

Redwood Region – Porsche Club of America

September 2018 Board Meeting

Board Reports and Meeting Minutes

In attendance (7): President Craig Steele, Vice President Chip Witt, Past President and Treasurer Mike Hinton, Autocross Director Greg Matsumoto, Safety Director Brian Cooley, Concours Director Simone Kopitzki, and Communications Director Stacy O'Connell. **Guests (3)** Thorsten Kopitzki, Jerry Gladstone, and Grady Carter.

Absent (5): Social Media Director Kurt Fischer, Goodie Store Manager David Bunch, Secretary Alan Geddes, Membership Director Tom Short, and Webmaster Kim Powers..

Meeting called to order at 7:02 PM on September 25, 2018 by President Craig Steele at Mary's Pizza Shack, 121 San Marin Drive, Novato.

Motion to approve the August 2018 Board Minutes made by Mike Hinton, seconded by Simone Kopitzki and unanimously approved.

President's Report (Craig Steele):

- I will bring Jerry Gladstone to our September Board Meeting
- Attended Cloverdale Car Show with a street of Porsches
- Picked up new Redwood canopy and delivered to AX trailer
- Attended #8 AX at Sonoma Co Airport
- Attended Oktoberfest Tour at Vacaville, new member Mixer
- Attended Zone 7 Concours at Petaluma's Lucchesi Park
- Co-organizer of Toyo Tire Tour to Rennsport Reunion
-

Items for Discussion:

- Who is running for Region Vice President positions for 2019?
- Are we prepared for digital voting of new executive council?
- We will lose AX at Airport, what is fall back plan? Note: ESCA not proactive at all.
- November Planning meeting for 2019 events
- Holiday Party updates - Disk jockey secured for the event. We have a block of rooms at 15% off at Lodge at Tiburon.
- Need to update Redwood Region's bio on Zone 7 website

Upcoming Events

- October 13th- Last AX at Sonoma Co Airport
- October 20th- Redwood Region Members Meeting, Occidental Hotel
- October 30th- Board meeting. Mary's Pizza in Novato
- November 10th- Two Bird Cafe Brunch Tour
- November 27th- Last Board Meeting of 2018

- November 29th- 2019 Event Planning at Mary's Pizza Novate
- December 15th- Holiday Party
- January 1st, 2019- One/One Run

Submitted by Craig Steele, September 18, 2018

Vice President's Report (Chip Witt):

- Updated PCA-RR AX MSR pages with new policies on 9/4
- Called/emailed Barbara @ Occidental Union Hotel re: PCA-RR Annual Members Meeting 9/7, received confirmation of date availability on 9/9, and settled menu and cost on 9/18
- Called/emailed Mark @ Good Time DJ on 9/7 to secure services for the 12/15 PCA-RR Holiday Party. \$200 deposit due with contract (sent to Treasurer to execute)
- Attended Cloverdale Car & Motorcycle Show on 9/8 and enjoyed a great lunch with Craig and other members at the Cloverdale Ale Company. We need to make this a big event next year, as there is a trophy awarded to the car club that shows up with most participants. Great community event!
- Attended PCA-RR AX#8 on 9/15
- Sent PCA-RR AX #8 refunds / credits due as a result of use of 1st-timer coupons on 9/17
- On 9/17, secured 15% discount on rooms @ The Lodge at Tiburon for members needing accommodations the night 12/15 following the PCA-RR Holiday Party. Will be provided a reservation link to be included in our Holiday Party flyer. Discount guaranteed only through 11/15.
- Finalizing PCA-RR Annual Members Meeting flyer with design input from Stacy and Kim. Want to get it posted ASAP to ensure maximum participation
- Participated as a volunteer in the PCA-RR / Z7 Concours on 9/23. Sasha shown in "Display" class
- Due to some recent clarifications in my work situation, relocation is not imminent. I am announcing intent to run for Redwood Region President for 2019

Items for Discussion: None

Submitted by Chip Witt, September 20, 2018

Treasurer's Report (Mike Hinton):

This report covers the period from July 30, 2018 through August 26, 2018.

The Redwood Region Treasurer delivered a report on the Region's finances to the Board of Directors. The report showed current bank balances and details of expenditures and income for this period; the report was accepted. Finances remain strong and are in accordance with expectations. Anyone wishing to see additional financial detail please contact the Region Treasurer.

Submitted by:
Mike Hinton – August 27, 2018

Items for Discussion:

- Mike will be moving to Walla Walla, WA in Spring of 2019.

Secretary's Report (Alan Geddes):

- I will not be attending the September Board Meeting due to travel.

Items for Discussion: none

Past-President's Report (Mike Hinton):

- Attended September autocross. Excellent turnout of 40+ people again. Very fun course. Thanks again to Bob for the great design
- Attended Cloverdale Car Show. A fun event that I hope will become an annual event for the Club. Gordon Carter even won a trophy!
- Obtained insurance certificate for upcoming Concours event in Petaluma.
- Signed contracts for room block at The Lodge at Tiburon for Holiday Party.
- Signed contract for DJ for Holiday Party.
- Craig picked up our new shade tent and brought it to September AX. Redwood Region logos on the sides of the canopy look great.
- Will be volunteering and attending Rennsport Reunion VI. Can't wait to see the old prototypes and the 919 EVO out on the track.

Items for Discussion: none

Membership Director's Report (Tom Short - Sept 2018):

	AUG	This Year
Primary Members - Open	625	606
New Primary members:	9	
Transfer In	2	
Transfer Out	0	
Non-renewal	3	
Renewals	34	
Primary Members – Close	633	633

Co-Members	373
Total Members	1006

New Members

Name	City	Porsche
Nancy Charlton	San Rafael	2017 Macan S Riveira Blue
Paul Furusho	Ross	2003 911 Turbo midnight blue coupe
Erik Bredt	Cobb	2001 911 Carrera black coupe
Glenn Ikemoto	Sonoma	1991 911 Carrera 2 Targa White 964
Christopher Govea	Orinda	2013 911 Carrera Silver Coupe
Tracy Stuart	San Rafael	2002 911 Carrera Gray Coupe
Kate Schaffner	Sebastopol	2004 911 Carrera Black Coupe
Brian Forster	Sebastopol	2006 Cayman S Lapis Blue Coupe
John Ulrich	Sonoma	2014 Cayman White Base

Items for Discussion:

- NONE (please update any discussion on AWD members/activities, if this was discussed)

Event's Coordinator's Report (Kurt Fischer):

- Nothing to report

Items for Discussion: none

Autocross Director's Report (Greg Matsumoto):

All below statements were written prior to 9/19. On 9/19 was informed by Gloria (airport) that they are not allowing car clubs (Sheriff only) at the airport in 2019. Our request for AX dates was denied!!!

Prepared for and conducted 9/15 AX. A successful autocross with no incidents.

48 registered drivers for Sat. 2 drivers cancelled or did not show.

- Sent email blast via MSR (for 10/13 AX) which continues to be an effective advertising tool. -A large group (20 people) joined us at Applebee's post-ax gathering.
- Reviewed monthly Sonoma Co. Bd. of Supervisor agenda. To review for airport plans. Again, no submitted plans for major airport changes
- Grady Carter is coordinating AX dates with ESCA, GGR and SVR to present to Jon Stout for 2019. Early submission to hear airport response for 2019 rental agreement. Since Jon Stout (airport mgr.) continues to not respond to emails and telephone calls we do not know the status of our 2019 rental agreement. Gloria (Stout's assistant) has not mentioned any problematic concerns. Keeping with last years tactic. We will submit our 2019 requested

dates once we hear back from ESCA. This is prompt a response of approval or rejection. We are expecting approval. Will, again, invite Stout/Glora and Jas. Gore to last ax.

- Prepared dR article.
- Did NOT deposit AX proceeds (\$5) in RR bank account. Due to the exceptionally small amount (\$5.00 from Taste of AX), I will delay deposit and combine the balance with the next/last autocross on 10/13 to save a trip to the bank. Or, will deposit \$5 immediately, if instructed.
- Continued to ask for AOA badge applicants. Two additional drivers (Brekke and Davoren) will have their badges by the Oct. ax.
- Coordinating with John Jackson re: AX awards pictures. Sent him a list of potential award winners. Met with Jon on 8/18 to discuss possible awards.
- Stacy composed and submitted refund policy changes to Chip and Chip made the changes to the MSR website.
- Working on AX changes for webpage.
- Joan Campagna attended 9/15 AX and donated Mark's helmet for loaner use. Dedicated 9/15 AX to Mark Campagna.
- Composed letter to Jas. Gore, County Supe, to be signed by RR members asking for Gores intervention to retain AX site.
- Attended drivers mtg. for Octoberfest to obtain signatures on letter to Gore.
- Mike Hinton will be bringing copies of letter for signature at Petaluma Concours.

Items for Discussion:

9/19 - Just informed that the airport is NOT allowing car clubs at the airport in 2019! What do we do? Fight for support by county supervisor Gore or submit?

--Renew search for a new site?

--Where to store AX trailer?

--Should we send letters to Gore individually (moe impact) or in bulk?

--- **Question:** What is the budget allowed for AX end of year awards? And, do we want drivers or RR to pay for lunches at the post-season awards luncheon at Mary's Petaluma? I am not attached to any decision. Will recognize class awards and ax team volunteers.

ACTION ITEMS

A motion proposed by Chip Witt, and seconded by Stacy O'Connell to use Club funds to pay for a year-end autocross banquet was approved unanimously.

A committee to search for a new autocross site will be formed.

Safety Director Report (Brian Cooley): 9/22/18

Drivers Meeting Script

The instructions script was converted from a photocopy to [a Google doc](#) to bake in a few new safety directions that the board has been aware of. At that time, re-arranged the flow of the document

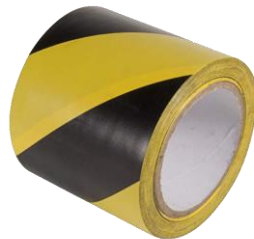
slightly under the guidance of Greg and Bob. It is now ready for any final approval by the exec cmte if needed.

Time Slip Position - \$48 (ON HOLD DUE TO SITE)

Some course layouts (i.e., 8/18/18) put the timing slip worker in proximity to fast exiting cars. Coupled with the fact that we seem willing to allow this position to be the only course worker who is seated, I strongly recommend that we acquire an extra tall 28" cone and SLOW sign to position some distance before Timing, after Finish. If Board agrees, I can acquire and bring to the next AX.



I tested a new course marking tape at the 9/15 AX, which worked fairly well, but will try temporary chalk paint at the final AX of the year, which is a material that would be faster at creating markings that would suffer from the potential lifting of tape.



AOA Badge Audit

As part of safety audit, I took note that Craig has been up to date on:

- Roster of badges and access devices is current.
- Sufficient badges have been issued to PCA RR.
 - We need an AOA holder on site for each 5 people on site, incl the badge holder.
 - I have my AOA badge to add to the total roster.

Event Alcohol Policy

The recent Oktoberfest brings up a review of our alcohol policy at drive events.

[PCA Alcohol Policy](#) says

“At (gatherings) of PCA members the availability of and consumption of alcohol is not forbidden. Further, PCA insurance policies do not prohibit the consumption of alcohol at PCA gatherings. However, good risk management practices require a common sense approach to the administration of PCA gatherings where alcohol is available. Many regions already utilize intensive and well thought out practical measures to control the availability and consumption. There are a number of risk management techniques available and regions are encouraged to share techniques that have been utilized successfully with fellow club members.”

Such shared policies and techniques seem scant around our zone. GGR discussed it at their [May, 2007, board meeting](#):

“Additionally recently concerned was raised about the serving of alcohol at Time Trials. GGR has not had any problems this year - but possibly the alcohol should be served by a third party to eliminate liability for GGR PCA.”

As [recently as 2010](#), SVR seemed to bar alcohol on its runs:

“The consumption of alcohol or being under the influence of drugs is prohibited during (a) tour.”

In [April 2014](#), Sierra Nevada devoted pages to a DUI test conducted with the Nevada Highway Patrol, but no mention of an alcohol policy.

And this [past April](#), Yosemite Region had a mention of specific insurance parameters for events with alcohol.

“Shenandoah Valley Wine Tour (June 16): Chuck found out at the President’s meeting that insurance can be obtained for this type of drive providing the tour is limited to the number of wineries visited, the amount of alcohol consumed, and/or the use of a designated driver.”

The most recent mention of alcohol policy the Redwood Region site seems to be from [April, 2012](#), when the board decided not to serve alcohol at breakfast before a morning run.

In that context:

- What and where is our alcohol policy regarding drive events?
- Does it contain “common sense risk management techniques” per PCA advice.
- Is it well communicated to attendees of our non-AX drive events (AX alcohol policy is already made very clear.)

Starter Light - \$400 (ON HOLD DUE TO SITE)

During the off season, I suggest we build a larger, more visible [8" diameter red/green light](#). Cost has been confirmed at approx. \$400, including shipping and various solar/battery integration parts. I built the current 4" light at no cost to the club to test the concept and it has been well received. A larger light will be a far more visible permanent solution and not get lost in the bright background of the course on sunny days.

Items for Discussion: none

Concours Director's Report (Simone Kopitzki):

- Pretty Busy with planning and organizing the Concour this Sunday. Bought items needed, organized Sandwich Order for 61 people - Whew! We have 35 Cars (18 Concours and 17 Car Show)
- Big Thank you to Craig and Chip for assisting in the MSR Page and organizing tables, canopy, and the Icemen water :-)
- Hope to see many of you Sunday - not sure if I make it to the Board Meeting - crazy week...

Items for Discussion: none

Communications Director & dR Editor Report (Stacy O'Connell) submitted 9/22/18:

- September dR went out on Tuesday for the second time using the new template that we paid Constant Contact to create with some adjustments to the template from August. Feedback from board is welcomed.
- I changed out the advertiser section to a new format. Once we determine who is an actual paying advertiser, I can add more, but I prefer the new format. Would like feedback.
- Updated the Redwood section on the Zone 7 Regions page. They are now adding a longer format page about each region, I still need to write that.
- August was the first email with only 2 bounced email addresses (we were getting around 15 normally). I've been working with CC to fix the odd ones and deleting the dead names and it's working!
- Sent monthly new member email
- Send reminder email about 3 events: toyo tire, concours and Oktoberfest. Open rate and clicks were less than we see for dR - not sure if it did or didn't help to drive additional registrants.
- Reworked the Members Meeting graphic. Went live on 9/25.
- Kim's article about Tristin and his 912 is in the current issue of Pano. Gordon's article was submitted, but they are requesting less "human interest pieces" and more "our region did x, y and z last month." IMHO our human interest stories were more interesting...but alas, I am not the editor! ;-)
- Confirming location of the 2019 event planning meeting?
- Can we talk about mixing up our events so they are not all trips to wineries? I think we need some quick and out morning drives with an option to go somewhere for lunch or not

- Worked with Greg and co to update language on AX pages in MSR. We now have a clearly defined cancellation policy and all start times are correctly updated in multiple places.

Items for Discussion:

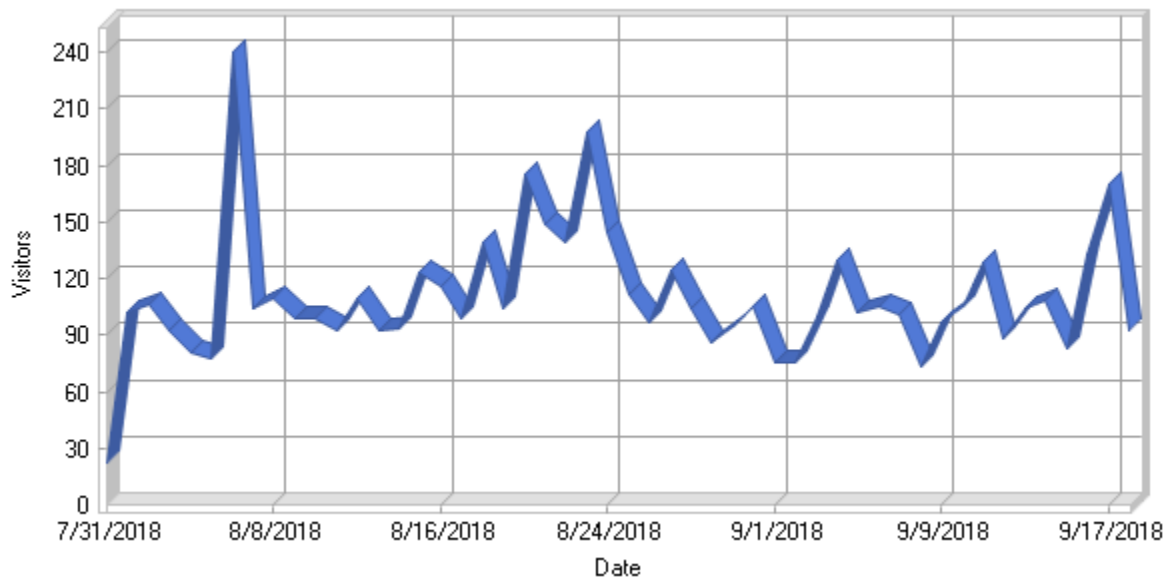
- Always need more classifieds.
- Who owns advertising? Who has past contracts?

Webmaster's Report (Kim Powers): Submitted 9/19/18

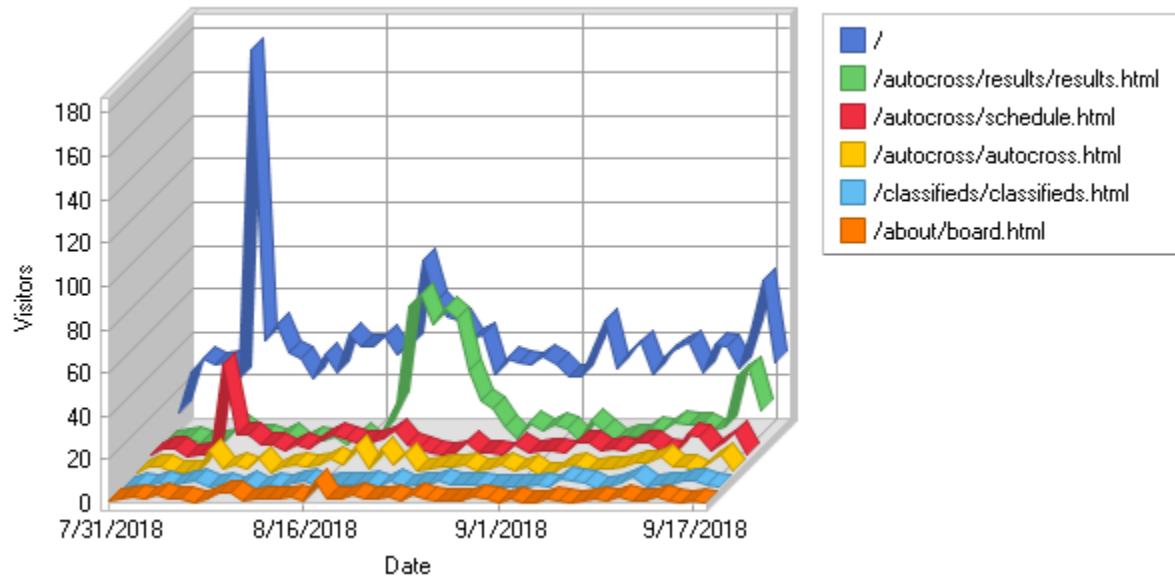
- Returning from Stockholm on 9/25 so I will miss the September meeting
- Homepage and Classifieds updated
- A few updates still pending

The follow statistics cover July 31, 2018 - September 18, 2018

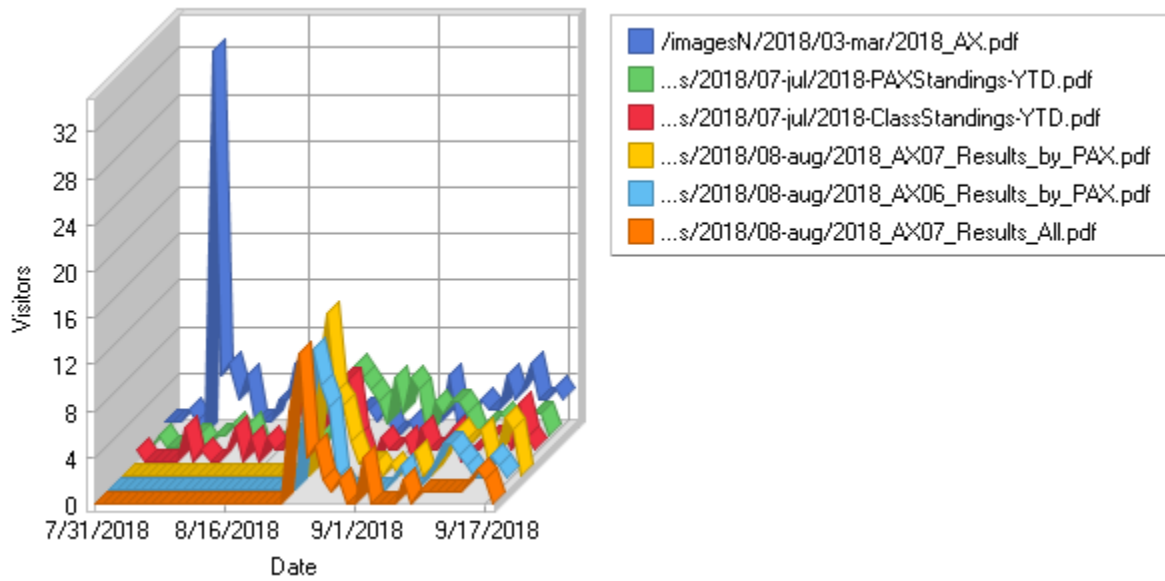
Daily Visitors



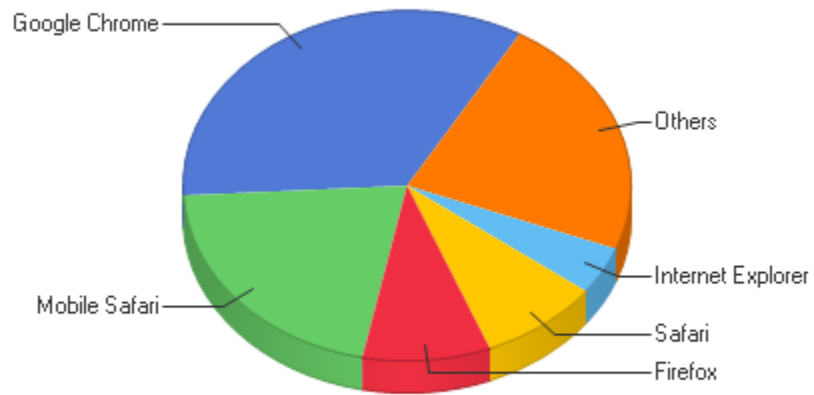
Daily Page Access



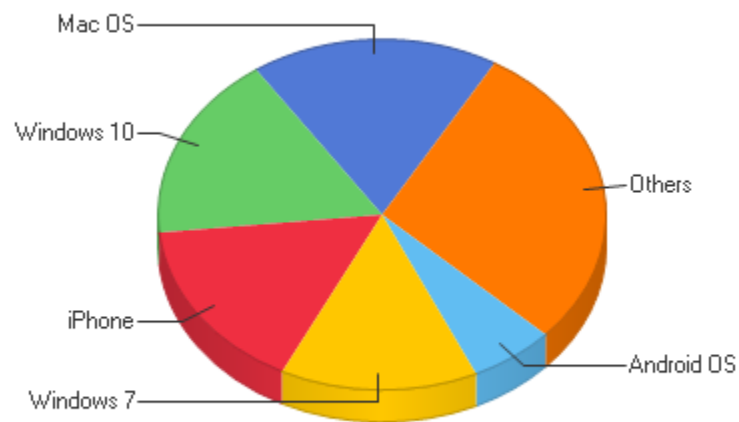
Daily File Access



Most Used Browsers



Most Used Operating System



Items for discussion:

- None

Goodie Store Manager's Report (David Bunch):

- Nothing to report

Items for Discussion: David reported \$58 of sales at concours.

Sponsorship Coordinator's Report (Open):

- Nothing to report.

Items for Discussion: none

Charity/CASA Report (Mike Hinton):

- Nothing to report

Items for Discussion: none

Social Media Report (Kurt Fischer):

- Nothing to report

Items for Discussion: none

Meeting adjourned at 8:40 PM by President Craig Steele.