

# CARS Board Meeting Minutes

Nov 7th, 2018

Item	Discussion
1A	<p>The meeting was called to order at 7:06 ET</p> <p>Attendance included:</p> <p>John Hall (President)</p> <p>Chris Kremer (Sec/Treasurer &amp; Rally West Director)</p> <p>Darryl Malone (Vice President, RSO Director)</p> <p>Clarke Paynter (Atlantic Director)</p> <p>Patrick Rainville (RSQ Director).</p> <p>Terry Epp (Series Manager)</p> <p>Martin Burnley (RPM Director)</p> <p>Wim van der Poel (Competitor Rep)</p> <p>Ross Wood (Organizer Rep)</p> <p>We have a quorum with 5/5 directors.</p> <p>Absent:</p> <p>Graham Bruce (Tech Director)</p>
2A	<p>A motion was made to adopt the Oct 10<sup>th</sup> board meeting minutes as presented; the motion was seconded and adopted. The Oct 10<sup>th</sup> minutes are approved.</p>
3A	<p>John reviewed the outstanding nominations required for board members. Each board member whose term is up in January was asked to work with their regions to help find good replacement candidates.</p> <p>Board member positions up for election include;</p> <p>Martin Burnley – RPM</p> <p>Darryl Malone – RSO</p> <p>Clarke Paynter – ARMS</p> <p>All three board members are letting their names stand for re-election if supported by their regions.</p> <p>In Jan 2018 we appointed Patrick Rainville as the director for RSQ. Patrick is stepping down which means that RSQ position is also up for election. The RSQ AGM is Dec 1<sup>st</sup> at which time they will make a decision.</p> <p>John reviewed the various roles and the following people have agreed to continue in their roles through 2019:</p> <p>Dr Labrie as Medical Delegate</p> <p>Matt Pullen as National Scrutineer to complete the initial two year term</p> <p>Pierre Racine as Translator</p> <p>George Dewar who looks after Lifetime points and the seed list</p>

	<p>Linda Epp who looks after the NARC standings</p> <p>Terry Epp as National Series Manager</p> <p>The board reviewed the two nominees for Technical Director. The board is really pleased to see some interest in the role from a new rallyist in Winnipeg.</p> <p>The board made a motion to appoint Graham Bruce as the Technical Director for another two-year term. The motion was seconded and carried.</p> <p>The board asked John to talk to Jared and encourage him to get involved with Graham and continue to develop his knowledge of the sport through participating with the technical team.</p>
4A	John reminded all directors that Debbie requires their YE reports soon.
1B	<p>Chris shared a second draft of the CARS budget. He has honed in on a 5% increase in license fees as a way of balancing the operating budget in 2019.</p> <p>It was discussed that we should take another look at cost cutting opportunities. To make sure that the CARS organization is operating as cost effectively as possible. John will work with Chris to see if there are any opportunities to reduce cost. (AGM weekend)</p> <p>Darryl asked if the commercial budget could subsidize the operating budget. John reviewed that since 2014 the commercial budget has operated in a cumulative deficit situation and has no surplus funding. He also reviewed that we operate the commercial budget on a standalone basis so as to not jeopardize the operations of the association if sponsorship funding dried up. Since we have not been able to increase the total sponsorship income over the years we are basically managing down the media deliverables to match the income we get, so as to operate the commercial budget in balance.</p> <p>Martin reminded us that our wish is to have enough sponsorship income, to allow a small profit for our efforts, but recognized that this has not been possible for many years.</p> <p>Chris has been working on the insurance account and mentioned that in 2018 the account lost money due to increased premiums &amp; entry numbers being down from the estimates. For 2019 we don't anticipate a bounce back in entries so will be making adjustments to the per car fee to cover the cost of the insurance premiums.</p> <p>Chris asked Patrick for some help in clearing up an outstanding insurance bill from one of the clubs in RSQ. Patrick indicated that he would get on to them right away.</p>
2B	<p>Terry provided a report on CRC events;</p> <p>The Defi stewards report was received and he forwarded it to board members.</p> <p>Martin reported on the team meeting between Terry, Ross, Wim and himself to discuss PFR at which they determined that PFR needed to increase their organizer group. Martin discussed with PFR/Paul he was enthusiastic and agreed that this is the direction they need to go. The team is going to help Paul achieve this goal.</p> <p>Martin talked about the one element of Charlevoix related to the running of the La Malbaie stage It was agreed that regardless of the National/Regional status in 2019, the rally must not run this stage in future.</p> <p>Terry reported that Tall Pine is ready to go</p> <p>Terry reported that he is waiting for BW safety plan</p> <p>Patrick indicated that PN will be staying on the same date as originally planned.</p>
1C	John heard from Subaru and indications are positive for 2019 although no increase in funding is expected.
2C	The 2019 media production will depend upon the funding we can raise via our sponsors. John has requested Christopher and Warwick start work on pricing and deliverable options for 2019 onwards.

	<p>Darryl suggested that we might want to consider re-quoting the media package to other vendors. John indicated that the current contract with Formula/Bowes extends until the end of 2019 and that pricing and deliverable discussions are because we have less money and more events.</p>
4C	<p>John submitted a draft proposal to Motul for a 2019/2020 sponsorship agreement. They have asked for some clarification on data, which we have provided. Still trying to get interim TV numbers interpretation for Motul.</p>
5C	<p>Clarke will try to talk to possible TV ad buyers in a week.</p>
1D	<p>John shared that Graham has been having some difficulty with the pop-off vendor in the UK. It was discussed that we might not have things in place soon enough to give competitors time to get ready. The board discussed delaying the implementation of the pop-off valve for 6 months to ensure proper preparation lead-time.</p> <p>John will discuss with Graham when he returns from vacation. The board is supportive of a delay if required.</p>
5D	<p>Martin shared some concerns with a couple of temporary logbooks issued at Charlevoix. The issue really is that we have not had a good temporary logbook process but relied on people's memory and past knowledge.</p> <p>John will work with Graham to make sure that we refine the process and make sure that the region directors are involved in the process.</p>
2E	<p>Terry provided the overview of all rule changes required for the 2019 rulebook printing. The changes included the previously issued bulletins along with a number of housekeeping issues and a few minor changes associated with the bulletin that have been picked up.</p> <p>A motion was made to adopt all rule changes for the 2019 rulebook as presented. Motion was seconded and motion was carried.</p> <p>Terry will proceed to get translation done then manage the rulebook changes.</p>
3G	<p>Martin reviewed the findings from his Observation of the Charlevoix Rally as per his Observation Report.</p> <p>Overall the Rally was very well run. Martin identified a number of deficiencies relative to national status but felt that Charlevoix should be able to correct these and in doing so would be an excellent addition to the National Series.</p> <p>The Board thanked Martin for a very thorough job.</p> <p>The Board continued to discuss our next steps and the overall content of our response to Charlevoix. It was decided that John should draft the CARS response outlining the CARS requirements and include the Observation report as backup detail. Once complete the CARS board would get to review prior to issue.</p> <p>As well as the requirements listed in the observation report the board identified a number of other items that need to be included and reviewed with Charlevoix.</p>
1J	<p>The next meeting is set for Thursday Dec 13th at 7:00PM ET</p>
2J	<p>The meeting was adjourned at 9:25 ET</p>