

ADOPTED 24-01-09

**Proposed by Matthew Maneely 2nd: Pauline Frost vote for: 10 against: 0
Abstentions: 0**

**Minutes of TVRCC Committee Meeting
Saturday 29th November 2008,
Gaydon Motor Museum.**

Those present: Jeremy Blandford (JB): Jeremy Blandford (JB), Mandy O'Neale (MO) Nick Kay (NK) Richard Sails (RS) Ralph Dodds (RD) Pauline Frost (PF) Sharon Blanchard (SB) Matthew Maneely (MM) Alison Brown (AB) Graham Walden (GW)

Guests: Ray Frost (RF) and Paul Calland (PC)

Apologies: Andy Race

Approval of minutes of meeting 27th September 2008 and adoption of these minutes.

Proposed by PA and seconded by MO 9 votes for 1 abstention from RD who was not present at the last meeting.

Matters arising from those minutes: NK suggested that the decals that were kept at the office could be used for John Simpson's racecar if they were suitable.

Action AB to email dimensions and number available to JB.

No reply had been received from Jeremy's letter to Martin Lilley, confirming his appointment as patron of the TVRCC.

Chairman – Insurance Tenders

The directors had previously reviewed information from those insurance companies who tendered for the TVRCC preferred insurer scheme.

JB presented the details of these to the committee for a single company to be agreed upon. Tender documents (copies of) were then circulated around the committee for comments.

No tenders received were offering automatic track day cover. It was felt that a very small % of members would require this cover as the numbers of attendees for track days had considerably dropped. These companies could offer cover to those who needed it for an increased premium. JB to check if the charge could be per track event?

PF asked if the companies short listed should be asked for details of their existing TVR client numbers as this could affect the possible initial revenue for the club.

The tenders received would also be offering members both home and personal insurances which was seen as an added benefit.

MM wanted to check the remuneration on renewals.

PC suggested that the rates be checked should a member already hold a policy with the company chosen

It was noted that one tender would give a discount for the completion of a Ride Drive course - this was seen as a benefit to our members.

PF suggested that once the decision had been made it should be advertised on the web and in Sprint.

The levels of remuneration for new clients and renewal of policies were discussed and the company selected was by a unanimous vote.

Treasurer

The financial year was now completed and draft accounts from the accountants had been received this week. MM will be undertaking a full review of the numbers as part of the audit process.

Regalia sales were down on the same period last year, but profit on regalia was up on the same period.

Overheads of the office had come in below the budgeted figure. Matt thanked the office for their efforts.

Track days during 2008 had offered a variety of venues and dates, this had not been taken up and track events were once again showing a loss.

A revised format would be put in place for the 2009 dates.

Easy Track would be used for shared days and less places would be offered, only one TVRCC only day would be offered as suggested at a previous meeting this would be Cadwell Park Sept 2009.

Office to process all bookings and JB to liaise with EasyTrack.

Budget was set for events in 2009.

MM was working at present on budgets for 2009, these would be set assuming a 10% drop in membership.

Proposed inflation increase to membership subscription was to be put forward for voting upon at the 2009 AGM.

MM to check LBS (Lewis Brownlee Sherlock accountants) fees and secure a fixed rate for the 2008-2009 financial year. The current agreement offered fixed rate fees.

JB suggested that all costs should be kept a minimum and sanctioned by directors/treasurer.

PF asked for funding for two new regional banners this was agreed by MM.

NK asked for a break down of events profit and loss for 2008. Estimated figures had been presented to the previous meeting, these were given to NK.

MM to supply NK with actual figures as these were now available.

Editor

Derek Smith had contacted Mandy to express his wish to retire from the post of deputy editor with immediate effect. Mandy accepted on behalf of the committee. The committee wished to thank Derek for his work as deputy editor. MO felt that the position of deputy editor was not needed as an elected position and therefore would not appear on the 2009 voting form.

MO wished to make the committee aware that January issue of Sprint would be delayed due to the mailing house Christmas shut down. MO to write a short piece for the website.

Levels of advertisers within Sprint were to be monitored by Mandy and the office.

It was agreed that there would be no increase in the number of pages in Sprint, this would be reviewed again early next year. PF suggested that any planned increase may allow more space for regional reports.

Online Design'. proposed changes for Sprint were agreed by the committee.

MO requested copy for the NEC award ceremony, RD to supply the copy.

Mandy was now receiving full pdf proofs for Sprint, this would allow all content to be checked including adverts.

PC asked about the role of web editor, Mandy had proposed to complete this as part of her duties but had found the workload of Sprint far too great to complete both roles. A web editor was needed to coordinate the stream of information between the two mediums. Mandy would advertise the position in Sprint and Ralph to advertise the position on the website.

Mandy to speak to Online Design about what content can be supplied to the website, this would hopefully include featured articles. Paul, Mandy and Jon to liaise.

RD requested copies of all the 'Picture This' entries for inclusion on the website. MO to check on content each month and send details to RD.

Ongoing: review of advertising levels and trade rates.

Events

2008 events now completed.

Proposed events for 2009 (see attached) Five 'National' events were proposed for 2009.

PF wished to apologize to the events team for her intervention with the initial planning of BNG09. All RO planning questions would now be passed directly to NK/SB with regional issues being dealt with by Pauline.

Nick to forward copy of events calendar with Sharon's help to Mandy for Sprint.

Paul had completed the new events calendar section online, this now needed to be populated with the 2009 events, this area could be easily edited by the events team. Paul would send the templates for this new web section to Nick and Sharon for their approval. Once approved this section would be populated.

Nick suggested the return of the classified style format of future events in Sprint for 2009, Mandy was keen for this to be re-instated. Events organisers and RO should be encouraged to supply copy for this section.

Nick asked the committee for possible locations for future 'main' events possibilities included

RS outlined plans by Lancashire/Blackpool regions for a jointly organised Blackpool event, this would include a sprint. GW suggested that we would need a motor club partner to run this element of the event.

PF suggested Britcar @ Silverstone; a provisional date had been released, GW to email this to NK.

SB suggested Brooklands double twelve event.

It was felt that Cholmondeley pageant of power would not work as a main event in its current format.

The events team would investigate all these suggestions.

Sharon enjoyed the NEC show, but was very disappointed in the presentation of the regalia stand in

particular the lack of price lists, floats and literature. It was agreed that all these elements would be improved for future shows. Nick pointed out that the provision of the 'shop light' had also not portrayed a professional image, suggesting that a new portable easy up and display stands should be priced to improve the appearance of shop light for next season. Action AB to obtain quotes for suitable equipment and literature.

Sharon had been in touch with The Guards Polo Club to discuss a possible event for 2009, the price would be per car and dependant upon numbers attending, after much discussion it was felt that the price per car was high for the proposed date. Action SB to speak with Guards Polo and negotiate prices, dates and check what the liability would be to the club.

PF suggested a possible early booking discount, Sharon to check this as well.

Press Officer

RD suggested that the 'suggestions to the committee' forum was working better since the reply permission had been changed. More questions were being answered, as they were not lost amongst multiple postings.

To answer a recent thread, details of all committee members running for re-election at the 2009 AGM would be published in January Sprint. Action AB to collate copy and forward it to Mandy by the print deadline.

NEC had been a very successful event Ralph wished to thank Steve Guest and all his West Midlands members for their hard work.

Action RD to compile a list of current benefits of membership based on the existing list already on the website, one list to highlight benefits of new membership and one giving full details with discount codes. It was suggested that the full list be published in Sprint plus copies sent with new member packs; the short list to be sent to prospective members.

ROCo

Hampshire region was now moving forward under their new RO/Committee structure. PF asked if the committee could intervene in a dispute over regional equipment that

had not been returned by the previous regional organisers? It was discussed at length and decided that the new RO should ask once more for the equipment to be returned. RD suggested that some controls should be put in place by regions to protect both equipment and funds.

Pauline had brought with her the new RO handbook in draft form. Pauline outlined the various sections and suggestions were put forward for slight alterations. PA suggested that a copy of the membership benefits should be added to the document.

PF expressed concerns over not receiving completed nomination forms from some regional organisers, PA suggested the course of action should be: 1. Call the RO to prompt them to return the completed form. 2. Remove the ROs details from Sprint and the website. 3. Suspend complimentary membership until the form is received. The timescale of these steps would be at the discretion of the ROCo.

Pauline had been encouraging all ROs to complete the template for their regional sites with their details, venue/day/time/contact details etc. and this was still ongoing.

'Spot light' feature in Sprint was working well, Mandy requested copy for January Sprint.

Pauline was going to canvas opinion from the ROs as to whether they wanted all or a selection of their regional events advertised within the future events listing on the website. Nick suggested that ROs should be encouraged to share all forthcoming events with other regions via the website. ROCo and Events to liaise.

PF informed the Committee that she had received an application from Alex Leith and Howard Bryan to be joint ROs of Lancashire region to replace John Kenyon who had stood down. After a short discussion over the status of Joint ROs or Primary/Secondary ROs, the Committee agreed that owing to historical precedent, Joint ROs could be accepted.

Given that it is preferred to have one person to be accountable for the region a rule change was discussed.

This would not affect the decision in the Lancashire application and an action was agreed that PF would communicate this message to Alex Leith & Howard Bryan.

IT Manager

PA outlined what had happened with the office IT since the last meeting. A new server had been installed and was running well. Full back ups of the office system were now completed each day and recorded to tape on the new server. A restore of some files had to be done when TVR4 PC crashed, this PC had now been fixed under warranty.

The TVRCC database would have to be re-designed in 3-4 years, measures should be looked at now to allow for this. Pietro had been in communication with Grant to obtain a full un-compiled version of the clubs current database, this was ongoing.

JB proposed that the function of the registrar to up date car details should be moved to the office, thus not requiring a registrar as an elected committee post? Seconded by PA voted 9 for / 0 against and 2 abstentions. Action AB to amend the 09AGM voting form.

Pietro submitted to the committee copies of the draft moderator rules These were drawn up by Ralph some time ago. After some input various amendments were agreed upon, these changes would be made to the document. PA to publish once amended. Pietro also to review the number of moderators on the site.

NK suggested that some guidance could be given to the moderators. PF said that common sense was the best tool for moderating well, but accepted that some guidelines could be drawn up and published with the moderator rules.

Pietro asked if officers of the club were covered to use their own vehicles for journeys on TVRCC business? It was felt by the directors that committee members were officers of the club but not paid employees and the current testing of driving skills/highway code being implemented by some big corporate businesses did not apply.

Motorsport

Sprinting continued to work very well, their dates had been released early.

Circuit racing was looking good for 2009, there were to be 6 double header meetings using most of the circuits.

Possible ties in with MG at Silverstone were being discussed, Graham to liase with the events team.

GW was keen to support the Britcar 24hr again in 2009, a provisional date had been released. Action GW to send this to the events team.

Historic racing was progressing well with increasing numbers of competitors.

The pink Tasmin was once again going to be up for hire for the 2009 season.

Sharon asked if Graham could source a racer for the Bristol Classic next February?
Action Graham

GW to consider a winner for the Scott Moncreiff motor sport trophy, committee asked for candidates.

Andy Neate had been offered 2 years Hon. Membership by the committee. Mandy wished to thank Graham for his help in liasing with the Neates. Action AB to implement membership.

Archivist

Nothing to report.

Secretary

AB canvassed the committee as to who was seeking re-election.

AB requested copy for January Sprint from each officer, this article was to be a continuation of the November 'AGM' article.

Position	Candidate	Seeking Re-Election
Chairman	Jeremy Blandford	yes
Treasurer	Matt Maneely	yes
Editor	Mandy O'Neale	yes
Events Manager	Nick Kay	yes
Deputy Events	Sharon Blanchard	yes
RoCo	Pauline Frost	yes
IT Manager	Pietro Abate	yes
Comp Sec	Graham Walden	yes
Secretary	Alison Brown	no
Press Officer	Ralph Dodds	no
Archivist	Richard Sails	yes
Registrar	Position currently	under review

AOB

MO suggested that Sharon be the Club's web editor, liasing with her as to the content of the website in conjunction with RD & PC. The post of web editor would not be a non-elected post, it would come under Mandy's control as editor. Sharon agreed to taking on the role. JB advised Sharon to take the role on a trial basis to make sure that the workload of web editor and deputy events was not too great.

Next meeting to be held at Gaydon, on Saturday 24th January 2009 from 10am.