

Minutes of Board of Directors Meeting

Wed. September 12, 2018

On the Border, Novi, MI

Attendees:

Frank Putman, Scott Harvey, Jennifer Glass, John Kytasty, Cindy Wisner, Brian Thorpe, John Lisiecki, Aldo Parodi, John Fishbeck, Ken Wiedbusch, Sue Wiedbusch, Pat Barber, Keith Armitage, Eric Penn.

Meeting called to order at 7:00pm.

1. Current and Online Business

- a. **August 2018 minutes** were approved online.
- b. **BOD Travel reimbursement** policies update in progress.
- c. **Web Master** – Matt Kowalski was interviewed today. It was recommended he be hired. Motion to approve contracting him – Frank Putman, 2nd – Scott Harvey. Discussion – approx. \$80 per month for ~ 4 hours work, max \$1,000 per annum. He will be responsible for maintaining the website, not for its content. Unanimously approved. Motion to approve oversight of Webmaster falls to the Assistant RE, 2nd John Fishbeck. Unanimously approved.
- d. **Budget Subcommittee** – no new activity.

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

- a. **Race**
 - i. **Schedules** - talking to South Bend re. moving the Majors from July to May to avoid clashes with other events.
 - ii. **Time Trials** – discuss with South Bend and National Office. SB will help putting on event but prefer mid-state location like MIS. There are proposals for a National Tour of Time Trials with up to 12 events. 60% are autocross and rallycross events.
 - iii. **The Detroit Grand Prix** has been agreed to run again in 2019 at Belle Isle, during the last weekend of May.
 - iv. **Empire Hillclimb** is being held next weekend, September 15, 2018.
- b. **Rallycross**
 - i. **#9 at Crystal Motor Speedway** was a good event with weather cooperating despite forecast. The course rutted somewhat.
 - ii. **#10 at I96 Speedway** will be held October 6.

c. Autocross

- i. **Oscoda Pro Solo, August 3 - 5.** We have been reimbursed by SCCA. Surplus was \$ 754. Final budget (Appendix 1). Glass letter to SCCA itemizing expenses incurred (Appendix 2)
- ii. **Before Nationals, August 17 - 19.** Part of Great Lakes Div. championship. SVR led this event. There were 130 entries.
- iii. **Fall into Autumn, Schoolcraft, September 30.**
- iv. **Season Ender, MIS October 13.** Will use infield road course.
- v. **MIS** – Frank Putman discussed further activities with MIS

d. Rally

- i. **POR, September 8 & 9,** had 200 of the 375 miles in the UP. It was once again superbly organized by BruceThis was run as a one-day event. There were 15 entries.
- ii. **Clare Color Tour Sept 29,** all approved, David Stone is the rallymaster.
- iii. **Pavement Ends, November 10** – all approved.

e. Asst. RE

- i. **Banquet** – first weekend in February 2019. Still looking for location suggestions. Possibilities include The Henry Ford, Fox Hills etc. Membership was surveyed re meal preferences, with a buffet preferred.

f. RE

- i. **Annual Election** – Need candidates by the end of September. Secretary to send email blast, Facebook and website solicitations to membership. Directors at Large are responsible for assembling a “slate” of candidates, assisted by any members they choose. Secretary to list who is up for election, besides Frank Putman and Keith Armitage.

g. Treasurer

- i. **Cash** - We have approx. \$183k in the bank.
- ii. **Money market** \$30k was moved from checking to MM account.

h. Membership report

- i. **We have 1,398 members,** a net loss of two members. We gained 19 new members since last meeting, which means 21 members either did not renew their membership or transferred to another region.
- ii. **Service awards** – 8 were sent out at the beginning of September.

i. Equipment

- i. **Conquistador** – tires are good, a valve was bad and replaced. AC quit in August. KW received estimate of \$800 for new compressor and guessed \$400 for labor. Not urgent due to fall season.
- ii. **Gator** – due to potential risk, gator will in future be winched on to trailer. Winch purchase to be investigated.
- iii. **Empire Hillclimb** – equipment is ready. Cable length is limited by RS232 communication. Need better system. Wireless equipment is too expensive. Keith Armitage volunteered to help motivate Ham radio operators if that is desired in the future.
- iv. **Fire Extinguishers,** every region certifies these annually. KW will get quotes for certification.

- v. **Funmover** – axle leak fixed for \$300.
 - j. **Open Exhaust**, will be out soon.
 - k. **Street Survival®**, **September 22**, need more volunteers. Have 30 enrolled so far.
 - l. **Website/Social media** – Matt Wolfe continues to add content.
 - m. **Special Events**
 - i. **FSAE**, final budget will be available soon. SAE apologized to Cooper Union regarding damage to its car which tipped over while being towed. An improved towing procedure will be written. Next year will use infield, will not be able to use golf carts to move vehicles. Will need to hire a tow truck.
 - 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. **Advanced Worker Training** – took place at Waterford Hills on August 26. Of the 45 people involved, 50% were SCCA members. Time was spent on how to respond to Electric Vehicle problems, as well as irate drivers!!
 - b. **SCCA Brochure** will be given to new members
- 4. Next Meeting** – October 10, 2018 at On-the-Border at 7:00 pm
- 5. Adjourn** 9:03pm

Appendix 1 – Pro Solo Final Budget

DETROIT REGION SCCA EVENT BUDGET - SOLO									
Event:	SCCA Pro Solo & Test & Tune					Event Date(s):	08/03/2018 - 08/06/2018		
Chairperson(s):	Marcus Merideth					Website Info Sent:			
	Last Year Actual					This Year Budget		This Year Actual	
INCOME									
Test n Tune Thursday	8 @	\$40.00	\$ 320.00	20 @	\$40.00	\$ 800.00	16 @	\$40.00	\$ 640.00
Sponsorship			1200			2000			0.00
Sponsorship			500						0
SCCA Site Rental			1000			1100			1100
SCCA Porta Johns			1315			1050			\$ 1,130.00
SCCA Dumpster			250			300			\$ 250.00
SCCA ice & water			282.71			300			490.40
SCCA Participant Payment	219		2016	125		1000	206		1834
SCCA Welcome Party	@		\$ 500	@		\$ 500	@		\$ 500
	@			@			@		
Total Income:			\$ 7,383.71			\$ 7,050.00			\$ 5,944.40
	Last Year Actual					This Year Budget		This Year Actual	
EXPENSES									
Insurance	@		\$ 0.00	6.50 @	0	\$ 0.00	@	0	\$ 0.00
Trial Insurance				@		0.00			
Sanction Fee:	@		\$ 0.00	6.50 @	0	\$ 0.00	@	0	\$ 0.00
Trial Sanction				@		0.00			0.00
Printing/Artwork:			\$ 0.00			\$ 0.00			\$ 0.00
Postage:			\$ 0.00			\$ 0.00			\$ 0.00
Supplies: Ice & water			\$ 282.71			\$ 300.00			\$ 490.40
Telephone:			\$ 0.00			\$ 0.00			\$ 0.00
Trophies:			\$			\$ 0.00			\$ 0.00
Give-aways:			\$ 0.00			\$ 0.00			\$ 0.00
Rentals: Track:			\$ 1000.00			\$ 1000.00			\$ 1100.00
Porta-Poties:			\$ 1315.00			\$ 1050.00			\$ 1130.00
Security			\$ 0.00			\$ 0.00			\$ 0.00
Weekend Memberships:			\$			\$ 0.00			\$ 0.00
Registration Fees:			\$			\$ 0.00			\$ 0.00
Fuel:			\$ 235.40			\$ 250.00			\$ 95.00
Worker Points:	20 @	\$5.00	\$ 100.00	20 @	\$5.00	\$ 100.00	129 @	\$5.00	\$ 645.00
Miscellaneous:			\$ 0.00			\$ 0.00			\$ 45.65
Friday Welcome Party			\$ 0.00			\$ 0.00			\$ 0.00
SCCA T&T Fee 25%			\$ 80.00			\$ 200.00			\$ 0.00
Dumpsters			\$ 250.00			\$ 300.00			\$ 250.00
Fish Fry			\$ 1453.11			\$ 1200.00			\$ 1033.49
Pavement Repair Supplies			\$ 90.88			\$ 500.00			\$ 400.00
Total Expense:			\$ 4807.10			\$ 4900.00			\$ 5189.54
Surplus (Loss):			\$ 2576.61			\$ 2150.00			\$ 754.86

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

Rev 3/18/2014

Copy of Event Budget Form - Solo

Appendix 2: J. Glass letter to SCCA re, Pro Solo expenses

Detroit Region
Sports Car Club of America
64504 W 8 Mile Rd.
South Lyon, MI 48178

Brian Harmer

Solo Department
Sports Car Club of America, Inc.
6620 SE Dwight St.
Topeka, KS 66619

8/22/2018

Dear Brian:

The following details the expenses incurred by the Detroit for the Pro Solo held at Site on 8/3-5/2018 (also see attached receipts). Per our 2017 Pro Solo agreement, we submit the following, for reimbursement by SCCA:

1) Dumpster	250
2) Portable toilets	1130.00
3) Security (XX hours at \$XX/hour)	0
4) Gate (XX hours at \$XX/hour)	0
5) Site rental (Site Name)	1100.00
6) Water and ice	490.40
7) Other (per negotiated contract) welcome party	500.00

Total \$ 3470.00

In addition, our per car payment per the 2017 Region Agreement based on a final entry of 206 is as follows:

1) Base payment	\$800.00
2) Participation payment of \$8 per entrant between 100 and 150 entries.	400.00
3) Participation payment of \$10 per entrant between 151 and 175 entries.	250.00
4) Participation payment of \$12 per entrant between 176 and 200 entries.	300.00
5) Participation payment of \$14 for all entries above 200 (XX for 2017).	84.00
	Total \$ 1834.00
	Grand Total \$ 5304.40

We hope that you will consider us as a host region for 2018. We feel we have an excellent site and look forward to showcasing it once again next year.

If you have any questions or comments, feel free to contact me at XXX-XXX-XXXX or jglass5@emich.edu.

Sincerely,



Jennifer Glass
Treasurer
Detroit Region SCCA

Cc: Marcus Merideth

Appendix 3. Agenda; BOD Meeting September 12, 2018

Detroit Region SCCA



September 12, 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. Update search for Web Master.
 - d. Update Budget Submission Review and Capital Spending Forecast sub-committee.
2. Reports (including new/updated 2018 Event Budgets and follow up)
 - a. Race
 - Time Trials
 - Events
 - b. Rallycross
 - #9_Crystal Speedway_25 August 2018
 - #8_196 Speedway
 - Event Budgets
 - c. Solo
 - Before Nationals_ Aug 17-19_ Oscoda (Tate/SVR)
 - Fall-Into-Autumn_Sept 30_Schoolcraft
 - Season Ender_Oct 13_MIS
 - Event Budgets
 - d. Rally
 - Press-on-Regardless_Sept 8-9_ Indian River
 - Clare Color Tour_Sept 29
 - Event Budgets
 - e. Asst. RE
 - 2018 Awards Banquet Update
 - f. RE
 - Directors-at-Large to assemble slate of candidates for board positions.
 - Nominations close Sept 30; list of candidates posted to website, FB by Oct 7.
 - g. Treasurer
 - h. Membership report
 - i. Equipment
 - Conquistador new tires update, Fun-mover repairs
 - Fire Extinguishers_Status: Annual Inspection_Tag
 - j. Open Exhaust
 - k. Street Survival@_ Fowlerville_ Sep 22 (Penn)
 - l. Website/Social media: Publish notice on website, FB calling for nominations by letter or email to the BOD by Sept 30.
 - m. Special Events
 - FSAE_ Final Budget
 - DGP_ Follow up / meetings
 - Empire Hill Climb_ Sept 15_Update
 - n. Social events
 - 70th Anniversary Event (John Li, Keith Armitage, John Kytasty)
 - o. Calendar Review
3. New Business
 - a. New Business/walk-ins/comments: Motorola Two Way Radios
4. Oct 10, 2018 Meeting Date and Location
 - a. Meeting Location_ On-the-Border_7:00 pm
5. Adjourn