



## Approved Minutes

### RSO Board/Executive Meeting – January 22, 2015 Agenda

LOCATION – Teleconference – Meeting @ 7:30pm

NAME	POSITION	PRESENT
Bruce Leonard	President	Yes
Peter Watt	CARS Rally Director for RSO	Yes
Warren Haywood	Vice-President – Performance Rally	Yes
David Maynard	Vice-President – Navigational Rally	Yes
Kelly Mathew	Secretary	Yes
Pete Gulliver	Treasurer	Yes
Ross Wood	Executive Assistant / Equipment Manager	Yes
Roger Sanderson	Webmaster	No
Steve van Rees	Chief Scrutineer	No
Vacant	Growth Committee	
Alasdair Robertson	Legislative Affairs	No
Bob McCallum	BEMC Club Representative	No
Martin Loveridge	KWRC Club Representative	Yes
Mike Koch	MCO Club Representative	No
David Maynard	MLRC Club Representative	Yes
Pete Gulliver	PMSC Club Representative	Yes
Robert Switzer	St. LAC Club Representative	No
Trevor Hancher	SPDA Club Representative	Yes
Dietmar Seelenmayer	TAC Club Representative	No

## Agenda

- 1. Approval of/additions to agenda** – Approved as amended – Gulliver/Haywood.  
Unanimous. Carried.
- 2. Approval of the minutes of the last meeting (Dec 11)** – Approved as written.  
Maynard/Watt. Unanimous. Carried.

**3. Treasurer's Report – Pete G** Financial documents were sent out in advance. Some discussion with regards to financial information. Motion to accept Treasurer's report as submitted. Gulliver/Maynard. Unanimous. Carried.

#### **4. CARS update – Peter W**

January 20, 2015

##### Canadian Association of RallySport Report to RSO Board from AGM Weekend

Items of possible interest to the RSO Board from the AGM series of CARS Board meetings.

**a. Friday Evening:**

**i. Board Elections**

John Hall elected as president for 2015

Martin Burnley elected as Secretary Treasurer for 2015

Clarke Paynter elected as Vice President for 2015 (Sunday am)

**ii. Extended Board confirmed:**

CRC Series Manager – Terry Epp

CARS Office Manager – Debbie Dyer

TRC Chair – Warren Haywood

ARC Chair – John Hall

Sponsorship Committee Chair – John Hall

Promoter – Warwick Patterson

Translator – Pierre Racine

Medical Delegate – Dr Labrie

Regional Insurance Reviewer – Peter Gulliver

Seed List keeper & statistician – George Dewar

Competitor Representative – Chris Martin

Organizer Representative – Ross Wood

**iii. Budgets for 2015 discussed** - plans for a small surplus with additional revenue going toward the 2015 goals

**iv. Future AGM's**

2015 Calgary in Jan. 2016

2016 Halifax in January 2017

2017 Montreal? in January 2018

**b. Saturday:**

**i. Steward assignments** presented for 2015 national events. RSO to appoint regional steward for Tall Pines Rally.

**ii. 2015 North American Rally Championship Plans.** Championship owned by CARS. Will likely remain the same for 2015 but ideas being presented to revitalize in 2016.

**iii. Refined goals for 2015** discussed and adapted. Some items, but certainly not all include:

**I.** Development of Test Day, Recce, and ,Shakedown rules

**II.** Safety plan templates for all disciplines

- III. Update of stewards' manuals.
- IV. Establishment of specifications for vehicle tracking, evaluation, and choosing system. (What and who.)
- V. Development of functional specs for CARS Website
- VI. Implementation of near real time scoring on web and social media
- VII. Increase Social Media presence
- VIII. implement Club/Event, Region, and CARS MOU for CRC Events
- IX. Add \$100,000 in corporate sponsorship
- X. Increase event participation through:
  - Promotion
  - Rally Cross
  - Rally Sprint
- XI. Maintain Balanced Budget in 2015
- XII. Improve Marshal and Media Bibs as funds allow.

**c. AGM**

The AGM was held late Saturday afternoon. Regional Directors elected were:

RPM	Martin Burnley	2 years
RW	Eric Grochowski	1 year
RSO	Peter Watt	2 years
ARMS	Clarke Paynter	2 years

As no candidate stood for RSQ, the board, in a brief meeting, appointed Maxime Méconse-Larocque as RSQ director for 1 year.

**d. Sunday Morning**

The Sunday morning meeting of the board and the Sponsorship committee included a presentation of a potential web platform/design. The outcome was to develop a functional specification for a web site with input from the Sponsorship Committee and Dean Campbell. Bowes Media presented a promotional/sales plan which was endorsed by all present but will be finalized after Perce Neige.

This meeting ended at about 11:35 with many participants scrambling to the airport to make scheduled flight.

Rough count for the weekend was approximated 15 hours of meetings broken up by a banquet/awards ceremony of approximately 4 hours including social time.

CARS has scheduled its January meeting for Wednesday January 21st, so I hope to have a last minute report sent before the RSO meeting on the 22nd.

Respectfully Submitted Peter Watt

**January 22 Canadian Association of RallySport Report to RSO Board (additions)**

Items of possible interest to RSO from the CARS Board Meeting of January 21, 2015

This report is in addition to the report from the CARS AGM submitted earlier.

1. Discussions with Subaru regarding sponsorship details for 2015 are ongoing. This is the second year of a three year agreement.
2. Yokohama has signed and paid for 2015 including an increase over 2014 levels.
3. A task force has been formed to examine ways to revitalize the NARC Championship.  
Members: Chris Martin, John Hall, Warren Haywood, and likely Lawrence Partington
4. Task Force formed to update the Stewards' Manual.  
Members: Terry Epp, - to be invited are Alain Bergeron and Alasdair Robertson
5. Open 2 Wheel Drive Championship is terminated effective immediately.  
There will now be 4 Championships in the CRC.
  - 1) Overall Championship
  - 2) Overall 2 Wheel Drive Championship
  - 3) 4 Wheel Drive Production Championship
  - 4) 2 Wheel Drive Production Championship

***The OPRC will mirror these classes for the 2015 season***
6. A task force to develop specifications mandate for the new web site was formed.  
Members: Clarke Paynter, Dean Campbell, John Hall
7. A task force to develop a vehicle tracking system mandate was formed.  
Members: Peter Gulliver, Ross Wood, Maxime Méconse-Larocque, Chris Martin
8. Permanent number initiative has been tabled.
9. Updated 2015 Goals with time lines established to be discussed at next meeting.
10. Considerable discussion as to vehicle insurance requirements on closed/controlled roads.  
There is a paragraph missing from the 2015 NRR preamble that will be reinserted via Bulletin effective immediately. I can clarify the outcome upon request.

***From RSO point of view: For events where competitor vehicles are only required to be on 'closed/controlled' roads, vehicles should in theory not need insurance. For example, if Galway Cavendish Forest Rally was to locate rally HQ in the quarry & therefore competitors were not required to be on roads open to the public. This could possibly allow more competitors to enter an event. However, event organizers must apply for exemption to the specific NRRs which states vehicles must be insured. CARS has the ability to grant exemption from this rule. Pete G will contact CARS requesting exemption for the GCFR road.  
(This rule will also have impact on Rally Sprint events)***

***ACTION: PETE G TO SEND AN APPLICATION TO CARS FOR EXEMPTION FOR GCFR ROAD***

Next Meeting scheduled for Feb. 18, 2015.

Respectfully submitted

Peter Watt.

## 5. Old Business –

### a. RSO Awards banquet (combined with CARS banquet)

Took place on Saturday Jan 10

Thanks to Martin Loveridge for organizing the award plaques. Also thank you to PMSC who donated the 2WD trophies (Driver & Co-driver) and for commissioning the CDNrally video round up of the season.

We still need to arrange sponsor plaques. Warren will organize the sponsor list.

We also need to arrange plaques for 2<sup>nd</sup> & 3<sup>rd</sup> place Novice (which have been handed out in the past)

Banquet went well. Very good evening, videos well received. Similar numbers of RSO related attendees to the previous stand-alone RSO awards banquets. Slightly higher cost to combine with CARS but not much.

Bruce expressed his thanks to everyone who was involved with it.

**ACTION: WARREN TO DRAW UP LIST OF SPONSORS AND NOVICE PLAQUE RECIPIENTS TO ARRANGE AWARD PRODUCTION**

### b. RSO AGM

Room has been booked at the Bridgenorth Library for Mar 21<sup>st</sup> 2015. 0830-1300

AGM registration time changed to 930am with the meeting to start at 1030am.

Note: we must vacate the room by 1pm.

Pete to investigate lunch locations for after the AGM. General consensus was Boston Pizza in Peterborough following the meeting.

Notifications including any Motions to be sent out by Feb 15<sup>th</sup> 2015 at the latest (to abide by 30 day prior rule)

Peter W volunteered to help Kelly with registration duties.

Board Reports to be posted to the RSO website by the end of February. An email will then be sent to let members know they are posted.

Elections to take place: President

VP Performance

Treasurer

Need to encourage pre-registration of proxies no less than 12 hrs before the AGM in order to have everything organized.

Discussion needed via email with regards to any motions that are to be put forward.

**ACTION: KELLY TO GO THROUGH INFORMATION FROM JEANNIE TO GET DOCUMENTS READY FOR AGM.**

**ACTION: PETE G TO INVESTIGATE AGM LUNCH LOCATION AT BOSTON PIZZA**

**ACTION: BOARD REPORTS TO BE POSTED TO RSO WEBSITE BY END OF FEBRUARY, WITH EMAILS THEN SENT OUT ANNOUNCING THIS.**

**ACTION: AGM NOTIFICATIONS & MOTIONS TO BE SENT OUT BY FEBRUARY 15.**

- c. **RSO 2015 Calendar** – GCFR combined venture PMSC & KWRC planning for Aug 8 date. Black Bear Rally date confirmed for July 11 2015.
- d. **Regional Rep Election** – CARS Regional Director for Ontario elected at CARS AGM on Jan 10. Congratulations to Peter Watt on his re-election.
- e. **Promotional Postcards – Bruce.** Kelly & Bruce to work on postcards using similar template to those produced for the Hypermeet last summer.

**ACTION: KELLY TO SEND PHOTOS USED IN HYPERMEET POSTCARDS TO BRUCE WHO WILL HAVE SUPPLIER DESIGN PROMOTIONAL POSTCARDS. NEED TO ADD RALLY SPRINT TO LIST OF RALLY RELATED EVENTS IN ONTARIO**

- f. **Media review CDNrally 2015 Partnership – Warren.** Update on meeting with Peter MacDonald with regards to the 2015 season & review of 2014.
  - We need to improve communication with organizers as well as better communicate the benefits to competitors.
  - 2 packages being designed: Media package to organizers, and a media package to competitors.
  - Board agreed to allow Warren to make decisions on behalf of RSO with regards to who we should approach for sponsorship: Breweries, banks, insurance companies etc.
  - 2 key points for the future:
    - We need the OPRC website back on track. Peter MacDonald will work with Jeremy on this.
    - Currently in discussion with marketing company to produce 3 Level Sponsorship brochures
  - CDNrally program for 2014 was a real success, hopefully for 2015 we will continue to build momentum
- g. **Vehicle tracking** Investigation into tracking systems to continue. Previously noted that CARS will test Mark Williams' tracking system at Rallye Perce Neige in February. Currently the number of cars being tracked for PN other than course car is unknown. Mark will run equipment in his course car to monitor the systems' coverage and highlight where the dead spots are. Warren suggested RSO ask Mark to price out equipment for his system to be used in the OPRC stand-alone events this season. It would be a great opportunity to showcase the product and huge promotional activity for CDNrally and RSO. Lanark Highlands Forest Rally would be the first stand-alone event with the opportunity to demo the tracking equipment. We need to decided what we would like the equipment to do and contact Mark with regards to availability and pricing.

**ACTION: PETE G TO CONTACT MARK WILLIAMS WITH REGARDS TO PRESENCE AT RALLYE PERCE NEIGE AND COSTS TO RUN EQUIPMENT IN STAND-ALONE OPRC EVENTS TO SHOWCASE THE SYSTEM**

**ACTION: PETE G, WARREN & BRUCE TO DISCUSS WHAT WE WOULD LIKE THE EQUIPMENT TO DO FOR US**

**h. CARS Rallycross Regulation Changes – Ross.**

With the approval to the rule changes for Rallycross and Rally Sprint, the Rules & Regulations have been announced for 2015. No real changes for the Rallycross rules. With regards to Prop 7 Event Documentation, the new reporting policy does not come into effect until Apr 1<sup>st</sup> 2015.

PW will be contacting all Clubs to make sure they all have paperwork organized in advance.

Martin announced that a new Rallycross venue is in the discussion stages at Paris Fairgrounds.

**6. ORRC Report – David**

ORRC Report – 22 Jan 2015

Upcoming Events –

- KWRC Frostbite Rally January 31-Fifth Wheel Truck Stop-40 Chisholm Dr Exit 320 South of the 401. Car 0 2:30 PM Touring, Novice, Intermediate and Expert Classes
- MLRC Polar Bear Rally 21-22 February, Fish and Game Club Bancroft. Car 0 10:00 PM breakfast and awards 7:00 AM
- MLRC Bear Cub Rally – All the fun of the Polar Bear without the endurance and with simple distance to turn instructions. Car 0 10:00 PM finish approximately 3:00 AM

**7. OPRC Report – Warren**

- a. **OPRC 2015 Rules (incl. Restart discussion)** - Warren. Discussion needed into Rule Set for 2015. Restart rule to be re-evaluated keeping in mind comments from 2014 event Scrutineers where the rule was used: Was the restart rule effective? Was it done safely? Did competitors finish higher in the results than they should (was it a reasonable penalty for the level of competition?), was there sufficient time for cars to be re-scrutineered?

*Re-start rule will remain in place as is. Warren will further refine it slightly with respect to when a competitor will be approved to restart. Results didn't seem to be affected too much by the restart rule. Warren suggested another Competitor Round Table Discussion to gain competitors' views on the rules.*

*The rest of the rule set will be discussed at the next RSO meeting (MARCH 3<sup>RD</sup>)*

- b. **Rallye Perce Neige promotion:** How can RSO assist in drumming up competitors? Warren will contact all performance competitors personally to encourage participation in the event

**ACTION: WARREN TO CONTACT ALL OPRC COMPETITORS WITH REGARDS TO RALLYE PERCE NEIGE PARTICIPATION**

- c. **Championship scoring** and criteria required to score points. For 2015, there will be 6 OPRC events, competitors will be able to drop 1. It was decided that competitors will still need to compete in 2 stand-alone OPRC events in order to qualify for the championship.
- d. **Exhibition Class** – Although only 1 competitor used this class in 2014 it was decided that Exhibition Class will continue in 2015. There is no harm in keeping it as an option if competitors wish to use OPRC events for testing but don't wish to affect the Ontario Championship standings.

## **8. Legislative Affairs Report – Alasdair**

## **9. Scrutineer's report – Steve van Rees, Chief Scrutineer**

## **10. Equipment Managers report – Ross Wood**

## **11. Growth Initiatives –**

## **12. New Business –**

### **a. RSO Scrutineer – Pete G**

It was brought to Pete's attention that it was believed by some rally organizers that RSO appointed a Scrutineer to each event. This is not true. Steve Van Rees is the RSO Chief Scrutineer, and at times he will be the event scrutineer, but only upon request. Event organizers should be reminded that they need to ask the scrutineer to be present at the event as RSO will not appoint one.

We need to define the Chief Scrutineer job description and then contact Steve for his approval of the description

**ACTION: KELLY TO LOCATE JOB DESCRIPTION FOR CHIEF SCRUTINEER**

**ACTION: PETE G TO CONTACT STEVE VAN REES TO EITHER APPROVE RSO'S CHIEF SCRUTINEER JOB DESCRIPTION OR TO REQUEST STEVE'S DESCRIPTION OF THE POSITION.**



**b. First Aid Course – Warren**

No requests have been made to run the course but on average 6-8 people generally enroll. Jen (instructor) is happy with this number of attendees. Warren will work on promotion of the course through social media and forums.

**ACTION: WARREN TO ORGANIZE FIRST AID COURSE DETAILS & PROMOTION**

**c. Review General Reserve Fund – Pete G** In accordance to the background motion at the last AGM, the Board is required to review the General Reserve Fund.

*Should the balance on the GRF exceed \$20,000, the RSO Board, at their first meeting in the new fiscal year, may pass a resolution approving the transfer of monies in excess of \$20,000 from the GRF to the General Operating Account (GOA). This transfer may only be made based on the cash value of the fund at December 31 each year.*

Financial documents were sent out prior to the meeting. Discussion into the General Reserve Fund. The GRF currently sits at \$21,104.98.

Motion to move \$1104.98 from the General Reserve Fund (GRF) to the General Operating Account (GOA). Gulliver/Watt. Unanimous. Carried.

It was also discussed to create a non-reserve fund; “Future Projects Fund” to track monies from equipment rental etc for future development.

**ACTION: PETE TO INVESTIGATE CREATION OF FUTURE PROJECTS FUND**

**d. Rally sprint Rules & Regulations – Ross** Items that need to be discussed with regards to implementing Rally Sprint in Ontario:

**i. Licencing: Peter W** is currently working on the licence application for Rally Sprint. A couple of questions for consideration:

- I. Would it make sense for the event registrar to accept the application and payment and Regional Director will issue a licence number and paper later, but all who show up will be able to compete. Registrar would be the witness?

***Peter W has been designing the Rally Sprint licence that can be sent out to applicants via email, for them to print and sign. Before each event the registrars will receive an up to date list of licence holders. Medical declaration was questioned, and the idea put forward that it could be included in disclosure on licence application form. Requirements for a DRIVER is to have a regular driving licence, however, we will need to have distinct Rally Sprint***

*licences for co-drivers and drivers. Co-drivers are not required to have a drivers licence, and therefore the Rally Sprint licence needs to make this distinction. Peter W will investigate adding a 'Co-Driver Only' element to the co-driver Rally Sprint licences.*

- II. Would rally sprint competitors be able to pick a competition number for the season? That would negate the requirement to supply numbers, saving costs. (Could possibly key to their licence number. (RS 11, RS 12, or S 21, S 22)

*Need to discuss this further. Permanent numbers would decrease costs for the organizers, however, if a performance rally car was to compete they would continuously be adding and removing stickers each event if running the performance series as well.*

- ii. **Levy** – Idea put forward to have no levy for 2015
- iii. **RSO Series** – No series for 2015. We will wait to see how popular the introduction of Rally Sprint is this year through individual Club events.
- iv. **Stewards** – Suggestion that there be no stewards at the events, unless an event is being held in conjunction with a performance rally.
- v. **Classes** – Classes will mirror the 4 OPRC classes: Overall, 2WD, 2WDProd, 4WDProd
- vi. **Scrutineering** There needs to be some coordination between RSO's Chief Scrutineer Steve Van Rees and the other scrutineers. Although Steve cannot be expected to be present at all events, he has expressed interest in being involved with the series along with training scrutineers for Rally Sprint events. Suggestion was made to request each Club put forward a candidate to train as a scrutineer for Rally Sprint. CARS have talked with CSC in Newmarket with regards to building cages to the specifications of the newly introduced Rally Sprint rules & they are very interested in putting together cages that meet the requirements.
- vii. **Coordination amongst clubs – who will head up for RSO?** – Currently will fall under VP Performance as it goes hand in hand with building growth in the sport. Perhaps in the future there will be a need for a dedicated position to oversee Rally Sprint. Although the running of the events will be the decision of the individual Clubs, it would be advisable to encourage communication between them & 'best practice sharing'.
- viii. **Timing** – Depending on the organizing Clubs' preference, timing costs can vary. It is possible to run a Rally Sprint event on limited timing equipment, keeping costs minimal. However, if Clubs are wishing to combine a Performance Rally event with a Rally Sprint event, costs could be shared as the full equipment will already be in use for the performance event. Timing equipment will be rented at usual costs, it will be up to the organizing Club as to how they cover these costs.

- ix. **Insurance** If Rally Sprint events are held as standalone events with the 35KM stage mileage maximum, they could benefit from the Flat rate insurance (50km limit). If events are combined with a performance rally, all cars can run under performance rally insurance and therefore the cost can be split between all competitors (both Performance Rally and Rally Sprint). Again, this is up to the clubs as to how they wish to distribute the costs.
- x. **Other**

### **13. Club News –**

- a. **British Empire Motor Club (BEMC) (per Bob McCallum)**
- b. **Kitchener–Waterloo Rally Club (KWRC) (per Martin Loveridge)**  
KWRC Notes

At our January meeting Martin Loveridge was re-elected as president, Christina was re-elected Secretary and Steve VanRees was elected as vice-president. We voted in favour of partnering with PMSC to put on Galway Cavendish Forest Rally in 2015. Martin carried the proxy for the CARS AGM.

Our annual awards and banquet was on January 17th and we judged it very successful with 56 people attending and a great presentation by Jimmy Brandt. We presented a bunch of awards and held the draw for the tires generously donated by Toyo Tires for our Toyo Tires Saturday Night at the Rallies series.

Frostbite, the first ORRC of the year is on January 31st. running out of Milton and Dennis is the organizer. We've got a pretty full year of events coming up.

- c. **Motorsport Club of Ottawa (MCO) (per Mike Koch)**
- d. **Maple Leaf Rally Club (MLRC) (per David Maynard)**  
MLRC Report-22 Jan 2015
  - 2015 RallyCross Championship – First event 1 Feb 2015 Bancroft
  - AGM 7:00 PM 12 Feb 2014 Moose and Firkin 7600 Weston Rd Vaughan
- e. **Peterborough Motor Sports Club (PMSC) (per Pete Gulliver)**
- f. **St. Lawrence Automobile Club (St. LAC) (per Robert Switzer)**
- g. **Subaru Performance Drivers' Association (SPDA) (per Trevor Hancher)**
- h. **Toronto Autosport Club (TAC) (per Dietmar Seelenmayer)**

Meeting adjourned at: 1030pm

### **14. Next Meeting - Tuesday March 3<sup>rd</sup> 2015, at 7pm**