

FVAA Board of Management Minutes Teleconference, Monday 24th April, 2009 Commenced 7.30pm EST, closed 11.15pm EST

Present: Scott Wythe – President, Mark Mitchell – VIC, Greg Hepburn – NSW/NTD, Michael Lloyd- SA, Derek Burns – WA, Leigh Porter (Financial Discussion only)

Apologies: Pip Welch – Tas (technical issues), Shane Hart – Qld

Item 1 – Introductions and Action Item Review

SW welcomed the Directors and noted apologies. See Action Item table below for details of review of previous Action Items.

Item 2 – Acceptance of Previous Minutes

The draft minutes of the previous meeting held on 24th April, 2009 were passed as a true and accurate record of the meeting (SH/ GH).

Item 3 – Finance Report

BoM Reviewed April Accounts

DB confirmed that only one set of AR's have been received by FVAWA, where as invoice issued from FVAA was for three sets.

- DB to confirm if single set of AR's have been paid for
- If not then LP to reconcile via credit to FVAWA.
- SW to investigate why invoice states three sets and only one set received.

Outstanding invoices at April End of Month:

- \$121 SA
- \$990 QLD
- \$2190 WA (refer item above re AR tyres)

\$2k each received from both Hoosier and Dunlop to cover Tyre Testing costs.

- \$3200 required for track hire
- \$800 remaining for fuel.
- Excess to be remain in FVAA accounts
 - GH to obtain receipt for fuel and any other incidentals required on Tyre Test day.

MM requested that FVAA invoice individual State Associations for rounds of the Shannons Nationals Series run in 2008 that delivered a loss.

- General discussion occurred re the requirement State associations were required to meet once they committees to running a Shannons National Meet.
- ML advised that Minutes of the 9th meeting of FVAA stated that FVAA would underwrite up to \$3000 loss.
- ML proposed that since the only round FVAA could invoice a State Association for was the NSW round for \$200 (\$3200 loss), the benefits were outweighed by the negatives of doing so.
 - Seconded by DB
 - Motion carried.

ML raised question of a \$13k invoice that FVAA paid on behalf of FVNSW.

- Leigh Porter confirmed that FVANSW accounts have recently been audited for years 2000 to current and he has no knowledge of issue.
- SW to contact Rick Kirkness to confirm if transaction occurred and under what conditions.
 - Note issue has been discussed outside of BoM meeting and is anticipated to be formally closed at next BoM meeting

Item 4 – Tyres

Tyre Test scheduled for 19th May at Oran Park

- Two sets of Dunlop's and Hoosier's to be available.
 - One set of each brand to have approx 300km race condition driving performed prior to day of test. Intention is to simulate three race meetings
 - One set of each to be in as received condition.
- Method intended to be used on day of test was discussed and agreed to be acceptable.
 - GH to publish on FVAA website for general review.
- Questionnaire to be completed and sent to tyre suppliers.
 - ML to draft and get buyin from BoM.
- Formula Ford Tyre contract to be used as basis for FVAA Tyre contract.
 - SW to contact Formula Ford to obtain copy of contract.
 - BoM members to canvas members to determine if any members are suitably qualified to review proposed contract and provide advice to FVAA. (Will need to be clearly identified if it is general advice or Professional opinion that is being provided by any volunteers from State Associations)

Item 5 – Shannons National Series

Tasmanian round of Shannons National Series assumed to be off but requires confirmation.

ML proposed that "Any Shannons National rounds that Formula Vee accepts and invitation to, other than what FVAA has already committed to underwriting, are to be underwritten by the State Association that the round is to be held in and not FVAA."

- Seconded GH
- Motion accepted.

Winton Round

- Discussion and agreement that for the Winton round, an Eligibility Officer is to be sort from Victoria to avoid travel expenses.
 - MM and GH to organise.
- Entry Form required from Rob K, SW to contact and organise
- Once received will be posted on FVAA website.
- Entry Funds to be deposited directly into FVAA account
 - LP to provide BoM with monthly update
- FVAA BoM to be included on distribution of emails dealing with Winton Round organization to ensure it is informed of developments.

Item 6 – Formula Vee Nationals - Tas

- Good progress on organization
- PW to provide update at next BoM meeting.

Item – Technical Update

No meeting of NTC in March owing to difficulties with moving to Skype.

- BoM directors in each state to confirm State rep has access to Skype and the knowledge to use it.
- Proposal to review and potentially rewrite existing Formula Vee manual in order to simplify and make it easier to interpret.

General discussion on areas for potential FVAA income whilst providing members components at better than market place costs. Areas discussed were:

- Heads
- Cranks
- Gearbox cases and Gears
- Piston and Barrels.

Restrictor Plates

- Requirement for additional restrictor plate's discussed and decision was that sufficient requirements from States warrants and order to be place for additional restrictor plates.
 - GH to organise.

Item 7 – Other Business

General discussion regarding the benefits of advertising in National Karting magazines FVAA have recently taken out full page advert in "Kart Magazine"

- Resulted in noticeable increase in hits on website.
- Cost of add was \$400.

Public Officer.

- ML to nominate as Public Officer for FVAA.

Previous FVAA Financial records

ML requested that as Public Officer he needs copies of the audited records for past 7 years.

- SW to review contents of boxes received from Rick K.
- Boxes to be sent to ML for storage.

FVANSW Correspondence.

- Correspondance received from FVANSW was discussed.
- SW to draft a reply on behalf of FVAA. Copy to be sent to BoM members.

Next meeting 25 May

Action Item List

Action Item #	Action Item	Actionee	Raised	Due
31	<p>Chase Shantui Lishide Oran Park TV sponsorship payment and report back to BoM. Letter of demand is being drafted to go to Shantui from Shannon's Nationals. This is likely to be the limit of action available to the FVAA. IC advised that Leigh Porter had taken this up with a solicitor and a letter was being drafted to come from Rob at Shannons Nationals to Shantui requesting payment. This AI to be removed as no further action likely.</p>	IC	22/5/08	Completed
36	<p>Capitation Fees to be charged to State Associations at \$30/member. Invoices to be sent out once numbers supplied. All Directors to supply SW with</p>	All	12/8/08	Next Meeting

	State Member numbers. Invoices issued. Still awaiting payment from some states. SW to advise.			
37	FVAA budget to be drafted. Leigh Porter to assist.	SW	12/8/08	TBA
41	Public Officer forms to be completed and submitted to the SA Consumer Commission	ML	12/8/08	Complete
42	Produce eligibility scrutineering checklist for STD use	GH	12/8/08	Next Meeting
49	Request for Fuel Change to go back to CAMS for drafting with Jan 1 09 start date. Add in request for Pump Fuel definition clarification.	GH/SW	8/9/08	Completed
52	SW to discuss with Leigh Porter aspects of the finances that he can assist with	SW	13/10/08	Completed
53	GH to chase up Eastern Creek track hire costs	GH	10/11/08	Completed
54	GH to chase CAMS for further ruling on eligibility of lash caps	GH	10/11/08	Completed

58	Seek level of interest in competitors competing at both the Shannons Symmons Plain round and the Nationals the following week	All	6/12/08	Completed
59	SA, Qld and WA Directors to forward member contact lists to GH	SA, Qld, WA Directors	6/12/08	Next Meeting
60	Tyre EOI to be emailed to supplier contacts and publication arranged in Motorsport News	SW, GH	6/12/08	Completed
61	Standard Nationals sub-regs including format of events be drafted and published on website	GH	6/12/08	April 09
62	EOI for webmaster be sought via website and appointed before end Jan 09	SW	6/12/08	Completed
63	Vic and Tas to liaise with Ian Chivas regarding administration requirements for their National Series rounds	MM/PW	11/2/09	Next Meeting

64	Get clarification from CAMS as to whether a National Level License is needed for State level National Series rounds	SW	11/2/09	Next Meeting
65	Get out David Friths Dunlop tyre evaluation paper to the Board	GH	11/2/09	Completed
66	Chase up Sealer of 1600 engine sent to WA recently on 1200 paperwork	MM	11/2/09	Next Meeting