|  |  |  |
| --- | --- | --- |
| **Location: Country Inn and Suites, near Portland International Raceway** | **February 7, 2019** | **7:00pm** |

|  |
| --- |
| **Attendance (names in attendance required): Ryan Davis; Andres Ferrer; David and Chloe Pucknell; Sean Vanderheiden; Erik VanDyke (at 19:28); Michael Pinto; Mina Ingraham (by telephone) not present – Todd Averitt, and Todd will not be attending meetings going forward; Jemal Mfundshi (out of town)** |

|  |  |
| --- | --- |
| **President -** Ryan Davis --- Call meeting to order/Guest Intro | 19:16 |

|  |  |  |
| --- | --- | --- |
| **Secretary** – Mina Ingraham | | **Time** |
| Previous Minutes review | Review/approve – David moved, Michael seconded – approved |  |

|  |  |  |
| --- | --- | --- |
| **Treasurer** – Michael Pinto | | **Time** |
| Financial status | Review – there is a handout, which is incorporated by this reference as if repeated in full.  Projected ending balance around $1500 – remember we have some significant expenses upcoming.  Ryan – Todd is off the board, so he should probably get paid for unreimbursed expenses; Michael – Todd is willing to hold off so the club stays solvent. Ryan is also okay with waiting to get paid for his unreimbursed expenses.. | 19:19 |
| 501(c) designation | C4 vs C7 – we have some options as far as what kind of nonprofit we should be. Michael believes that we need to get our type of C corporation to be fixed – our taxes were rejected, and this is likely because we are incorporated improperly. We should be incorporated as a C7 – this is a club, not a social organization. SCCA and PCA are C7s. So, we need to spend some time and money to get the Articles of Incorporation correct. We will also need to start doing as SCCA does – with temporary, weekend memberships – doing that makes our income nearly 100% member driven. As a C7, this becomes necessary – there is a much lower income from non-members limit on a C7 (approx 37%). |  |
| BOD elections | Update bylaws, or proceed as we have been – We need to do this every two years. We need to put out notice to club members, stating that there are BoD positions to be elected. Existing members can, if they wish, nominate themselves. New elections need to be held, and the new BoD ready to start in July. We can allow terms of 2 to 5 years, moving forward. Our elections are tied to a Fiscal Year (FY) ending at the end of June, but we can change that. We can save some money on tax filings if we switch to a calendar year fiscal year. We would just need to do two filings this year, if we make that change.  There is a handout on this; it’s incorporated by this reference as if repeated in full.  Discussion : General consensus seems to be to keep two year terms for BoD.. So, everyone will need to be elected; and, we may need to change the terms to coordinate with a FY change or to avoid having BoD elections in the middle of the season, ie at the end of June. The BoD positions on file with the state are the ones we need to have elected. Pres, and Sec’y are the only two we have on file at the moment! We can change this. It should really be President, VP, Treasurer, Secretary.  Michael – we might need to consider hiring a compliance officer. Because there are things we are supposed to do – like file an annual report. We’ve not done that yet. It can be emailed. Elections are held by us, but we can’t vote for ourselves.  We might want to consider raising the BoD number to 6, so that it is easy to create a quorum. General consensus – add a Safety member and a BoD member-at-large, or two at-large members.  Discussion of difficulties of how we get people nominated for BoD; only annual members are the core members who can nominate these.  These issues will be ongoing. END: 19:48 |  |

|  |  |  |
| --- | --- | --- |
| **President** – Ryan Davis | | **Time** |
| Printer | Will take some getting used to – not quite as automatic by default as the last one, but Ryan thinks it’ll be ok. | 19:48 |
| Radios | Need to get to Steve ASAP – Ryan got two of ours from David, and then these will be given to Steve. About $750 is the projected cost. |  |
| Possible hosted events. THANK YOU EC for sending them! | - Contour Club, May 11 or 18 2019, Dallesport (more info at meeting) – they want to do Saturday only. Maybe 20-40 with a cap at – 40? 50?.  - Large group, similar to BNW, but muscle cars (2020 at PIR)  - Other club, potentially Dallesport, waiting on their discussion  EC has provided us with some names of clubs who want to have us host events for them. Maybe 20-40 people; we wouldn’t need a lot of people to staff this. Michael reminds that one of these would be the weekend before one of our own events. $750 ish for Contour at Dallesport, $2500 for the muscle car group. Contour would be this year, muscle car group would be next year.  Discussion of logistics – event caps, insurance, using our MSR account to make reg easy for them, etc. They’d have to pay the insurance fee on top of the event fee, but we’d use our insurance.  Ryan – we may want to memorialize terms of proposals for clubs we are considering hosting events for – basically, a contract. If there is a loss, we’d need to collect it from them. But again, Contour club is the one that’s on the table for this year, and we probably only need about 5 people to staff it.  Any staff we send, can run for free. General consensus – let’s shoot for the weekend of the 11th. Course should be made pretty straightforward for new people – most if not all will not have done AX before. |  |
| Membership for DSC attendees | Discuss – seems like a good way to encourage people to stay with us. Michael moved, Erik seconded – DSC attendees are standard annual members. We have 11 people signed up as of now – some of them may have bought memberships, which we’d refund.  END – 20:09 |  |

|  |  |  |
| --- | --- | --- |
| **Vice President** - Andres Ferrer | | **Time** |
| DSC | Brief outline and idea, so board is in the loop. Current attendance numbers – 7 (as of agenda – it looks like we have 11 as of the meeting time. North paddock was what we’d planned to use for DSC ; but PIR says we can’t because it is getting patched. This makes some of the planning obsolete. there is a handout and it is incorporated by this reference as if repeated in full. We save a few bucks as well because the Rose Cup Room is less expensive; we also have heated bathrooms.  Drivers training handout will be emailed to all of the instructors. A handout was given at the meeting, and it is attached hereto and incorporated by this reference.  It’s expected that there will be around 25 students, 25 instructors.  South should have a lot more room than it used to have, because of a lack of barriers and fencing – for now (they will be added back later). Sean reminds that even with more space – we need to keep a lid on speeds with likely low traction conditions.  We have enough instructors – we just need some more students. Ryan is going to help figure out what instructors with what students.  Mina – let’s really try to make sure we have the 2:1 student / instructor ratio, and no more. END: 20:25 | 20:09 |
| Secret Agenda Item #1 | Super secret – Todd Averitt appeared by phone. The super secret thing is: lifetime membership for Todd. He’s more than earned it, as everyone agrees. Todd was pleased. Michael moved, Mina seconded, unanimous approval. Let’s try to make it so that he doesn’t pay entry fees – general agreement on that. | 20:31 |
| Annual Tech Event | Do we want to have one? PCA and SCCA are doing it the 23rd – same day as our DSC. Ryan – it was kind of a lot of work when done before. So, does it make sense? Discussion – maybe makes sense not to have a separate annual tech day but just do annuals the first three events or so. We can try to have a big tech crew to assist in this. Generally agreed by all present. END: 20:36 |  |

|  |  |  |
| --- | --- | --- |
| **Safety** – Jemal Mfundshi/David Pucknell | | **Time** |
| Preparations for DSC/event 1 | What are Tech / Safety’s needs? Tech status for AX1? David – doesn’t think we need to buy stuff. We seem to have most of the supplies we need, including stuff to check lug torque etc. Forms, stickers – all seem ok. Sean – will buy a big box of 60 pens. Chloe – we do have 5 or so pens in the tech box, but we probably do need some more. We really do seem to have the other things we need. END: 20:38 | 20:36 |
| David | “How is bus life?” David: 1. Probably not a good idea to tow anything with it anymore? He doesn’t trust it much, and thinks we should consider something more reliable for out of town events. There could be more cost effective options – like even renting a cargo van. Ryan – we also need to change the insurance on the bus to make sure David is a named driver. Maybe we could find a smaller version of what we have, newer, with similar towing capacity and ability to haul our stuff. Also – we need to be able to time out of the bus in the rain – so any rental would need to function in the rain. And there is also the matter of constantly moving all the equipment out of a vehicle, back into another vehicle, and so on. David: remember that the time to sell it is while it still runs, and we don’t know how much longer the engine will work.  Other options – a trailer? But that has its own logistical issues especially in terms of getting race cars to an event.  Chloe asked – what if we tow a club trailer with a personal vehicle? There’d be insurance coverage, says Michael. But we’d need to watch for the grey areas – e.g. you don’t take the trailer camping or to an event where no club related activities are involved.  END – 20:52 |  |

|  |  |  |
| --- | --- | --- |
| **Equipment Coordinators**– Erik VanDyke, Sean Vanderheiden | | **Time** |
| Equipment count, etc | Any last minute needs before event 1? Tech stickers?  (Bringing - large badge holders ((for Todd)), 2 sets lug sockets, wifi antenna pole, 12v batteries(3), hatch cover not yet complete. Will buy pens before DSC.) Sean is working on the hatch cover for the bus.  David – since we’re in south paddock do we need the generator? Because it hasn’t been started in a while. Ryan – we will have power from the café, won’t need the generator; but the generator probably will run and start given some attention, in any event. END: 20:56 | 20:52 |

|  |  |  |
| --- | --- | --- |
| **New Business** | **Assigned to** | **Outcome** |
|  |  |  |

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

**Next : Thurs March 7 at 1900.**

**ADJOURNED: 21:00**