

Committee Meeting Minutes

Committee Meeting Thursday 11th of January 2018 6:00pm Yeronga Services Club, Corner Fairfield Rd and Kadumba St Yeronga

Attendance:

- Kevin Castles (President)
- Greg Martin (Vice President)
- Nigel Smeaton (Junior Vice President)
- Joanne Phillips (Secretary)
- Leanne Peacock (Treasurer)
- Graham Castledine (Timing Officer)
- Maureen Capri (Membership Officer)
- Alf Capri (Technical Officer)
- Luke Casuer (Track Safety Officer)
- Daley Martin (Promotions Officer)
- Russell Innes (Junior Development Officer)
- Thomasina Devisser (Race Secretary)
- Dean Devisser (general committee member)

Apologies:

Absent:

Open: 7.10pm

1. Guests: Nancy Castledine

2. Previous Minutes:



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Minutes 30.11.17.pdf

Moved by Greg Martin; Seconded by Maureen Capri Passed Unanimously

3. Business Arising:

	Agenda Item	Description	Action
3.1	Private Track Hire	Why is there a 5 driver limit	Maureen spoke to Ian Mathers tonight and it was due to safety issue. Committee has decided to allow the maximum of 10 drivers and Jo will update the policy and enforce the conditions of Private Track Hire. Thursdays will be open for dealers only for driver training. Drivers must pay practice fee. One Dealer will sign out the Gate key and be responsible for the day.
3.2	Canteen	New Convenor required	Greg will be putting a call out for a new convenor and will negotiate with the Rural Fire a pay rate for Saturdays and

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			offer Friday nights at the Rural Fires expense so they can have their own takings as they used to.
3.3	Proposal from Davo's Yard Services	A proposal was put forward in regards to the track maintenance.	Committee is happy to stay with what is happening now. David can do the track mow before the Race meeting and the club will maintain the mowing and whipper snipping in between.
3.4	Tyres	What is happening with the tyre trailer.	Waiting on the insurance claim for the stolen trailer so we can look at purchasing a new caged trailer.
3.5	4 Stroke Classes	How race meetings will be managed with 4 strokes involved	Luke will find out what is required at meetings for example spill kits etc. 4 Strokes will be left of the supp regs for the first meeting and will see if any turn up on the race day and from there a decision can be made where to run them.
3.6	Cadet 9 and 12 Beginners	How often will we run these classes	Decision was made to run at every round. Russell to organise cadet training days preferably a weekend before the race meeting. The round 5 will be changed to the Cadet Titles. Jo will update this.
3.7	Break In	Has a claim been made for the break in	Jo to organise the cancel of registration forms. Greg to call the insurance company to make a claim. Dean emailed the report to Jo. Greg and Jo to follow up. Jo to organise a quote for the fence repair.
3.8	Purchase of a slasher	Is it possible to look at getting a slasher for the tractor.	Nigel will look around for a slasher
3.9	Commentators	Kevin Davies has emailed a few times what the plans are for 2018. What's the decision for commentators	Decision was made to have Kev Davies, Geoff Salmon and Trevor Beetham. Kevin Castles will confirm which meetings Trevor is available. Scott Auld is available for one round. Kev Davies is available for all rounds.
3.10	Committee Roles and Responsibilities	Discuss	No further action required
3.11	Orbits 5 & CMS Grid Layout	Graham and Nancy to discuss	Nancy has asked for a new printer in the grid shed. Maureen Capri second it and all agreed. Graham will purchase the printer and be reimbursed from the club. Jo to try pick up the program from the Post Office and organise to meet Graham Friday 12/01/2018. The lap counter

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			will be available before the first race meeting. Nancy and Graham discussed the features etc of the program. A practice session will be held at the track for the program so anyone who has expressed interest in learning the program will be contacted of the date.
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4. Other Business Arising

	Agenda item	Description	Action
4.1	Clean Up CMS	Maureen has a list of access of CMS, discuss who needs access.	Maureen will contact Annette of Jo's behalf to clean out access. Jo to organise cms access.
4.2	Ambos and Cleaners	Bookings for Ambo's and Cleaners	Jo to confirm with ambos 2 days before the race meeting of attendance for the ambos. The cleaners are booked for cleaning the Monday before the race meetings and the day of race meetings. Due to cleaners schedule Mondays are the only available days to be out at Ipswich
4.3	Office of Fair Trade	Forms needing to be lodged	Greg has lodged the forms online and it will be completed next week.
4.4	Patrizzi Chassis	Daley has contacted the winners who are yet to pick up their chassis.	Daley will be following up
4.5	Working Bees	Four major working bees need to be decided.	February 11 th – Concrete, trim trees, clean around the house, whippersnip April 22 nd – Painting of Ripplestrips etc July 29 th & Oct 7 th These are proposed dates and Nigel will confirm. Nigel will call Sapar.
4.6	CMC	Ipswich City Council contacted Kevin in regards to the CMC.	A Decision was made to close the track,

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5. Reports

Agenda item	Report by:	Content:	Action required:
5.1	President's report	Nil	
5.2	Treasurer's report	Nil	
5.3	Grants report	Nil	
5.4	Sponsorship report	Nil	
5.5	Track Safety report	Nil	
5.6	Membership report	Nil	
5.7	Junior Development report	Nil	
5.8	Drivers Representative report	Nil	
5.9	First aid	Nil	
5.10	Property and equipment	Nil	
5.11	Social report	Nil	
5.12	Marketing / Communications	Nil	
5.13	SKC Report		

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6. Actions Register

Issue	Detail	Committee member responsible	Timeframe for resolution
Repair Emergency lighting 15/12/2016	Kevin Castles to inspect the emergency Track lighting and arrange for some control circuitry to allow for the lights to come on automatically in the event of a power failure. Greg Martin to get the electricians to come back and complete the work.	Kevin Castles Greg Martin Nigel Smeaton	30/01/2018 Electrician to visited site on 31/03/2017 Some additional work required
Provision of combination lock box for gate key 18/05/2017	Nigel Smeaton to purchase and install a combination lock box to house the gate key.	Nigel Smeaton	31/05/2017 The combination lock box has been purchased and is awaiting installation.
Disabled toilet 14/06/2017	There is no disabled toilet at the track. The club needs to look at installing a disabled toilet prior to any potential upgrade from IMP. Kevin Castles to investigate.	Kevin Castles	30/01/2018
Clean up CMS Logins 11/01/2018	The CMS logins for Ipswich Kart Club have not been review for a long time. Joanne Phillips to work with the State Secretary to remover the old ones and create new one for current committee members and practice monitors. Joanne has requested Thomasina's login and will be finding out who doesn't need access	Joanne Phillips	30/01/2018
Lodge change of committee details	Greg Martin to lodge change of committee details with the office of fair trade.	Greg Martin	31/08/2017
Track Repairs/ Maintenance 23/08/2017	Steve to organise quotes for turn 7 issues. Nigel and Steve to organise a working bee either Thursday night or a Saturday after practice.	Nigel Smeaton Steve Peacock	Ongoing
Purchase of Trailer 23/08/2017	Nigel to organise the invoice for Leanne Peacock	Nigel Smeaton	30/09/2017
Gantries Repair 30/10/2017	Nigel is looking for an electrician and Graham to send plans to Nigel. Dean has also said he can organise quotes too.	Nigel Smeaton Dean Deviser	Ongoing
Lease 30/10/2017	Kevin to contact the council requesting a longer lease and to find out what maintenance is on their list	Kevin Castles	Ongoing
Grant 30/10/2017	The grant needs an extension	Kevin Castles	Ongoing
Toilets 30/10/2017	Nigel to arrange to look at the toilets due to complaints	Nigel Smeaton	Ongoing
Patrizzi Chassis 11/01/2018	Daley to follow up the pick up of chassis	Daley Martin	Ongoing

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7. Private Track Hire Register



Track Hire
Register.docx

8. Motion to accept new members

Moved by Greg Martin; Seconded by Maureen Capri Passed: Unanimously

Other key dates

CLOSE Time: 10.50pm

Next Meeting – Thursday 15th February 2018