

# CARS Board Meeting Minutes

June 3<sup>rd</sup>, 2020

Item	Discussion
1A	<p>Meeting was called to order by John Hall on June 3<sup>rd</sup>, 2020 at 17:03 MST</p> <p>John Hall (President)</p> <p>Martin Burnley (RPM Director)</p> <p>Chris Kremer (RW Director &amp; Secretary/Treasurer)</p> <p>Warren Haywood (RSO Director)</p> <p>François East (RSQ Director &amp; Vice President)</p> <p>Clarke Paynter (ARMS Director)</p> <p>Wim van der Poel (Competitor Representative)</p> <p>Graham Bruce (Technical Director)</p> <p>Ross Wood (Organizer Rep)</p> <p>Terry Epp (National Series Manager)</p> <p>We have Quorum at 5/5</p>
2A	<p>A motion was made to adopt the May 4<sup>th</sup> board meeting minutes. The motion was seconded and adopted.</p>
	<p>John took some time to review the obligations that CARS directors and extended board members have as directors and officers of the association. In particular it is important to remember that all materials and business discussed are confidential. The meeting agendas and associated attachments are for the sole use of the board members in preparing for and participating in the board meeting. A review of the Confidentiality Agreement that we each signed is worthwhile. The minutes of the board meetings are our record of the discussions and decisions that are made by the board of directors. These are posted on our website and available for rally community review.</p> <p>John will share a couple of documents pertinent to directors of not-for-profit associations.</p> <ol style="list-style-type: none"> <li>1. 20 Questions Directors of Not-For-Profit Organizations should ask about Fiduciary Duty. Produced by the Chartered Professional Accountants of Canada</li> <li>2. Primer for Directors of Not-For-Profit Corporations. Produced by Industry Canada.</li> </ol>
1B	<p>John reported on the 2<sup>nd</sup> qtr. spending on behalf of Chris. We are currently a little over budget but nothing that isn't expected since we have had no rally activity all spring and income has dried up. Chris mentioned that he had reviewed the data also and concurred with the assessment provided.</p>
2B	<p>Terry reported on CRC activity including;</p> <ol style="list-style-type: none"> <li>1. Rally Defi has cancelled their event, although Terry has not actually received any official notification to that effect. Rallye Defi announced that they had cancelled the event through Pole Position magazine.</li> <li>2. The updated Steward's manual is now complete and has been shared with the board in both En &amp; Fr languages. John suggested that board members take some time to review the manuals, send any questions or concerns to Terry. Terry will present the manuals at the July 22<sup>nd</sup> board meeting for approval to issue. Many thanks to Terry, Alasdair Robinson, Alain Bergeron and Tom Burgess for their work in updating the manuals.</li> </ol>

	<ol style="list-style-type: none"> <li>3. Martin reported that PFR are working in the background and are planning on running a 1-day event, plus maybe the evening prior as a way of helping reduce participant and volunteer exposure.</li> <li>4. François will write a letter to Rallye Defi and explain how the appropriate communication channels work, and that CARS expect to be included in decisions that impact the Canadian Rally Championship, a copy will be filed with the CARS office. Simply cancelling an event with no communication is not acceptable. François will work with the Defi organizer if he needs help with translation and bi-lingual communications.</li> </ol>
3B	<p>Insurance. Since setting up the CARS group insurance package, that became effective April 1<sup>st</sup> we have continued to work hard to put in place all of the mechanisms required to manage the program.</p> <p>In the meantime, there has been a request through François for insurance policy details. John has reviewed with our broker the question of sharing policy information. The primary concern that we have is that anyone that offers their own interpretation of policy details is creating a liability for themselves, their club and CARS. This is why we have posted a policy summary on the CARS website. This provides information on the coverages but does not try to answer all of the “what if” questions.</p> <p>We have developed a process on how to get insurance related questions answered. This will also be posted on the website. Basically, it first points you to the insurance summary document. If that doesn’t answer the question, then a specific question can be sent to the CARS office, who will get an answer through our broker. It is likely that specific questions would be incident related, it is important that an incident report (available on the website) be submitted in a timely manner. Finally, for individuals with a need to know policy details, they will be asked to write to CARS and explain why they need to know and be prepared to sign an insurance NDA.</p> <p>John addressed the question of fixed rates versus a per car rate for stage rallies. We are charged a fixed rate for 2-day &amp; 1-day national rallies, Regional rallies (more than 20 entrants) and Regional rallies (20 and less entrants) and Rally sprints. Many years ago, it was agreed that in order to foster growth and a consistent rate being passed along to the competitors, an equalized per car rate would be applied to stage rallies. This means that larger more successful events effectively subsidize smaller, newer, events. It also means that competitors are not dissuaded from attending smaller events because of higher insurance costs. Currently the National rally rate is \$160/car the Regional rally rate is \$125/car and the rally sprint rate is \$90/car. Insurance income and expense is managed in a unique insurance account on a neutral basis and reported to the board quarterly.</p> <p>Rally Cross, Test Days, Shakedown, Rally Schools are all charged a fixed rate. TSD’s are covered by the club insurance which is also sold on a fixed rate.</p> <p>CARS provide this service to our member clubs at zero extra cost.</p> <p>Waivers were discussed and some questions still exist. We will provide a document that details use of waivers, which waivers, where and for whom. The use of annual waivers, electronic signing and so on. This will be made available shortly.</p>
4B	<p>John reported on ASN status.</p> <ol style="list-style-type: none"> <li>1. John met with François Dumontier on May 6<sup>th</sup> via video conf.</li> <li>2. François and Ron Fellows are the owners of GDS</li> <li>3. They have hired an ex-executive from Canadian Tire to manage the commercial side of GDS</li> <li>4. They are setting up A Not-For-Profit to be the ASN, it will operate transparently.</li> <li>5. Intends to set up a professional and Amateur sporting sides to the ASN. Appears to want the amateur side to continue managing itself as currently happens.</li> <li>6. He has now talked to all motorsport territorial presidents and CARS President, provided the same review, he expects to provide more details in the next couple of weeks.</li> <li>7. Introduced Leanne as the WIM representative in Canada, since then Leanne has talked to Francois.</li> </ol>

	8. Set up meeting for June 4 <sup>th</sup> with Keith to discuss RPAC, progress being made towards a WRC event and GDS support of that venture.
1C	John reported that the Subaru contract is done in February 2021... will pick appropriate time to start discussions.
3C	Reported that DirtFish supplied a couple of prizes for our CRC challenge event
2D	<p>Since last meeting we sent a letter with a couple of very specific questions about the P4WD rules and use of ALS and LC. Sent directly to the P4WD competitors. The responses came back 75% in favor of staying with the existing rules. That is no LC and no ALS. This response is consistent with the 80% that came back against allowing ALS and LC when we sent out the bulletin for 2-week review.</p> <p>The board discussed and all agreed that we should not change the rules. The current rule as shown below stands.</p> <p>12.7.6.2 ECU</p> <p>The ECU is free. Launch control and Anti-lag are permitted only if these features are available as OEM features.</p> <p>We will send out original bulletin and cancel the proposed change.</p>
3D	<p>Graham has talked to the 3 people that will share the National scrutineer role. Graham will provide follow-up items include;</p> <ol style="list-style-type: none"> <li>1. Role description</li> <li>2. Confidentiality agreement</li> <li>3. Expense policy</li> </ol>
1E	<p>Feedback from the artificial jumps 2-week review was discussed.</p> <p>A motion was made to go ahead with the rule allowing artificial jumps with a non-penalty bypass. The motion was seconded and adopted.</p> <p>This means that if a jump deteriorates or a competitor does not want to take the jump a non-penalty by-pass will be available.</p> <p>A bulletin with final rule will be issued.</p>
2E	<p>The ARC did a review of the rule book to identify all locations where we referenced ASN Canada FIA.</p> <p>Since this is a registered trade mark of the old ASN, ARC proposed that we remove all of those references.</p> <p>The affected wording has been adjusted. In most cases we have re-worded and don't need to reference an ASN, regardless of future affiliation and in some cases where we do need to reference an ASN we have inserted GDS.</p> <p>A motion was made to approve the administrative rule changes as presented, the motion was seconded and adopted.</p> <p>A bulletin will be issued for immediate implementation.</p>
3E	<p>ARC presented a proposed announcement that outlines the updated remaining 2020 CRC schedule. We will add in words to reflect that the schedule is pending provincial regulations.</p> <p>A motion was made to send out the announcement saying that "the plans as they currently stand and <b>subject to Provincial regulations</b> are that the five remaining CRC events will run as scheduled...."</p> <p>The motion was seconded and adopted.</p> <p>An announcement will be issued</p>

4E	<p>Martin reported no progress on the COVID protocols. John and Martin will draft something that includes the ARA approach that provides events with some basic guidelines of what to consider.</p>
5E	<p>John presented a draft drone policy for discussion and board support to continue with its development.</p> <p>The board agreed that we should develop our own Drone policy. We will flush out a few more details then discuss with Stoneridge. With their support we will bring a finalized draft back to the board for approval.</p>
6E	<p>ARC proposed that we offer extensions to first aid and medical requirements since availability has been negatively impacted by the COVID shutdown.</p> <p>A motion was made to allow for both first aid and medicals that expire during 2020 to be extended to Dec 31<sup>st</sup> 2020. And that any new licenses applied for by a competitor under 50, can defer their medical until Dec 31<sup>st</sup> 2020 provided, they have a completed self-declaration.</p> <p>The motion was seconded and adopted.</p> <p>Dealt with on an individual basis through the CARS office.</p>
2G	<p>Since the set-up of the Quebec Organizer concern review team we have had no participation from Quebec organizers. Ross will try one last time.</p> <p>François did mention that a Quebec based organizer would like us to get competitive quotes for insurance going into 2021.</p> <p>François reviewed the relationship between ASQ and RSQ. RSQ have affiliated with ASQ and as such get the benefits of using much of their infrastructure, saving a good amount.</p>
3G	<p>John reported that the CRC Challenge was a huge success with over 400 registered....</p> <p>François mentioned that RSQ plans a similar Quebec championship.</p>
1H	<p>John presented a summary of regional costs that clubs and events incur. This is produced simply to share the information and possibly prompt some thought.</p> <p>Board members agreed to complete the details and keep this document updated.</p>
2H	<p>Martin shared that there is a new rally cross club formed in Squamish that may want to be affiliated with CARS</p>
4H	<p>François proposed that he produce a survey to see if there is interest in clubs and events offering discounts to veterans... This is a pool of competent people that could bring many skills to rally as well as some competitors.</p> <p>François will develop his survey and review with John.</p>
1J	<p>The next meeting is scheduled for Wednesday July 22<sup>nd</sup> at 7:00pm ET</p>
2J	<p>A motion was made to adjourn the meeting at 10:02pm ET.</p>