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| **Location: Country Inn and Suites** | **June 6, 2019** | **7:00pm** |

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| **Note of Attendance:**  **Board Members:** Ryan Davis, President; Erik VanDyke, Vice President; Robyn Symington, Treasurer; Jolynn Franke, Secretary; Board Members At Large, Jemal Mfundshi, David Pucknell, Sean Vanderheiden  **Guests:** Chloe Pucknell, Tristan Symington |

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| **President -** Ryan Davis --- Call meeting to order/Guest Intro  Ryan Davis, President, called the meeting to order at 7:11 p.m. | |
| Intro new board members (briefly tell us about yourselves!)  The Bridge City Autosports (BCA) Board of Directors (the board) elected Jolynn Franke and Robyn Symingotn as new board members at the May 2, 2019, Board Meeting. Jolynn was elected as secretary and Robyn was elected as treasurer.  Jolynn grew up around car culture, having a father that used to drag race and going to car shows and motorsport events with her family. Though she began her career in motorsport with drag racing, she began autocrossing 14 years ago after being invited to an event in Salem by a coworker. She found taking corners to be a lot more fun than just going in a straight line.  Robyn is from Olympia, Washington. She has been autocrossing for about a year and a half after being introduced to the motorsport through her boyfriend. | |

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| **Secretary** – Jolynn Franke, | |
| Previous Minutes review | Review/approve - The minutes from the May 2, 2019, Board Meeting will be distributed via email and approved at a later date. |

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| **Treasurer** – Robyn Symington | |
| Financial status | Review - Budget  Robyn reviewed the budget document distributed to board members via email earlier in the day which outlines the BCA account balance, deposits, and expenses as of May 31, 2019. Outstanding expenses/revenue include:   * Site rental fee for Sanderson * Half of the NW Subaru event, which will be paid to us on the day of the event (August 4, 2019) * Money owed to Ryan and Todd Averitt   Robyn will provide an updated budget document to board members for the July meeting.  Ryan will get Robyn set up with access to the BCA bank account as is appropriate to her new role as treasurer and add her as an administrator to the Motorsportreg account. Robyn will be handling all expense reimbursements going forward. |
| New radios | We are down to three old radios, five new. Can we approve more?  The price for the existing five new radios was about $700.00. Four new radios would cost about $550.00. The goal is to have more new radios in time for Sanderson because communication with the old radios at the venue last year was insufficient.  **Robyn Symington motioned that four new radios be purchased for about $550.00. Jemal Mfundshi seconded the motion. The motion passed unanimously among voting members.** |
| Bus | We are down to zero reliable busses, and one crappy. Can we approve more…?  David Pucknell and Ryan suspect the issue with the bus could be a bad sensor. David will investigate this further in the coming days to try to determine whether the bus could last through the rest of the season. If not, the board will consider such options as renting a vehicle with a tow package that can pull 5,500 lbs or purchasing a used bus that is in better condition. |

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| **President** – Ryan Davis | |
| AX4 - Evergreen  June 1 & 2  start time/efficiency | Start times consistently 9:30, Saturday efficiency good, Sunday less  Things that could help with efficiency at events:   * Board members need to have clear task assignments ahead of time. * Display an “event agenda” so that participants know when to be where and for what. * Display super classification details so participants know which class they are in.   + Robyn can make up some laminated posters that can be used with dry-erase markers. * Get more people with sufficient knowledge of course set up.   + People have expressed interest in a course set up class in the past. Ryan will look into having one on a Friday or Saturday night before an event, maybe at the next Dallesport or McMinnville event. * Use the mic and speaker to announce drivers meeting, course walk, when to grid, etc.   The only negative comment about this event was that some drivers were getting lost on the course, though most runs were clean by the end of the day. Regardless, BCA will be more intentional about having novice course walks at each event going forward.  Safety at the event went well overall, which says something about the course set up and the safety crew for that venue. No cars came close to hitting anything except for Erik on Sunday who spun out near the steps to the Boyscouts arch. Course design can be tricky at this venue with the airplanes and missile in the lot, but there was only one red flag thrown on Saturday and one red flag thrown on Sunday that turned out not to be necessary.  The benefit of this venue is all the bystanders that get drawn in. |
| Thursday event w/ HOD | June 20th - who can be there?  Ryan will be there around 7:30 or 8:00 a.m. Drivers should start arriving around 9:00 a.m. David might be able to be there as well, but no one else. |
| Fun Runs | Recruiting new drivers  During fun runs at last weekend’s event in McMinnville there were six new drivers recruited that had never raced before. People seem to be more willing to try racing during fun runs when there’s less pressure than during an actual event. Fun runs also provide opportunities for more coaching and socialization which makes people feel more involved.  The board is generally supportive of having fun runs, but because board members already have responsibilities throughout the day on top of getting their runs in they tend to be fairly spent by the end of the event. Another common problem is that most participants have left by the time fun runs are over, leaving clean up to just a hand full of people. It’s possible that more participants could be enticed into staying to help with fun runs and the subsequent clean up if both activities were covered during the drivers meeting. |

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| **Vice President** - Erik VanDyke | |
| AX5 - Sanderson June 29 & 30 | Who will be there? Designate some duties - tech, equipment setup, etc  Jolynn will be there by noon on Saturday, June 29, everyone else will be there either that Friday night or Saturday morning. Duties will be designated via email.  Ryan will send out an email to recruit volunteers to help with tech inspection.  Ryan is still awaiting clarification on on-site camping, but knows there’s no parking allowed in the grass. He’s also trying to clarify something mentioned in a recent email from Sanderson saying they had BCA down for Friday, Saturday, and Sunday. If that’s the case, Ryan will look into having a fun runs day on Friday that people could pay extra for. Either way, Ryan will be there to set up Saturday’s course Friday night. The course can be test driven at that point, but only test driven. Robyn can be there Friday night to help with set up. |

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| **Safety** – Jemal Mfundshi/David Pucknell | |
| Preparations for Event 5 | What are your needs?   * New batteries for timing equipment.   + Old batteries need to be better managed and properly disposed of. |
| David | How is bus life NOW? (cry)  See ‘Bus’ above under Treasurer agenda items. |

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| **Equipment Coordinators**– Sean Vanderheiden | |
| Equipment | Anything we need before event 5?  Sean Vanderheiden will be bringing painters tape (6 rolls) and a roll of printer tape.  Do we need more pens yet in bus, or good for now? We are good on pens for now.  Sean followed up with Mark @Blaze cones. He also found some cones belonging to PIR that were accidentally loaded into the bus. They will be returned. |

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| **New Business** | **Assigned to** | **Outcome** |
| None |  |  |

* **Additional board member discussions:**
* Ryan has confirmed that the 501(c)(4) designation is the appropriate non-profit designation for BCA. He also confirmed that the BCA fiscal year 2018 taxes are due to be filed by January 2020, six months following the close of the fiscal year. A simple tax form can be used because BCA earns less than $50,000.00 per year.
* Ryan will update the BCA board member information with the State of Oregon to include all board members and change the fiscal year to be on a calendar year cycle. The board member terms cycle will also change to be on a calendar year basis to prevent elections from taking place after the season has already started. All board member terms are two years with no term limits. The next elections will be for two of the board members at large and the board vice president.
* Instructors will now be included in work assignments (two instructors for each run group). Instructors will be given lanyards to wear so they are clearly visible to participants and those that have requested an instructor will have their cars marked with a sticker on the windshield.
* **Open for comments/questions from non-board members:** None

**Adjournment:** The meeting adjourned at 8:57 p.m.

**Next Meeting:** Wednesday, July 3, 2019, 7:00 p.m.