

# CARS Board Meeting Minutes

## September 9th, 2020

Item	Discussion
1A	<p>Meeting was called to order by John Hall on September 9th, 2020 at 17:05 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 July 22nd board meeting minutes. The motion was seconded and adopted.</p>
1B	<p>Chris reviewed the 3<sup>rd</sup> qtr. budget sheet. Very little income because of the COVID shutdown, expenses are down but still slightly higher than income increasing the deficit for YTD.</p> <p>John reported that on the commercial end we have not been receiving any sponsorship income since Feb, outflow has also been down with the exception of some media work on the website and the CRC e-challenge. Overall YTD the sponsorship net is in a deficit position.</p>
2B	<p>Terry had numerous topics to cover at this meeting;</p> <ol style="list-style-type: none"> <li>1. Charlevoix supps received, approved and posted. Still working on last stage decisions. Will likely drop La Pax spectator stage and choose another stage. Charlevoix are still to submit the rule changes required to meet COVID requirements for board approval.</li> <li>2. RMR supps are approved and posted. Keith had submitted a request for misc rule changes to meet COVID requirements. A motion was made to accept the proposal, Motion was seconded and adopted.</li> <li>3. Tall Pines, permissions mostly in hand, CARS COVID guidelines helped significantly getting approvals. Expect supps in next few days.</li> <li>4. Not a lot happening with BW yet, they seem to feel that permissions will be okay.</li> <li>5. The steward's manuals have been updated and presented to the board for approval. A motion was made to adopt the changed manuals as presented. The motion was seconded and adopted. The red wording will be changed to black by Debbie before posting.</li> <li>6. Proposed Stewards assignments for the balance of the 2020 season were presented. A motion was made to accept the proposed assignments, the motion was seconded and adopted.</li> <li>7. As events submit COVID related rule change bulletins the board agreed that they would deal with them immediately via email vote.</li> </ol>

	<p>8. Terry has worked with Debbie on plans to get Door Panels, Window Banners, Subaru road side banners and podium backdrops to each of the events.</p> <p>9. Started discussion on 2021 Season. Once again faced with the sponsorship support for only a 7-event championship but we have 8 events currently on the calendar. Terry has received tentative dates from all events except TP &amp; BW. Over the next month or so need to review the status of all events, and make a decision as to the 2021 championship makeup.</p> <p>10. Discussed cancelling NARC 2020 due to lack of cross border competition. The board recommended holding off on the decision in case the border opens and we can encourage some late season cross border competition. John will share with Preston Osborne (ARA)</p>
3B	<p>Charlevoix had presented three waivers that they had digitized for approval and input as to what is supposed to be entered in each of three boxes. Stoneridge confirmed that for an event waiver the event name is to go in the boxes, if it was an annual waiver then CARS would go in the boxes.</p> <p>Terry reviewed and is okay with the waivers.</p> <p>If other events digitize the waivers for the ROC, it would be good to share via the CARS website.</p>
4B	<p>John provided an update on last meeting with GDS, at this meeting Ron Fellows took a lead role. Main topics included;</p> <ol style="list-style-type: none"> <li>1. GDS developing an RFP for an insurance package. CARS provided input as to our needs</li> <li>2. GDS needed to start the process of establishing a set of by-laws for a federal not for profit corporation. CARS provided some examples of what we have in place. It was discussed that in developing the by-laws it will force the issue of organizational model.</li> <li>3. GDS are starting to develop an initial budget</li> <li>4. GDS are okay with the idea that CARS will continue to support and input to the development of the ASN and that a decision to affiliate will come later after we know what we are affiliating with.</li> </ol> <p>The question was raised as to what we get out of affiliating with ASN and why would we do that. John indicated that this is the reason we are participating in the development of the ASN, we will understand who and what they are, what they will deliver and we will be able as a board to make a value judgement, that we can propose to the membership.</p>
1C	<p>John reported that we have had discussions with Subaru and plan on a meeting in the near future to review the balance of 2020 and discuss continued participation of Subaru with the Championship.</p>
2D	<p>It was identified at a recent QC based Rally sprint that we have a translation error in 28.3.3 This dated back to when the bulletin was issued in 2014. Terry will issue a correction bulletin.</p>
1E	<p>An Admin Rules Committee supported Drone Policy was presented to the board. The policy is supported by Stonebridge. A motion was made to adopt the policy as presented, the motion was seconded and adopted.</p> <p>John will develop the process for handling this policy but basically the application will go to the event who will review with the CRC Series Manager for national events or Regional Director for non-national events. We will have the policy translated and published.</p>
2E	<p>In the by-laws there is a definition of ASN which is now incorrect. John proposed a revised definition that would be more generic. The board decided that we should review at the Oct board meeting...</p>
2G	<p>Martin took on the task of reviewing the comparison insurance quote that had received and comparing with what we currently get.</p> <p>It was pointed out that the two coverages are quite different. The quote was cheaper; however, it was for one event on one day versus the current coverage that is a complete package. It also did not provide coverage for many items that the CARS current policy does cover.</p>

	<p>Overall it was a case of trying to compare apples to oranges. One discussion was that we always want the cheapest insurance until we need it at which time, we need adequate insurance to cover the damages. This is a fine balance.</p> <p>We agreed that the next step is to develop our own Request for Proposal that outlines adequate insurance and ask various insurance companies if available to provide quotes for the 2021 season.</p> <p>PLAN:</p> <ol style="list-style-type: none"> <li>1. Develop RFP by Dec 1<sup>st</sup></li> <li>2. Issue RFP to potential vendors Dec 1<sup>st</sup> for proposals to be in by Jan 30<sup>th</sup></li> <li>3. Award contract Feb 28<sup>th</sup> (Unless we are affiliated with ASN and they have insurance package in place)</li> <li>4.</li> </ol>
3G	<p>John presented the CARS COVID guidelines for events. The approach requires events to utilize the guidelines and best practices as appropriate while still meeting provincially driven regulatory requirements.</p> <p>The board support the document. It will be translated and sent to members...</p>
4G	<p>Discussed the new use of Zoom conference calling, agreed that this was an improvement. It will be used for the virtual AGM. It will require some practice and figuring out of the functionality to run a large meeting smoothly.</p>
1J	<p>The next meeting is scheduled for Monday Oct 19<sup>th</sup> at 7:00pm ET</p>
2J	<p>A motion was made to adjourn the meeting at 9:17pm ET.</p>