

Nanaimo Motocross Association

General Meeting Minutes

April 6, 2011 minutes draft

Attendance

In attendance: Mark Swanwick, Sarah Stipula, Brian Coburn, Sam Macdonald, Derrick Mann, Marla Daniels, Harold Youland, Matt Muenzler, Darren Titus, Dave Barnes

Regrets: Mike Cardinal

Welcome and call meeting to order:

Meeting called to order 7:25pm by Mark Swanwick Vice President

Reviewed and Approve previous minutes

Presidents report – Harold Youland

Tonight's agenda we need to discuss 1st race organization, Harold asked the board members if they know anyone who could market our track, Teresa has been let go of her marketing duties – Marla seconded nomination. The new marketing person should approach new clients and the current executive will continue to approach current sponsors. Brian needs help with getting work parties organized to prepare the site the mini excavator seemed to be a good machine for the track. Nanaimo association needs to receive a list of what is expected by VIMX. The site guys are feeling biggest load of responsibilities and we need to distribute responsibilities among other members. Harold suggested that we need a rules and regulations sign board at the entrance gate which also advises people that the track is private property and who they can contact to gain entry. We need to calculate the costs of getting it printed on a Coroplast sign

Vice Presidents report – Mark Swanwick

Mark was going to check into first aid but Jen Youland had already checked into. Mark is going to check into getting a post pounder and he may be able to get for the weekend. Mark contacted Kevin Scott of Scott Plastics and spoke to him about donating fire nozzles Scott said he would donate a box of fire nozzles in exchange for an associate membership. Myrna is ordering wrist bands and sign up sheets for the tracks. Mark has taken on the responsibility of purchasing trophy's and has contacted Heather Fitzpatrick she is able to help mark but needs to know a budget. Marla will check into the trophy budget from last year and email numbers to the executive board. Mark is looking into what type of trophy's are available. The board agreed it is important to make sure smaller riders get good trophies. Mark mentioned that Victoria Water jet does a lot of advertising on radio and he thinks we should

approach them for sponsorship. Mark has come up with design for the trophy and he will approach Victoria Water jet to do the trophy designs. Stallybrass forwarded a \$1500 deposit for Pro Nationals and Mark gave Marla a cheque to match from VIMX. Mark has volunteered to coordinate camping he has already sold 1 VIP pit camping for \$500 to SG Power Products site #1 and Sterling Motors is going to purchase a \$200 campsite. Dave Barnes has offered to get aerial shot of the track which Mark can use to map camping spots. Mark also contacted Rob Galey and talked about hay rides at the Pro Nationals this will also serve as a shuttle to get people around track. Rob suggested Mark call McNab farms in Nanaimo and also Brennan campsite close to the track. Mark vision of the Pro Nationals is to showcase the West coast and he sent an email to first nations in Duncan to see if they would be interested in putting on first nations dance, wild play adventure parks has portable zip line which promotes their business. It is important that when executive members are at the track it is our responsibility to check with riders to make sure they have a membership or day pass and gate should be left open. We need to get a sandwich board printed to advise where to purchase memberships. This year VIMX has the responsibility to honor Victoria members as associate memberships for this year. Nanaimo voted unanimously to honor Victoria as associate members and Mark already spoke to Jeff in Victoria and he agreed to honor Nanaimo as associate members

Treasurer – Marla Daniels

Marla approached SG power Products to sell memberships they were receptive to the idea. Marla entered memberships into the books and computer but didn't have time to calculate number of memberships. Currently in the bank we have approximately \$11000 and we have paid insurance and directors insurance which leaves \$9500 left in the bank. Marla mentioned we have potential for membership sales but we need to be more focused on getting more sponsorship money. Marla spoke to Arbutus RV and signed them up for sponsorship of \$500. Marla's suggestion is that we need to educate people about the track, where it is at and what events we have coming up. Marla needs budget numbers submitted to her from the executive board then the executive will get together to figure out where the money should be spent. Marla will email budget from last years budgets to executive so each person can get an idea of what was budgeted and spent. Our track is on a very tight budget and we need to do ourselves favour and pound pavement. Marla's goal is to get 1 sponsor per month. Last weekend when Marla was at the track the gate was open and a number of people had driven into the track and unloaded their bikes Marla questioned the riders if they had memberships or day passes and she signed up approx \$300 from non members. We have to be accountable for checking riders. Information needs to be posted on memberships cost and day pass costs where to get them. We need to advertise work parties and get list together of what needs to be done.

Memberships – Sarah Stipula

Sarah is getting signage made up for the bike shops to advertising memberships and also posters advertising the island race schedule. Sarah and Marla volunteered to work on getting mail out done with a letter asking if the rider would like to buy a membership or maybe volunteer. We need to gather

information for volunteers from the membership forms and call on people for their expertise and tap into resources that we already have.

Secretary – Sam Macdonald

Sam will contact concession vendors for the races and also get list of tower jobs that need to be done.

Site manager – Brian Coburn

We still need fencing done and the grandstands painted. Brian is still working on grading the parking lot and Kelly has offered to get some trees. We also need to paint the bridge maybe graffiti style or a checkered flag and check with some manufacturers to see if they are willing to donate paint in exchange for advertising their name. Chris Clarkson will bring 2 loads hog fuel for the sites. We need a bag of grass seed and wildflower seed in spreader and spread around and make the site look pretty. Matt's friend Chris at Prime Time Excavating has offered to mill cedar and make fences in trade for advertising. Chris will go to track this weekend to see what need to be done for fencing. Chris will bring a truckload of firewood to sell at the race. Darren Titus has 500 gallons of paint that he may be able to get donated. We need a list of things that need to be done so we can advertise on website for members and non members to help volunteer to get the jobs done. Work parties scheduled for April 16 and 17 May 28 & 29 and June 4 & 5th It is important that we do not allow riders to be on track while it is getting groomed

Watering system – Mike Macdonald

Mike had issues with pumps last weekend and managed to get them fixed he also changed the oil and filters on the pumps. Mike needs to continue filling the water storage tanks. He wants to relocate the tank on the track to the west side to supply the wash stations. He needs to tie in the stations at start gate and re & re the plastic tees. The hoses that were donated are being sent to Lake Cowichan to be cut in half and have adapters put on and we do not need any more hoses for now. Darren advised Mike that the Forestry departments dispose of their fire hoses once a year. Matt has offered to help with servicing the power equipment. Mike and Dan will try to build the drag sprinklers and berm sprinklers before the race. Mike advised we have the water truck rental for 3 more years and should take advantage of using the truck at the start gate. Mike is working with Corix to get materials needed.

Promotions – Dave Barnes

Dave has checked with few people for sponsorships and wants everyone to know if any sponsors are on board to let Dave or Marla know if we can get members to sign up on line there is no paperwork that needs to be done. If sponsors donate money or "in kind" the sponsors are able to get a receipt on-line. We need to go through the list of sponsors to confirm if they are signed up if they are not then signs need to come down unless the sponsors have been on board with us for a long time. If the sponsor has their own signs they can put them up. Kelly Rowlett is a volunteer of the Read to Ride and has volunteered to distribute passes to schools. Dave has sent letters to Telus and Shaw for internet access for the Pro Nationals but hasn't heard back.

Summary of nationals – there is a working group that is a part of VIMX but separate which involves leaders of activity areas. Marla is in charge of kids activities and volunteered to organize the beer gardens. Marla contacted the fellow from the Galaxy and he gave her contacts for distributors – The distributors need numbers on the amount of people that will pass through the gate on National day. Marla has been in contact with the guy for permits. Mike Cardinal is arranging equipment for preparation for the weekend of nationals. Brian will be the site manager for Nanaimo race and the Pro Nationals and Mike will continue to be the watering manager for both races. Stallybrass is arranging barges and consulting with BC ferries. Stallybrass would like to see a welcome package and welcome committee for the Pro Riders. We need to list the sponsors and local amenities. Sarah has volunteered with marla’s assistance to sell Vancouver island. Vancouver island is its own governing body called VIMX which operates under CMRC and every memberships sold we receive \$40 from CMRC - we saved \$500 on insurance per race because of this.

Action items:

Mark Swanwick

- to contact Mile Zero and Duncan Motosports to see if they are interested in purchasing VIP camping spots
- Mark will contact McNab farms or in Nanaimo or Donny Sutherland to see if either will donate a tractor and trailer for hay rides and “bus shuttle” and donation of hay
- Mark to check with wild play regarding portable zip line for the Nationals
- Mark to get painting supplies from the dollar store

Marla Daniels

- Marla and Sarah will approach businesses in Nanaimo for sponsorship and track awareness
- Marla and Sarah will approach Brennan Lake and see if they will sell memberships for us
- Check with Teemu if interested in painting the water towers

Harold Youland

- Get numbers on cost of a coroplast sign for front entrance gate which states rules, regulations, contacts and private property

Dave Barnes

- To print posters for the bike shops before April 15th weekend
- Dave to compile a list of items to be done for the Pro Nationals

Sam Macdonald

- Call concession vendors to set up for races and gather list for tower duties

Darren Titus

- Check into 500 gallons of paint if available for donation

Matt Muenzler

- Ask Dad if he is interested in driving water truck for race days and work parties

Brian Coburn

- To prepare list of action items that need to be done at work parties

Meeting adjourned at 9:39pm