



Management Meeting – 13th April 2023

Item	Details
Meeting commenced	7.33pm
Meeting completed	09:49pm
Attendees	Annette English, Brett White, Russell Innes, Michelle Rowe, Kevin Speed, Guy Wuoti.
Apologies	
Minute Taker	Kevin Speed

1. **Track Inspections** – Toowoomba track inspected report completed. Ipswich & Warwick inspected awaiting reports... Townsville track inspection for State Championship – Phil Talbot (State track inspector) has completed the inspection on the 24th March & now awaiting report.
2. **Club Check in** – Discussions with Townsville.
3. **Strategic Plan Review** – review KA Strategic plan TBA May
4. **General Business discussion** -
 - a. Discussion around Townsville advertisement request. KQ agreed to contribute to live streaming amount only to the value requested with guidelines to be provided & managed by championship manager.
 - b. Discussion around flow chart for the lodge grant & category's the grant could be used in.
 - c. Discussion around limit of money being able to be paid/transferred per day, currently 5k per day. At current limit KQ have found this is requiring a lot of administration in order pay/transfer anything over 5k. KQ executive agreed to raise the limit 20k. Payment/transfer process will still remain the same requiring 2 individuals to approve any payment... The 3 signatures will also apply for BOQ secure fob's as an added level of security for transfers
 - d. Discussion around executing TDF for Townsville as per contracted amount. Guy has signed authority on behalf of the executive to execute transaction in one payment (In branch).
 - e. Discussion around the opportunity around using some funds in KQ everyday account in high interest return accounts – Guy to research options.
 - f. Discussion around total of 4 clubs who have responded to building better kart conference Annette has followed up with the clubs. (Warwick, emerald, Gladstone & Coolabah. Whitsunday & Gladstone unable to attend.