

December 29, 2011

Minutes of Board of Directors Meeting December 14, 2011 Mexico Lindo, Waterford, MI

Attendees:

Jennifer Glass, Bob Martin, Jennifer Merideth, Brian Thorpe, Ray Jason, Aaron Usher, Scott Harvey, Eric Penn, Brian Sumeracki, Steve Balanecki, Pat Barber, Ed Arthur, Diane Arthur, Ken Wiedbush, Mike McClintock.

Meeting called to order at 7:01 pm.

1. Current Business

- a. **Online approvals** - November 2011 BOD Meeting Minutes.
- b. **Change to By Laws** – change has been made and awaits uploading to website.
- c. **Change to Nov 12, 2011 Rallycross budget** – motion to add \$1,300 to budgeted expenses for Future Event Credits, Steve Balanecki, 2nd Scott Harvey.
Discussion:
The reason for offering the credit is that the event was cut short due to track and other factors.
It was considered a good gesture to encourage future participation.
Noone asked for a credit.
Deadline to ask for a credit is end of 2012.
Region Policy only covers credits in the event of a complete cancellation.
Will not credit late fees (\$20 in this case).
Vote was 7 for, 3 against (Pat Barber, Eric Penn, Brian Thorpe). Motion passed

2. Reports on recent activity

- a. **Race** – None.
- b. **Solo**
 - i. Waiting for security deposit check from Silverdome.
 - ii. Planning to move GL Solo from Oscoda to Silverdome.
 - iii. Change Solo School to later in 2012.
 - iv. Cannot use Belle Isle paddock close to Grand Prix dates (May and June)
 - v. Planning Season Opener and Memorial Day Solo at the Silverdome.
- c. **Rally**
 - i. Pavement Ends – 19 cars. Final budget shows profit of \$220.
- d. **Rallycross**
 - i. November event (see above).
 - ii. A Safety Planning Meeting was held at South Lyon Farm instead of the planned Rallycross which was cancelled due to ground conditions, to discuss recent incidents and communications issues. Various improvements were suggested and reported to SCCA, Topeka. See appendix 1.
 - iii. Season Opener will be at Marshall, MI, January 7, 2012.
 - iv. February event site uncertain.
- e. **Treasurer** - No reports due to a computer virus!
- f. **Assistant RE & RE** – Banquet, in process, sign up online.

g. Equipment

- i. Inventory in process, Bob Martin and Mike McClintock.

h. Membership

- i. There were 1099 members (down 3 – 3 new, 6 non renewals).

3. New Business

a. Perpetual Awards

- i. Discussion on the deciders and decidees. Results are confidential until the Banquet.
See appendix 2 (Agenda) for the list of trophies.

4. Adjourn meeting of 2011 Directors, Assemble 2012 Board of Directors and assign positions

- | | | |
|-----------|----------------------|----------------------------------|
| a. | RE | Jennifer Glass |
| b. | Assistant RE | Pat Barber |
| c. | Treasurer | Bob Martin |
| d. | Secretary | Brian Thorpe |
| e. | Race Director | Bob Pierson |
| f. | Solo Director | Ray Jason |
| g. | Rallycross Director | Scott Harvey |
| h. | Rally Director | Aaron Usher |
| i. | Membership Director | Steve Balanecki |
| j. | Chief Flag and Comm. | Ed Arthur |
| k. | Solo registration | Jennifer Meredith |
| l. | Equipment committee | Ken Wiedbush and Mike McClintock |

5. New Business

a. Event Budgets

- i. Solo – Expense budget for awards. Approve, Pat Barber, 2nd Brian Thorpe, unanimous.
- ii. Rallycross – none
- iii. Rally - Son of Sno*drift, Jan 14, 2012, budget approved last month.
- iv. Race – Double National July 7 and 8, 2012. Jointly Detroit and South Bend Regions, budget TBD.
Detroit Grand Prix, June 1 to 3, budget TBD.

b. Membership Directory

It was agreed that the Policies and By-Laws would be included as part of the printed directory. It was also agreed that the printed directories would be available at the banquet, membership meetings and possibly events while supplies lasted, but that directories would not be mailed to members.
See Appendix 3 for discussion notes. Motion to use OfficeMax at a cost of \$761, and print 200 copies, Bob Martin, 2nd A Nother, unanimous. A pdf file will be available to all members.

c. Budgets for public view

Secretary solicited opinion on whether approved budgets should be available on the web site. Consensus was that this should not be done since the web site is open to all, not just members.

6. January Meeting Location

The Courthouse Grill, Plymouth, MI.
January 11, 2012 at 7 pm

7. Adjourn

9:54 pm

Appendix 1: Rallycross Safety Improvement Plan

Detroit Region 2012 RallyCross Safety Improvement plan

1. Improve communication between the Detroit Region RallyCross program, the Divisional Steward, and the RXB.

To achieve this end, a "communications liaison" job will be explicitly outlined. The person who takes on this task will be responsible for ensuring that the RXB and Divisional Steward are informed quickly if there are incidents that occurred at a recent event by sending a "heads-up email to the RXB and to the Divisional Steward. This will help avoid situations where even though the proper paper work is submitted within the stipulated time frame, the RXB and Divisional Steward find out about an incident through online forums and other web chatter before they hear from the region.

The Liaison will also be responsible for relaying special instructions (if there are any) from the RXB or the Divisional Steward regarding procedures or concerns about upcoming events. These should be relayed to all of the Detroit Region members who have an organizational capacity at the event so that all are aware. This will help avoid situations that occurred recently where there was a directive to have only one car on the course at a time after dark that was not communicated to everyone involved.

This job will be part of the RallyCross director position, unless there is some reason this does not work (in that case another person will be selected to act as Liaison). Scott Harvey, the current director, has agreed to take this on. If a new director is selected for 2012 he or she will fill this role.

2. Encourage participation of new people at an organizational level and encourage all of us to engage in "checks and balances" behavior.

The Detroit Region is very organized when it comes to putting on a RallyCross. Although that is nothing to complain about, the people involved can become relaxed in their jobs as a result of having done them several times over. We have already been in the process of training new safety stewards, starters, and tech inspectors to help with this problem. We will continue with this effort by encouraging volunteers for all organizational positions, including RallyCross director.

In addition, we recognize that anyone of us can become over-enthusiastic about some aspect of the event (e.g., getting drivers their runs efficiently and moving the event along, or enjoying a turn that may be getting too fast). To guard against this, all people involved in running the event will be reminded that in addition to performing their particular job, they should be aware that they may need to provide a critical eye to what is going on somewhere else and speak up when necessary. The team running the event needs to be open to these suggestions. The need for everyone involved to provide "checks and balances" will be communicated at the driver safety meeting at the beginning of each event.

3. If an incident occurs at an event, examine procedures that led to the accident.

In the case of the latest roll-over, we will be discussing whether or not to change the number of runs we give, to start earlier in the day (especially for the day/night event) to avoid the day session morphing into a night session when no one is prepared, and to discuss whether it would have been possible to have moved the course so that ruts from prior runs were on the inside of the turn. There may be other suggestions, but we have not had this meeting yet (will be held Dec 10). We will provide the RXB and the Divisional Steward a summary of this discussion.

Detroit Region SCCA

Appendix 2 Agenda, December 2011 BOD Meeting



Detroit Region SCCA



December 14, 2011

Board of Directors Meeting December 14, 2011
7:00 p.m. Courthouse Grill, Plymouth MI

Agenda:

1. Current Business
 - a. Online approvals
 - i. Nov BOD Meeting Minutes
 - b. Corrections to By-Laws-need to make them and post online
2. Reports
 - a. Race
 - b. Solo
 - i. Events
 - c. Rally
 - i. Events
 - d. Rallycross
 - i. Events, November Day/Night
 - ii. December meeting, 2012 safety plan ✓
 - e. Treasurer
 - i. Financial status
 - f. Asst. RE & RE and others—Banquet
 - g. Equipment
 - i. Inventory?
 - h. Membership
 - i. 1099, down 3; 3 new members, 6 did not renew
 - ii. Directory
3. Perpetual Awards
 - a. Ira Garfunkel
 - b. Tom Halleck
 - c. Karl Pel
 - d. Robert Siegmund-Jen Glass to choose
 - e. Robert Collins-David Bednarz
 - f. Chris Lindberg-Eric Penn to choose
 - g. Solo Enthusiast-Ray Jason to choose
 - h. RallyCross Enthusiast-Scott Harvey to choose
 - i. Tom Bell Rally Enthusiast-Aaron Usher to choose
 - j. Worker of the Year- Ed Arthur to choose
4. Adjourn (2011 Board of Directors)
5. 2012 Board of Directors
 - a. RE
 - b. Assistant RE
 - c. Treasurer
 - d. Secretary
 - e. Race Director
 - f. Solo Director
 - g. RallyCross Director
 - h. Rally Director
 - i. Membership Director
6. New Business
 - a. Event budgets
 - i. Solo
 - ii. RallyCross
 - iii. Rally
 - iv. PDX

Detroit Region SCCA



- v. Race
 - vi. Banquet
- b. Equipment
- c. Race
 - i. Grand Prix planning
 - ii. Double National with South Bend planning
 - iii. PDX planning
7. January meeting location
8. Adjourn



Appendix 3, Membership Directory discussion

Membership Directory - 2012 Discussion Notes

Request for quotes were made to four (4) prospective suppliers to print next year's membership directory. The quotes follow the list specifications for the directory.

Specifications

- Print two hundred (200) directories in black and white
- Standard white paper stock 8.5" X 11", printed on both sides
- Front & back cover in heavier stock with printing on both sides of the front cover
- Binding would be either plastic coil or plastic comb
- We are to provide a pdf file for printing

Quotes received

FedEx Kinko's - \$915.88 (\$4.58 per book)
Office Max - \$921 (coil) (\$4.61 per book)
Office Max - \$761 (comb) (\$3.81 per book)
InstantPublisher.com - \$688 (\$3.44 per book)
Pyramid Communications (coil) - \$1,269 (6.35 per book)

All require a lead time of 7 – 10 days to provide the printed directory once they receive the pdf file.

As it was not determined who would ship the directories, only one company, Pyramid Communications was requested to provide an estimate for shipping the individual directories. They indicate the cost to ship each directory via first class mail would be \$2.48, assuming 8.1 ounces per book. Pyramid estimates a packaging expense for 200 copies would be an additional \$190 with a pre-sorted standard flat shipping expense of \$0.89.

Pyramid also advised that shipping all of the printed directories to us for distribution could be expensive and suggested that we have them printed locally if we decide to ship them ourselves.

Background Information

- Members with email addresses – 792
- Members sharing an email address – 29
- Members without an email address but at a street address with a member having an email address – 152 households
- Electronic copy can be viewable and downloadable on our website by only region members *Not currently available. All can see.*
- Our webmaster can send an email with a link to the document
- The information will consist of approximately thirty-four (34) pages printed on both sides

Questions

1. How many directories should we print?
 - a. Limit one per household?
2. Should we have the invoice sent to the treasurer or submit a request for check to the treasurer?
3. How do we want to distribute the printed copies? (until supply runs out)
 - a. By mail
 - b. At membership meeting(s)
 - c. At BoD meetings
4. Should we include the license agreement as part of the directory?
 - a. Informs members that the information is for personal use only
 - b. As the first page?
5. Should we include the policies (10 pages) and by-laws (7 pages) as part of the directory?