

Detroit Region SCCA



Minutes of Board of Directors Meeting

Wed April 12 , 2017

7:00pm @ Box Bar and Grill, Plymouth, MI

Attendees:

Jennifer Merideth, Eric Penn, Brian Thorpe, Frank Putman, John Fishbeck, Scott Harvey, Ken Wiedbusch, Matt Wolfe, Jerry Shiloff, Greg Anthony, Mike McClintock, John Kytasty, Steve Balanecki, John Lisiecki, Jennifer Glass, Mike Ryba.

Meeting called to order at 7:01pm by Jennifer Merideth, RE

1. January meeting minutes approval

Minutes were approved online.

2. Current Business and Online Business

a. Promotional Flags

Proposed at last meeting were approved for purchase online.

b. FSAE

- i. 500 cones were delivered.
- ii. Timing system – Mike M. discussed timing equipment and live scoring.

3. Reports

a. Race

- i. Drivers School
- ii. Waterford Race
- iii. GLD Tri, South Bend, W. Ohio, Double
- iv. Grand Prix. Discussion on numbering stations.
- v. Clear Empire Hillclimb with RE of Western Michigan Region.

b. Rallycross

- i. Next event is Sunday 23rd April at Oakshade.

c. Solo

- i. No report.

d. Rally

- i. The Rally School had to be rescheduled to April 1st due to a power outage at CJ's Lounge in Whitmore Lake. There were 18 participants who were given a free entry to the upcoming Twilight

Tour rally on April 22. Actuals budget is Appendix 1.

e. Asst. RE

- i. No report

f. RE

- i. Special Events – others want DRSCCA to run their autocrosses. AutoEurope/Lotus want us to put on an event.

g. Treasurer

- i. At the end of March, we had \$132k in the bank, down \$9k.

h. Membership

- i. We have 1408 members, up 13. We gained 34 new members since the last meeting and lost 21 members who either did not renew their membership or transferred to another region.
- ii. 31 service awards were mailed.

i. Equipment

- i. The funmover will get a non-slip deck and back tailgate. See equipment budget below.

j. Open Exhaust

- i. Spring 2017 issue was emailed yesterday.

k. Website update – DRSCCA.org

- i. No report

4. Calendar Review

- a. Some issues will be fixed by Matt Wolfe.

5. New Business

a. Event Budgets

i. Equipment

1. **Fire extinguishers** – discussion on request for 8 5lb extinguishers. Separate issue – 120 10lb are they good? Need to have them inspected, Ken will take it on. Motion to approve – Scott Harvey, 2nd John Fishbeck, unanimously approved. See appendix 2.
2. **Harnesses, buzzers** – motion to approve, Jerry Shiloff, 2nd Scott Harvey, unanimously approved. See Appendix 3.

- ii. **RallyX budget.** May 27 at Thistle Hill. Motion to approve, John Fishbeck, 2nd Matt Wolfe, unanimously approved. See Appendix 4.
- iii. **RallySprint budget** – Mike Ryba. Date same as Majors Race Mid-Ohio and GP. Will use work/run with 6 cars running, other 6 working. Need a list of what equipment is needed – fire extinguishers, cones, etc. Cars go at 2 minute intervals. Motion to approve, Matt Wolfe, 2nd Scott Harvey, unanimously approved. See Appendix 5.

b. **Documentation of worker points usage**
Treasurer is not getting list from Event Registrar.

c. **Equipment lease agreement** – need BOD approval. Send example of contract to National office. Lease to add “indemnify us from harm”. Ken send to Jen Merideth and she will forward to National Office. Lease Agreement example is in Appendix 6.

d. **Fire Extinguishers** – Ken W. will get quote for recertification of Fire Extinguishers. Grand Prix has a contract with FireX (Kidde?).

6. AOB

- a. **Communications Director** – Matt Wolfe recommended the creation of a new position to oversee Social Network and other communications with members. See Appendix 7.

7. May Meeting Date and Location

Next meeting will be at the Box Bar & Grille, Plymouth, MI on Wednesday May 17 at 7pm, to avoid clash with FSAE.

8. Adjourn

Meeting was adjourned at 9:37pm.

Detroit Region SCCA



SCCA
Sports Car Club of America



Appendix 1.

DETROIT REGION SCCA EVENT BUDGET - TSD RALLY

Event:	Rally School		Event Date(s):		April 1, 2017	
Chairperson:	John Fishbeck		Website Info Sent:			
	Last Year		This Year		This Year	
	Actual		Budget		Actual	
INCOME						
Entry fees:						
Member	10 @ \$ 15.00	\$ 150.00	8 @ \$ 15.00	\$ 120.00	9 @ \$ 15.00	\$ 135.00
Non-member	10 @ \$ 15.00	\$ 150.00	8 @ \$ 15.00	\$ 120.00	9 @ \$ 15.00	\$ 135.00
Late fees	@	\$ -	@ \$ 10.00	\$ -	@ \$ 10.00	\$ -
Temporary Memberships:						
Non-member	@ \$ -	\$ -	@ \$ -	\$ -	@ \$ -	\$ -
Other Income		\$		\$		\$
		\$		\$		\$
Total Income:		\$ 300.00		\$ 240.00		\$ 270.00
EXPENSES						
	Last Year		This Year		This Year	
	Actual		Budget		Actual	
Insurance:	20 @ n/a	\$ -	18 @ n/a	\$ -	@ n/a	\$ -
Sanction Fee:	20 @ n/a	\$ 20.00	18 @ n/a	\$ 20.00	@ n/a	\$ 20.00
Sanction Application Fee:		\$		\$		\$
GLDiv Sanction:	@	\$ -	@	\$ -	@ \$ -	\$ -
Printing/Artwork:		\$ 45.35		\$ 50.00		\$ 94.36
Car Wash		\$ 11.00		\$ 11.00		\$ 22.00
Supplies (manila envelopes, misc):		\$		\$ 5.00		\$ 21.72
Motorsport/Reg fees		\$ 14.14		\$ 18.00		\$ 14.14
Trophies:		\$		\$		\$
Misc (non-mbr lunches):		\$		\$ -		\$
Rentals:		\$		\$		\$
Fuel (course approx. etc.):		\$ 27.50		\$ 40.00		\$ 39.50
Worker Points	17 @ \$ 5.00	\$ 85.00	17 @ \$ 5.00	\$ 85.00	14 @ \$ 5.00	\$ 70.00
New Member Fund		\$	@	\$	@	\$
Miscellaneous:		\$		\$		\$
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When grey shaded cell (entry fee) is filled in, balance of entry fees is automatically calculated. Insurance, sanction and new member fund (yellow shaded cells) are automatically calculated based on number of entries.

Reverse side of form to be used for additional explanations and comments as needed.

Budgeted statement must be submitted at least 60 days prior to event. For "Last Year Actual" figures, contact Treasurer and Registrar.

Final statement must be submitted to the Detroit Region Board of Directors within 30 days of event.

Expenses reimbursed only with receipts.

Signatures are required for both the budgeted and actual columns.

John Fishbeck

Event Chairman

1/11/2017

Date Submitted

John Fishbeck

Director

Date Approved by Board of Directors

John Fishbeck

Event Chairman

4/12/2017

Date Submitted

John Fishbeck

Director

Date Approved by Board of Directors

Rev 4/30/2007

RallySchoolWorkbook2017.xlsx

Detroit Region SCCA



SCCA
Sports Car Club of America



Appendix 2.

DETROIT REGION SCCA ANNUAL BUDGET

Name: Ken Wiedbusch
Position: Equipment Manager
Calendar Year: 2017

Description	Expenses	Current Yr. Budget	Prior Yr. Budget	Prior Yr. Actual
Printing:	\$			
Postage:	\$			
Telephone:	\$			
Annual Fees:	\$			
Rental Fees:	\$			
	\$			
Supplies	\$			
	\$			
	\$			
Miscellaneous:	\$			
	\$			
	\$			
	\$			
Equipment	Eight 5# Fire Extinguishers	400		
	Runner's stool	250		
Repair/Maintenance	New clips - runner	12.00		
Total		1850	0	0

Description	Income	Current Yr. Budget	Prior Yr. Budget	Prior Yr. Actual
Total				

Signature: Ken Wiedbusch for John Ware
Date Submitted: April 12, 2017

Reverse side of form to be used for additional explanations or comments. Annual budgets must be submitted for approval no later than the January Board Meeting. Do not include event related expenses. Event related expenses must be submitted by the event champion.

Rev 3/5/2007

Annual-Budget-Form-RoadChiefs.xls

Detroit Region SCCA



SCCA
Sports Car Club of America



Appendix 3.

DETROIT REGION SCCA ANNUAL BUDGET

Name: Ken Wiedbusch
Position: Equipment Manager
Calendar Year: 2017

Description	Expenses	Current Yr. Budget	Prior Yr. Budget	Prior Yr. Actual
Printing:	\$			
Postage:	\$	30		
Telephone:	\$			
Annual Fees:	\$			
Rental Fees:	\$			
Supplies:	\$			
	\$			
Miscellaneous:	\$			
	\$			
	\$			
	\$			
Equipment:	Cases and electrical harnesses	80		
	\$			
	\$			
	\$			
Repair/Maintenance:	Modify S.A. FA Clock Buzzers	160		
	\$			
	\$			
	\$			
	\$			
Total	\$	240	0	0

Description	Income	Current Yr. Budget	Prior Yr. Budget	Prior Yr. Actual
	\$			
	\$			
	\$			
	\$			
	\$			
	\$			
	\$			
Total	\$			

Signature: Ken Wiedbusch for John Fishbeck
Date Submitted: April 12, 2017

Reverse side of form to be used for additional explanations or comments. Annual budgets must be submitted for approval not later than the January Board Meeting. Do not include event related expenses. Event related expenses must be submitted by the event chairperson.

Rev 3/6/2007

Annual-Budget-Form-BoardChiefs.xls



Appendix 4.

Una

of

Event:	May Rallycross at Thistle Hill	Event Dates:	27 May-17
Chairperson(s):	Scott Harvey	Event Location:	Thistle Hill

INCOME		Last Year Actual		This Year Budget		This Year Actual	
Entry fees:							
Member	41 @ \$ 50.00	\$	2,200.00	40 @ \$ 50.00	\$	2,250.00	40 @ \$ 50.00 \$ -
Non-member	7 @ \$ 50.00	\$	350.00	5 @ \$ 50.00	\$	250.00	6 @ \$ 50.00 \$ -
Life fees	3 @ \$ 10.00	\$	30.00	2 @ \$ 10.00	\$	20.00	6 @ \$ 10.00 \$ -
Temporary Memberships:							
At event	3 @ \$ 15.00	\$	45.00	3 @ \$ 15.00	\$	45.00	3 @ \$ 15.00 \$ -
Online	4 @ \$ 15.00	\$	60.00	5 @ \$ 15.00	\$	75.00	4 @ \$ 15.00 \$ -
		\$		\$		\$	
Total Income:		\$	2,985.00		\$	2,995.00	\$ -
EXPENSES							
		Last Year Actual		This Year Budget		This Year Actual	
Insurance	51 @ \$ 3.50	\$	178.50	50 @ \$ 3.50	\$	175.00	0 @ \$ 3.50 \$ 100.00
Sanction Fee	51 @ \$ 5.00	\$	255.00	50 @ \$ 5.00	\$	250.00	5 @ \$ 5.00 \$ 40.00
MSR Fee	1 @ \$ 2.58	\$	18.06	45 @ \$ 5.00	\$	135.00	5 @ \$ 2.63 \$ 1-8.08
Application fee		\$			\$		
Printing/Artwork		\$			\$		
Postage		\$			\$		
Supplies		\$			\$		
Telephone		\$			\$		
Trophies		\$			\$		
Gift-wraps		\$			\$		
Rentals: Truck		\$	800.00	Trade Haul Class	\$	800.00	Trade Haul Class
Other (space boxes, etc.)		\$	85.00		\$	100.00	
Fuel (truck/trailer, etc.)		\$			\$		
Worker Meals	20 @ \$ 5.00	\$	100.00	20 @ \$ 5.00	\$	100.00	20 @ \$ 5.00 \$
New Member Fund	7 @ \$ 5.00	\$	35.00	5 @ \$ 5.00	\$	25.00	5 @ \$ 5.00 \$
Miscellaneous:							
A/V Rental		\$			\$		\$
Repairs		\$			\$		\$
Food/warmers		\$			\$		\$
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Total Expense:		\$	1,581.58		\$	1,585.00	\$ 258.08
Surplus (Loss):		\$	1,103.42		\$	980.00	\$ (258.08)

When grey shaded cell (entry fee) is filled in, balance of entry fees is automatically calculated. Insurance, Accident and new member fund (yellow shaded cells) are automatically calculated based on number of entries.

Reverse side of form to be used for additional explanations and comments as needed.

Budgeted statement must be submitted at least 60 days prior to event. For "Last Year Actual" figures, contact Treasurer and Registrar.

Expenses reimbursed only with receipts.

Signatures are required for both the budgeted and actual columns.

Scott Harvey
EVE/TC Simon
4/10/2017
Date Submitted
Jon Jareo
Director
Date Approved by Simon & Schuster

Scott Harvey
Event Chairman

Date Submitted

Director

Title Approved by Board of Directors



Appendix 5

DETROIT REGION SCCA EVENT BUDGET - RALLYCROSS

Event	RallySprint Muskogean			Event Date(s):			June 3, 2017											
Chairperson(s):	Mike Ryba			Website Info Sent:														
	Last Year			This Year			This Year											
	Actual			Budget			Actual											
INCOME																		
Entry fees:																		
Member	@	\$ 100.00	\$ -	10 @	\$ 150.00	\$ 1,500.00	@	\$ 50.00	\$ -									
Non-member	@	\$ 100.00	\$ -	2 @	\$ 150.00	\$ 300.00	@	\$ 50.00	\$ -									
Cancellation fees	@	\$ 10.00	\$ -	@	\$ 10.00	\$ -	@	\$ 10.00	\$ -									
Late fees	@	\$ 10.00	\$ -	@	\$ 10.00	\$ -	@	\$ 10.00	\$ -									
Temporary Memberships:																		
At event	@	\$ 15.00	\$ -	@	\$ 15.00	\$ -	@	\$ 15.00	\$ -									
Online	@	\$ 15.00	\$ -	2	\$ 15.00	30.00		\$ 15.00	\$ -									
Test N Tune		\$ -			\$ -				\$ -									
Total Income:		\$ -			\$ 1,830.00				\$ -									
EXPENSES																		
This Year			This Year			This Year												
Actual			Budget			Actual												
Insurance:	@	\$ 7.50	\$ -	12 @	\$ 7.50	\$ 100.00	@	\$ 7.50	\$ 100.00									
Sanction Fee:	@	\$ 5.00	\$ -	12 @	\$ 5.00	\$ 60.00	@	\$ 5.00	\$ 60.00									
Printing/Artwork:		\$ -			\$ -			\$ -										
Postage:		\$ -			\$ -			\$ -										
Supplies:	Ice	\$ -			\$ -			\$ -										
Telephone:		\$ -			\$ -			\$ -										
Trophies:		\$ -			\$ -			\$ -										
Give aways:		\$ -			\$ -			\$ -										
Rentals: Track		\$ -			\$ -			\$ -										
Lights @ night		\$ -			\$ -			\$ -										
4-wheeler rental		\$ -			\$ -			\$ -										
Fuel (major truck, etc.):		\$ -		21 @	\$ 2.25	\$ 159.75		\$ -										
Worker Points	@	\$ 5.00	\$ -	@	\$ 5.00	\$ -	@	\$ 5.00	\$ -									
Weekend Member Fund	@	\$ 5.00	\$ -	2 @	\$ 5.00	\$ 10.00	@	\$ 5.00	\$ -									
Miscellaneous:																		
Minimum fee for online registration		\$ -			\$ -			\$ -										
Repairs		\$ -			\$ 500.00			\$ -										
Pro Med		\$ -		8 @	\$ 100.00	\$ 800.00		\$ -										
MSR fees		\$ -		12 @	\$ 3.00	\$ 36.00		\$ -										
Porta Jon		\$ -		1 @	\$ 100.00	\$ 100.00		\$ -										
		\$ -			\$ -			\$ -										
		\$ -			\$ -			\$ -										
Total Expense:		\$ -			\$ 1,765.75			\$ 150.00										
Surplus (Loss):		\$ -			\$ 64.25			\$ (150.00)										

When grey shaded cell (entry fee) is filled in, balance of entry fees is automatically calculated. Insurance, sanction and new member fund (yellow shaded cells) are automatically calculated based on number of entries.

Reverse side of form to be used for additional explanations and comments as needed

Budgeted statement must be submitted at least 60 days prior to event. For "Last Year Actual" figures, contact Treasurer and Registrar.

Final statement must be submitted to the Detroit Rog on Board of Directors within 30 days of event.

Expenses reimbursed only with receipts.

Signatures are required for both the budgeted and actual columns.

Mike Ryba
Event Chairman
4/12/2017
Date Submitted
/S/ Jon Jareo
Director

Event Chairman _____

Date Submitted _____

Director _____

Date Approved by Board of Directors:

Date Approved by Board of Directors _____

Rev 4/30/2007

5 6 2017 RallySprint Muskegon rev2

Appendix 6.

Detroit Region SCCA Equipment Lease Agreement

This Equipment Lease ("Lease") is made effective as of March 16, 2017, by and between Detroit Region, SCCA ("Lessor") and 100AW Performance Rally Group ("Lessee"). The agreement of the parties is as follows:

1. **Equipment subject to Lease:** Lessor shall lease the following Equipment ("Equipment"):

6 Alfa-Club Control Clocks, including plug wires and sync cable

2. **Payment Terms:** The Lessee shall make one payment of \$ 200.00 prior to taking possession of Equipment.

3. **Shipping and Transportation:** Lessor will send the equipment to Lessee via Mary and Jerry Shiloff

4. **Lease Term:** This Lease shall begin on the above effective date and shall terminate on March 19, 2017.

5. **Location(s) of the Equipment:** The equipment shall be located and used at the 2017 Rally in the 100 Acre Wood National Rally during the lease term, and shall not be removed from that location without the Lessor's prior written consent.

6. **Operation and Care of Equipment:** The equipment must be used and operated in a careful and appropriate manner.

7. **Maintenance, Repair, and/or Replacement:** Lessee shall maintain at the Lessee's cost, the equipment in good repair and operating condition, allowing for reasonable wear and tear. Lessee will be responsible for repair of any excessive damage to or loss of Equipment.

8. **Equipment Return at the end of the Lease.** At the end of the Lease term, the Lessee shall be obligated to return the equipment to the Lessor or the Lessor's representative at the Lessee's expense (if any).

The parties herein have executed this Equipment Lease Agreement.

Lessor

Date

Lessee

Date

Appendix 7.

Chad
1/11

Detroit SCCA Communications Director Proposal

Proposal; Create a position within the club that designates a member or members as the communications director(s) for the club

Intent; The goal of this position is to help the club more effectively communicate with members and to better coordinate the publication and promotion of events put on by the club. This person or persons will serve as the point people for all messages and information being relayed by DRSCCA to its members.

Description of Duty's;

The person or persons in this position will field requests from the various Region execs. and program directors about the publication of updates and news onto the DRSCCA website and Facebook pages. RE's and directors may ask the communications directors to create and post the updates they desire after providing the communications directors with the necessary information.

Directors and RE's may still post updates of their own, but will be asked to notify the communications director(s) when they are doing so to keep them better informed of club activities/needs and in turn, better inform the members.

The communication(s) directors may also assist with the publication of the Open Exhaust newsletter if they are asked/willing to do so.