

TVRCC Committee Meeting
Saturday, 19th June 2010
9:00am – 4:30pm
Gaydon Motor Museum, Syndicate Room 1

Present:	Jeremy Blandford (<i>JB</i>)	Mandy O'Neale (<i>MO'n</i>)	AnnMarie Lacey (<i>AL</i>)
	Nick Kay (<i>NK</i>)	Pietro Abate (<i>PA</i>)	Sean Lacey (<i>SL</i>)
	David Hothersall (<i>DH</i>)	Alison Brown (<i>AB</i>)	Mike Hardy (<i>MH</i>)
	Richard Sails (<i>RS</i>)	Sharon Blanchard (<i>SB</i>)	Matthew Maneely (<i>MM</i>)
	Bob Jones (<i>BJ</i>)		
Apologies:	Pauline Frost (<i>PF</i>)	Ralph Dodds (<i>RD</i>)	
Guests:	Steve Shaw (<i>SS</i>)	Mike Westaway (<i>MW</i>)	
	David Blanchard	Dave Welton	
Agenda			Action
<ol style="list-style-type: none"> 1. Matters arising from previous minutes 2. Approval of previous minutes 3. Actions from previous minutes 4. Chairman's Report (<i>JB</i>) 5. Vice Chairman's Report (<i>RD</i>) 6. Treasurer's Report (<i>MM</i>) 7. Events (<i>SB</i> & <i>NK</i>) 8. Sprint/Publications (<i>MO'n</i> & <i>DH</i>) 9. RoCo (<i>PF</i>) 10. PR/Marketing (<i>BJ</i>) 11. Track-Day Coordinator (<i>SL</i>) 12. ITMA IT Manager (<i>PA</i>) 13. Club Office (<i>AB</i>) 14. AOB 15. Next Meeting 			
1	Matters arising from the previous minutes – amendments to the following:		
	5D: Remove as per MM instructions from AGM minutes 7D: Remove as discussed in AOB		AML
2	Approval of the previous minutes:		
	Proposer: PA Secondary: MH		10 Approve 1 Abstain
3	Actions from the previous minutes:		
	4B – Agenda item to be discussed in Events. SB to discuss proposal 4C – AB advised the situation currently is that until we have an individual that can do the valuations the insurance can not give a figure to cover the professional indemnity. Ball part figure is £600 - £1000. AB felt that it is not financially viable for the club to perform. JB asked AB to close thread on forum with an explanation as to why club will not be offering this benefit.		SB AB
	7 A&B to be discussed in Events		Steve/Mike
	8B – MO'n has received some articles for publication and encourages members to send more in for future publication.		
	9A – 4 Sail flags have been approved for purchase		
	14A –The book has now been published and available to purchase. The 2 nd book will be published in September 2010. MO'N asked for a copy to be given as a prize in Sprint. PA will look into.		PA
4	Chairman's Report		
	A. JB wanted to discuss the inflatable which is being covered in Events therefore, no further report		

	<p>should suffice. DW felt that we should purchase a bank of 10 radios to keep at the office. JB advised that the club already own 6 therefore only 4 additional radios will/may be required. JB suggested the use of ear pieces which are used in tandem with the radios. JB to ascertain costs. DW advised that he is also seeking sponsors/donations for the charity event in the evening. DW to liaise with BJ, MO'N and DH to publicise request. DW was asked to email his budget for this event to the Events Team and MM, JB, PA and RS as Directors of the Club. DW is finding it difficult contacting traders during the day time due to his own work commitments. He advised that some ½ mile space has been allocated along the promenade. JB asked if the office would be able to contact the traders. AB asked DW to send her the details. JB also asked BJ to help out with this too. DW advised he is trying to book 1 main sponsor such as Adrian Flux and asked if BJ would be able to look into this. SB asked if ROs are able to encourage members to come along to Blackpool BNG. MO'N suggested she may be able to help with advertising via her leads and asked DW not to allow charges to mount. MO'N and DH both confirmed they have spoken to ITV and submitted footage (mono) from previous events. It was also confirmed that a film crew will attend this event on the proviso that no important news breaks that they are required to attend elsewhere. DW advised he has also opened up the event to Piston Heads members as a "Battle of Britain" event. Further details of this to be submitted. DW advised he requires the following:</p> <ul style="list-style-type: none"> • At least 6 Marshalls • Meeters and Greeters • Health and Safety • Judges • Display boards / Signage • Menu's • Approx 79 people to help on Saturday } Realistically 100 people to • Approx 71 people to help on Sunday } cover both days • Contact sheets of all helpers • MO'N to arrange non PRS music to be broadcasted therefore, no licence required • JB suggested asking local Scouts/Guides organisations to help out over the weekend – DW to look into this. • 35 + Tables and decorations for the evening – SB offered to help decorate the tables <p>D. SB and NK have drafted a "Planning Guide" for members when considering planning a TVR event. SB wanted some feedback - It has been broken down as follows:</p> <ul style="list-style-type: none"> • Introduction • Event Classification • Booking event • Planning your event – things to consider • Sizes and Everything • Advertising • Support • Useful contacts <p>E. The classification of events has been broken down as follows:</p> <ul style="list-style-type: none"> • Headline event of the year • Core events (Apr-Sept – no more than 1 each month) • Regional events (organised by RO) • Inter-regional events (smaller meetings than core events) <p>F. SB and NK have also drafted a further document of items to purchase consisting of 2 shopping lists including equipment for events and the office. It was suggested rather than purchasing a dome as discussed in a previous meeting to dress up our current tents with logos etc. Also suggested was an area for members to congregate with pictures/advertising etc. Tea/Coffee facilities, TVR Branding, plastic flooring. JB asked AB to look into the cost of a multi-function laser printer for the office. Also suggested was to work closely with Paul Calland regarding the printing.</p> <p>G. SB also suggested a new event to meet other TVR owner members in Germany called the "Old Timers" to meet at the Nurburgring. SB to update further.</p> <p>H. SB wants to update the event booking notification section in the RO handbook – SB to submit details</p>	<p>JB</p> <p>DH/MO'N/ BJ/DW DW</p> <p>DW/AB/JB</p> <p>DW/BJ</p> <p>MO'N</p> <p>DW</p> <p>MO'N</p> <p>DW</p> <p>SB/DW</p> <p>AB AB/Events/ PC SB</p> <p>ALL</p>
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	I. NK asked that any emails received from members are referred back to both NK and SB or at least CC them into all replies.	
8	Sprint/Editorial A. MO'N advised she has received some pleasing comments recently regarding the articles featured in Sprint B. DH had received some positive feedback on Facebook from the Stag Owners Club asking how they have made Sprint such a high standard magazine C. BJ asked what the possibility is to review products in Sprint? Also asked was if there were any legal implications of grading products? MO'N answered that so long as it was published as members opinion then there are no legalities. D. MO'N/DH asked that we keep on the look out for further members prizes to be donated	ALL
9	RoCo JB read out a report from PF. A. South Wales dispute has now been resolved B. Teesside dispute has been resolved C. Kevin is no longer standing down and is having a Deputy instead D. Deputy RO Subs – agreed that they can claim 50% of expenses incurred. JB feels that this is a valid request but he would like to discuss this further with PF online. E. PF to purchase Sail Flags as agreed at the previous meeting	JB/PF
10	Marketing/PR A. BJ advised there has been a lot of press coverage recently of TVRs in other classic car magazines B. TIV saver file will be available soon C. BJ suggested that to promote ROAR he has created an e-shot which achieved a 17% return. 2900 members reached which was less than ½ total memberships. E-Shots can be very powerful marketing tools if used effectively. He proposes to use e-shots to promote events and occasionally will be used for merchandising. This would be co-ordinating between BJ and AB. MH asked if any analysis has been carried out to look at bounce back etc? BJ to update further D. BJ suggested the membership application form is reviewed to include an “Opt Out” box for use of email marketing E. Ian Cook, an artist BJ has recently liaised with has proposed to paint members vehicles on canvass at a very reasonable price. BJ handed round some examples of his work. BJ to liaise further with Ian and push relationship forward	BJ/AB BJ AB/BJ BJ
11	Track day Coordinator A. Cadwell went well with a £700 profit B. Curborough went well and SL plans to run 2 days in 2011 C. All places have been sold for Brands hatch D. Rockingham Wet Grip day – 2 places still available, SL to open it up to Pistonhead members E. Oulton Park – SL has had offers of help from several sources and guaranteed to break even financially. This event takes place on Tuesday, 3 rd August. SB offered to plug track days etc on Facebook	
12	ITMA IT Manager A. Concerned there may be issues with the back-ups at the club office	
13	Club Office A. Nothing to report B. SL advised Brandshatch had some confusion over format of names added onto the system and asked if able to double check details before submitting	AB
14	AOB A. Resource tool to be carried over. John to be invited to next meeting to discuss reservations over the tool. AML to contact	AML
15	<ul style="list-style-type: none"> • Next Meeting to be held on Saturday, 21st August 2010 @ Gaydon • Syndicate Room 1 	