

## **NMA Regular Meeting**

**January 12, 2012**

**Attendance:** Mark Swanwick, President  
Matt Muenzler, Vice President  
Kelly Rowlett, Memberships Manager  
Jim Muir, Website Manager  
Donna Meyland, Treasurer  
Marla Daniels, Promotions Manager  
Joel Bradbrooke, Site Manager  
Mike and Sam MacDonald

Called to Order 7:14pm

### **Minutes from previous meeting**

**Motion:** Mark S, 2<sup>nd</sup> by Marla D to accept the minutes from December 7, 2011 as distributed and with changes made. Carried

Minutes from November 2, 2011 meeting were located and circulated to Mark and Matt, who were the only two current board members at that meeting.

**Motion:** Mark S, 2<sup>nd</sup> Matt M to accept the minutes from November 2, 2011 as distributed. Carried

### **President's Report**

Mark has looked at equipment at Finning and finance options. The BC ATV Association was emailed to see if there is enough interest in a quad bog at our track. He has prepared a draft race schedule taking into account Nationals, Kamloops, Raymond, Westshore etc and would like our reps to pass it on to VIMX.

He has had discussions with "Timber Jim" regarding rebuilding the small wheel track. He may be willing to do this in exchange for a family membership. Donna suggested and the Board agreed that work must be done prior to any memberships issued in these cases. Matt also reiterated any further deals like these will continue to come to the Board for approval.

Mark reiterated comments last month regarding the fact that there is no need for an official liaison between NMA and Westshore. Jeff is welcome at our meetings and is invited to call any Board member with questions or concerns.

### **Vice President's Report**

Matt touched base about Directors duties and communicating with the correct people when ideas arise. He is working on a PA system as he has some experience with it. Feels that we should be able to have our own as the rental costs are expensive.

### **Treasurer's Report**

Donna reports that Simply Accounting Pro 2012 was purchased for the club on sale with approval via email. The software has been installed and the data from the bookkeeper last year has been uploaded. Year end will not be completed until the December bank statement has been received. Expense form was passed around as the example of how to request reimbursement of expenses. Scotia Bank is preparing the signing authority papers and will let me know when they are ready. Was there a budget last year? No! Donna will try to draft one up based on the last couple years expenses and our goals for this year.

### **Secretary's Report**

Still no Secretary and Donna cannot continue doing both jobs. In the meantime the Secretary boxes are at Donna's house. The laptop is from 2006. All the critical windows updates are done but it is very slow and running an old version of Windows. It is very likely the laptop will need replacing either this year or next. Sam reports although our laptop has CMRC's racetrack program it was not used on race day. Elaine from CR brought hers instead. We will need to ensure proper equipment on race day if Elaine doesn't do results this year.

### **Membership Manager**

Kelly is ordering the membership cards with the printing on the back to show family members on them. They will be orange. We are also ordering 500 gate admission passes stating limit one per family as well as children must be accompanied by a paying adult. VIP cards for sponsors will be made in house as required.

Lordco will be set up before the next meeting. They would also like to provide hats to the flaggers on our own race days. Kelly will make up packages for the Board Members to sell along with Day Passes.

Received a call from Footprints Security. Kelly was wondering about them getting a membership for them in return for checking our site on weekends as spot checks. It would be a drive through only. They could do it the weekends we are away racing. Let's find out how much a guard would normally cost to ensure what level of sponsor he might be.

### **Watering Manager**

Nothing to report.

### **Site Manager**

Joel went to the track a couple of weeks ago to assess the site. Regular winter erosion is present and some garbage will need to be hauled away. He would like to have work parties with mx clinics free for kids with parents helping during the days. This should entice more volunteers to help us get the site ready for action. Perhaps Bruce Donaldson would be interested?

### **Track Manager**

Not present.

### **Promotions Manager**

Marla reports that as soon as we have a race schedule she will be quite active in promotions. Wants to hear from anyone of us who has ideas, or who has had discussions with potential sponsors so she can put a plan

together. Website needs to be updated in terms of who our current sponsors are. Marla will need to communicate with Jim so he knows who to leave in. Mark would like to leave Windley on our site as a gesture of good will for their generosity over the years. Agreed.

### **Website**

Jim has posted some videos on our Youtube account. Nationals photos have been placed on our front page. Removed Sterling Motors and Duncan Motorsports from the membership sales locations. Our Go Daddy expires in February and is approximately \$12 to renew.

Our website can only have one email account which is currently [info@nanaimomx.com](mailto:info@nanaimomx.com). We can purchase a package for \$35/year or just use gmail for free. Agreed that we will create gmail accounts. Mark already has one.

At this time it was noted that Jim has not been voted in as a Director.

**Motion:** Mark S, 2<sup>nd</sup> by Marla D to add Jim Muir as a Director of NMA. Carried

### **Old Business**

VIMX has decided to issue NMA a check to us in order to complete the Nationals accounting.

### **New Business**

We need two Directors to represent Nanaimo on VIMX. Their AGM is January 14, 2012.

**Motion:** Mike M, 2<sup>nd</sup> by Kelley R to have Matt Muenzler and Jim Muir be the VIMX Representatives for Nanaimo. Carried

Next Meeting Feb 8, 2012

10:00 pm adjourned.