

## Management Meeting Minutes – 26/11/2015

<b>Item</b>	<b>Details</b>
<b>Meeting commenced</b>	7:11pm
<b>Meeting completed</b>	9:49pm
<b>Attendees</b>	Brett Aird, Shane Thirlwall, Annette English & Rob Ainge, Mark Hogan, Norm Trost, Shane Nixon
<b>Apologies</b>	Tom Kenneally
<b>Minute Taker</b>	Rob Ainge

7.30pm State Officials Coordinator, State Technical Inspector and Northern Zone Track Inspector

(Southern Zone Track Inspector Tom Kenneally unable to attend - Brett to discuss with him by phone)

1. Discuss a roster for inspections so inspectors and clubs are aware of when their inspection will be each year.
  - Shane will set these asap, Rob to supply all available Track Licences and paperwork. All track licences expire 31<sup>st</sup> December 2015, however the inspections remain valid until the date of the next inspection. Tom considering doing one long trip and covering all of the track inspections in one go.
2. Format a report Word document with follow up work required because the track inspections reports can often be hard to read.
  - Brett to create and supply to the track inspectors
3. Develop an AGM hand over Procedure for these roles
  - Shane to develop some procedures for handover
4. Other matters
  - Brett spoke to Kelvin, track gradings will be by a simple process that will be determined via a set list of requirements. Eg track width, capacity etc.

SOC:

1. Discuss southern and northern Tribunal idea.

- We had a lot of trouble getting the last tribunal sorted, could this be easier if we had separate southern and northern tribunals, Mark has identified several people who could act as tribunes. We will discuss further at the next meeting.
2. 2016 Manual
    - Mark has had very few enquiries re the new manual and is still reviewing it. We will discuss again at the next exec meeting.
  3. Develop an AGM hand over Procedure
    - Mark to develop some procedures for handover
  5. Other matters
    - Officials are not always being paid for fuel/expenses -clubs need to reimburse officials. Mark to send out a broadcast via state secretary that this needs to be done by all clubs. This is covered by an SKC policy, Shane and Mark to work on this.

#### Tech:

1. Discuss if there is a need for a set of clear instructions required for infringements that are to be sent to Tribunal including addresses for the parts to be sent to. (is this straight to Norm)
  - Yes, to be developed. Yes, straight to Norm.
2. 2016 Manual
  - There have been several delays with some of the new tech items for the 2016 manual, these should be sorted in time for the start of the season. This includes a new carburettor. The State Techs are discussing and coming in to agreement about standard procedures which will be rolled out. Eg carby inspections.
3. Develop an AGM hand over Procedure
  - Norm received everything from Terry Sheedy at handover, but there is a lack of formal procedure for handovers. Norm to develop notes so that he can give the next person something more formal.
4. Other matters
  - Control oils, this has been done to help stop people using chemicals that they shouldn't and it will help with testing. If anyone wants a particular oil to be added to the list they can apply and it will be accepted providing it is a kart suitable oil.

#### 8.30pm Executive:

1. Do we release the calendar with a note that there may be changes to accommodate the State Championship?
  - Yes but clearly stated that it is preliminary and may be subject to change
2. Toowoomba request for \$50.00 sponsorship for our logo to be added to their Club Championship Shirt.
  - Good opportunity to show that KQ is happy to work with clubs. We can offer it to other clubs if requested, but this is advertising not sponsorship. Brett to find suitable logos for light and dark coloured shirts.
3. State Regulations update.
  - Brett and Kelvin to continue discussions in preparation for developing our State Regulations - pro weights will probably be accepted if required. Brett has now received the State Championships Regulations
4. 2016 Manual, do we have any questions or concerns and are there any major changes that may affect us?
  - There has been some confusion from clubs/karters with the mandatory age moving up to Seniors but it is clearly stated in the manual that it is aged 15 on the 1<sup>st</sup> January.
5. Do we need to send out a statement saying that emails without reply contact details and a name will be deleted without reply, it's just plain rude.
  - Yes
6. John McCleverty suspension, should KA put out a broadcast?

- Brett spoke to Kelvin, nothing will be released by KA until after the next board meeting but they will release a statement in due course.
7. Whitsunday Winter Cup – does it stay on the same weekend as the AKC or move to the next weekend?
    - We shouldn't allow anything above a club meeting on an AKC weekend so no. Shane to advise Whitsundays.
  8. Our Goals, are we happy – any modifications?
    - Yes, it is a live document. We should also do one for SKC and include the constitution and the MOU.
  9. Licence review – (Name withheld) knocked back on weight, must go to seniors next year – turns 15 in December this year - where do we stand? He weighs 47kg with race gear on and requires 30kg lead, kart will be over 100kgs – his father is concerned about the safety of the amount of weight required and where to put 6 x 5kg blocks. If he appeals will the QLD Management Committee support him?
    - There is no appeal process however Brett will discuss with Mark Horsley. Yes, we will support it if it is a safety issue based on weight. Rob to ask Ipswich for an official weigh-in if required.
  10. Paying of Honorariums
    - Annette to discuss with Mark if he wants a phone instead of an honorarium.
  11. Set face to face exec meeting date
    - January 30<sup>th</sup> - 31<sup>st</sup>.
  12. Tyres broadcast
    - Yes, Rob to send out to all clubs
  13. Other matters
    - Administrative assistance money from KA can be channelled into Junior Development. There is a \$10,000 allocation for this – Kelvin to run a report on what was spent last year and supply to KQ.
    - We will discuss the previous management minutes and accept them then release them after the following management meeting.
    - Card Printer – can we get KA to pay for it through the admin assistance money? Rob to talk to Sue
    - Brett to discuss sponsorship opportunities with the Marquee suppliers