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| **Location: Country Inn and Suites, near Portland International Raceway** | **October 4th, 2018** | **19:11pm** |

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| **Attendance (names in attendance required): Mina Ingraham (by telephone); Andres Ferrer (by telephone); Todd Averitt; Ryan Davis; Jemal Mfundshi; Erik Van Dyke (left early); Sean Vanderheiden; David and Chloe Pucknell** |

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| **President -** Ryan Davis --- Call meeting to order/Guest Intro – Mark Qandil (scheduled); |  |

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| **Secretary** – Mina Ingraham | | **Time** |
| Previous Minutes review – September minutes were sent by email to the BOD earlier today | Legal requirement – these need to be done and filed to protect the club’s legal status;  -Need to confirm that July, August, and September are approved  -September minutes? Not responded to  Todd - moves to approve July and August – seconded by Ryan  Todd – moves – to request people to read the September minutes, and get that done by next week. Seconded by Ryan;  END - 19:18 | 19:12 |

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| **Treasurer** – Todd Averitt | | **Time** |
| Financial status | Review – $603.30 deposited, $1714 in expenses. There are several handouts, which are hereby incorporated by reference as if repeated in full.  -MSR has deposited some funds  -The Early Bird memberships will be available soon. Some discussion of timing – certainly no later than after the last event.  -No expenses in category “paid but not processed.” Club still owes about $1500 to Ryan and Todd.  -Income and Expense report : data are broken down several ways. It is hoped Sean can get paid for his expenses timely.  -There is a list of dates with deposits we need to make – for insurance, to hold PIR dates, etc. | 19:18 |
| Notification | Todd is stepping down once tax returns are filed (November estimate). There will be turnover of files covering financial and historical records 2016 - 2018 including but not limited to tech inspections, waivers, observer’s reports, event reports, detailed financial receipts including thumb drive of all board meeting reports and financial tracking data,and etc.  -Todd has all of these records available.  -Ryan: we should all be thinking of who attends our events that can handle this position. Ideally, we’d pull someone from within rather than hiring someone. Todd: realistically, it’s 2-3 hours a week, so no one should feel that this is a one day a month kind of commitment.  END – 19:31 | 19:23 |

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| **President** – Ryan Davis | | **Time** |
| October event | Who’s coming, which days? -sign-up sheet with responsibilities  Mina, Ryan, Andres, Todd and Jemal will be there  EC might allow us to have the hot pits and some track up to the chicane – possibly extra area for racing? Potential for a very very long course.  Saturday is fun runs, two courses. Sunday is points. Last event of year so there is a potential for a good turnout. There may be a lot of walkups. Then again, slowish MSR sign up suggests it won’t be too frenetic. We don’t know how the weather forecast will play out either.  -Ryan would like to see us make more of an effort to start on time, especially as numbers increase. Liked the split of reg and worker assignment lines as was done at the last event at PIR-south.  Jemal - not a bad idea to have a check list of responsibilities on the morning of the event.  Todd – a few people need to be a pivot, that give the orders and make sure that the right things are done. Lots of people are willing to do the work if they are given direction and are made to feel they are needed.  Ryan – delegating is the key. And the same two people can’t do everything. The key is getting stuff done and having it done timely.  Erik – some things, like fire extinguishers, could go out with the workers, as was the traditional way with SCCA. | 19:31 |
| Sanderson Meeting | This coming Monday. Anyone? – Ryan can go. He will also talk to the Audi people about doing Sanderson, as was done last year and the year before. But this year’s communication issues would need to be worked out before we commit to doing it again. Ryan – if ACNW hires us, then they need to let us handle our portion ourselves, including our own instructors. We need to just be clear that we can handle that part of things and that it is what we do. Todd – seconded. Ryan – we don’t need them to be involved, actually, just let us do it how we know best. | 19:45 |
| USC, Team AX | Proposal. suggest assigning this to a team and not spend board time trying to hash out details; when done team to present to board for review;  Ryan made a handout, three copies circulated to those who were there in person. Incorporated by this reference as if repeated in full. USC may not provide a lot of income – maybe only 400 profit, but it’d still be something fun and different from what other clubs are doing. Timing would be set up near first slalom cone, providing plenty of acceleration room for everyone and not placing a premium on acceleration ability. Maybe make two cones a DNF. Two classes, street tire and race (sub 200 TW). Possible “golden ticket” entry, twice the fee but you’d get cash AND a Tire Rack gift cert. We need to verify numbers for breaking even, and as well, maybe offer more payouts if the entry numbers are higher.  Team AX – teams consisting of 5 drivers. Some kind of baton, like a stuffed animal, needing to be in the car while car is on course. We want something soft for safety reasons. Two start lines, two finish lines. We want to time the whole group, from first start to last finish – an aggregate time, in other words. First car stops the clock, but when it finishes, clock keeps running. The last car would need to stop in a separate box to trip the timer. The teams would be diversified – ie each team would have a street, ST, SP, P, etc member. Teams would be drawn from a hat and done at random. If there is an odd number, well, some might be left out or redeployed out of class, using SCCA bump classing. There still might be some extras. Each team would get something like three passes at the course. Teams could run in any order – two seconds for cones, 10 seconds for gates. You’d need a penalty for people who didn’t have the baton as well. Team winners get a free BCA event.  Sat – slalom championship on sat, then points event, then all day Sunday for the team comp | 19:48 |
| 2019 Event Schedule | Where do we stand and who is going to keep the original copy? Ryan – we only got one PIR date as requested. Move first event to Feb 27-28 for first event date – makes us the first event of the year. Todd – don’t forget we won’t have bathrooms if the average temp hasn’t gotten to 38. If we do need porta potties, we can likely afford it based on prior year attendance. Todd – we just ask PIR for what porta potties we need, they will have them delivered and invoice us. General approval by all BoD members at meeting of moving to that day.  June 2 event is not sure; September 22 there are requests from ORPCA and SCCA – could we move to September 29 – which seems, per Ryan, doable. Or we could delay the October event? Generally it seems like let’s leave October alone, and move the September event as requested. | 20:10 |
| Introduce Mark Qandil (proposed, didn’t happen, Todd presented on his behalf) | Todd – Mark has a test facility and possible annual tech location. Could provide essentially a skid pad type facility and a surface treatment so slick that top speeds would be 5-7 mph. He also has a facility in Vancouver we could use for annual tech. Ryan – we’d definitely be interested in the annual tech offer. Maybe we could do one annual tech on the south side of the bridge, and half on the north. Agreed, let’s try to talk to Mark about it more. We also generally need to consider dates for annual tech. | 20:18 |
| Dream Drives for Kids | Ryan - 2019, maybe? assign to team - team hashes out details then presents to board for review. If there is gravel or any steep moguls Ferraris, Lamborghinis, and similar “exotics” will not be able nor want to access or be a part of it. Many details are not known, including the site. All we know is that the target date is early June. Dallesport might be an option, if nothing can be found in Portland (other than PIR which they apparently don’t want to use). Maybe McMinnville? Many, many question marks, but some good opportunities here.  END – 20:31 | 20:24 |

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| **Vice President** - Andres Ferrer | | **Time** |
| AX7 Review | How can we start on time? Registration, driver's meeting, grid “A” cars – somewhat discussed before. Maybe it’s kind of a focus on fundamentals. Reg could be shortened with two computers, maybe, and training of staff. It’s becoming a three person job – if we want to tell people when and where they will work, there have to be three. Jolynn Franke did a great job at the September event of stepping up to help, with minimal instruction or supervision. | 20:31 |
| Awards Banquet | Where, when, who, trophies - ? nothing is set in stone at this point. We’ve discussed some of this previously. Tire storage bags are another option in the functional category – helmet bags, bags to store tire pressure gauge stuff – what else? Pressure gauges? Air compressor? Gift certificates for eg tire rack? Or just a nice plaque. Or stuff like is done with Chump and Lemons – sculptures. Mina – maybe talk to Russ Nyberg, as he makes them for lucky dog and others. In truth – we don’t even have a date as of now. November 10 – seems to be the date available to us to avoid a conflict with OR-SCCA. What’s good about Elmer’s is, no cost to attend, pay for your own food, usually plenty of room. Todd moves Elmer’s, Jemal seconds – Elmer’s. 1700 hours. Maybe sculpture type awards could be done with Erik, Ryan, and Andres at Erik’s place.  END – 21:03 | 20:38 |

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| **Safety** – Jemal Mfundshi, Bill Sessions – not present. | | **Time** |
| Minor form | Where, when, how – PIR minor form, we do have access to them – we’re supposed to do ours, and theirs. We need to go to PIR and get a stack of them. Once it’s done once it’s good for the year. | 21:03 |
| Bill Sessions | Discussion of removal / his resignation from the board, only because he got a promotion at work and he is also in school, per his conversation with Ryan as reported by Ryan. It’s not possible for him to be pulled in additional directions. It would be best for him to tell he us wants to step down, rather than removing him from the board, because we appreciate his service and understand his priorities. It would also enable him to enjoy events if he can make them and just drive and enjoy. Todd – is a second person on safety needed, necessary for the BoD (as opposed to having two people at the events, which we agree help is always going be needed)? Jemal – not sure of the answer to that. Ryan – there’s definitely a lot going on with safety. Ryan – it makes sense to have two people on BOD as well as events, tasked with safety – going to the meetings and so on and staying informed. Jemal – I was pretty stressed at the last event, doing it solo. And it takes a lot of the fun out of it. Todd - the other view is we just need one BoD member who then has an effective team at events, so that it’s a supervisory thing. Sean – probably not necessary for a second BoD member. General discussion – it’s worth noting that how bigger regions of the SCCA handle things may not be possible for a small club like BCA. Table this, and think about it. Todd will help with safety at the next event. | 21:05 |
| 2019 safety team | Who will be doing safety next year? – tabled  END – 21:38 |  |

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| **Equipment Coordinators**– Erik VanDyke (left meeting before this point), Sean Vanderheiden | | **Time** |
| Other upcoming needs? | Year end and storage of electronic equipment? Sean can store if need be. Laptops – we have one that is not to be used, another that’s unreliable and probably needs reformat, and one that’s decent. Reiterating from last time, we could just put some SSD’s in the ones we have. Likely the one that says, do not use, should be recycled? Sean might be able to get something from his work that works other than needing a hard drive. We need to have two good laptops at least. Extended discussion about utlity and practicality of work discards, possible short life due to mechanical issues other than replaceable SSDs, versus good cost and easy ability to replace SSDs. | 21:38 |
| Radios | We need to plan for new radios in 2019. Ryan spoke to Steve Newby – about $100 a pop to get them from him, with a three year warranty. If we buy cheap Chinese stuff, there is a military spec to adhere to. Steve can service and program them to match what we have. We probably need 5 of them, minimum. Ryan – we could get some decent ones for maybe 50 a piece, and keep the 6 we have. Ryan has a link to ebay for something Steve thinks are decent. Sean – lithium batteries would be ideal. Ryan – John Juhring has one of our radios, will return to Ryan ASAP. |  |
| Cones | The cones require a count and should be brought back to original quantity. Toss damaged ones. Cost for BCA logo in blue? Todd – we should probably toss the old, broken ones. Research point – logos on cones?  END – 21:53 |  |

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| **New Business** | **Assigned to** | **Outcome** |
| Awards | Andres- team lead |  |
| Location | Andres- team lead |  |
| Food | Andres- team lead |  |

* **Additional board member discussions**
* **Open for comments/questions from non-board members**

**ADJOURN – 21:54**