



General Meeting August 2017

Date/time: Wed August 2nd, 7.30pm. Lazy River Motor Inn.

Chair: Chris Gibson (President)

Minute taker: Lyn Andrew (Secretary)

Attendees: Lyn Andrew, Neil Albert, Chris Gibson, Deb Green, Glen King-Gee, Neil Donnon, Barry Middleton, Lyn and Ted Paynter, Craig Williams, Carleena Hughes, Stacey Paynter.

Apologies: Kylie Wright, Caleb Stewart, Rose Peppers, Rob Goff.

Conformation of previous minutes :

Motion that the minutes be accepted as true and correct.

Moved: Ted Paynter **Seconded:** Lynne Paynter

Business arising from minutes and follow up tasks

- Update signatures at bank- completed Chris and Ted
- Eftpos machine- completed Chris Gibson
- Honour board- Chris Gibson has made some enquiry, waiting for signs plus to get back on pricing.
- Purchase laptops for Secretary and Event Secretary/Assistant Treasurer- complete d and delivered by Chris Gibson. Each laptop has unique log in, has Google docs set up and email log in. MYOB for Assistant Treasurer. Secretary and Event Secretary to bring to each race meeting and or general meeting to access documents and data base as needed. Wifi still to be connected at club room.
- Update CPS signatures at Vicroads- completed Lyn Andrew
- Pay outstanding accounts- Ted Paynter still waiting on FOB from bank so he can log in and pay.
- Enquire with Bunning's regarding BBQ- Lyn has made enquiry and will update in publicity report.
- WWCC- Lyn has made enquiry re requirements on club. We are on right track, anyone who volunteers and has contact with under 18 needs WWCC. Club is required to keep a record. Copies of WWCC will be kept by Secretary/Membership Officer and linked to member data base.



Reports

Secretary (Lyn Andrew)-

Correspondence In	Correspondence out
Membership renewals from some members	Membership renewal reminders
WWCC approvals	General update emails to members

Suggestion that Lyn Andrew to be added to all 4 accounts of Swan Hill Sporting Car Club held at Bendigo Bank. This will make signatories Lyn Andrew (Secretary), Ted Paynter (Assistant Treasurer), Deb Green (Treasurer), Chris Gibson (President) and Lynne Paynter (Event Secretary)

Motion: That the Secretary report be accepted

Moved: Neil Doonon Seconded: Neil Albert.

Motion: That Lyn Andrew be added to all 4 accounts at Bendigo Bank

Moved: Neil Doonon Seconded: Neil Albert.

Treasurer (Deb Green)- Financial report tabled. Chris Gibson presented two receipts that he had paid and requested reimbursement. Deb requested that a float for til on race days be left out of banking at the end of each race meeting. Agreed \$350 should not be banked so club has float for canteen and event entries.

Motion that the financial report tabled at meeting by Treasurer be accepted as true and correct and that Chris Gibson be reimbursed.

Moved: Neil Albert Seconded: Neil Doonon

Track (Neil Albert)- Need someone to look at track prior to next meeting. Neil is unable to make out due to work commitments. There are a few ruts which needs smudging as well as a few holes. Chris and Neil D will look at track. Fuel cans are in shed which can be used for fuelling club cars.

Publicity (Lyn Andrew)- P/C from Bunnings Swan Hill inviting club to have a display at Fathers Day night 31st August. Suggestion that club uses this as an opportunity to promote CPS. Can have Chris Gibson's truck, Stacey Paynter motorbike and Carolyn Donnon race car on display. Vehicles need to



be there between 5.30 and 6pm. Event will be 6-8pm. Lyn working on revamping previous document used at displays to promote autocross and SHSCC. Will include information about CPS.

Motion- that the club have a display at Bunnings event on 31st August

Moved: Lyn Andrew Seconded: Chris Gibson

Central Murray Swan Hill Ulysses Toy Run- Lyn suggested that the club do a collection of gifts/toys/donations during the November race meeting and then donate to the toy run on Dec 2nd. Discussed the benefits of lifting the club profile by doing this and reflected on how successful the mental health week activity was.

Motion- that the club do a collection at November event and donate to the Toy Run

Moved: Lyn Andrew Seconded: Chris Gibson

Event Secretary (Lyn Paynter)- 1 entry has been emailed and 4 on portal for August event. Discussed the importance of ongoing promotion of putting entries in via the portal.

Club Permit Scheme (Chris Gibson) – Chris has made enquiry with Vicroads about the process of CPS vehicles registered with other clubs being transferred to SHSCC.

- Letter from the person with CPS vehicle requesting a transfer from X club to SHSCC
- Vehicle eligibility form (Vicroads) needs to be completed (do not need roadworthy, this section remains blank)

Discussion about how club will get pictures of vehicles being transferred to comply with Vicroads requirements.

- Club will specify what pictures need to be taken of vehicle (as per Vicroads requirements)
- Person applying for transfer to take pictures
- Supply digital copy of pictures at time of making application
- SHSCC will only sign off on paperwork WHEN photos received.

Lyn Andrew to draft up information document about CPS scheme, apply for vehicle on CPS with SHSCC as well as transfer process.

Grant applications (Chris Gibson and Ted Paynter)- Defib and shade sail we not suitable for counsel grant application. New counsel grant application is coming out soon which will be suitable for shade sail. Discussed where shade sail would go. Need one over bus, Scruit area and first aid ladies.

Chris Gibson will get quotes from Vernon's steel yard.



General Business

EFTPOS machine (Chris Gibson)- Chris provided a demonstration of how the EFTPOS machine works. Will be functioning at the August event.

Scrutineering (Neil Albert)- discussed the scrutineering process and highlighted that it is running late which holds up the commencement of race meeting. Suggestion that there is not enough people scrutineering cars. There needs to be a min of 3 people but preferably 5 which includes someone (doesn't have to be a scrutineer) going up the line placing stickers on cars and reminding drivers to have their fire extinguishers and helmets ready to be looked at.

Agreed that all those taking on an officials role at meetings will have their cars scrutineered first in order to free them up to do officials duties. Discussed ways that we can confirm who will be assisting with scrutineering each race meeting (email, facebook, approach on the day).

Listed those in the club which are able to do scrutineering. Lyn will add them to data base.

Suggestion that the club run a CAMS scrutineering training. Also, some cars may qualify for being scrutineered once every 6 months.- Chris Gibson will contact CAMS and discuss.

WWCC (Lyn Andrew)- as of 1st August all volunteers will need a WWCC. Have received some back. Discussion about being able to log on the WWCC and start the application process which will cover a person on race day however they will need to complete the application. Lyn will be available at the August event to assist people to make application.

Smoking area (Chris Gibson)- discussed the impact new smoking laws will have on the club and in particular around the canteen bus. In order to comply with the new laws agreed that the area around the bus and down to club room will be a non smoking area. Will need to get no smoking signs to be mounted where applicable.

Social Planning (Carleena Hughes)- discussed what has worked well in the past for social events at 2 day meetings. Discussed various ideas, decided that we will have a pizza night for the meal on Saturday night.

August event (All)

Club Cars (Glen King-Gee) discussion about what work/maintaince needs to happen to club cars for August event. Being club cars they need to meet standards. White one needs a wheel change. Green/blue one started last time and passed scrutineering.

Smudging of track, setting up electronics (wifi) and grass needs mowing



Meeting closed 10pm.

TASK SHEET		
Task	Person responsible	timeline
Add Lyn Andrew to Bendigo Bank account	Lyn Andrew and other signature holder	ASAP
Reimbursement to Chris Gibson	Treasurer or Asst. Treasurer	ASAP
Draft CPS/transfer process	Lyn Andrew	6 th September
Liaise with CAMS re scrutineering training and 6 month scrut of cars	Chris Gibson	6 th September