

Committee Meeting Minutes

**Committee Meeting Thursday 15th of February 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 Philips (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: Daley Martin

Absent: Nigel Smeaton

Open: 7.08pm

1. **Guests:** Nil

2. **Previous Minutes:**



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Minutes 11-01-2018.

Moved by Greg Martin ; Seconded by Luke Casuer Passed: Unanimously

Business Arising:

	Agenda Item	Description	Action
3.1	Club Financials	2017/2018 Update from Leanne. Look at Financials procedures and processes.	Budget is going ok. The member responsible for the Canteen Float and Gift Cards will be Dean Devisser. Leanne will be transferring the money to Dean for him to purchase the Gift Cards needed for volunteers.
3.2	Pro Tour Supp Regs	Supp Regs are due so needing to finalise some information.	Maureen and Thomasina have finalised the Supp Regs and they will be forwarded Friday Morning.

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3.3	Smoking in the pits	We have had complaints regarding smoking in the pits.	KA have a \$50 fine for smoking in the paddock/pits. It needs to be reinforced there is no smoking except for outside the grounds. No smoking signs will be put up around the pits etc.
3.4	KA Junior National Weight	Do we want to put this forward at our next general meeting?	You need permission to run the weight. The class will be running as is.
3.5	General Meeting	When will we hold the general meeting. Set a date in place.	Waiting for the track report then a general meeting date will be decided. A mail chimp can be sent out for what members would like on the agenda.
3.6	Social Round Meeting	Where is the money coming from for the dash for cash meeting	Daley will organise a proposal to Yamanto Tavern, Yamanto McDonalds, Country Comfort Ipswich and any others to seek sponsorship
3.7	Kev Davies	What do we want to offer him, how much do we want to pay that is within our budget	Kevin Castles will email Kev Davies regarding pricing. Due to the budget it will be kept at \$300. If there are more then 150 drivers he will be paid \$2 per entry extra. Kev Davies will be given a running sheet each meeting, so he is aware of what is expected from him.
3.8	Pit Allocation and Signage	Update on what's happening	Kevin Castles to contact Cameron Harch for some signage for the allocated bays. Patrizzi Corner's sign has fallen so this needs to be put back up. Nigel has the list on what has sold and the signage etc.
3.9	Insurance Claim	Jo has received and email regarding making claims for the break ins, discuss	Jo to organise quotes on the fence repair, trailer and water pump and get the claim underway.

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3.10	Craig Nissen	Would like to hire the track for another enduro on the 25/08/2018	The committee all agree for the Endurance weekend. Jo will email Craig.
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4. Other Business Arising

	Agenda item	Description	Action
4.1	Thursday Track for Dealers only	What needs to be done so the Dealers are aware of what is expected.	Jo to organise a policy for the Dealers. They must email in advance they are going out there and there is to be a maximum of 10 drivers. The dealers need to pay for the practice fees for the drivers, the drivers can then reimburse the dealer and the sign on sheet must be emailed back to Jo. The first Dealer to contact will be held responsible for that day.
4.2	Next Race Meeting	What is happening with Supp Regs etc	We still need a starter and a scales marshal. The previous winners of the Acreman Trophy need to hand back the trophy. Greg will create the meeting and email Thomasina. Jo will organise the trophies. St John have been confirmed.
4.3	Practice Monitors	Practice Monitors are looking at leaving, Thomasina and Dean require more help	We need to look at ways to elevate the problems happening at practice sessions. Members need to be aware they are not permitted on the track without paying for practice first or the gates remain closed. Dean and Thomasina require help on Friday night before race meetings with closing the track, turning off lights etc. Luke has said he camps out there sometimes, so he can help. In regard to Wednesday nights it must be clear the track closes at 9PM and the gates will be locked at 9.30PM. Jo can add on the website the closing times of the gates etc.

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4.4	Come N Try Dates	Russell would like to organise Come n Try Dates	Jo will email the list of enquires and Russell will organise a date.
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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
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
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
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. Applying for a safety grant to get the gantries fixed	Nigel Smeaton Dean Deviser Jo Phillips	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 Complete
Patrizzi Chassis 11/01/2018	Daley to follow up the pick up of chassis	Daley Martin	Ongoing
Insurance Claim 15/02/2018	Jo will organise quotes for the insurance claim for the Trailer, Water Pump, Fence repairs and Plumbing	Jo Phillips	Ongoing
Trophies 15/02/2018	Jo to look for Trophy companies who deliver and fit within the Trophy budget	Jo Phillips	Ongoing
Sponsorship 15/02/2018	Daley to search for sponsorship for the Social Round	Daley Martin	24/03/2018
Pit Allocation and Signage 15/02/2018	Kevin Castles to contact Cameron Harch for some signage for the allocated bays. Bays will need to be painted so drivers know where they can set up etc	Nigel Smeaton Kevin Castles	22/04/2018
No Smoking Signs 15/02/2018	Signs need to be put around the Pits and Paddock for No Smoking	Nigel Smeaton Luke Casuer	03/03/2018

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7. Private Track Hire Register



Track Hire
Register.docx

8. Motion to accept new members

Moved by Joanne Phillips Seconded by Maureen Capri Passed: Unanimously

Other key dates

CLOSE Time: 10.51pm

Next Meeting – Thursday 15th March 2018