

## Minutes of Board of Directors Meeting

Wed. April 10, 2019

On the Border, Novi, MI

### Attendees:

Pat Barber, Jennifer Glass, Scott Harvey, Aldo Parodi, John Kytasty, Ken Wiedbusch, Sue Wiedbusch, Ed Arthur, Brian Thorpe, John Fishbeck, Keith Armitage, Eric Penn, Dan Assenmacher, Piotr Roszczenko, John Li, Ray Jason, Chris Jason.

Meeting called to order at 7:00pm.

### 1. Current and Online Business

- a. **March 2019 minutes:** were unanimously approved.
- b. **Event Budget Forms:** old forms are still being used. The new form will be posted on the website under "Region Info, Downloads".

### 2. Reports

#### a. Race

- i. **Detroit Grand Prix.** The budget (Appendix 1) was presented as similar to last year's actual. Income will be the same, but a few costs have been increased. Motion to approve – Ray Jason, 2<sup>nd</sup> – Dan Assenmacher, unanimously approved. except addition cost for equipment
- ii. **Bert Olson Majors** – Gingerman, May 18, 19.

#### b. Rallycross

- i. **Mayday RX.** Thistle Hill on May 4. The budget (Appendix 2) was presented, and with the track rental fee corrected to \$800, John Kytasty motioned to approve, 2<sup>nd</sup> Brian Thorpe, unanimously approved.

#### c. Solo

- i. **Season Opener (#1)** is April 14 at MIS. Construction at MIS may necessitate a course change.
- ii. **Drive into Spring (#2)** on April 27 at Schoolcraft. Track fee is credited from last year so we will not be invoiced for this event.
- iii. **T Shirt**, design has been drafted, with the Solo Calendar on the back. A budget will be presented online.
- iv. **Summer Heat** is on June 30 at Schoolcraft. A budget will be presented later online.
- v. **Solo School** is June 28, 29. John Li presented the budget (Appendix 3). Entries will be limited to 50 (instead of 60) due to limited number of instructors. Motion to approve, Keith Armitage, 2<sup>nd</sup> Scott Harvey, unanimously approved.

#### d. Rally

- i. **Rally School** took place on March 23 with 6 teams participating.
- ii. **Twilight Tour** is on April 20.

- e. **Asst. RE.** - No report.
  - f. **RE**
    - i. **Great Lakes Meeting** Time Trials were not approved.
  - g. **Treasurer**
    - i. **Cash** - We have approx. \$149k at the end of March, down \$20k from January 1, which is typical.
  - h. **Membership report**
    - i. **We have 1345 members**, a net loss of 5 members. We gained 28 new members since last meeting, which means 33 members either did not renew their membership or transferred to another region
    - ii. **Service awards** – 35 were sent out.
  - i. **Equipment**
    - i. **Fire Extinguishers**, see Appendix 4, summary of quotes received for replacing and repairing fire extinguishers, and budget for approval. Individual requests and quotes were received and will be placed on file. Ken W. recommended that the Club buy 12 new extinguishers, and refurbish those over 12 years old, approximately 50 units. There are 30 units less than 12 years old. Motion Jen Glass, 2<sup>nd</sup>. Scott Harvey, unanimously approved.
  - j. **Open Exhaust** - the next edition should be out end of May or early June.
  - k. **Street Survival** – sanction has been received. Trying to get another event open to the public, possibly at Schoolcraft but no date has been set.
  - l. **Website/Social media** – no report.
  - m. **Special Events**
    - i. **FSAE**
      - 1. We have sanction for additional insurance.
      - 2. Now recruiting workers.
      - 3. Need flyer to send to all members via Constant Contact – Secretary.
      - 4. Need 200 new cones (20 for \$105 from SCCA Merchandise). We have 150 at Thistle Hill, 200 in Funmover, 12 flag stations.
    - ii. **Detroit GP** – had meeting last month. Send flyer via Constant Contact for volunteers. Appreciate Ken Wiedbusch for monitoring equipment requirements.
    - iii. **Empire Hillclimb** – No news.
  - n. **Social events.** - No news.
  - o. **Calendar Review** – it's online.
3. **New Business**
- a. **No new business.**
    - 1. **John Lisiecki** is improving. Get well soon.
4. **Next Meeting** – May 15, 2019 at On-the-Border at 7:00 pm
5. **Adjourn** 8:04pm

## Appendix 1 – Budget – Detroit Grand Prix, May 30, 2019

### DETROIT REGION SCCA EVENT BUDGET

Event: Chevrolet Detroit Grand Prix presented by Lear Event Date(s): May 30 - June 2, 2019  
 Chairperson(s): Jerry Shiloff Website Info Sent: \_\_\_\_\_

	Last Year	This Year	This Year
	Actual	Budget	Actual
<b>INCOME</b>			
Entries:			
late entries	@ \$ -	@ \$ -	@ \$ -
non-member	@ \$ -	@ \$ -	@ \$ -
Sponsors:			
Miscellaneous:	23,000.00	23,000.00	
Patches-prior year	16.00		
Polo Shirt-laundry incident!	20.00		
Dinner Guests 7 @ \$ 30.00	210.00	8 @ \$ 30.00 240.00	@ \$ 30.00 -
<b>Total Income:</b>	<b>\$ 23,246.00</b>	<b>\$ 23,240.00</b>	<b>\$ -</b>
<b>EXPENSES</b>			
Insurance:	144 @ \$ 6.50 936.00	150 @ \$ 6.50 975.00	@ \$ 6.50 -
Sanction Fee:	@ \$ -	@ \$ -	@ \$ -
GLDiv Sanction:	@ \$ -	@ \$ -	@ \$ -
Tow Fund	@ \$ -	@ \$ -	@ \$ -
Printing/Artwork:	248.25	400.00	
Postage:	27.75	50.00	
Supplies:	37.57	50.00	
Telephone:			
Trophies:			
Give-aways: Polo shirts	2,902.27	3,500.00	
Rentals: Track:			
Other:			
Fuel (rally course lay-out, region truck, etc.):	401.29	500.00	
Worker Points 302 @ \$ 5.00	1,510.00	300 @ \$ 5.00 1,500.00	@ \$ 5.00 -
Weekend Membe 34 @ \$ 10.00	340.00	45 @ \$ 10.00 450.00	@ \$ 10.00 -
Miscellaneous:			
Thursday Worker Dinner	4,340.00	4,500.00	
Friday/Saturday Worker Dinners	3,298.57	3,500.00	
Other Meals (Thurs & Coffee/Donuts)	658.25	700.00	
Registration		100.00	
Chiefs Expenses			
Equipment Expenses	380.13	1,000.00	
EMS Expenses	269.05	400.00	
F&C Expenses	988.68	200.00	
Chief's Meeting Expense	121.08	75.00	
MSR fee dinner guests)	8.65	10.00	
MTM Listing Fee	22.50	25.00	
Chief's Shirts	466.71	600.00	
Worker Patches	511.00	550.00	
<b>Total Expense:</b>	<b>\$ 17,467.75</b>	<b>\$ 19,085.00</b>	<b>\$ -</b>
<b>Surplus (Loss):</b>	<b>\$ 5,778.25 25%</b>	<b>\$ 4,155.00 18%</b>	<b>\$ -</b>

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 Treasure  
 Final statement must be submitted to the Detroit Region Board of Directors within 30 days of even  
 Expenses reimbursed **only** with receipts.

Signatures are required for both the budgeted and actual columns.

/s/ Jerry Shiloff /s/ Jerry Shiloff  
 Event Chairman Event Chairman  
 Date Submitted 4/4/2019 Date Submitted \_\_\_\_\_  
 Director \_\_\_\_\_ Director \_\_\_\_\_  
 Date Approved by Board of Directors \_\_\_\_\_ Date Approved by Board of Directors \_\_\_\_\_

# Detroit Region SCCA



## Appendix 2. Budget – Mayday Rallycross, May 4, 2019

APP 2

Event:		May Day RallyCross		Event Date(s):		5/4/2019	
Chairperson(s):		Scott Harvey		Site:		Thistle Hill	
		Last Year Actual		This Year Budget		This Year Actual	
<b>INCOME</b>							
Entry fees:							
Member	@ \$ 50.00	\$ -	35 @ \$ 50.00	\$ 1,750.00	@ \$ 50.00	\$ -	
Non-member	@ \$ 50.00	\$ -	15 @ \$ 50.00	\$ 750.00	@ \$ 50.00	\$ -	
Late fees	@ \$ 10.00	\$ -	0 @ \$ 10.00	\$ -	@ \$ 10.00	\$ -	
Temporary Memberships:							
At event	@ \$ 15.00	\$ -	0 @ \$ 15.00	\$ -	@ \$ 15.00	\$ -	
Online	@ \$ 15.00	\$ -	15 @ \$ 15.00	\$ 225.00	@ \$ 15.00	\$ -	
Other Income		\$ -		\$ -		\$ -	
Total Income:		\$ -		\$ 2,725.00		\$ -	
<b>EXPENSES</b>							
Insurance:	0 @ \$ 4.00	\$ -	50 @ \$ 4.00	\$ 200.00	@ \$ 4.00	\$ -	
Sanction Fee:	0 @ \$ 6.50	\$ -	50 @ \$ 6.50	\$ 325.00	@ \$ 6.50	\$ -	
MSR fee	@ \$ 166.28	\$ -	50 @ \$ 3.00	\$ 150.00	@ #####	\$ -	
Printing/Artwork:		\$ -		\$ -		\$ -	
Postage:		\$ -		\$ -		\$ -	
Supplies:		\$ -		\$ -		\$ -	
Telephone:		\$ -		\$ -		\$ -	
Trophies:		\$ -		\$ -		\$ -	
Lunch:		\$ -		\$ -		\$ -	
Rentals: Track:		\$ -		\$ 800.00		\$ -	
Other (porta-potties, etc.):		\$ -		\$ 100.00		\$ -	
Fuel (region truck, etc.):		\$ -		\$ -		\$ -	
Worker Points	@ \$ 5.00	\$ -	20 @ \$ 5.00	\$ 100.00	@ \$ 5.00	\$ -	
New Member Fund	0 @ \$ 10.00	\$ -	15 @ \$ 10.00	\$ 150.00	@ \$ 10.00	\$ -	
Miscellaneous:		\$ -		\$ -		\$ -	
Handwarmers		\$ -		\$ -		\$ -	
Total Expense:		\$ -		\$ 1,525.00		\$ -	
Surplus (Loss):		\$ -		\$ 1,200.00		\$ -	

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 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	Scott Harvey	Event Chairman	
Date Submitted	Apr 10, 2019	Date Submitted	
Director	Matt Wolfe	Director	
Date Approved by Board of Directors		Date Approved by Board of Directors	

Motion John Kytasty  
2nd Brian Thorpe

P. Thorpe



## Appendix 3. Budget – Solo School, June 28, 2018

APP 3

### DETROIT REGION SCCA EVENT BUDGET

Event: 2019 Solo School Event Date(s): 6/28-6/29/2019  
 Location: Schoolcraft  
 Chairperson(s): John Li Website Info Sent:

ENTRIES	Last Year Actual	This Year Budget	This Year Actual
Member	0	25	0
Non-Member	-	25	-
<b>Total</b>	-	50	-

INCOME	Last Year Actual	This Year Budget	This Year Actual
Entry fees:			
Member	0 @ \$65.00 \$ -	25 @ \$70.00 \$ 1,750.00	@ \$ 70.00 \$ -
Council	0 @ \$0.00 \$ -	0 @ \$0.00 \$ -	@ \$ - \$ -
No Affiliation	0 @ \$75.00 \$ -	25 @ \$80.00 \$ 2,000.00	@ \$ 80.00 \$ -
Jr Kart	0 @ \$0.00 \$ -	0 @ \$0.00 \$ -	@ \$ - \$ -
Late fees	@ \$ -	@ \$ -	@ \$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
<b>Total Income:</b>	\$ -	\$ 3,750.00	\$ -

EXPENSES	Last Year Actual	This Year Budget	This Year Actual
Insurance:	0 @ \$ 6.50 \$ -	50 @ \$ 6.50 \$ 325.00	0 @ \$ 6.50 \$ -
Sanction Fee:	0 @ \$ 6.50 \$ -	50 @ \$ 6.50 \$ 325.00	0 @ \$ 6.50 \$ -
MotorSportsReg	-	300.00	-
GLDiv Sanction:	@ \$ -	@ \$ -	@ \$ -
Printing/Artwork:	@ \$ -	@ \$ -	@ \$ -
Worker Points	0 @ \$ 5.00 \$ -	50 @ \$ 5.00 \$ 250.00	@ \$ 5.00 \$ -
Supplies:	\$ -	\$ 40.00	\$ -
Trophies:	\$ -	\$ -	\$ -
Give-aways:	\$ -	\$ -	\$ -
Rentals: Track:	\$ -	\$ 1,500.00	\$ -
Other (porta-potties, etc.):	\$ -	\$ -	\$ -
Fuel (Region Equipment)	\$ -	\$ 50.00	\$ -
New Member Fund	0 @ \$ 10.00 \$ -	25 @ \$ 10.00 \$ 250.00	0 @ \$ 10.00 \$ -
Weekend Memberships:	\$ -	\$ -	\$ -
Miscellaneous:	\$ -	\$ -	\$ -
Food	\$ -	\$ 650.00	\$ -
Water, Donuts, Coffee	\$ -	\$ 30.00	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
<b>Total Expense:</b>	\$ -	\$ 3,720.00	\$ -
<b>Surplus (Loss):</b>	\$ -	\$ 30.00	\$ -

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.

Budget	Actual
Event Chairman	Event Chairman
Date Submitted	Date Submitted
Director	Director
Date/Approved by Board of Directors	Date/Approved by Board of Directors

Motion  
Zul  
Keith Ambrose  
Scott Harvey

Unan. 2019 Solo School Budget

## Appendix 4. Budget – Fire Extinguishers April 10, 2019

*Munt*

*APP 4*

### FIRE EXTINGUISHER PURCHASES

April 10, 2019

	DETROIT FIRE Detroit	QUILITY FIRE Novi	FIRE DEFENSE Royal Oak	FIRE KING Warren	INTERNET
NEW 10 # DRY CHEM FE'S (10 to 60)	<b>Ansul</b> - \$ Any <b>65.60 ea.</b>	82.00 ea.	-\$ Buckeye \$ 65.00 ea.	\$ Amex \$95.00 ea	
		<b>\$40.00 ea.</b>			
HYDROTEST & CERTIFY EXISTING 10# DRY CHEMS FE's (50)	\$47.50 ea.	<b>+ 1 time \$50.00 service</b>	\$ 68.00 ea.	\$ 92.55 ea	
other					
100 PINS & TIES	\$ 435 Lot	\$150 Lot	\$180 Lot	\$100 Lot	<b>\$53.80 Lot</b>
Yearly Inspection /unit	-----	<b>\$3 50/FE</b>	\$5.00/FE	\$9.50.FE	-----

*Budget*  
*Motion Ten Glass*  
*2nd Scott Hany*

12 new FE	\$1,265.60
50 rehab	\$2,050.00
pins	\$53.80
4 20# rehab	\$320.00
4 CO2 rehab	\$520.00 est
3 CO2 insp	\$20.00
30 10# insp	\$200.00 est
	\$4,429.40 est
	\$5,600.00 Budget

### SCCA PURCHASING POLICY 2019

B. Purchasing Policy 1. Any purchase of new or replacement equipment valued at over \$2,500.00 shall require that three (3) detailed bids be submitted to the Region Board before such equipment can be purchased. A bid other than the lowest bid received may be accepted with the approval of the Board. 2. The Board recognizes that because of the nature of our sport, there may be some equipment that is so specialized that there may be only one or two suppliers of such equipment. In these rare cases, the Board would accept fewer than three (3) bids. In all cases the bids shall be on equipment that meets the same specifications

Ken Wiedbusch