

Minutes: EMRA Executive Meeting June 5, 2009

1. Call to Order
2. Roll Call (A: Absent, P: Present, L: Late, C: Conference Call)

Ian Wall	P	Juan Messer	A	Dave McQueen	P	William Zadnik	P
Dave Sushynski	A	Justin Knapik	A	Evert Nadema	P	Jon Watchuk	P
Todd Yakimoski	P	Norman Dickson	P	Dave Kendall	P		

3. Reading and Approval of Minutes
⇒ May 2009 minutes approved

4. Reports

a) President (Ian Wall):

- ⇒ Zoomius – both the registration and timing systems are nearing completion. The registration system has had initial testing completed and is ready to roll once we receive the hardware and credit card merchant approval
 - The credit card approval is expected the week of June 8th.
 - It's possible the system will be available for testing the weekend of June 13th.
 - Ian, William, and Todd to receive training on registration system, possibly June 11th.
- ⇒ Hay bales: Dan is purchasing the bales and the club will be paying for them.
- ⇒ Banquet: Ian will check on availability at the German club for a late September date.
- ⇒ Telus TV: there is a promotional opportunity for Rd 2. Telus TV wants to do a segment on motorcycle racing. Norm is to prepare a brief presentation talking about what is involved in racing with an emphasis on the safety gear required.

b) Vice President (Dave McQueen):

- ⇒ The Rd 1 race program was printed.
 - The formatting will be revised for Rd 2 using an 8.5 x 11 standard since this is the size that can be automatically folded to make a booklet.

c) Treasurer (Todd Yakimoski):

- ⇒ Credit card merchant application submitted, monitoring application process with PSIGate representative.
- ⇒ Rd 1 was a successful event financially.
 - 73 paid racers, with 26 new racers
 - equaled best event registration wise in 2008
 - Chequing: 37,329.91
 - Savings: 10015.35
 - GIC: 30088.77
 - PayPal: 1483.99

d) Secretary (Juan Messer):

- ⇒ n/a

5. Review open action items (any items from last meeting not noted here are completed)

- ⇒ Air Horns: the disposable ones work, but we need ~ 2 cans per day and they cost \$20 plus retail.
 - Todd to look for wholesale options.
- ⇒ Safety vests – Jon will order arrange for logos and race director labels
- ⇒ Radios
 - The Motorola 2 radios were returned to Costco for a full refund.
 - Jon received 2 quotes each for 10 radios
 - 4 watt Motorola radios: \$7300
 - 4 watt Kenwood radios: \$2900
 - The cost of renting 10 Motorola's for a weekend is \$210.
 - Ian will talk to Dan about possibility of renting radios from him.
- ⇒ Sponsorship
 - Todd: if we are strictly selling advertising as to promoting a sponsorship partner then we will need to collect GST on the sale. This will be done on a GST included basis and the amount owed will be set aside.
 - Ev: following up on contacts and closing deals
 - Ev: will check if a person is interested in working on a commission basis for outside industry sponsorship. Plan is to offer a 25% share of new sponsorship dollars.
 - Malcolm is interested in helping the club out by selling advertising in the race program. He is pursuing deals from full page down to business card size.

6. Reports of Committees

a) ROC (Justin) / Volunteers (Jon)

- ⇒ John looked for and received support to pursue setting up a program to reward regular corner workers with Track Day credits. This is to be done in a manner consistent with how the ROC is rewarded for similar commitment.
- ⇒ Observation: ROC members need to be at the track for 7:45 so that we can get things rolling at 8.
- ⇒ Observation: tech tent needs to be taken down; tech should ask for help and ensure that this is done before leaving.

b) Endurance Race (Ian)

- ⇒ The cost, prizes and registration fees for the E-race were discussed. The current plan is to proceed with the race in a manner similar to last year. We will watch the club finances for this year and re-evaluate it after mid-season.

c) Merchandise Committee Report (Vacant)

- ⇒ Jon will check on sourcing a local supplier for better quality gear than is available from the current online store.

6. New Club Business

⇒ Round 1 Review

- We started on time!!!
- Corner workers were on the track during a race.
 - It seems that this incident was caused by someone that was late and didn't get the full pre-event briefing.
- The Novices appeared to get confused by the flags, but it's expected that this will improve with experience.
- Jump Starts
 - There was discussion regarding whether the 3 place penalty was adequate for all jump starts or whether extreme cases should be treated differently.
- Smoking both in the pits and the stands.
 - Currently no EMRA policy.
- MW Twins has returned to an expert class for scoring and registration simplicity.

- Intermediate races on non-eligible 650s to be treated on a case-by-case basis.
 - The volunteer turnout was excellent.
 - Kudos to Jon for his efforts in this area.
- ⇒ Aprilia Cup and Women's Cup Registration Fees
 - A motion was passed lowering the registration fees for these races from \$45 each to \$20 each.
- ⇒ Website
 - Dave K. will purchase vbulletin software to set up a new website and message forum at a cost of ~\$200
- ⇒ Club Promotion Opportunity
 - Dave K. will check on what's required to have an EMRA event listed in the Edmonton Journal events section.
- ⇒ Signs
 - Jon will get a quote on new signs. (First company contacted hasn't been responsive.)

8. Announcements – None

9. Adjournment

Action Items	Person Responsible	Due Date
Ensure that corner worker safety is emphasized to all volunteers	Jon	on-going
Zoomius Registration	Ian	On-going
Set up merchant credit card account with Zoomius	Todd	On-going
Source air horns at wholesale prices	Todd	Before Round 2
Arrange for race director labels on vests	Jon	Before Round 2
Talk to Dan regarding smoking policy at Stratotech	Todd	Before Round 2
Prepare for Telus TV segment, discuss safety gear	Norm	Before Round 2
Get 2 Kenwood radios to demo	Jon	June 12
Purchase vbulletin and setup new website	Dave K	Before Round 2
Race Program for Rd 2	Dave M	Before Round 2
Check on listing round info in Edmonton Journal	Dave K	Before Round 2
Source outside industry sponsorship or advertising	Ev	on-going
Setup program for rewarding volunteers	Jon & Justin	Before Round 2
Ensure that ROC is at track for 7:45	Justin	Before Round 2
Ask tech people to ensure tent is down before leaving	Justin	Before Round 2
Ask Dan about possibility of renting his radios for weekends	Ian	Before Round 2

Next Meeting : Friday July 3, 2009

Location : French Cultural Centre

Future Meetings : August 14, September 11, October 2