

Minutes of Committee Meeting @ Gaydon on Saturday 14th Jan. 2006

Present.	Simon Lacey Tony Vile Carol Folkard Ralph Dodds	Bernie Hartnett Georgina Baker Pietro Abate Richard Sails	Jeremy Blandford Christine Blandford Grant Crouch Alison Brown
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Guests Warren Foster and Andy Race

Simon Lacey – Chairman

Simon welcomed the guests.

1. Minutes of the October meeting were read and approved.

Approval proposed by Ralph Dodds, seconded by Tony Vile. Vote- unan.

2. Matters arising from those minutes.

i. Simon reported that correspondence with TVR Eng. Ltd was still ongoing re: Trademark Registration.

ii. A letter had been received from an advertiser stating their dissatisfaction with the website regarding insurance. A.Manning UK Ltd is the only company featured on the website.

It was maintained that this is against FSA regulations. Simon had conversations with the FSA and it has been established that the club is not in breach of regulations as the club do not receive remuneration for mentioning Mannings on the website.

Ralph Dodds pointed out that Mannings although good for most members may not giving the best service to owners of Speed 6 engined cars and perhaps the time had come for a review of the club scheme with A. Manning UK. The scheme has been in place for 7 years. Discussions with Ann Manning will be pursued. Web site wording to be reviewed **Simon to write to the insurer.**

3. Chairman's Report

Simon requested that Club Administrator , Alison Brown, leave the room whilst discussions about staff bonuses take place. The club's directors would be suggesting the level of any bonus and this would then be discussed online with all committee members. It was agreed that this would happen annually on the anniversary of the set-up of the present club office. Carol Folkard suggested that money should be made available to fund staff training as and when necessary, this was agreed to by all committee members.

4. Treasurer's Report

Tony produced copies of the latest draft of the accounts to end of financial year September 2005 produced by Lewis Brownlee. It was pointed out that although draft, the final accounts were not expected to significantly differ.

The figures showed a strengthening balance sheet, with total assets less current liabilities now in a positive position of £15820- an improvement from a deficit of £31679 last year. The net profit was £47503, which is a direct result of the caution exercised by the directors and committee, in order to re-strengthen the balance sheet. The committee agreed that the directors may sign off the final figures when received, on the basis that they show a position not significantly different from the draft and that Tony circulate the final accounts to committee. The net profit forecast for 2005/6, as shown in the already published budgets was expected to be around £20000, but this does allow for a prudent level of increased expenditure e.g. on advertising to raise club's profile in order to, importantly, attract new members and, if need be, on events. The need to monitor expenditure and to maintain income into the next financial year will have to continue, as the balance sheet will need further strengthening of capital and net current assets. A discussion was held on ways to boost membership and it was agreed that this is a priority area for the committee. The possibility of a dedicated working party to look into this will be discussed at the next meeting.

Tony stated that a considerable amount of interest had been generated by his advertisement for a replacement in Sprint. Tony is to retire as treasurer in the summer and he has talked to all interested parties. It was decided that Warren Foster, who was at meeting, would make a suitable replacement and that his experience as a finance manager would be of benefit to the club.

It was proposed that Warren be co-opted onto the committee now, in order to work alongside Tony as an assistant treasurer. He was proposed by Jeremy and seconded by Tony. Vote unan.

5. RO Co-ordinator's Report

Pietro stated that RO matters had been fairly quiet since the last meeting. RO registration forms had gone out to all RO's in Xmas cards. Out of 44 RO's only 26 had so far returned the forms. Pietro would follow this up with phone calls. It was pointed out by some committee members that those RO's not registered were not covered by the club's public liability insurance. The insurance covers activities at monthly meets as well as other events.

Two resignations had been received – Leon Hickman and Alan Morris. The committee thanked both of these RO's for their hard work. Alan Morris has been replaced by Tony Wright. A new combined Staffordshire and Shropshire region has been formed and the RO is to be Christine Blandford.

Discussion took place about free membership for RO's. Each region is entitled to one free membership, but it was noted that some regions have more than one RO. The larger regions have more members attending meetings and therefore more work for RO's. In future the matter of free membership will be assessed on a region by region basis. The concern of some RO's about a critical thread on PH regarding the content of RO reports in Sprint was discussed and noted. **Pietro will monitor the situation.**

6. Event Manager's Report

Jeremy reported that the 'event workshop' held after the October committee meeting had been very well attended and had reached some useful conclusions. Single model events have been proving very popular and events such as the Polo Club and BNG. It was pointed out that event organisers need to be stricter in the future about charging non-members for day membership. The public liability insurance will then cover anyone attending an event. The day membership fee can be deducted from the cost of full membership should that option be taken up at an event.

RO's and event organisers had agreed to combine and co-ordinate plans for 2007, TVR's Diamond Jubilee year. Date for a major event in 2007 to be agreed and published asap.

Jeremy had arranged a meeting with representatives of TVR and Blackpool Council on 18/01/06 to strengthen plans for a Back Home event for this year. TVR are suggesting 15/16 July. The feeling of the committee was that a firm contract needs to be in place before any combined event goes ahead. The club needs to ensure minimal financial risk. It was also felt that a tour of the factory is an essential ingredient of any Back Home event, without it interest would be low. Jeremy to update the committee by email after the meeting.

Rockingham had again offered the possibility of a Mini Thunder event- dates to be considered.

There had also been a suggestion of a Pre Wedge event – to be considered

The presence of club office staff at events was discussed. Careful consideration of the financial implications needs to take place on a 'case by case' basis. Some events need regalia sales others recruitment only. Alison requested sight of all booking forms before their inclusion in Sprint

In order to improve the speed and efficiency of taking bookings

Discussion ensued about the role of Event manager, there has been no nomination forthcoming for this post prior to the AGM. There was however interest in the deputy post. It may necessary to form a team post AGM.

7. Public Relations Manager's Report

Ralph reported the success of last November's NEC show. He also told the committee that the club's next show appearance is to be in Feb. at the Bristol Classic Car Show. This is being organised by Paul Shrimpton.

Requests had been received for a 'Tamora' feature in Sprint – this will appear shortly, and attendance at an event in Switzerland in 2007 featuring TVR. **Ralph will speak to Bonne Route regarding the Swiss event.**

Ralph will continue to run ads in those magazines that feature TVR to help improve recruitment.

The names of the recipients of the club's annual awards were given to the committee, these awards will be presented at the AGM.

A request from Andy Holden for race sponsorship has been received, Ralph will ask him to produce a proposal to be put before the committee.

Discussion took place regarding the access to the members only part of the website. Grant Crouch and Paul Calland are considering this matter at present, findings will be discussed at the next meeting. Ralph to invite Paul Calland to the next committee meeting.

The 'Helplines' section on the website is to be hidden until it's content can be verified and improved-**action Ralph, Grant, Alison.**

Committee members to look at other club's forums – Action all

8. Club Office Report

Alison informed the committee that 2/3 of the Le Mans tickets had been sold in the first week. The committee felt that keeping any unsold tickets would not be a risk as demand for them is always high. The ACO were requesting 30% of the payment by the end of January.

Alison stated that her position in the club office gave her the greatest access to the views of members and this made her aware that not all members feel their needs, particularly in Sprint, are being catered for. Alison also requested of the committee advance warning of important news items to be featured on the website and in Sprint, in order to deal more efficiently with members questions over the phone and online.

Policy issues agreed by the committee:

1. 13 issues of Sprint in 1st year of membership, i.e. one sent with New member pack
2. Online joining form to line up with printed form
3. Late renewal up to 12 mths , then restart
4. RO registration forms to be held at office
5. Members may state which regional meeting they wish to attend
6. RO's not to 'poach' other region's members with 'mailings, discuss with neighbouring RO's the idea of a joint mailing

A new day membership form is required. **Jeremy offered to action this.**

9. Model Registrar's Report.

Grant reported the successful installation of the new database at the club office. It is already providing the club with invaluable information. He will be in continuing discussions with Paul Calland in relation to website matters. Simon thanked Grant for his efforts.

10. Archivist's Report

Richard reported that good progress was being made with the cataloguing of all the archive material owned by the club. It's access by members is also increasing. Richard will produce an article for Sprint about the archives later in the year. Discussion ensued about the future security of all the archive material and the need to move it to the club office over time This will be continued at a later meeting.

11. Track Day Report

Bernie introduced Andy Race who is standing as his successor at the AGM. He then went on to report the outcome of discussions with insurers about track day cover for the club.

Quotes have been received from Competition Car Insurance and A.Manning UK Ltd. There being no difference in cost Bernie felt that CCI as industry leaders are the better option. They also insure Easy Track, with whom a number of joint days are being considered. It may be necessary to take the route of joint days in the future as it becoming increasingly difficult to book suitable dates at any of the circuits.

Confirmed dates for 2006 are as follows

Snetterton 24th April , Cadwell 22nd May,
Zolder 8/9/10 June
Classic Le Mans 7/8/9/ July

The committee thanked Bernie for his considerable efforts for the club.

Andy Race was co-opted as Deputy Track Day Co-ordinator to help Bernie until the AGM

Proposed by Bernie Hartnett and seconded by Pietro Abate Vote Unan.

12. Advertising Manager's Report

Georgina reported on the situation with regard to the collection of bad debts. This matter takes a considerable amount of time, however Georgina feels it is best for her to continue this process for the moment to ensure continuity. Discussion ensued on the subject of website advertising. This was felt not to be a viable option at present.

13. A.O.B.

1. Grant requested that an automated back up system be put in place for the new database. Action Grant and Alison
2. Howard Bryan to be co-opted as Deputy Editor until the AGM
Proposed by Richard Sails, Seconded by Pietro Abate Vote Unan.
3. Pietro asked that the fuel expenses for the RO's attending the RO meeting after the AGM be covered. In light of improved finances this would be agreed to for this meeting.

Date of next meeting. Sat March 11th 2006 10am @ Gaydon followed by the AGM at 12.30pm and the RO meeting after lunch.