

# Committee Meeting Minutes

**Committee Meeting Thursday 30<sup>th</sup> August 2018 7pm Yeronga Services Club, Corner Fairfield Rd and Kadumba St Yeronga**

**Attendance:**

- Scott Howard (President)
- Greg Martin (Vice President)
- Nigel Smeaton (Junior Vice President)
- Tanya Trost (Secretary)
- Leanne Peacock (Treasurer)
- Maureen Capri (Membership Officer)
- Alf Capri (Technical Officer)
- Luke Casuer (Track Safety Officer)
- Kevin Castles (General Committee)
- Russell Innes (Junior Development Officer/ Race Secretary)
- Joanne Phillips (Admin Assistant)
- Graham Castledine (Timing Officer)
- Daley Martin (Promotions Officer)
- Donna Cowie (Race Meeting Secretary)

**Apologies:** Luke Casuer, Kevin Castles, Donna Cowie, Nigel Smeaton, Greg Martin, Daley Martin, Graham Castledine

**Absent:**

**Open: 7.00pm**

**1. Guests:**



19.7.18 Committee

**2. Previous Minutes:** Meeting Minutes (1)

Moved by Joanne Phillips Seconded by Leanne Peacock

**3. Business Arising:**

	Agenda item	Description	Action
3.1	<b>Cadet 9 and 12P</b>	Can they run at Club Round 6, 20 <sup>th</sup> October. With the success of the recent Come and Try days, there is some call for another opportunity for Cadet beginners at a Club Round. We had made a commitment to include the Cadet beginners at one more round in the 2nd half of the year and it may be the opportune time?	Cadet 9 and 12P will be running at the next round.
3.2	<b>IKC Development Day</b>	Cadets, Juniors and Seniors training day, during school holidays? (22nd September - 7th October) I already have scheduled time off work	A call for Junior and Seniors training day licensed drivers has been made. It will be held on 22 <sup>nd</sup> September from 8am to 4pm.

# Committee Meeting Agenda

		<p>the week of the 30th of September to 6th of October, but most of our other committee members, etc, may be working, so the selected date should probably be a Saturday or Sunday? The weekend of the 29th and 30th of September obviously is the State Championships in Bundaberg, so we will struggle to have people including industry support available that weekend. The 6th of October is clear with no other local events on. When involved with the Warwick Kart Club a few years ago we staged a very successful Junior Development Camp and the model of this is already in place and can be quite easily adapted for us to use at IKC.</p>	<p>The track will be closed the whole day and night due to a General Meeting being called at 5pm. There will be a minimal fee of \$50 for the training day. Russell will email Annette to discuss what will be needed for the Supp Regs. Russell will get a letter for all the dealers that will be emailed to Jo or Tanya to forward on his behalf. The aim is trying to get all dealers to attend. There will be driver training and mechanical training. Information will be posted on facebook and the website shortly. There will be a cut off on the Wednesday before.</p>
3.3	<b>Come and Try Day</b>	<p>Russell - already have a reasonable amount (20) of participants registered for another Come and Try Day, mostly Seniors at this stage. The next available opportunity to do a Saturday Come and Try Day may be the 22nd of September but that is the week before the state titles.</p>	<p>Come and Try day will be the 27<sup>th</sup> October 2018 from 8 am to 1pm.</p>
3.4	<b>Lease Negotiations</b>	<p>Scott to give an update</p>	<p>Scott and Alf had a meeting with the council and everything went really well. The Kart Club now has a 20 year lease. We can now sublease to DPE and also fix the house at the track if needed. The council have asked for an open book policy and want to see the profits of the club being put back into the facility. There has been comments regarding a Moto Cross Track being used at the end of the back straight. This is not yet confirmed and is still in discussion. Camping is allowed on Race Days. All new buildings going into the Facility will be demountable so they can be removed if needed. The entire grassed areas at the front of the facility and along the drags can be used for Race Days Pitting and Camping.</p>
3.5	<b>Mowing</b>	<p>Scott to discuss</p>	<p>Harry from the Drags is in negotiations at the moment on mowing the facility for \$500 a month. This will be the cheapest option for the club.</p>
3.6	<b>Kart Shop</b>	<p>Scott to update and discuss</p>	<p>Steve needs a month or so to fit the shop out at his own cost. There will be a lease drawn up after the shop is ready.</p>
3.7	<b>End of Year Presentation</b>	<p>It has been booked by Jo for Sunday 9<sup>th</sup> December. A newsletter was sent out in March with a save the date.</p>	<p>Scott put a vote on Facebook to see what the members would prefer. It has been discussed to save the club money we could hold the presentation at the track and have caterers, table &amp; chairs hire, chill room hire, entertainment for kids etc. The bar can be</p>

# Committee Meeting Agenda

			open for purchases of drinks. There could be a \$10 charge per head which the caterers can collect before members get their meals. Jo will contact The Lions regarding if the deposit is refundable. The presentation can be held after a race meeting to entice more members to attend and socialise. Also, the club will look at changing the name of "End of year presentation" to something else.
3.8	Capri Cup	Scott to discuss	The Capri Cup can include the Presentation. There can be Seniors that run on a Saturday followed by the presentation in the afternoon and Juniors can run on the Sunday. Since the Capri Cup isn't a Club round, the Presentation can be held as all the points will be finalised.
3.9	AKC	Scott to discuss	It is not 100% confirmed but there is a possibility that IKC will hold one round of the AKC in 2019. IKC don't cap numbers as other clubs do which is more appealing for running AKC. There maybe 8 classes that will run. AKC are calling for more volunteers from the clubs and also require A qualified paramedic to be onsite.

#### 4. Other Business Arising:

	Agenda item	Description	Action
4.1	Gift Cards/ Canteen Money	Maureen needs confirmation on how to pay the Volunteers/ Officials	If a Volunteer or Official is working the full day they are entitled to canteen money. If there are shared jobs where a volunteer does one half of the day and another volunteer finishes the other half, no canteen money will be given. Donna will need to email Maureen the list of volunteers and their responsibilities so canteen money is paid correctly.
4.2	Officials	With Robbo leaving, the club will need more officials	There are video conferences for official training which members can do. Tanya will contact Mark regarding what is required. The club will be needing more officials to help ease the work loads on race days.
4.3	QR First Aid	Tanya received an email with First Aid Training offered from QR.	First Aid offered from QR was also discussed and dates to be sent to the committee once QR have confirmed

# Committee Meeting Agenda

## 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		

# Committee Meeting Agenda

## 6. Actions Register

Issue	Detail	Committee member responsible	Timeframe for resolution
<b>Disabled Toilet</b>	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. Update on the disabled toilet. A disabled toilet will be one of the female toilets. Scott has organised for a hole to be cut in the wall  <b>This will be completed on Tuesday 4<sup>th</sup> September by Nigel and Scott</b>	Scott Howard	01/05/2018
<b>Gantries Repair 30/10/2017</b>	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	Ongoing
<b>Insurance Claim 15/02/2018</b>	Jo will organise quotes for the insurance claim for the Trailer, Water Pump, Fence repairs and Plumbing  12/03/2018 Update, waiting for quotes on trailers, Jo has emailed the claim form to Kevin  Jo emailed Dean for report numbers on 16/07/2018 and will give the details to Scott  <b>Due to the cost of the excess this claim will not be processed. The club now has a new trailer and water pump .</b>	Jo Phillips Scott Howard	Ongoing

## 7. Private Track Hire Register



Track Hire Register.docx

## 8. Come and Try Register



April 2018 Junior Come and Try Day, F



2018 Senior Come and Try Interest.xlsx

### Motion to accept new members

Moved by Scott Howard ; Seconded by Russell Innes

### Other key dates

- 8<sup>th</sup> September Round 5 Club Championships plus Cadet Titles
- Training Development Day and General Meeting 22<sup>nd</sup> September
- Come and Try day 27<sup>th</sup> October

**CLOSE Time: 8.23pm**

**Next Meeting – September 6pm (TBC)**