

TVR Car Club

POST AGM RO's MEETING 27TH SEPTEMBER 2003 HILTON HOTEL, WEAVERING, KENT

RO's PRESENT

ANDY DAVIES (East Sussex)	DON PRICE (North East England)
JOHN MLECZEK (Blackpool)	GRAHAM MAIDLLOW (Berkshire)
STEVE THOMSET (Surrey)	KAREN THOMSET (Surrey)
DAVID PENNIGTON (Hants)	RUSSELL TOWNS (West Sussex)
LEON HICKMAN (West Wales)	STEVE PARKER (South Wales)
PAULINE FROST (Mid Essex)	DIANE SMITH (Mid Essex)
JOHN CASE (East Midlands)	DUNCAN SIMBY (Bristol)
IAN BANNISTER (Yorks & Humber)	ROY COUSINS (Middx)
JUSTIN FORWOOD (Bucks)	ANGUS ROBB (Herts & Beds)
COLIN LYONS (West Sussex)	GRAHAM BUTLER (Mid Kent)
NICK SMITH (SE London & N.Kent)	RICH ABBOT (NY Tvrcc)
ALAN MORRIS (West Midlands)	PAUL CALLAND (Tvrcc website)

PRESENT

Simon Lacey (Chairman)
Laura Hadley (Secretary)
Laurence Sayer (Treasurer)
Pietro Abate (Advertising)
Jane Payne (National Events)
Colin Last (Deputy Events)
Paul Shrimpton (RO Co-ordinator)
Ralph Dodds (Marketing & PR)
Bernie Hartnett (Track Day Co-ordinator)
Carol Folkard (Club Office)
Alison Brown (Club Office)

NOT ATTENDING

Tony Connor (Editor)
Stewart McQuillan (Competition Sec)
Bruce Smith (Deputy Track day)

MEETING

START: 2.35pm
FINISH: 4.15pm

ACTION

Simon Lacey opened the meeting thanking everyone for being patient and apologised for the delay in the start of the meeting.

For the benefit of everybody all the RO's stood up and introduced themselves.

Simon explained that all the committee were at the meeting so that they can help in answering any relevant questions for the RO's.

ACTION

RO STRUCTURE

Discussion arose concerning RO meetings and that they have not had any meetings in a long while. This included developing 'Super meetings' with 'Super RO'. Also how often they should be held. Defining the region, how organised and providing feedback. After much discussion it was concluded that there be two meetings one North and one South. RO's to organise and identify the divide between North/South. Each area to have its own RO leader. Decide whether formal or informal and to liaise with Committee. The committee (where possible) to also attend these meetings. Also check dates that these meetings do not clash with other events.

RO's to sort & liaise with committee (Paul Shr.) (Simon L)

EVENTS

Problems over Regional Event Listings were discussed. RO's have been having problems in getting them published in the past. Concluded that all RO's submit their event lists to National Events (Jane Payne). She will coordinate regional events and enter on 'Wall chart' and Committee / Events team will work on how to distribute and publish. Any late notifications to go through Carol (Tvr office) to ensure put into planner.

RO's Jane Payne Events Team Carol-office

MANIA

Disappointment expressed by P.Frost (Mid Essex) that there was little or no communication about what was happening on the day. Simon Lacey requested her to obtain specific details and to pass onto Jane Payne to avoid any future occurrences. He further advised the group that the committee is looking at other ideas to promote a more positive and organised approach to these events. Forward planning is key and that the committee will progress Mania 2004. Locations for future mania to be across the country. Regionally organised with Events Team. Rich Abbott was invited to take on the 2005 event?

P.Frost Jane Payne RO's to assist.

RO CO-ORDINATOR

The role of the RO Co-ordinator was questioned as to what does he actually do! Views were expressed that he does nothing for the members. RO's were invited to comment as to what he should be doing. Responses included – communicating with the RO's – Working with experienced RO's to establish best working practise and guidelines for new RO's. Maintaining and keeping up to date the RO Handbook. Establishing a job description. Paul Shrimpton advised that there have been difficulties in updating the Handbook. Carol (office) commented that the Handbook has little relevance. It was also stated that the RO Co-ordinator be elected by the RO's.

Paul Shrimpton work with Angus Robb on Handbook

Question was raised by Simon Lacey have all RO's re-registered? Duncan Smiley raised the point of using the web site as a medium for listing of RO's? John Case commented that Banners and Business cards from RO Co-ordinator have been excellent.

ACTION

LORRY

P. FROST raised the point concerning what is the situation. It was stated that Jelwyn and Richard Wright(Tvrcc member) have 50% share. Tvrcc pay 90p per mile for him to come to our events. Alison Brown commented that the Tvr Office has a covered marquee logo'd up and would be cheaper then the lorry. Roy Cousins suggested having a big marquee and truck separately. Suggested that a van with logo and kit be used for travelling around. Ralph Dodds is researching on how best to use Lorry and costings. Suggestions for best use of the lorry included Castle Coombe, Bromley Car Show; Le Mans and Back Home.

Ralph
Dodds

MEETING MINUTES

Andy Davies asked will minutes of RO meeting be circulated. Simon Lacey stated that all minutes of meetings will be recorded and circulated as appropriate.

Laura
Hadley

JOB DESCRIPTIONS

Simon stated that job descriptions would be sorted and placed onto the web site in due course.

Simon
Lacey

LE MANS SPONSORSHIP

Angus Robb commented that members were not informed of the £5k sponsorship money. Simon replied that the committee are in the elected position to take those decisions and that there should not be any need for a mandate from the members each time the club spends money.

TVRCC EQUIPMENT

Any equipment that has been purchased by the club for the purpose of any Tvrcc activity is the property of the Tvrcc and will be returned to the club. This includes camera purchase for Editor and any other equipment.

Q & A IN SPRINT

Angus Robb suggested that there be a Q & A section in the SPRINT magazine. It was also commented that Pistonheads should not be used for this forum as is currently, and that our own Tvrcc website should be used more effectively.

MEMBER IDENTITY

Identities of members in region can be obtained by supplying Carol (Office) with the postcodes in that RO's region.

RO's

FINANCE / BUDGETS

Points were raised on how other regions run their finances. Laurence Sayer explained that expenses by regions e.g. cost of stamps for mailings; printer cartridges will be reimbursed subject to timely

ACTION

claims and receipts sent to him with written signature of claimant. Reimbursement is usually within seven days. The club will help out with money up front for big events, however deposits from members must be obtained first. Simon Lacey commented that we will be looking at departmental budgets which may extend to regions. The financial situation needs to be confirmed and evaluated first.

REGIONAL EQUIPMENT

It was suggested that regions be given their own equipment for usage e.g. banners, flags marquees etc. All ideas to be forwarded to Paul Shrimpton and to share amongst regions.

RO's
& Paul
Shrimpton

REGIONS & OWN CLUB ACCOUNTS

Regions should not have their own bank accounts to manage Tvrcc events. Laurence Sayer to investigate guidelines for RO's

Laurence
Sayer

TVRCC WEBSITE

Paul Calland explained to everybody about the web site. This included the following points:

- He can design however relies on other sources for content.
- Developing web site is necessary.
- Most regions are hosted.
- Content is up to RO's
- Paul has designed template to enable web page management.

Paul added that some 1.5m people hit the website, on average some 50000 (?) hits per day. 99% of non members visit Tvrcc as first point of contact. E-commerce is popular and that some 75% of new members originate from the web; about 15 per day.

The current software for the website is obsolete and cannot be developed further without replacing/ obtaining new software. To add any regional reports would require upgraded software, and would be in conflict with policies connected with 'Sprint'. To make the site more popular needs development and investment. Developed classified ads system with Pietro, however this conflicts with Sprint. Web site is under utilised especially when information can go on almost immediately. To liase with Ralph Dodds.

Paul
Calland
Ralph
Dodds
& RO's

Paul would like to see a member steering group for the web site with direction from the committee. His goal for the website to have basic information, regalia sales and signing up of new members. The website to be synchronised with Sprint.

END OF MEETING

Simon Lacey thanked everybody for their time and summarised the meeting to a close.

End>

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SUPPLEMENT TO MEETING MINUTES

Dated 21st October 2003

Amendments to the minutes of the above meeting are as follows:

COLIN LYONS was shown under RO's PRESENT. Unable to establish that he is a recognised RO at this stage and is therefore listed in OTHERS PRESENT.

SPELLING ERROR. Under heading of LORRY Jelwyn is incorrect and should read Jeld Wen.

Laura Hadley
Tvrcc Sec / Director