

Board Meeting Minutes – Feb 13, 2017

Meeting Venue:

Chapel, Thunderbird School, 1 Global Place ^[1]_{SEP} Glendale, AZ 85306

Board Members

Paul Hendricks – Present
Bernie Lacotta - Present
Brian Odello – Absent
Scott Cebulski - Present
Bryan Quattrocchi - Present
Ryan Christensen - Absent
Bill Scheets - Present

TIMELY ITEMS

Approve Minutes

- Prior Meeting Minutes (Jan 9, 2016). Approved

COTA (Feb 24-26)

- Andy is sending the check for track rental and waste security deposit.
- PKRA will empty the trash cans (Bryan Q all but one day). All other workers and expenses are the responsibility of Andy.
- We need to provide a list of PKRA designees for the COTA event
- They will need to announce that fuel cans & tires can't be left.
- They are running LO206, and if you aren't a Rotax Member, enter 999999 when registering.
- We have a special use permit for people to set up from Monday Feb 20-Monday Feb 27.

Practice Rates

- Special practice pricing for the week prior to the COTA race. Monday Feb 20 (9-5) will be open all day, and expect significant demand Wed & Thurs. Will be open 9AM-10PM Tue-Thu. Will need multiple people; Bernie will coordinate. Non-Member practice \$80/day (Mon-Thu). Bernie will contact Andy to understand what pit spaces were reserved for the race so they can set up in those places. We will also charge \$25/night for non-members to leave equipment over night before Wed.

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- We are proposing raising Non-Member weekend/holiday all day practice rates. (Tucson apparently charges \$70). We propose raising the all-day (9-5) weekend/holiday non-member price to \$60 (from \$35). We also propose raising the night (6-10) or summer ½ day morning or evening session non-member price to \$40 (from \$35). We will do a final vote at the March 13 meeting. Member rates would stay unchanged. Regardless, we will leave the cost to the moto folks the same (Paul would like to talk to them).
- We also plan to raise the on-site registration by \$10 to encourage more pre-registration. Currently the difference is \$5, and this will change the difference to \$15. Onsite rates would therefore be \$70 for members and \$105 for non-members. This will be discussed and voted on at the March 13 meeting.

IKF 4 Cycle Grand National –

- Looking at pushing it back to Winter 2017 (possibly during Christmas vacation). June is too soon, Summer is too hot, and school interferes with the fall. We decided PKRA will not to do the event in June.
- The Showdown is planned for Oct 19, 2017, and we want to limit the impact of the IKF and Showdown races on each other.
- The 4-cycle and 2-cycle could be a combined race at PKRA.

Winter Race #7 – Feb 19

- Rotax – “Junior” & “Senior” racers will be in town for the COTA race. If they want to run the club race on Feb 19, they would race under TAG. These would need to use Envinco tires. Bill will add a Tag Junior 2 choice for Pre-Registration.
- Pit Spots on race day? Registration uses the on-line pit map. Bill will update further when he gets the manual paperwork and double-check some.
- Rain-checks – we would like to allow entrants to use it at any subsequent race. We should have “Coupons” / “Vouchers” that we could use for other purposes as well (Raffle drawing, Free Race awards for special work). Rich Bowen will print up numbered cards with an expiration date field, and Bill S will update the web site to allow for a coupon payment for race pre-registration. Rich also plans to offer the workers reduced pay (e.g. \$20) if the race is called early.

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- There was disappointment in the way the trophies were distributed at the last race, particularly for the kids. The podiums were set up but not used. They weren't given out grouped by class, and parents didn't get a chance to take pictures of them on the podiums. There was a suggestion that in the future this would be the first part of the driver meeting.

COUNTY LEASE RENEWAL

- The county clarified we aren't authorized for Drones or RC cars, but we could ask for a Special Use Permit.
- Update from the County – the county is planning an update meeting for the near future.
- Meeting with AKA on joint lease renewal. Paul will talk to them now that their new board is in place.
- Financial Statements. The BOD approved sending the financial record to the county.

Membership Process

- Policy to give Board Members (and certain non-board volunteers?) free (Basic) memberships.
 - There is nothing in the bylaws. In fact, the bylaws require board members to be in good standing regarding memberships (and the only good standing requirement I see is payment of membership dues).
 - Practice was that a basic (Bronze) membership was awarded for the second and subsequent years of Board service.
 - If we want to continue this practice, we want to officially change the bylaws. This will be discussed at the March 13 meeting.
- What memberships are and aren't we supporting?
 - The manual sheets identify potentially obsolete types. This form will be updated. And we will work to encourage electronic membership sign-up.
- Bill has volunteered to maintain the Member Database once he gets the Membership Numbers and paper applications. Bryan or Scott would still print membership cards and send welcome letters.
- Subsequent to the meeting, Bill turned off auto-renewals ("Recurring Profiles") as there have been a number of issues with people getting charged who didn't want to renew, and lack of

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- ability to make changes to the original membership.
- *** Subsequent Membership Process discussion deferred ***
- How do we handle Add-ons after an initial membership. Specifically the term. Confirm it all expires with the original membership? (Pro-ration will be very difficult to manage).
 - Upgrade from Bronze to Silver
 - Upgrade by adding a Family Member
 - Upgrade by adding a Pit Spot Reservation.
- How do we track waivers and Birth Certificates for minors? Should it be as part of the membership database?
- How do we manage Free Memberships (e.g. given out at banquet, or other arrangements)?
- Could we give out a free race coupon with a new membership (new or renew if haven't raced before)? This might encourage those who just practice to try racing. (Curtis idea)
- Can we consider a free race for referral of a new membership (or renew lapsed).
- Follow-up on expired Memberships is required. Paul asked Bryan to divide up the list and the board members will call them.

Connie Wright taking on Financial Duties

- Connie Wright is willing to perform financial responsibilities in exchange for free race entry fees for the Kris Hendricks family, probably just Micah, with potentially multiple classes. Elaine has spent time getting her up to speed. [Bill added Connie to the Treasurer email and removed Elaine].

Awards Banquet

- The general feeling is that we didn't do a good job this year. Curtis and Scott discussed running this for 2017.

COMMITTEE REPORTS (deferred)

FINANCIAL COMMITTEE (deferred)

- Financial Status –
- Consider renting the Conex for kart storage. Would need to be a member. We will look at moving forward with this.

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- Do we have information for 1099's for all required 2016 workers?
Some.
- Debt paid in free races? How to keep track?
- X30 loaner deal status. JJ working on this and resolving any open items. Documentation needed on the payment for 10 races. Paul with check with Tom via Curtis to confirm this is cleaned up.

MEMBERSHIP (deferred)

- ****See above discussion as well****
- New Cards should have been distributed.
- Bryan has the database of members, but needs to provide the membership numbers.
- Action Plan needed for growth.

COMPETITION COMMITTEE (deferred)

- Birth Certificate with Waiver?
- Kid Karts - run as a competitive class? Rolling Start?

TRACK / FACILITY (deferred)

- Transponder refurbishment status?
- Hanging wire – Brian plans to put underground if he can get a trencher.
- Consider a grant for LED lights. Scott will look into this.
- Rex Calderwood may have a unit for PKRA.
- Work on Bondurant container – A/C ducts and insulation / waterproofing. Possible donation from Kevin Boland's company to perform this work. We will need a committee to get this done.
- Paul looking at downsizing the current dumpster
- Develop list of projects

PROMOTIONS / MARKETING (deferred)

- **** See also COTA and IKF 4 cycle above****
- New opportunity: Monster Energy Supercross & Monster Jam.
- New opportunity? Cars & Coffee – trade track time for booth?
- Nascar night Phoenix Suns – Ryan / Chris will take the lead.
- SKUSA- Curtis is in discussion with Tom.

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- Showdown planned for Oct 19, 2017. Discussion on future collaboration with PKRA and others to grow the event
- Overall Action Plan and Status

MISC FOLLOW-UP (Not discussed)

- Bernie and Brian need to provide letters to opt into WC.
- Paul following-up with APS check into any grants / programs for LED lighting.
- Bryan Q / Rich – Sign on Trailer. Bryan had a quote for \$315 for a two-sided sign. On-hold until we get a sponsor to pay for it.
- Paul to look into Drone and/or RC racing- Awaiting their proposal.
- Paul taking the lead on park lease renewal in general
- Track / Facility Projects
 - Fire Extinguisher Inspect/Recharge needed- Who will take the lead?
 - Some speakers not working. Apparently need another Amp and readjust placement of speakers. Who will take the lead?
 - A few sockets blown in the tower. Who will take the lead?
 - Still have wires that need to be terminated near the restrooms. Who will take the lead?
 - Brian getting some trees.

DEFERRED DISCUSSION ITEMS (Not discussed)

Club Responsibilities - We never officially filled all the positions. Here's the current list.

- Advertising: Ryan Christensen
- Kart Numbers: None
- Marketing Director: Chris England
- Membership: Bill Scheets + Bryan/Scott
- Pit Spaces: Bill Scheets
- Points: Mark Traylor
- Public Relations: Chris England
- Safety Director: Bernie Lacotta
- Scheduling: Bernie Lacotta
- Sponsorship:

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- Tech Director: Bernie Lacotta
- Track Maintenance: Brian Odello
- Track Rental: Bernie Lacotta
- Training Director: Rich Bowen
- Trophies: Bryan Quattrocchi
- Volunteering: Brian Odello
- Website: Bill Scheets
- Credit Card / Billing Reconciliation:

Moto Schedule

- The Moto schedule appears to have changed to Saturday afternoons instead of Sunday afternoons. We should have some discussion to confirm whether this is what we want.

Member Survey?

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Try A Kart Program

- To let potential drivers rent a kart

Consider NKA for Full Race Sanctioning?

- Brought up by Joe Janowski
- See Rules under www.nkaonline.com.

Advertising

- Noram Clutches <https://www.facebook.com/noramclutch> Plan to charge them \$500 web, \$525 for physical sign. Rich Cordova to get back with them.

Website Update / Motorsports Reg

- Bill will work with Jacob on getting it configured and tested, and will then have others test.
- We'll need a process for managing pit spots. This won't be automated, and manual work is needed to maintain the diagram anyway. Bill will take on being the person if he can get the manual records.

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- We will need a clean membership list to import. We will also need a reliable membership process (e.g. at track payment of membership).
- Adding Pictures