All Air Sports:

- (g) **FAI Airsports Medals:** May be awarded at any time for outstanding work in FAI Commissions, for organising World and Continental Championships, for training and education of new pilots, parachutists, or aeromodellers, for promoting aviation in general, especially with young people.

- (h) **The FAI Bronze Medal:** is awarded to a person having rendered eminent services to the FAI in administrative work, in Commissions or Committees, or in the organisation of the FAI sporting events.
- (i) **The Nile Gold Medal:** May be awarded annually to a person or a group, or an organisation to reward distinguished work in the field of aerospace education, particularly during the year preceding the year of the award.
- (j) **The Paul Tissandier Diploma:** May be awarded annually to those who have served the cause of aviation in general, and sporting aviation in particular, by their work, initiative, and devotion, or in other ways.

## 5. PROCEDURES & GUIDANCE

- (a) The Awards Sub-Committee meets once a year, generally at the Radio, Control Line & Scale Nationals at the end of August as it is convenient and little expense is incurred.
- (b) Because the RAeC and the FAI require award submissions by certain dates, the September Full Council meeting is the only meeting at which to consider the Award Committee's recommendations.
- (c) Area Committees, Technical Committees, Affiliated Clubs, current Council members and Fellows of the Society may submit nominations.
- (d) Nominations for awards, with a suitable citation, must be submitted in writing to the BMFA office for the attention of the Awards Committee Chairman by 1st August in any given year (31st October for Pilot of the Year).
- (e) Some of the awards are highly prestigious. Many are limited to not more than one in any year, are highly competitive and not given automatically. Should a citation not adequately support the nomination, the award will not be made. It should be noted that some awards, for example the RAeC Prince of Wales Cup, have a specific and limited period of qualification and the opportunity for nomination, once lost, is gone forever.
- (f) Once it has been decided that someone is worthy of recognition, the nominee's achievements should be carefully researched. The citation should be specific and objective, following the guidance in the Awards Procedure booklet, and submitted on the appropriate BMFA Nomination Form. The citation is the opportunity to convince others of the value, merit and significance of the nominee's achievements and the next chance is, at best, a year hence.
- (g) Whilst the proposer may suggest the award for which a nominee is put forward, the Awards Committee shall decide which category of award is most suitable and present its recommendations to Council.
- (h) The BMFA office staff will acknowledge receipt of all nominations. As soon as possible after the September Council meeting the Chairman of the Awards Committee will write to the sponsor of all non-successful nominees (by letter or email) and will similarly advise those who are to receive an award or have their nomination forwarded to the RAeC or FAI as appropriate.. It should be remembered that the BMFA can only make recommendations for RAeC and FAI awards and that it may be some months before the awarding body makes its decision. Successful candidates for these awards will be notified through the BMFA office.
- (i) BMFA awards are presented at the annual dinner and prize giving held after the AGM in November. The RAeC Awards Committee sits in January with the presentations made at the RAeC in London in April or May. The major FAI awards are presented at the FAI Conference in October of the year following nomination. These are generally accepted on behalf of the BMFA by the RAeC Delegate to the Conference. The awards are then formally presented to the winners at the BMFA annual prize giving.

## APPENDIX O

### TERMS OF REFERENCE FOR THE AWARDS COMMITTEE

(A Sub-Committee of Full Council)

- (a) The Committee shall be constituted as follows:-
  - (i) Chairman: The Society Vice-Chairman
  - (ii) Members: The Royal Aero Club Delegate.
    - Three Fellows of the Society appointed by votes from the Fellows.
    - Two representatives appointed, one each, by Areas Council and Technical Council.
- (b) A quorum shall be five, whenever the Committee Chairman and RAeC Delegate are present.
- (c) Absentee members of the Awards Committee shall be able to vote on citations by post or written proxy including by email.
- (d) The Society Vice-Chairman and RAeC Delegate will retain their positions on the Awards Committee for as long as they hold their official posts. All other Committee members will serve a term of three years, while they hold their other official posts. They may serve a second consecutive term, if elected or appointed, but must stand down thereafter and not be eligible to serve again for a further three years.
- (e) Members of the Awards Committee may not submit a proposal while serving, unless a recommendation for an award is in the gift of the Committee and no other proposal for that award is received.
- (f) All nominations for awards (apart from the Pilot of the Year) must be submitted to the BMFA office for the attention of the Awards Committee Chairman by 1st August in any given year.
- (g) In the case of nominations for Fellowships, the Committee will submit a maximum of two names to Full Council who will then vote individually on them and forward to the AGM those that attain at least a two thirds majority of those present at the meeting and entitled to vote.
- (h) For all other awards (apart from the Pilot of the Year) the Committee will submit their recommendations as follows and a simple majority vote in Full Council, of those present at the meeting and entitled to vote, will suffice.
  - (i) For single person awards, the Malmstrom, Arthur Mullet, Henry J Nicholls, Roger Bedford and the Perkins Slade Pilot of the Year, the Committee should assess the qualifications of each nomination and recommend to Full Council the name of the successful nominee.
  - (iii) In the case of Honorary Membership and Certificates of Merit where there is no limitation on numbers, the Committee should satisfy themselves that each nomination is valid before recommending them to Full Council.
  - (iv) Similar procedures as (i) and (ii) above should be adopted when considering nominations for RAeC and FAI awards.
- (i) The recommendations of the Awards Committee, together with a copy of the appropriate citations, shall be made available to all Directors present before the start of the September Full Council meeting and the agenda item to consider them shall be taken as the first new business immediately following the lunch break.
- (j) The Chairman of the Awards Committee shall ensure that a letter is sent to the originator of any failed nomination briefly explaining the reasons for failure.

- (k) The Chairman of the Awards Committee shall ensure that a letter is sent to all successful nominees advising them of the award or of their further nomination for a RAeC or FAI Award.
- (l) The Awards Committee shall select its proposed Pilot of the Year by postal or email ballot from nominations submitted by Technical Committees and Affiliated Specialist Bodies as soon as possible following the closure of nominations on 31 Oct. This proposal will then be voted on by council by e-ballot with a simple majority in favour determining whether or not the trophy will be awarded.
- (m) The Chairman of the Awards Committee shall manage the presentation of Awards at the Society's Annual Dinner.

## 2016 DATES FOR YOUR DIARY

■ Amendments  
 \*\* Subject to change.

### 2015

Mon 7<sup>th</sup> December 2016 1<sup>st</sup> Full Council Meeting Agenda Deadline  
 Fri 11<sup>th</sup> December 2016 1<sup>st</sup> Full Council Meeting Agenda despatch/Club Bulletin

### 2016

**Sat 9<sup>th</sup> January 1<sup>st</sup> Full Council Meeting**

Sat 30<sup>th</sup> January (TBC) Team Managers Briefing – Comp Sec ]

Sat 6<sup>th</sup> February Reserve Team Managers Briefing – Comp Sec ]

Date (TBC) ]

Mon 1<sup>st</sup> February 1<sup>st</sup> Full Council Meeting Draft Minutes despatch

Mon 22<sup>nd</sup> February 1<sup>st</sup> Tech Council Agenda Deadline

Tues 23<sup>rd</sup> February 1<sup>st</sup> Full Council Meeting Provisional Minutes despatch

Fri 26<sup>th</sup> February 1<sup>st</sup> Tech Council Agenda despatch/Club Bulletin

**Sat 19<sup>th</sup> March 1<sup>st</sup> Tech Council Meeting**

Friday 1<sup>st</sup> April 1<sup>st</sup> Tech Council Meeting Minutes despatch

Mon 18<sup>th</sup> April 2<sup>nd</sup> Full Council Agenda Deadline

Fri 22<sup>nd</sup> April 2<sup>nd</sup> Full Council Agenda despatch/Club Bulletin

**Sat 14<sup>th</sup> May 2<sup>nd</sup> Full Council Meeting**

28/29/30 May (TBC) Free Flight Nats & Space Modelling Nats

Mon 6<sup>th</sup> June 2<sup>nd</sup> Full Council Meeting Draft Minutes despatch

Mon 27<sup>th</sup> June 2<sup>nd</sup> Full Council Meeting Provisional Minutes despatch

Friday 8<sup>th</sup> July \*\*AGM 1 despatch

Mon 1<sup>st</sup> August Deadline for receipt of Award Nominations

Monday 8<sup>th</sup> August \*\* Nomination Deadline

Mon 15<sup>th</sup> August 3<sup>rd</sup> Full Council Agenda Deadline

Fri 19<sup>th</sup> August 3<sup>rd</sup> Full Council Agenda despatch/Club Bulletin

Fri 26<sup>th</sup> August End of Year for Director's Annual Reports

27/28/29 Aug (TBC) R/C Power, Scale, C/L Nats, S/F Nats

Friday 9<sup>th</sup> September \*\*AGM 2 despatch

**Sat 10<sup>th</sup> September 3<sup>rd</sup> Full Council Meeting**

Mon 12<sup>th</sup> September Absolute Deadline for receipt of Director's Annual Report

Mon 19<sup>th</sup> September 2<sup>nd</sup> Technical Council Agenda Deadline/CIAM Rule Change

Deadline

Fri 23<sup>rd</sup> September 2<sup>nd</sup> Technical Council Agenda despatch/Club Bulletin

Mon 3<sup>rd</sup> October 3<sup>rd</sup> Full Council Meeting Draft Minutes despatch

**Sat 15<sup>th</sup> October 2<sup>nd</sup> Technical Council Meeting**

Mon 17<sup>th</sup> October Deadline for receipt by Technical Secretary of BMFA rule changes from

Technical Committees

Fri 21<sup>st</sup> October \*\*AGM 3 despatch

Tues 25<sup>th</sup> October 3<sup>rd</sup> Full Council Meeting Provisional Minutes despatch

Fri 28<sup>th</sup> October 2<sup>nd</sup> Technical Council Meeting Minutes despatch

Mon 7<sup>th</sup> November \*\*Voting Deadline

Fri 18<sup>th</sup> November \*\*Proxy Deadline

**Sat 19<sup>th</sup> November \*\*69<sup>th</sup> Annual General Meeting**

Mon 5<sup>th</sup> December 2017 1<sup>st</sup> Full Council Meeting Agenda Deadline

Fri 9<sup>th</sup> December 2017 1<sup>st</sup> Full Council Meeting Agenda despatch/Club Bulletin

### 2017

**Sat 7<sup>th</sup> January 2017 2017 1<sup>st</sup> Full Council Meeting**

\*\*\*\*\*

CV of Nigel Barker

Having dabbled (briefly) with model planes as a child, I came back to it later on with a Super Snipe rc glider. Didn't have much luck, so then built a Sonata E and learnt to fly. Over the years I have had a go at fixed wing ic, tinkered with rotary, took more pleasure from electric gliders (and smaller fun electrics) then really fell in love with slope soaring. I organised fly-in's at my club (Impington) over several years, then became involved with the BMFA as an organisation first by attending East Anglia Area as a club rep, then representing the Area as Area Delegate for 4 years, and this is now my 8th year as Public Relations Officer. I have chaired several Area Councils and thoroughly enjoyed the experience. Over the years I've attended a lot of shows, and run many stands, so I've spent a lot of time chatting with "Sunday afternoon club fliers", gaining an understanding of their perspective of the BMFA and aeromodelling. I feel the above experience makes me well qualified to represent Areas' views in our award selection process.

CV of Neil Cooper

Married with three Daughters and a 3 year old Granddaughter, I am a retired Trading Standards Enforcement Officer.

Since my early retirement due to too many heart attacks, I have had to find a balance again, between no work and home. I have done this in several ways but predominantly through my love of aircraft. Alongside my experience of fixed wing and helicopters of over 30 years, I have ventured into slope soaring, aero towing, F3P, indoor 3d...ish and RC combat.

In doing this I have come to realise that every discipline very definitely has their own particular skill sets and not necessarily transferable.

I have come to appreciate and indeed applaud other disciplines to my own and would welcome the opportunity to sit on the Awards Committee.



**SOCIETY OF MODEL AERONAUTICAL ENGINEERS LIMITED**  
(T/A British Model flying Association)

**PROPOSAL FORM**

Please use **BLOCK LETTERS** for handwritten proposals.

Indicate the appropriate Council Agenda: **FULL / AREAS / TECHNICAL** (delete those which are inapplicable).

**Proposals must reach the Chief Executive no later than the Monday, 26 days prior to the Council Meeting.**

Use a separate sheet for long proposals or reasons and attach to this form. Refer to the notes on page 2 regarding the conditions for submitting proposals.

**PROPOSAL:**

**That the methodology of reporting BMFA competition results be changed from the current requirement to submit results to the Records Officer to the new requirement of uploading the results to the "Contest Results" page of the BMFA website with the resulting amendment to rule 2.3.15 "Reporting of Results" of the BMFA General Rule book as shown on the attached sheet.**

**REASON:**

Uploading competition results to the Contest Results page on the BMFA website has the following benefits:

- (a) It is quick and easy to do.
- (b) The results are easily accessible to any BMFA member.
- (c) It eliminates the possibility of emailed results not getting to their destination.
- (d) It will make a fine archive of historical results.
- (e) The archive can be easily accessed by any BMFA member.

The Records Officer will monitor the Contest Results page to ensure that the Technical Committees and appropriate RCP Specialist Bodies fulfil their obligations to submit results.

The Technical Council unanimously supports this change in methodology.

**ELECTED OFFICERS/COUNCIL MEMBER**

Proposed by: **Jo Halman FSMAE** Post: **Competition Secretary** Signature of Officer/Council Member:  
*submitted electronically*  
Date: **19th April 2015** *(Only sign if not submitted electronically)*

**TECHNICAL COMMITTEES OR THE ACHIEVEMENT SCHEME REVIEW COMMITTEE (ASRC)**

Proposed by: Technical Committee / ASRC (delete as appropriate)  
Date of Meeting: Voting Results: For: Against: Abstentions:  
Date: Signature of Committee Secretary / ASRC Council Member:  
*(Only sign if not submitted electronically)*

**AREA COMMITTEES**

Proposed by: Club: Signature of Club Delegate:  
Seconded by: Club: Signature of Club Delegate:  
*(Only sign if not submitted electronically)*  
Date of Meeting: Voting Results: For: Against: Abstentions:  
Date: Area:

**Attachment to the Proposal to Council “General Rules” 16-05-15**

**2.3.15 Reporting of Results**

The results of all BMFA contests including Area Centralised and Centralised contests and all Nationals contests (sometimes run on behalf of BMFA by Specialist Bodies), plus any BMFA league ~~events~~ contests and their final placings must be reported to the BMFA as follows.

- (a) Each Technical Committee is required to appoint a Results Officer who must co-ordinate ~~the sending of~~ these results. Each R/C Power Specialist Body (RCP SB) that holds BMFA contests must nominate one of its Committee Members to undertake this same task.
- (b) It is the responsibility of the Results Officer and the RCP SB nominated person to upload the results to the Contest Results page of the BMFA website in accordance with the procedures outlined in the “Guide for Uploading BMFA Contest Results” in line with the BMFA timetable set out below: ~~to the BMFA Records Officer and other designated recipients as follows:~~
  - (1) Results from Team Selection contests or dedicated Team Trials must be uploaded ~~forwarded to the Records Officer and the relevant Technical Committee~~ within 14 days of the competition.
  - (2) The first three places of any other contest, other than the National Championships, ~~to the Records Officer~~ within 28 days of the competition.
  - (3) ~~In addition Full round by round results of all Nationals contests must be sent to the Records Officer~~ within 21 days of the event
- (c) In (1), (2) and (3) above, the information required ~~will~~ shall be the family name and one forename of the competitor plus his BMFA number. If the competitor does not have a BMFA number then sufficient information must be provided to clearly identify the person concerned (eg their full address).
- (d) The first three places of Nationals contests must still be sent to the Records Officer within 2 days of the event using whatever system the Records Officer specifies in any given year.
- (e) WAG National Selection Contests ~~Events~~ are covered under rule 2.1.4 and, therefore, are exempt from the above rules.
- (f) The results of contests ~~events~~ run by, or on behalf of, BMFA are the property of the Society. Notwithstanding this, the Society will allow anyone to use or publish these results if they wish.

**2.5.7 Extreme Weather Conditions at the RC, CL & Scale British National Championships and the Silent Flight British National Championships**

- ..... (c)
- (d) Results must be ~~received by the BMFA~~ uploaded to the BMFA website within two days ~~within 48 hours~~ of the competition being held.

JH/18/04/15