

CARS Board Meeting Minutes

March 30th 2016

Item	Discussion
1A	<p>Meeting was called to order by John Hall at 7:05 pm EST</p> <p>Attendance included:</p> <p>John Hall (President)</p> <p>Clarke Paynter (Vice President, Atlantic Director)</p> <p>Martin Burnley (Treasurer, RPM Director)</p> <p>Chris Kremer (Rally West Director)</p> <p>Peter Watt (RSO Director)</p> <p>Maxime Méconse-Laroque (RSQ Director) (joined at 7:30pm)</p> <p>Ross Wood (Organizer Rep)</p> <p>Jeremy Norris (Competitor Rep)</p> <p>Terry Epp (CRC Series Manager)</p> <p>Warren Haywood (Technical Director)</p> <p>We have 4/5 directors making a Quorum at 7:05pm. 5/5 Directors at 7:30pm</p>
2A	<p>A motion was made to adopt the Feb 25th CARS Board meeting minutes</p> <p>The motion was seconded and motion was carried.</p> <p>Minutes of February 25th are approved</p> <p>A motion was made to adopt the March 7th CARS Board meeting minutes</p> <p>The motion was seconded and motion was carried.</p> <p>Minutes of March 7th are approved</p>
1B	<p>Martin reported that finances are on plan. With the extra TV ad sales and Dirtfish coming on board we have closed the media-funding gap by 60%. Still must raise more income to balance 2016 finances</p>
2B	<p>Terry reported on CRC activity</p> <ol style="list-style-type: none">1. PN stewards report has been received and will be distributed2. RMR supp regs have been received and are scheduled for issue. Keith is working on some new roads and setting the route to try and minimize turnarounds and potential stage losses.3. BDC has submitted supp reg. still working with NRC to finalize the details of their participation.4. Media vests for 2016 are in use and look good5. Trying to finalize the 2016 purchase of the new marshal vests. Initial intent was for CARS to fund most of the vest purchase but require some help from the regions. The vests would be left in the region for use by them at any rallysport event. Some regions are not prepared to participate in the purchase. This requires a re-think. CARS does have the funding to cover a fewer number of vests that could be assigned to the National events only. Ross and Terry will discuss and try to develop an alternative plan.6. Terry requested a regional steward from the west for RMR

3B	<p>Jean-Francois Guité attended our meeting to provide an update on their planning progress</p> <ol style="list-style-type: none"> 1. CRAB and ASN now have a signed agreement 2. BDC is on the FIA calendar 3. BDC have sent ASN a copy of the rally guide and sup regs 4. CARS/CRAB agreement is not signed because we have not agreed on the TV commercial rights. John expressed again that the commercial rights to the event belongs to CARS and that if CRAB want to have NRC/FOX filming at the event they will need to pay the commercial license fee. 5. CRAB and NRC do not yet have a contract signed. 6. Still discussing need for a shakedown.
1C	<p>Daniel Ponzini has left Subaru</p>
2C	<p>New Sponsorship activity.</p> <p>John mentioned that RFP's have gone to all major Tire companies and expect to see proposals in the next couple of weeks. Will have to see what the proposals offer before any decision is made to move forward with any kind of tire company relationship.</p> <p>Martin updated all on the addition of Dirtfish Rally School as our 2016 Official Rally School sponsorship. Dirtfish also purchased a TV ad spot so we will see them advertising on TSN and RDS</p> <p>Waiting for response from Parkland Energy</p> <p>Chrissy Bailiff has offered to help us with advertising and sponsorship sales</p> <p>With the additional Ad spot sale from Subaru and the addition of Dirtfish we have closed approx. 66% of the financial hole left by Yokohama....</p>
3E	<p>Martin presented the finalized rally cross rules that included changes proposed during the 2 week review.</p> <p>A motion was made to adopt the rules as presented by Martin.</p> <p>The motion was seconded and vote was in favor. Rule changes are adopted.</p> <p>Martin will send final rule change document to Debbie for translation and issue</p>
1F	<p>John reported that work is progressing</p> <p>We have all of the English CARS files loaded, will be loading copies of all French version files.</p> <p>We have back loaded the past two years worth of results so that we have some historical data... have also tested the results to make sure that the results database is working well. De-bugging.</p> <p>Still lots of work before the site is fully tested, and functioning 100%... plan is as follows;</p> <p>During first week of April</p> <ol style="list-style-type: none"> 1. We are finishing off the results, standings and speed factor widgets and checking the data outputs. 2. Testing the user profiles and pending registrations for Administrator (Debbie/John) 3. Testing user profiles and pending registrations for Editor, that is the access that will allow all of the news articles and gallery updates by Bowes/Formula/Dean 4. Testing user profiles and pending registrations for Organizer. (Keith will use the system for Rocky as our first registered organizer) 5. Finishing off the backend for the result import. 6. Setting up server email

	<p>Once we are ready to launch, that just means that the system will go live on our server. But we will actually continue testing and learning the system. This is done by us using the website... during this initial period it is expected that we'll find bugs and have lots of questions... the plan is to flush this out before going to full access launch. Plan is as follows;</p> <ol style="list-style-type: none"> 1. Debbie, will be given administrator access 1st week of April. 2. John will spend time with Debbie coaching on how the system works. Adding files, articles, pictures, etc. generally going over the ins and outs of the system. 3. John & Debbie will invite the appropriate folks from Bowes media to register as "Editors" and "Artists" these profiles that will allow Articles, News, Galleries, etc. to be added to the CRC pages in both English and French. 4. John & Debbie will invite Keith to register as an "Organizer" a profile that will allow him to add RMR event and build the details of the event, ready it to accept results data from his event. 5. Once we have this testing done we will start to use the system registration. A few competitors (Martin, Max, Chris, Warren, Jeremy plus a few others) will be asked to go on the website and register as a competitor. The registration process is two steps <ol style="list-style-type: none"> a. Registration goes into "pending Registrations" where Debbie will be able to accept or reject. Add info on First Aid and Medical approvals. Once accepted the competitor moves to the 2nd part of the registration. b. The competitor now completes competitor profile and sets up personal bio page. This is linked into the speed factor and results database for auto updating of event results. 6. Some roles such as Organizer and steward only get to register by invite. Roles like volunteer, competitor choose to register. But all registrations go through the pending approval step so that Debbie controls who has access to the website and that the role they are registering for is legitimate. 7. If someone doesn't register and just wants to browse the website they can do that but will not be able to add information. <p>The reason for offering registration to volunteers and guests is to collect useful information about who is available and their knowledge.</p>
5F	<p>John has provided a promo template to Rocky and Baie that when filled in can be used by CARS to help promote the events via our social media channels.</p> <p>Keith has returned the RMR promo, which has gone out. Baie is scheduled to send something later this week.</p> <p>Need to keep pushing hard to promote, promote, promote.</p> <p>Cochrane although a regional rally had a record entry list of 25 cars.</p>
2G	<p>Max reported that Eric is planning on submitting his revised CRQ/RSQ/CARS contract later this week.</p> <p>John said that the CARS board needs to be involved in the discussion and decisions on the next steps. RSQ & CARS must act as one and decide how we proceed.</p> <p>Max reported that Defi is undergoing some changes with the addition of Louis Montpellier as assistant coordinator with BGilles. Louis is taking a lead role and is looking to have more stages in the Montpellier town area, some very long, less short stages, shorter transits. They are hoping to regain access to roads that have not been available for years.</p>
1H	<p>Peter Watt raised a concern about the process of obtaining permits and insurance for non-speed events.</p> <p>Debbie and Michelle have a process that works well within the current rules.</p>

1J	The next meeting will be on Monday May 2nd at 7 pm ET via conference call.
2J	A motion was made to adjourn the meeting Motion was seconded. Motion Carried The meeting adjourned at 9:30 PM ET