

Minutes of Board of Directors Meeting

Wed. October 10, 2018

On the Border, Novi, MI

Attendees:

Frank Putman, Scott Harvey, Jennifer Glass, John Kytasty, Cindy Wisner, Brian Thorpe, John Lisiecki, John Fishbeck, Ken Wiedbusch, Sue Wiedbusch, Pat Barber, Keith Armitage, Eric Penn, Steve Balanecki, Jon Trudeau, Greg Anthony, Dan Assenmacher, Jon Jareo, John Li, Ray Jason.

Meeting called to order at 7:00pm.

1. Current and Online Business

- a. **September 2018 minutes** were not approved online, with 7 yes votes but only 6 yes comments! Motion to approve – Cindy Wisner, 2nd – Keith Armitage, unanimously approved.
- b. **BOD Travel reimbursement** policies update in progress.
- c. **Election Update** – the provisional ballot was circulated for comment. Some Canadian members had their ballots returned because they requested “Return Receipt”. This cannot be accommodated with a PO Box address. A note will be added to the ballot accordingly.
- d. **Budget and Capital Spending Subcommittee** – Keith Armitage presented new forms with common items simplified. A version control is needed. “Temporary Memberships” should be changed to “Weekend Memberships”. Delete “Telephone”. Add “MSReg Fees”. Keith will update the forms. The plan is to use these forms in 2019. (Appendices 1 and 2).

2. Reports (including new/updated 2018 Event Budgets and follow up)

a. Race

- i. **Majors** had a surplus of \$516. Next year this event will be in May.
- ii. **Time Trials** – see RE report.
- iii. **Regional** will be the 3rd weekend of July.

b. Rallycross

- i. **#8 at I96 Speedway** was rained out and postponed until 20th October.
- ii. **Great Lakes Divisional, #9 and 10**, will be held at Oakshade on November 3 and 4. GLD did not fund trophies even though they have a trophy fund! We did not have trophy costs in the budget. Frank Putman will discuss with GLD. Jon Trudeau will get quotes for trophies. Cincinnati and Ohio Valley Regions jointly host the event.
- iii. **Season Ender, #11**, will be at Thistle Hill on December 1st.

- iv. **Jon Trudeau, Rallycross Director**, announced he will step down at the end of the year and will be looking for a replacement. However, he will work on the budget for the January event.

c. Autocross

- i. **Fall into Autumn, Schoolcraft, September 30.** This charitable event went well, finished early and allowed 3 fun runs. A provisional final budget is attached. Later, John Kytasty motioned that the donation should be rounded up to \$2,500; Pat Barber seconded, unanimously approved. A cheque will be sent to the American Cancer Society. (Appendix 3.)
- ii. **Season Ender, MIS October 13.** Will use infield road course. There are 107 entries so far. Ken W. will test the wireless timing system on Friday but will use wired system for event until bugs are worked out.

d. Rally

- i. **POR, September 8 & 9.** The final budget showed a loss of \$125 due to extra fuel costs. (Appendix 4).
- ii. **Clare Color Tour Sept 29,** 200 miles with 15 controls.
- iii. **Pavement Ends, November 10** – all approved. Need control workers/

e. Asst. RE

- i. **Banquet** – first weekend in February 2019. Appendix 5 lists five potential venues. There was discussion on whether additional activities, such as the GM Heritage center provides, would attract more members. Consensus was that there would not be enough time for this. In addition, the Heritage Center would be too expensive. The membership was surveyed about meal preferences, and a buffet is preferred.

f. RE

- i. **Jumbo Region Conference call.** Gingerman 15 June, Time trials Tour – SVR and DR. Discussing MIS with Western Region.
- ii. **PDX, Performance Driving Experience** name is “owned” by another company so SCCA will no longer use “PDX”.
- iii. **2019 is the 70th anniversary of DRSCCA.** Discussion of activity, item for sale such as shirts, coins, Pop-up tents, although price is high (Appendix 6).
- iv. **Runoffs in Sonoma.** There are 15 racers going to the runoffs in California. Frank Putman motioned for each to receive a “Tow Fund” of \$250, seconded by Pat Barber. Discussion involved the extra cost to participate due to the travel distance; setting a precedent; what about VIR in 2019?; this was provided many years ago; other Regions provide this; should this be mileage based? The motion was carried by 12 votes for, and 1 against.

g. Treasurer

- i. **Cash** - We have approx. \$182k in the bank.

h. Membership report

- i. **We have 1347 members**, a net loss of 51 members. We gained 16 new members since last meeting, which means 67 members either did not

renew their membership or transferred to another region. 34 of those were Grand Prix volunteers who were given a free membership and decided not to renew since they have no other involvement with the Region. SCCA replaced the Volunteer Racing Incentive Program with the Membership Retention program so this will not be an issue in future.

ii. **Service awards** – 6 were sent out at the beginning of October.

i. **Equipment**

i. **Empire Hillclimb** – Sept 15. Timing equipment worked well.

ii. **Fire Extinguishers**, every region certifies these annually. KW will get quotes for certification. Have used Detroit Fire Extinguisher Co. before but not tied to them.

iii. **Conquistador** – needs new tires. Will get Nokians from Team Harco for \$1,000 plus \$100 for mounting. Cheaper than Michelins. Took it to Ford dealer, who said brakes are shot. Pads and rotors will cost \$1,300.

iv. **TSD Clocks**. LSPR lost 10 timewise clocks and want to rent some from us. Mary is getting the signed rental agreement. In future, we will charge \$200 for clock rental, instead of getting 9V batteries.

v. **The Gator** is in good shape.

vi. **Autocross at MIS** this weekend will use the same setup as at Empire.

vii. **Bar Code Reader** for Autocross was tested OK.

j. **Open Exhaust** was published last weekend.

k. **Street Survival** on September 22 coincided with Homecoming so there were 5 no shows! Vehicle staging changes reduced set up time. Only had 15 volunteers, could have used more. We would like to put on a Regional Street Survival. Another group, B.R.A.K.E.S., (Be Responsible And Keep Everyone Safe), put on [an event on Belle Isle](#) on Sept. 29-30. Kia provided 30 cars. They also had the parents drive to show them what bad habits are passed on to their teenagers.

l. **Website/Social media** – Event results for Autocross and Rallycross for 2018 are missing. John Li will investigate.

m. **Special Events**

i. **FSAE**, final budget will be available from Mike McClintock at the next meeting.

ii. **Detroit GP** Chief of Emergency Services, Richard “Blackie” Meyers retirement party was held on September 25, attended by Frank Putman and Jerry Shiloff and many volunteers.

iii. **Empire Hillclimb** is not our event but we were asked to run it again. We asked for \$500 towards the use of equipment. Autoweek, the print and digital publication, provided welcome advertising.

n. **Social events**. This year is the 70th anniversary of the Detroit Region. A special event, yet to be determined, will be held. Ideas please.

o. **Calendar Review** – discussed events planned over the next few months.

3. New Business

a. **Treasurer**, Jen Glass asked us to think about the running of our club from the non-profit point of view. What to do with spare cash etc.

- b. **Alcan 5000**, 2 members won their class.
- 4. **Next Meeting** – November 14, 2018 at On-the-Border at 7:00 pm
- 5. **Adjourn** 9:19pm

Appendix 1 – Original Budget Form line items

DETROIT REGION SCCA EVENT BUDGET		
<p>Event: ①</p> <p>Chairperson(s): do</p> <hr/> <p>INCOME</p> <p>Entries:</p> <p>late entries</p> <p>non-member</p> <p>Sponsors:</p> <p>Miscellaneous:</p> <p>Total Income:</p> <hr/> <p>EXPENSES</p> <p>Insurance:</p> <p>Sanction Fee:</p> <p>GLDiv Sanction:</p> <p>Tow Fund</p> <p>Printing/Artwork:</p> <p>Postage:</p> <p>Supplies:</p> <p>Telephone:</p> <p>Trophies:</p> <p>Give-aways:</p> <p>Rentals: Track:</p> <p>Other:</p> <p>Fuel (rally course lay-out, region truck, etc.):</p> <p>Worker Points</p> <p>Miscellaneous:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Total Expense:</p> <p>Surplus (Loss):</p>	<p>Event:</p> <p>Chairperson(s): Rel</p> <hr/> <p>INCOME</p> <p>Entry fees:</p> <p>Member</p> <p>Council</p> <p>No affiliation</p> <p>On Site</p> <p>Jr Karters</p> <p>Late fees</p> <p>Temporary Memberships:</p> <p>Council</p> <p>No affiliation</p> <p>Other Income</p> <p>Total Income:</p> <hr/> <p>EXPENSES</p> <p>Insurance:</p> <p>Sanction Fee:</p> <p>Sanction Application Fee:</p> <p>GLDiv Sanction:</p> <p>Printing/Artwork:</p> <p>Postage:</p> <p>Supplies:</p> <p>Telephone:</p> <p>Trophies:</p> <p>Give-aways:</p> <p>Rentals: Track:</p> <p>Other (porta-potties, etc.):</p> <p>Fuel (region truck, etc.):</p> <p>Worker Points</p> <p>FunMover Allowance</p> <p>New Member Fund</p> <p>Miscellaneous:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Total Expense:</p>	<p>Event: Now</p> <p>Chairperson(s): APB</p> <hr/> <p>INCOME</p> <p>Entry fees:</p> <p>Member</p> <p>Non-member</p> <p>Late fees</p> <p>Temporary Memberships:</p> <p>Non-member</p> <p>Other Income</p> <p>Total Income:</p> <hr/> <p>EXPENSES</p> <p>Insurance:</p> <p>Sanction Fee:</p> <p>Sanction Application Fee:</p> <p>GLDiv Sanction:</p> <p>Printing/Artwork:</p> <p>Postage:</p> <p>Supplies:</p> <p>Telephone:</p> <p>Trophies:</p> <p>Give-aways:</p> <p>Rentals:</p> <p>Fuel (course layout, etc.):</p> <p>Worker Points</p> <p>New Member Fund</p> <p>Miscellaneous:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Total Expense:</p> <p>Surplus (Loss):</p>

Reverse side of form to be used for addit **Surplus (Loss):**

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

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.

Appendix 2: Modified Budget Form line items

2

DETROIT REGION SCCA EVENT BUDGET

To be APP
2

<p>Event: _____</p> <p>Chairperson(s): _____</p> <p>INCOME</p> <hr/> <p>Entry fees:</p> <p>Member</p> <p>Non-member</p> <p>Late fees</p> <p><i>Weekend members</i></p> <p>Temporary Memberships:</p> <p>Other Income</p> <p>Sponsors:</p> <p>Total Income:</p> <p>EXPENSES</p> <hr/> <p>Insurance:</p> <p>Sanction Fee:</p> <p>GLDiv Sanction:</p> <p>Printing/Artwork:</p> <p>Postage:</p> <p>Supplies:</p> <p>Telephone: <i>Delete</i></p> <p>Trophies:</p> <p>Give-aways:</p> <p>Rentals: Track:</p> <p>Other:</p> <p>Fuel (Region Equipment)</p> <p>Worker Points</p> <p>New Member Fund</p> <p>Miscellaneous:</p> <p><i>MS Reg fees</i></p> <hr/> <p>Total Expense:</p> <p>Surplus (Loss):</p>	<p>Event: _____</p> <p>Chairperson(s): _____</p> <p>INCOME</p> <hr/> <p>Entry fees:</p> <p>Member</p> <p>Non-member</p> <p>Late fees</p> <p>Council</p> <p>Jr Karters</p> <p>Temporary Memberships:</p> <p>Other Income</p> <p>Sponsors:</p> <p>Total Income:</p> <p>EXPENSES</p> <hr/> <p>Insurance:</p> <p>Sanction Fee:</p> <p>GLDiv Sanction:</p> <p>Printing/Artwork:</p> <p>Postage:</p> <p>Supplies:</p> <p>Telephone:</p> <p>Trophies:</p> <p>Give-aways:</p> <p>Rentals: Track:</p> <p>Other (porta-potties, etc.):</p> <p>Fuel (Region Equipment)</p> <p>Worker Points</p> <p>New Member Fund</p> <p>Miscellaneous:</p> <p><i>u</i></p> <hr/> <p>Total Expense:</p> <p>Surplus (Loss):</p>	<p>Event: _____</p> <p>Chairperson(s): _____</p> <p>INCOME</p> <hr/> <p>Entry fees:</p> <p>Member</p> <p>Non-member</p> <p>Late fees</p> <p>Temporary Memberships:</p> <p>Other Income</p> <p>Sponsors:</p> <p>Total Income:</p> <p>EXPENSES</p> <hr/> <p>Insurance:</p> <p>Sanction Fee:</p> <p>GLDiv Sanction:</p> <p>Printing/Artwork:</p> <p>Postage:</p> <p>Supplies:</p> <p>Telephone:</p> <p>Trophies:</p> <p>Give-aways:</p> <p>Rentals:</p> <p>Other (porta-potties, etc.):</p> <p>Fuel (Region Equipment)</p> <p>Worker Points</p> <p>New Member Fund</p> <p>Miscellaneous:</p> <p><i>*</i></p> <hr/> <p>Total Expense:</p> <p>Surplus (Loss):</p>
---	--	--

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.

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.

Appendix 3. Fall into Autumn Autocross provisional final budget

App 3

DETROIT REGION SCCA EVENT BUDGET - SOLO

Event: Fall Into Autumn Event Date(s): 9/30/2018

Chairperson(s): Ray Jason Site Location: Schoolcraft PSTC

	Last Year Actual		This Year Budget		This Year Actual	
INCOME						
Entry fees:						
Member	93 @ \$35 00	\$ 3,255 00	93 @ \$35 00	\$ 3,255 00	58 @ \$35 00	\$ 2,030.00
Council	4 @ \$40 00	\$ 160 00	4 @ \$40 00	\$ 160 00	1 @ \$45.00	\$ 45.00
No Affiliation	36 @ \$50 00	\$ 1,800 00	36 @ \$50 00	\$ 1,800 00	5 @ \$50 00	\$ 250.00
Jr Kart	7 @ \$20 00	\$ 140 00	7 @ \$20 00	\$ 140 00	1 @ \$20 00	\$ 20.00
	0 @ \$0 00	\$ 0 00	0 @ \$0 00	\$ 0 00	0 @ \$0 00	\$ 0 00
	0 @ \$0 00	\$ 0 00	0 @ \$0 00	\$ 0 00	0 @ \$0 00	\$ 0 00
Other Income	@	\$	@	\$	Don't know	\$
Other Income	@	\$	@	\$	Fun@RWS	\$ 225.00
Total Income:		\$ 5,355 00		\$ 5,355 00		\$ 5,475.00
EXPENSES						
Insurance	\$6 50 @ 140	\$ 910 00	\$ 6 50 @ 140	\$ 40 00	@ 0	\$ 40.00
Sanction Fee:	\$6 50 @ 140	\$ 910 00	\$ 6 50 @ 140	\$ 40 00	@ 0	\$ 40.00
Printing/Artwork:		\$ 0 00		\$ 0 00		\$ 0 00
Postage:		\$ 0 00		\$ 0 00		\$ 0 00
Supplies:		\$ 31 69		\$ 0 00		\$ 0 00
Telephone:		\$ 0 00		\$ 0 00		\$ 0 00
Trophies:		\$ 126 00		\$ 100 00		\$ 0 00
Give-aways:		\$ 0 00		\$ 0 00		\$ 0 00
Rentals: Track:		\$ 1200 00		\$ 1200 00		\$ 1200.00
Porta-Poties:		\$ 0 00		\$ 0 00		\$ 0 00
Security		\$ 0 00		\$ 0 00		\$ 0 00
		\$ 0 00		\$ 0 00		\$ 0 00
Registration Fees:		\$ 224 82		\$ 250 00		\$
Fuel:		\$ 50 00		\$ 50 00		\$
Worker Points:	30 @ \$5 00	\$ 150 00	30 @ \$5 00	\$ 150 00	24 @ \$5 00	\$ 120.00
New Member Fund:		\$ 360 00	36 @ \$10 00	\$ 360 00	65 @ \$10 00	\$ 650.00
Miscellaneous:		\$ 0 00		\$ 0 00		\$ 0 00
Water & Ice		\$ 15 51		\$ 20 00		\$ 0 00
American Cancer Society		\$ 0 00		\$ 1820.00		\$ 1837.00
		\$ 0 00		\$ 0 00		\$ 0 00
		\$ 0 00		\$ 0 00		\$ 0 00
Total Expense:		\$ 3978 02		\$		\$ 000 3887.00
Surplus (Loss):		\$ 1376 98		\$ 1305.00		\$ 000 1588.00

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.

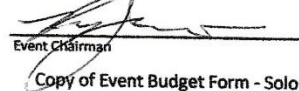
Reverse side of form to be used for additional explanations and comments as needed.

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.


Event Chairman


Event Chairman
Copy of Event Budget Form - Solo

Rev /6/2018

NEED -MSR FEES
FUEL EXPENSE IF ANY

- MSR
- gas

App 4

Appendix 5. Banquet Locations

App 5

Fox Hills Plymouth, Michigan

Henry Ford Dearborn, Michigan

Laurel Manor Livonia, Michigan

American Polish Cultural Center Sterling Heights, Michigan

GM Heritage Center Sterling Heights, Michigan



Appendix 6. Canopy details.

Print Type:
☒ Screenprint
☒ Sublimation

POLY Fabric 300.gr/m²

<input checked="" type="checkbox"/> White
<input checked="" type="checkbox"/> Black
<input checked="" type="checkbox"/> Green
<input checked="" type="checkbox"/> Blue
<input checked="" type="checkbox"/> Red

Pantone in use:

Artwork

Top - Canopy 10'x10'

Date :09/28/2018

Quantity: X

10x10 \$1650
1x10 \$1500
Approx. 6

Scale: 1/10

Seams:
Velcro hook side:
Velcro soft side:
Eyelids:

Signature / Date

LP Tent products and prints are produced to highest quality available in the industry. LP Tent will produce to the dimensions and artwork provided by the customer and specified by signed final print template. Make sure all dimensions, spelling, logos, placements and colors are correct before signing the template and sending it in for production. Digital printing, dye sublimation and screen printing onto different fabrics may vary the color slightly. If an exact color match is critical, please request a color proof for approval. LP Tent is not responsible for incorrect usage, logos, placements, spelling or colors after approval. Any misprints, damaged, missing or non-functional items must be reported within 7 days of receiving your product or items are non-refundable. All custom graphics and products are non-refundable.
LP Tent will not be held responsible for any delayed shipments with orders approved and requested for delivery less than 15 business days after approval and payment. LP Tent will not be held responsible for shipments delayed by customers or with incorrect addresses and shipping company delays, due to equipment failures, weather delays or changes to delivery. We will do our best to deliver all products as quickly and efficiently as possible.

Appendix 7. Agenda

Detroit Region SCCA



October 10, 2018
Board of Directors Meeting
On the Border
21091 Haggerty Rd
Novi, MI

Board Meeting 7:00 pm

Agenda:

1. Current Business and Online Business
 - a. Aug BOD Meeting Minutes approved online.
 - b. Updated BOD Policies for travel reimbursement are in progress.
 - c. Slate of Nominees for 2019 Board of Directors. Election update.
 - d. Update Budget and Capital Spending Forecast subcommittee_Budget form comparisons
2. Reports (including new/updated 2018 Event Budgets and follow up)
 - a. Race
 - Time Trials GingerMan_20190615
 - Event updates
 - b. Rallycross
 - #8 196 Speedway
 - Event Budgets
 - c. Solo
 - Fall-Into-Autumn_Sept 30_Schoolcraft
 - Season Ender_Oct 13_MIS
 - Event updates
 - d. Rally
 - Clare Color Tour_Sept 29
 - Pavement Ends TSD Rally_Nov 10
 - e. Asst. RE
 - 2018 Awards Banquet Update_Venue
 - f. RE
 - Jumbo Region Conference Call_75th Anniversary
 - Time Trials National Tour 8-10 events_NCM 10 year contract for championship event
 - g. Treasurer
 - h. Membership report
 - i. Equipment
 - Testing wireless timing equipment at MIS
 - j. Open Exhaust_Summer 2018_Published 20181008
 - k. Street Survival@_Fowlerville_Sep 22 Review
 - l. Website/Social media
 - m. Special Events
 - FSAE_Final Budget_2019 Kickoff Planning Meeting_Oct 17
 - DGP_Follow up / meetings
 - Empire Hill Climb
 - n. Social events
 - 70th Anniversary Event (John Li, Keith Armitage, John Kytasty)
 - o. Calendar Review
3. New Business
 - a. New Business/walk-ins/comments
4. Nov 14, 2018 Meeting Date and Location
 - a. Meeting Location_On-the-Border_7:00 pm
5. Adjourn

Results