

CARS Board Meeting Minutes

December 14th, 2022

| Item | Discussion |
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| 1 | <p>Meeting was called to order by Francois East on December 14th 2022 at 7:01pm ET</p> <p>In attendance by Zoom:</p> <p>Martin Burnley (RPM Director) MB</p> <p>Chris Kremer (RW Director & Secretary/Treasurer) CK</p> <p>François East (RSQ Director, Vice President and meeting chair) FE</p> <p>Ross Wood (Organizer Rep) RW</p> <p>André Leblanc (Competitor Representative) AL</p> <p>Warren Haywood (RSO Director) WH</p> <p>Clarke Paynter (Atlantic Director) Joined at 9.00 pm ET. CP</p> <p>John Hall (ARC chair) JH</p> <p>Debbie Dyer (Office Manager) DD</p> <p>Terry Epp (NSM) TE</p> <p>Graham Bruce (Technical Director) Joined at 7.50 ET. GB</p> <p>Yannick Lefebvre (NSM in waiting) YL</p> <p>We have a Quorum.</p> |
| 2 | <p>Approval of Minutes.</p> <p>The minutes of the November 16th 2022 meeting were adopted.</p> |
| 3 | <p>Financial Report:</p> <p>The 2022 year end operating statement was reviewed and reported that CARS made a small profit in fiscal year 2022. Discussion on the Rallysafe and the insurance accounts and reports that the accounts are self-funded as expected and planned.</p> <p>Discussion around why our insurance contract is year to year and the explanation was given that we have limited options in Canada and that the broker only gets the new rates from the underwriters annually so they would not be prepared to extend to multiple year agreements with unknown rates for year two and onwards.</p> <p>The request was made for a reduction in rally school insurance rates and again, this will be raised with the broker as part of the 2023 insurance program. Alternatives were discussed. QC clubs says a fee same as a Rally-X would be logical.</p> |
| 4 | <p>CRC Report:</p> <p>Lincoln Electric Rally of the Tall Pines was held as planned, with only 3 vehicles of the 23 vehicle entry list not finishing the event. Excellent event. The Stewards are recommending that the format be changed from a one day to two-day event format and that the event organizers are considering this.</p> <p>NSM Reports that the average entries for Eastern events in 2022 is 32 vehicles per event.</p> <p>BWWR was held as planned. 18 entries. The event – as with other Western events, is suffering from volunteer and organizer shortages which resulted in poor signage and similar issues. The event ran about 90 minutes late by the final stage and that exacerbated the subsequent meal and awards presentations. Discussion of the results revealed that the CRC standings are automatically</p> |

updated when the results are downloaded and that this should be done post event following review. **JH in coordination with YL will follow up and correct this.**

Comment was made that across most events, we have errors in the results that are sent from the event to CARS. This needs to be discussed at the upcoming Organizer forum. **JF is to add to the agenda.**

NSM requested to be informed on who the 2022 CRC award recipients are and how the awards will be presented. **Follow up by JF**

Terry will continue to write up and send out his lists of roles and duties as the transition continues smoothly. Files will be passed on the new Series Manager. **TE**

Terry asked to whom the management of the Subaru Contingency program will be delegated to. **JF will be asked to make that decision.**

Discussion regarding the disposition of the physical assets that are currently housed at the Epp residence. The final outcome will likely be that some will be sent out to the CARS office and some to Yannick. **Follow up to be done by DD and YL with JF.**

The CRC email address is to be transferred from Terry to Yannick on or about January 1st 2023. **Implementation by JF.**

Discussion around the low regional level entries at Tall Pines with acknowledgement that the event was held during the US Thanksgiving weekend and that will likely be the case going forward also.

National Scrutineer position for 2023. Discussed the idea of Yannick doing some of the scrutineer role as Vincent Landreville wants to do 2-3 events as competitor in 2023. A potential Western Scrutineer was discussed and will be considered in the future.

5 Succession Planning

Debbie attended the meeting on this occasion to go over a number of NSM transition issues.

Yannick Lefebvre has accepted the position of National Series Manager effective January 1st, 2023.

2023 Stewards assignments will be distributed to the Board **by DD** when responses have been received from the Stewards.

CARS would like to see an increase in the number of qualified stewards to draw upon. **Follow up to be done by FE, DD, YL.**

Going forward, NARC and CRC standings data will be managed by the CARS office. **DD.**

Standardization of documents. JH has been working on a project to identify all documents that could be standardized across all events in the country. There are essentially two categories of documents – those that are competitor facing and those which are not. The board reviewed the lists and made some additions. **JH** will update the list and distribute to the board (done). The next step is to obtain current documents from each event so that the standardization can begin. Each Region Director is to contact the events in their regions to obtain digital versions of those documents. **(MB, WH, CP, CK, FE) and following that, the group will meet specifically to work through the document changes. JF**

A discussion was held around Canada/US cross border class comparisons. A class comparison chart outlining the ARA class structure and how it integrates into the CARS classes is to be produced and distributed – **GB.**

More discussion on the physical assets at Terry’s house. Terry will make a list of items but it is essentially about a cube van of material and consists of Podium and spare parts, files etc. **TE**

Physical stuff and space to put it. Eastern supplies at Terry house. Black box at ASQ office for trophy...

Black box has trophy inside will be coordinated to have the plates put on it prior Rallye Perce Neige and will be brought back there.

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| 6 | <p>End of year prep:</p> <p>Preparations for the year end reports and AGM were reviewed. It was suggested that a video awards presentation be held this year. Other suggestions included making awards at events but this was thought to be impractical due to the demands of the event schedules. Terry will notify recipients. Yannick, Terry and Francois will meet by zoom this week to draw up a plan. TE, FE, YL</p> |
| 7 | <p>Organizer Rep:</p> <p>Ross may send a delegate to some meetings/functions due to personal circumstances. The Board fully supports Ross at this time.</p> <p>Pierre Racine has been unwell. CARS is to send a "get well soon" card to Pierre. JF.</p> |
| 10 | <p>Competitor Rep:</p> <p>A request was made whereby entrants could make a once per year entry into a shopping basket of events, rather than having to go through all of the forms for each event. It was decided that the first step towards this is the standardization of forms as discussed earlier in the meeting. Request to have a "driver team profile" to be sent instead of filling all datas 8 times a year with same info driver codriver team members etc. – Meeting was held with André and David Brassard and youtube video is available to show the jotform platform possibilities. (489) Jotform profil équipe - YouTube</p> <p>Discussion regarding the naming of the Manufacturers trophy to become the Brian Hyland Memorial Manufacturers Trophy. DD will arrange for the plaque to be changed on the trophy.</p> |
| 11 | <p>Marketing Report;</p> <p>The Marketing group met and reviewed the proposal and provided feedback prior to their attendance at the PRI show in Indianapolis last weekend. CARS is working on three agreements with the company:</p> <ul style="list-style-type: none"> • Marketing Agreement • Social Media Agreement • Merchandise Sales Agreement <p>It was noted that there are other very capable individuals and groups that can conduct social media programs and that was noted by the group. The group are meeting next week to negotiate those agreements. WH</p> |
| 12 | <p>Admin Rules Report:</p> <p>Proposed changes to section 12 of our rules, to stay aligned with ARA relative to World cars was reviewed and feedback provided to the ARC for wording that embraces FIA Homologated vehicles. This will be in alignment with the ARA.</p> <p>The FIA Class pyramid and class conversion chart will be published by bulletin or announcement in the first Q of 2023. JH</p> <p>The move towards the implementation of a 33 mm turbo restrictor rule change will be reviewed in late 2023 for possible implementation in 2024 if so decided at that time. GB</p> <p>2023 Rule book is now complete with bulletins included in the updates.</p> <p>Warren is to send PDF's of adverts to DD. WH</p> <p>The mailing address for the CARS office is changing to become Diamond Valley following the amalgamation of Turner Valley and Black Diamond. This will be noted in the rule book.</p> <p>2022 CRC standings have now been updated following the final event of the season.</p> |
| 13 | <p>Technical Rules Report:</p> <p>A draft of the proposed John Munroe Memorial Classic Championship has been sent to event organizers and feedback received. The addition of a ralliesprint stage within a regional stage rally</p> |

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| | <p>will be difficult to accomplish but organizers are encouraged to consider this as it is a significant stepping stone between rallycross and regional stage events.</p> <p>The Classic Car Championship description will be circulated to the extended board before Christmas. GB/MB/WH/FE</p> |
| 14 | <p>Meeting schedule for January:</p> <p>Tuesday Jan 3rd at 7.00 pm ET for the election of President for 2023. Elected board only. DD to provide agenda.</p> <p>Tuesday January 3rd at 7.15 pm –elected and extended board meeting for AGM preparation. JF to create agenda.</p> <p>Event Organizers meeting to be determined and conducted by Ross or his delegate. Prior to January 13th.RW</p> <p>Friday January 13th, 7.00 pm ET Board and Organizers Forum. JF to set it up.</p> <p>Saturday January 14 th Open Members forum. Time TBD by JF/DD</p> <p>Saturday January 14 th 13.00 ET CARS AGM via Zoom. Agenda has been published.</p> <p>The meeting was adjourned by a motion at 22.02 ET.</p> |