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| **Location: Country Inn and Suites** | **Wednesday July 3, 2019** | **7:00pm** |

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

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| **President -** Ryan Davis --- Call meeting to order/Guest Intro  Ryan Davis, President, called the meeting to order at 7:03 p.m. | |
| Intro any new attendees - None | |

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| **Secretary** – Jolynn Franke | |
| Previous Minutes review | Review/approve  Ryan Davis motioned to approve the June 3, 2019 Bridge City Autosports (BCA) board meeting minutes as written. David Pucknell seconded the motion. The motion passed with four votes in favor among voting members. |

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| **Treasurer** – Robyn Symington | |
| Financial status | Review - Budget  Robyn Symington, Treasurer, reviewed the updated budget document showing balances, expenses, and remaining totals as of June 30, 2019.  Robyn will continue to work on getting caught up on outstanding bills and upcoming event expenses. BCA will consider paying the rest of the year’s insurance in full rather than on a monthly basis. Ryan and David will provide Robyn with the necessary information for paying outstanding bills.  Robyn will need Todd Averitt’s address to send him a check for the amount he is owed. David Pucknell will provide Robyn with receipts from the U-Haul rental and related expenses for reimbursement.  Sean Vanderheiden will send the expense report for the month of April to Robyn. |
| Bus budget review | How do we look?  In June, the BCA Board of Directors (the board) approved up to $5,000.00 to be spent towards the purchase of a new bus. Ryan and David continue to search for a viable replacement without going over the approved amount and possibly finding something for less. |

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| **President** – Ryan Davis | |
| Start time/efficiency | Start time improved, but not great.  Even with an abbreviated driver’s meeting at Sanderson Sunday morning, the event still started 15 minutes late. It is still a struggle to get cars into grid after they’ve gone through registration and tech. The laminated signs that Robyn made were extremely helpful, but there needs to be a better way to display them. Ryan will bring an extra A-frame sign that the laminated signs can be taped to and set beside the registration table so that they are more visible.  Use of the mic and speaker needs to become more routine. Jolynn Franke forgot it was even available until registration was already closed, but she feels that it can be a good tool for moving people through various stages of an event. It might also help if those working registration and tech can all be reminding people to grid their cars if they’re driving first.  Robyn will make a laminated template for work assignments so that it doesn’t need to be made from scratch at each event. This should allow registration to open a little sooner. Robyn and Chloe Pucknell also offered to help with registration so it’s not just one person. |
| Check-in process | Car numbers, computer, etc  Ryan will train Jolynn, Robyn, and Chole on using the timing laptop for registration so that it’s easier to make changes and check for correct cars and car numbers. Incorrect car numbers caused a major slow down at Sanderson. |
| Cost of BOD entry | Discuss  Ryan proposed that board member entry fees be reduced or eliminated entirely. There is a lot of work involved with being a board member and he wants to make sure board members feel appreciated and that the work is worth it.  Board members present felt that the entry fees were acceptable as they are and they want to continue to contribute monetarily to the club. Sean proposed that board members pay a flat fee at the beginning of the season and no entry fees throughout the season. While this idea was well received, the board felt they needed more time to consider the proposal, so it has been tabled for now. |
| Deal for first time autocrossers | Discount?  The board felt that a $10.00 discount for first time attendees would be acceptable, but needs more time to consider the logistics. This will be put on the agenda for the August 2019 meeting. |

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| **Vice President** - Erik VanDyke | |
| AX5 Review | Good? Needs improvement? Cost of Saturday increase?  AX5 had pretty low attendance, possibly due to a couple of competing events and because it’s much farther away than other venues. Erik mentioned it was difficult to find the gate in the dark Friday night. The board will make a better attempt at way-finding in the future. |
| Contour event, DP special | Who will be there? Who can bring equipment - make a list of what we need  Robyn can be there for Sunday, David can be there Saturday and Sunday, Ryan will be there Friday afternoon to move the jersey barriers. Erik and Jolynn will not be able to attend.  There are currently 17 people signed up for the PNW Contour Club event and it is capped at 40. Ryan doubts that it will fill up, but this is their first autocross event ever, so turn out is uncertain.  There are currently four people signed up for the BCA event that Sunday. BCA is responsible for the cost of the venue that day, but all other expenses will be covered by the PNW Contour Club for that weekend.  Ryan and David won’t need all of the equipment, just the essentials, so a U-Haul rental shouldn’t be necessary this time. This event is not designed to be a big money maker. It’s more about just having fun. The board feels that it’s worth it as long as no money is lost in the end. |
| AX6/Cone Challenge Weekend | Who will be there? Cash prize amounts adjusted? Fallback for low attendance either day?  Robyn, Jolynn, Sean, David, Chloe, Erik, and Ryan will all be there.  The concern is that there won’t be enough teams put together for the relay event. Each board member will attempt to form a team, which would create a minimum of six teams. If not enough teams can be formed, Jolynn suggested running it like the Autocross Club of Central Oregon ran their Master of the Mountain event last September. In that event each driver was lined up next to another with a similar PAX index. After each driver completed the course, their times were PAX’d and the faster of the two moved on while the other was eliminated. |

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| **Safety** – Jemal Mfundshi/David Pucknell | |
| Preparations for upcoming events | What are your needs?  See ‘Equipment’ below. |
| David | How is busless life now?  The search for a replacement continues. A small bus or box van is preferred. A regular van would be too small. |

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| **Equipment Coordinators**– Sean Vanderheiden | |
| Equipment | Anything we need before event 6? another roll of printer labels for the bus???  Spare large cones are needed; Sean will order some from Home Depot, they should cost around $35.00 each. Sean reminded board members that any cones that are in very poor condition can be thrown away.  The supply of batteries is good for a while. David will go through and check the ones of which the status is unknown. The supply of printer tape is also good for a while. |

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

* **Additional board member discussions** 
  + Robyn asked if refunds are given to those who register, but don’t show up to an event. Ryan stated that, yes, refunds can be given, but only to those who ask for them and have a reasonable excuse.
  + The schedule for next year needs to be started on. The board should start considering venues now. Any events held at Shelton will need to be marketed to Seattle area clubs.
  + The board considered charging for fun runs in the future, such as a dollar per run with a time limit on how long it would last. Another idea is a fun run punch card that can be purchased at anytime during the season and last throughout the season. Any option for charging for fun runs would need to be implemented at the beginning of the next season since the precedent for free fun runs has already been set this year.
* **Open for comments/questions from non-board members**
  + None
* **Adjournment -** The meeting adjourned at 8:57 p.m.
* **Next Meeting -** Thursday, August 1, 2019