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| **Location: Country Inn and Suites** | **Thursday December 5th, 2019** | **7:00pm** |

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| **Attendance (names in attendance required):**  **Board Members:** Ryan Davis, President; Robyn Symington, Treasurer; Jolynn Franke, Secretary; Board Members At Large, David Pucknell, Sean Vanderheiden (phone)  **Absent:** Erik VanDyke, Vice President; Jemal Mfundshi, Board Member at Large  **Guests:** Chloe Pucknell, Brittany Starheim, Casey Hollingsworth, John Juhring (WMC President) |

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| **President -** Ryan Davis --- Call meeting to order/Guest Intro  Ryan called the meeting to order at 7:02 p.m. | |
| Intro any new attendees - None | |

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| **Secretary** – Jolynn Franke | |
| Previous Minutes review | Review/approve  Robyn Symington motioned to approve the November 7, 2019 Bridge City Autosports (BCA) board meeting minutes as written. Ryan Davis seconded the motion. The motion passed unanimously among voting members.  David Pucknell will upload this year’s meeting minutes to the BCA website. He will let Jolynn know if he needs her to send him any copies. |

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| **Treasurer** – Robyn Symington | |
| Financial status | Review - Budget  Robyn reviewed the beginning balance, deposits, payments, old debts, and the ending balance. Payments to be made are the deposit for events at PIR and last year’s Dallesport events. Robyn still needs the address for Dallesport to send them a check to for last season. Ryan forwarded an email containing the address to Robyn. A few more early bird memberships have been purchased and more are expected before the end of the year. |
| Any more old debt? | How do we look?  The only outstanding debt is the remaining $500.00 owed to Ryan. Whether the club can afford to pay Ryan depends on what purchases are planned. We don’t have to have the second set of timing equipment until the Shelton event next September, but we might want a second scoreboard sooner. Certificates of Insurance can also wait until later.  David motioned to pay Ryan now and wait on the scoreboard. Robyn seconded the motion. The motion passed unanimously among voting members. |
| Taxes due 12/15 | 2018 filed? Changing fiscal year to follow calendar year?  Robyn and Ryan will go over the process to file taxes together. It should be a simple process once it’s started. They are due by December 15. Ryan will also take the opportunity to change the club’s fiscal year to a calendar year. |

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| **President** – Ryan Davis | |
| ORP with WMC | Let’s make a rough plan (bullets on attached page)  Pricing, schedule of day, etc  Willamette Motor Club (WMC) is in to co-host with BCA at Oregon Raceway Park (ORP) on April 4. Both clubs are confident that enough people will sign up to at least break even, which would be about 38 people. The cost to rent ORP in April is $3,750.00 per day. Insurance through ORP is $980.00, so Ryan will see if BCA’s regular insurance provider would be less. Lunch will be catered by ORP for $12.50 per person. Entrants will pay for their lunch when they register. Volunteer EMTs will be brought in rather than paying for an ambulance. There is an additional $5.00 fee to enter at ORP; Ryan will look into adding this into the entry fee so that people don’t have to have cash at the event. The only thing we are waiting on before we announce the event is the roll bar rules for convertible cars which Ryan will find out about tomorrow.  Ideas were discussed as to how to run the event, such as splitting the track in two and running two separate sprint courses simultaneously. Cone elements would be added along the straights to keep speeds down. BCA could run one course while WMC runs the other. One course could be for points for both clubs and the other for fun runs. However, it may be difficult to split the groups going for points up evenly and keep track of who registered to run for points and who didn’t. More details will be hashed out in the coming weeks. |
| Paying | Work hard at all 15ish of our events, AND pay? Meh…  Ryan once again raised his concerns about BCA board members paying entry fees for regular events. He feels that so much work is put in behind the scenes and at events by the board members that it isn’t fair to ask them to pay entry fees.  Robyn motioned that BCA board members will still purchase an annual membership, but not pay entry fees to regular autocross events hosted by BCA (this excludes special events such as ORP and the Cone Challenge Weekend). David seconded the motion. The motion passed unanimously among voting members. |
| Avants (FYI) | Avants is a car enthusiast club that started in Seattle and has grown to about 1,000 members, so they started Portland branch. They’ve asked BCA to potentially host two events for them at Dallesport, possibly on May 2 (Sat) and August 29 (Sat). It would be fairly basic courses requiring a minimal crew. A just-show-up-and-run-it type of events. The dates aren’t confirmed yet. Avants will pay BCA to host, but haven’t yet determined the price. |

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| **Vice President** - Erik VanDyke | |
| Review 2020 schedule | Thoughts/concerns?  Ryan reviewed the schedule and Pacific NW race calendar which now includes Hooked on Driving (HOD) Thursday events. BCA can use the south paddock at PIR during the HOD Thursday events to do fun runs, so Ryan might pick a couple of those to do that. Lunches are the only cost at those events, but they are on Thursdays so they are typically capped at about 30 people. Audi Quattrofest will be in November again; Big NW Subaru is in August; the Mustang club did not get dates for their events; Avants is still waiting to confirm their dates; Ryan will contact the Contour club to see if they have any events for us in 2020 and the Mustang club about a possible hill climb. |
| 2019 Rules and Regs | Divvy up!  The Rules and Regulations and bylaws will be reviewed at next month’s meeting. |

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| **Safety** – Jemal Mfundshi/David Pucknell | |
| Jemal | Do you copy…?  Ryan has continued to reach out to Jemal without much success. |
| David | DSC - Who, what, where  David and Robyn will be co-coordinators for the Driver Skills Clinic on February 29, 2020. |

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| **Equipment Coordinators**– Sean Vanderheiden | |
| Axware update | 150 for update, plus 189/yr for service contract (continued updates)  Axware needs to be updated. It will cost $150.00 for a one time update right now, then after that we can pay $189.00/year for all updates as they come out or just pay $150.00 now and then wait until we want to update again. |
| Pronto | ~$1000  Switching from Axware to Pronto is an option. It would cost $1,000.00, but Pronto is what SCCA Nationals uses. Ryan will set up a demo with Pronto for board members to attend if they can. If we like it we will switch, if not we will stick with Axware. |
| Second set of timing equipment | Yay? Nay? Wayt?  It was decided that the second set of timing equipment can wait. |

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

* **Additional board member discussions**

None

* **Open for comments/questions from non-board members**

None

**Adjournment:**  The meeting was adjourned at 9:06p.m.

**ORP Info:**

* Orp can serve meals for 12.50 per person, they need an estimated headcount a little bit beforehand.
* Using their insurance (~$1000), they would require roll bars on everybody who has an open-top. That's an issue. But if we use our normal insurance company that may not be a problem. I have sent an email to Starke inquiring.
* Their cancellation is actually 45 days beforehand. If we cancel MORE than 45 days beforehand we lose our thousand dollar deposit, but we can reschedule within the same calendar year (November would be the choice). After that 45 days if we cancel we forfeit the total amount of the rental.
  + This means enough people must sign up by February 19th. That is early.
  + What is “enough”?
  + $130 x 46 would cover it
  + $130 x 30 means each club loses about $1000 assuming a $6k cost (high end)
* They race rain shine or snow, BUT Brenda is super super nice and said if for some reason within seven days or so of the event if there's a prediction of a bunch of snow we can reschedule.
* At this point, the only issue we are waiting on is roll bars for the autocross portion. That is definitely something that could affect turnout, but let's see what Starke has to say.
* Other than roll bars, safety requirements are up to the club including helmets (open/closed, etc).
* Ambulance service is about $1,000, but is not required. The other option is to bring a couple EMTs like we do at the hill climbs.
* Maximum cost of the event is going to be 5500 to 6,000. That should be a high estimate.
* Entry begins at 6 p.m. the day before , plenty of rooms for RVs tents campers Etc