

**FVAA Board of Management Draft Minutes Teleconference,  
Wednesday 5th August, 2010  
Commenced 8.05pm EST, closed 11:20 pm EST.**

**Present:**

Greg Hepburn – NSW/ Acting Chairman, Derek Burns - WA, Pip Welch – Tas, George Panagiotidis – Vic, John Alder – Qld.  
Michael Lloyd – NTD / FVAA Secretary, Leigh Porter – Treasurer.

**Apologies:** Nil

**Item 1 – Previous Minutes**

- 7/7/2010 minutes discussed and accepted with clarification of start time.
  - Proposed GH
  - Seconded PK
  - Approved

**Item 2 – Correspondence**

- Letter to FVASA in regards to nonpayment of capitation fees.
- Emails received and sent in regards to FVASA nonpayment of Capitation Fees.

**Item 3 – Financial**

- July Monthly account report presented and accepted.
  - Proposed GH
  - Seconded PW
  - Approved
- Discussion on the requirement for the FVAA accounts to be audited. Proposal to have the FVAA accounts audited by Richard Nissen - Chartered Accountant, Partner of Roberts Nissen.
  - Proposed PW
  - Seconded DB
  - Approved
- Bathurst
  - 41 entries received.
  - 4 additional entries still expected
- Bathurst Payment cheque has been sent
- Second installment of Clemenger FVAS Sponsorship received.
- Treasurer presented a working document of the FVAA budget and the FVAA Chairman GH and Treasurer LP undertook to have the preliminary budget ready for BoM review at next hook-up.

- 2010 Capitation Fee
  - General discussion on Capitation per members verses Association fee.
  - GH and LP to develop proposals based on FVAA budget and present at next BoM hook-up
  
- Expenses Requiring Payment
  - VW Magazine Australia \$150.00
    - Clemenger logo added to Mallala round 1 report
  
  - Wholesale Trophies \$485.75
    - Round 3 FVAS trophies
  
  - Wholesale Trophies \$700.00 (Maximum)
    - Series trophies FVAS 2010
  - Greg Hepburn postage reimbursement
    - \$12.40 + \$12.00 + \$6.30 = \$30.70
  
- Proposal to pay accounts as presented by LP
  - Proposed DB
  - Seconded JA
  - Approved
  
- Invoices to be sent to State Associations who received restrictor plates @ \$10 per plate + GST + Postage.

#### **Item 4 – Tyres**

- State reps requested to audit Dunlop tyres at their respective next race meetings to determine if barcodes are present and if so, are they able to be peeled off. If peeling barcodes are found can they count how many tyres where effected?
- Email from Dunlop received confirming that they agree that barcodes peeling off are unacceptable. They have committed to follow up the issue with their local distributors as well as with the factory in UK and advise FVAA as to the results. Advice also received that they will provide updated figures for the rebate amount in the following two weeks.

#### **Item 5 – FVAS - 2010**

- Sandown round considered to be a success by all involved
  - GP expressed thanks to LP for organising event.

#### **Item 8 – Promotions**

- Information that was provided by Mat Coch of Velocity Media was discussed as a potential to provide promotional material to FVAA.
- Proposal to develop a Memorandum of Understanding between Velocity Media and FVAA in order to determine what is on offer, who will own the IP and at what cost. To be presented at next hookup. LP to organise
  - Proposed DB
  - Seconded GH
  - Approved

## Item 9 – Technical

- 1200 manifolds
  - Issue with accuracy of bends has created delay
  - Outlook is still 3 to 4 weeks for delivery.
  - Cost of manifolds will be \$462
- 1600 restrictor plates; initial batch distributed but more still required.
- Cost of Formula Vee
  - General Discussion on email from GH
  - NTC requested to further discuss contents of email.
  - As no NTC hookup has occurred this item is to be discussed at next BoM hook-up.
- 1200 pistons
  - Proposal to approve AKA pistons as an authorised genuine replacement part was not approved by BoM. Further discussion by NTC required to confirm that pistons still required.
  - As no NTC hookup has occurred this item is to be discussed at next BoM hook-up.
- ML reported that he is conducting a review of the CAMS FV Manual and the FVAA Technical Manual. Markups are to be shared with the NTC and once agreed to it is to be presented to the BoM for ratification.
  - Process was requested by BoM, to highlight the changes made to the CAMS FV Manual when it is released each quarter, so members can be informed and errors can be identified and resolved in a timely manner. ML to organise.
- Copy of FVAA Technical Manual 3.6 has been replaced on National Website with an identical version that now has ROPS illustrations that are legible.
- Air cleaner wording in CAMS manual.
  - Last sentence in CAMS manual in regards to requirements of air cleaners for Formula Vee was deleted in 2009 but has returned in 2010. NTC recommend that it is to be deleted.
  - ML to incorporate revision into overall activity to bring the FVAA Technical Manual in line with the CAMS manual.
- FVAQ committee have voted and subsequently request FVAA BoM that the following changes be made to their FVAA Approved Sealers list:
  - Removals: Graham Selwood, Tom Cameron
  - Additions: Chris Lewis
    - Proposed DB
    - Seconded GH
    - Approved (PW abstained from voting)

## Item 10 – General Business

- Offer was made by Greg Hepburn to continue to act as FVAA Chairman for the following three months
  - Agreed unanimously

- Confidentiality Agreement
  - Proposal to have all BoM members to review proposal as distributed by GH and to respond via email their acceptance.
  - BoM agreement in principle reached at meeting and to be finalised in 7 days via email voting.
  
- FVASA Capitation Fees.
  - Proposal to reject the offer received from FVASA to pay FVAA Capitation fees for 2009 based on 28 members. FVASA are required to pay capitations as invoiced for 36 members @ \$33 per member in order to lift the current suspension of their FVAA membership. FVAA BoM believes that the figure of 36 is a conservative estimate of the FVASA membership as at November 2009 and is the minimum acceptable figure.
    - Proposed DB
    - Seconded JA
    - Approved
  
- Formula Vee Nationals – Mallala.
  - FVAA BoM request ML to act as FVAA representative with SCCSA to ensure FVAA's requirements are met.
    - Proposed GH
    - Seconded DB
    - Approved
  
- Face to Face Meeting discussed in general terms. BoM agreed in principle that a face to face meeting would be beneficial but timing and location needs to be set so as to minimise travel expense. Further discussion required at next hook-up.

Next meeting: 2/9/2010.