



## Approved Minutes

### RSO Board/Executive Meeting – Monday, April 20<sup>th</sup>, 2015 Agenda

LOCATION – Teleconference – Meeting @ 7:00pm

NAME	POSITION	PRESENT
Bruce Leonard	President	Yes
Peter Watt	CARS Rally Director for RSO	Yes
Warren Haywood	Vice-President – Performance Rally	Yes
David Maynard	Vice-President – Navigational Rally	Yes
Kelly Mathew	Secretary	Yes
Pete Gulliver	Treasurer	Yes
Ross Wood	Executive Assistant / Equipment Manager	Yes
Roger Sanderson	Webmaster	
Steve van Rees	Chief Scrutineer	
Vacant	Growth Committee	
Alasdair Robertson	Legislative Affairs	
Bob McCallum	BEMC Club Representative	
Martin Loveridge	KWRC Club Representative	Yes
Mike Koch	MCO Club Representative	
David Maynard	MLRC Club Representative	Yes
Pete Gulliver	PMSC Club Representative	Yes
Robert Switzer	St. LAC Club Representative	
Trevor Hancher	SPDA Club Representative	Yes
Dietmar Seelenmayer	TAC Club Representative	

## Agenda

1. **Approval of/additions to agenda – Additions to the agenda:**
  - a. **New Business –**
    - i. **2014 Club insurance policies & list of events**
    - ii. **Marshal log books**
    - iii. **Idea for gaining licence requirements (medical, first aid, etc)**

Approved as amended – Maynard/Haywood. Unanimous. Carried.

2. **Approval of the minutes of the last meeting (March 3)** – Approved as written. Mathew/Gulliver. Unanimous. Carried.
3. **Treasurer's Report – Pete** Financial documents were sent out in advance of the meeting. Some discussion with regards to the information. Motion to accept Treasurer's report as submitted. Gulliver/Watt. Unanimous. Carried.

All Clubs are now in good standing with regards to affiliation fees.

So far 25 licences have been issued this year. (Payment received from CARS)

#### 4. **CARS update – Peter Watt**

April 20, 2015 Canadian Association of RallySport Report to RSO

- a. Items of possible interest to RSO from the CARS Board Meeting of March 18, 2015.
  - i. New Bowes Media Marketing Person to start April 1. 50% of time to CARS.
  - ii. Safety Plan Templates for Rally Cross, Rally Sprint, and Test Days needed soon. Peter volunteered to assist Terry in these if he (Terry) wishes. Terry did not wish (April 16).
  - iii. Licence Applications and Medical Self Declaration wording changes made.
  - iv. Website functional specs almost developed.
  - v. Vehicle Tracking RFP will be sent out.
  - vi. MOU between CARS and Events presented – will go to organizers for input.
  - vii. Rally Sprint Insurance will be \$110 per car. Analysis at end of year will determine rates for next year.
  - viii. Rallye Tuque ran one vehicle on WRC studs. Result – car was faster by considerable amount but road damage and pre event preparation make it unacceptable.
  - ix. Issues of sanction authority have developed in Quebec and the CARS president is mediating and clarifying the various positions.

Next meeting scheduled for April 16, 2015.

- b. Items from April 16, 2015: A quorum was not present so no votes were taken, but the agenda was discussed and approved in principle with items to be voted at next meeting with a quorum.
  - i. New Marketing person has some promising leads already.
  - ii. RSO has not nominated a Regional Steward for Pines. Please do so or Terry will appoint.

***RSO nominates Pete Gulliver as Regional Steward for Tall Pines***

- iii. CARS event MOU is still awaiting board approval.  
***Update – Lots of feedback received from organizers. CARS Board is still working on adjustments. MOU sent to RSO Board members to look at.***
- iv. Safety Plan Templates to be completed by Terry for April 30
- v. RFP's on Vehicle Tracking Systems deadline was April 17. Awaiting comparisons done by John Hall.

***RSO will continue with plans to have EZTrack at 3 stand-alone events this 2015 season to test the product.***

- vi. NACAM Proposal for including Rally Baie des Chaleur was rejected.
- vii. Aerial Photography at CRC events was discussed and clarified. See other documents for details.

Next Meeting scheduled for May 21, 2015.

Respectfully submitted,  
Peter Watt

- c. ASN Insurance Meeting April 11 & 12 – Notes from the ASN Insurance meeting have been forwarded to RSO Board Members.

#### **5. Old Business –**

- a. **RSO AGM** – Overview of the AGM from March 21  
AGM Minutes have been circulated to BOD for revision & with a couple of minor adjustments they can now be posted on the RSO website as *unapproved minutes*.

Following the Motion put forward to form a committee to address the Regional Rally Director situation within the RSO Board, Alasdair Robertson has agreed to head the committee along with members: Bruce Leonard, Trevor Hancher, Pete Gulliver and Martin Loveridge.

2015 AGM location – Needs to be organized by September 2015 in order to secure it. Talk of moving the location to somewhere more easily accessible; Coburg, Port Hope etc Distances aren't much different for those that have to travel the furthest, but costs are higher. Further research needed. Location up for review the first RSO meeting in September.

**ACTION: KELLY TO POST UNAPPROVED AGM MINUTES TO THE RSO WEBSITE**

- b. CDN Rally/OPRC 2015 Partnership – Warren** – updates on sponsorship. **CDNRally** are working on better strategies to obtain in-car footage. They are also interested to see how Mark Williams’ tracking system can be incorporated into the coverage.
- OSM** – Warren to continue discussions with OSM with regards to sponsorship for 2015 season. OSM still interested in some form of sponsorship but 2015 program may differ slightly from 2014. Details will be in place before LHFR, May 2<sup>nd</sup>.

**CLEARWATER DESIGN** – Worker’s prize organized for LHFR but further sponsorship for the remainder of the season has not yet been decided.

- c. Vehicle tracking – EZTrack – Pete G** – Mark has travelled the LHFR stage roads researching signal coverage for the equipment. It was found that the new Umpherson’s stage road had 100% coverage (as well as transits), however, Lavant Mill stage road has approx. 50% coverage.
- Equipment and details are all set for LHFR. It’s unsure how the system will deal with Lavant Mill stage road, but testing at the event will show how it deals with such situations.
- TSD events – Bruce to address usage of equipment for a TSD event in the near future with Mark at LHFR.

**ACTION: BRUCE TO DISCUSS USAGE OF EZTRACK SYSTEM AT A TSD EVENT WITH MARK**

- d. OPRC Rule Set Round Table Discussion – Warren** – No update
- e. RSO Job Descriptions – All** – update on progress from roles with regards to their individual job descriptions.
- i.** Job description for RSO Chief Scrutineer has been submitted (& forwarded to all BOD members) for consideration – **Pete G**  
Pete to discuss job description with Steve at next event (LHFR May 2). Need to tailor job description towards Chief Scrutineer as opposed to event scrutineer. We see Chief Scrutineer as being responsible for Rally Sprint vehicle scrutineering whether personally or if unable to attend, the event scrutineer must be approved by Chief Scrutineer to ensure it is being done correctly.
  - ii.** Treasurer is completed
  - iii.** Secretary is completed
  - iv.** President almost completed
  - v.** Remaining job descriptions to be worked on

**ACTION: PETE TO CONTACT STEVE AT LHFR WITH REGARDS TO EDITING THE CHIEF SCRUTINEER JOB DESCRIPTION**

- f. **First Aid Course – Warren** – Course was held March 28, 2015. Initially 6 signed up but that dropped to 4 on the day. All new rally folk, not necessarily for licences. Still cheaper for competitors than a regular first aid course. Martin explained KWRC run an emergency first aid course every 2-3 years.  
Still good value to offer for competitors
- g. **Rally Insurance – Ross** – Situation still improving. A second company has looked into similar ways to reduce costs for competitors and continues to research lowering costs on facility insurance.  
Currently RSO carries separate insurance for RSO Equipment trailer. New coverage may now include this. We need to double check if this is the case.

**ACTION: PETE G TO CONTACT TERRY WITH REGARDS TO CURRENT RSO COVERAGE**

6. **ORRC Report – David**

Saturday Apr 25 – Spring Run Off rally  
2 weeks later = Blossom rally

7. **OPRC Report – Warren**

LHFR is fast approaching. Roads were green crewed last weekend. New stage is in superb condition whereas the regular Lavant Mill stage is still a little wet. The provided stage notes are almost complete, and all check points are marked out ready to go.  
Currently 11 entries, the MotorsportReg.com website is slightly more up-to-date on the entries than the event Website.

Next event after LHFR will be Black Bear Rally. Organization is progressing nicely, with rally sprint on the Saturday and rally on the Sunday.

8. **Legislative Affairs Report – Alasdair**

Regional Rally Director Committee now formed.

9. **Scrutineer's report – Steve van Rees, Chief Scrutineer**

10. **Equipment Managers report – Ross Wood**

a. **Timing Operations Budget**

After contact with the Reviewer of the Books, Dennis Wharton, the 4yr report on timing equipment budget was deemed too laborious to undertake. Looking at the numbers over the past 2 years shows only a slight deficit. It was suggested that we research increasing timing equipment fees to events. If geographical location is used to generate fee this will not change total income & will require advanced notice, especially to those clubs that are located the furthest distance away. A better solution, that will also generate increased income, would be to increase fees in general.  
Fees for 2015 will stay the same. RSO to look into increasing fees for 2016.

- b. **Equipment Report** – RSO Trailer is due for its safety. In general the trailer is in good shape, however some work is currently being done on the brakes which weren't working, before the safety can take place.

#### 11. Growth Initiatives –

- a. **Promotional Postcards** – No update. Peter MacDonald will be source for photos. Reminder from Warren that the new OPRC stickers are available.
- b. **St. Lac – Bruce** – contact made, affiliated for 2015
- c. **New club – Peter W** – No contact yet
- d. **Motorama 2015** – March 14. OPRC rally car (tarmac set up) went to Motorama, guest at the Inside Track booth. Hundreds of people attended the event. Would be interesting to look into the prices/deals for 2016 attendance by RSO.

#### 12. New Business –

- a. **RSO Website Security – Bruce**  
RSO Website was recently hacked. Very minor and was restored quickly. No secure information kept on that site.  
The ORRC registration page which is separate definitely needs a SSL Cert. Bruce to discuss the benefits of the site with ORRC organizers. If it's deemed necessary the SSL Cert will be purchased (\$45), if not the site will be taken down.
- b. **2014 Club insurance Policies & list of events – Peter W**  
The list of club events on the 2014 insurance seemed to be different to the events that took place over the season. Peter W wished to clarify which events took place. It's possible that events were charged for a range of dates ie. 5-9 events rather than individual events.
- c. **Marshal/Volunteer Log Books – Peter W**  
An idea was put forward to issue log books for event volunteers/marshals to keep track of event experience. Similar to car log books, they would be filled out at each event documenting the volunteer's role and responsibilities.
- d. **Idea for gaining licence requirements – Peter W**  
Peter put forward an idea to have a day, before the new season starts, to explain any new rule changes, update first aid courses, and even possibly have a doctor present for CARS medicals. Would this work? Just an idea for everyone to think about.

#### 13. Club News –

- a. **British Empire Motor Club (BEMC) (per Bob McCallum)**
- b. **Kitchener–Waterloo Rally Club (KWRC) (per Martin Loveridge)**  
April and May are busy for all of us and KWRC is no exception. We put in a big effort for our rallycross scheduled for April 11th but had to postpone it due to wet conditions. We're geared up for the rescheduled date of May 23rd which unfortunately coincides with the RSO ham school.

Our first TOYO TIRES SNATR of the season ran on April 18th out of Woodstock with close competition between the 14 cars running. There were low scores, a tie for third place in beginner and everybody had fun.

Our next event is Blossom on May 9th, the first leg will also be a SNATR. Start and finish of the ORRC will be at the Paris Fairgrounds with the break and finish of the SNATR in Waterdown. Dennis says you should study Tulips, since it is Blossom.

As mentioned above, our rallycross is rescheduled to May 23rd. We've had a fantastic response to the idea and really want to get it off the ground, so to speak. We'll be posting more information as we get closer but Jeremy is re-designing the track a bit to stay away from the damp areas and it should work out well.

The Club is healthy at 56 members, a lot of them active organizing and participating in events.

**c. Motorsport Club of Ottawa (MCO) (per Mike Koch)**

**d. Maple Leaf Rally Club (MLRC) (per David Maynard)**

Black Bear Rally is progressing nicely.

'Coffee & Cars' event, Sunday Apr 26 in Schomberg. Bring your car for coffee & conversation.

Rally Sprint – also looking into a second rally sprint event for the fall.

New MLRC website should be up and running soon.

**e. Peterborough Motor Sports Club (PMSC) (per Pete Gulliver)**

PMSC Report April 20, 2015

PMSC has a busy Late April with Crazy Leo giving a talk to members on Wednesday April 22. Leo started his Rallying career while a member of PMSC while attending Trent University.

We follow that Saturday April 25 with the ever popular ORRC Spring Run Off Rally Organized by the Cabardos Family. Releases for the rally promise 'New Style instruction' we will have to see what that means.

Sunday April 26 is the first Auto Slalom of 2015 - very popular series

Plans for GCFR being organized by PMSC & KWRC are moving along. One big change is re-branding to Galway Cavendish Festival of Rallysport. Which for this year will comprise of OPRC Rally and a Rally Sprint.

PMSC current membership is 54 which with the start of the Solo season should increase by quite a few members. Event fees encourage membership in the club

**f. St. Lawrence Automobile Club (St. LAC) (per Robert Switzer)**

**g. Subaru Performance Drivers' Association (SPDA) (per Trevor Hancher)**

This coming weekend, (apr 25/26) 2-Day Driving Clinic/Autoslalom School. Sold out in 4 minutes! Day 1 – 30 cars. Day 2 – 40-50 cars . VERY popular.

May 23 – Beginner friendly event at Mosport DDT. \$195 members. \$215 non-members

**h. Toronto Autosport Club (TAC) (per Dietmar Seelenmayer)**

Meeting adjourned at: 9pm

**14. Next Meeting – Monday May 25<sup>th</sup> @ 7pm**