

Buckeye Chapter BMW CCA, Inc.  
Board Meeting 10/29/2006  
Location: Quality Inn and Suites, Bellville, OH

Board & Staff Attendees: Ken Price, George Thielen, John Lochner, Jeff Lutes, Elizabeth Lutes, Phil Ross, Jim Troknya for Traci Kujawa, Jim Heckman, George Saylor, Larry Moore, Erik Shifflett

Additional Attendees: Dohn Roush, Marcia McClure, Scott Scharadin, Scott Ontjes, Becky Lochner, Bob Habel, Bud Dornette, Lance White

Agenda from Ken Price:

**AGENDA**  
**29 OCTOBER 2006**  
**Revised for comment 15 October 2006**  
**Revised for Issue 24 October 2006**

- 1) **Newsletter**
  - a) **Erik – review of your discussion with Mike**
  - b) **Issue dates for balance of 2006 and all of 2007**
  
- 2) **Finance Committee**
  - a) **Committee make-up ( Elizabeth, additional gov or vice gov, + 2 others)**
  - b) **Where do canceled checks go?**
  - c) **How to recruit balance of members**
  
- 3) **Driving Events Committee**
  - a) **Committee make-up ( John, Ken, Elizabeth or Jeff + 2 others)**
  - b) **How to recruit balance of members**
  
- 4) **Budget**
  - a) **Larry – please be prepared to list / discuss what specific items on Oct 2006 driving school budget that you did not agree with. Others as well.**
  - b) **Does the club have any specific assets? Cones, timing equipment, helmets, cameras, computers, software, tools? Show on next budget?**

**5) Non club member participation at our monthly events is good.**

**Should these non club members get food for \$5.00 ?**

- a) If so, how long before needing to be a member**
- b) Spouses – associate members?**

**6) Lack of participation of some of board members.**

- a) Okay / not okay**
- b) If okay, how long before an issue?**

**7) Meeting info:**

- a) Location: Quality Inn & Suites**
- b) Rt. 71 Exit 165 (at Rte 97E)**
- c) Phone (419) 886-7000**
- d) Meeting starts at 8:00 PM**
- e) Duration: 90 minutes**

**8) Life after probation**

**9) Board members only portion**

Erik reported on his discussion with Mike Rohrbaugh. Mike will get a newsletter out on the timeframe necessary.

We discussed how to announce who is running in the Board Elections. Eric Shifflett will run for Cincinnati Area Governor, Marcia McClure will run for Cincinnati Area Vice Governor, George Saylor will run for Columbus Area Governor. All should be announced in the December Newsletter.

Mike will summarize 'News from National' in the newsletter.

Mike feels that Ads and Classifieds are a lot of time and effort and difficult for the person already publishing the newsletter to do as well. He suggested to Erik they be put on the website. Ads have been hard to recruit because of the geographical disbursement of the chapter. It is hard to get ads from local businesses. A sponsorship page on the website was suggested. Receiving a percentage of the items sold due to our advertisement could be a method of payment. Should we even solicit ads?

The November Formal has been cancelled due to a light response. Suggestions were made to have the Formal off season, use the Holiday Party some year, give more advance notice. This topic will be further discussed in a future board meeting.

It was suggested that we need a calendar for the dates that articles are due to Mike.

The Chili Party will be November 18 at Marcia McClure's. The Board approved payment of expenses for the Chili Party.

The Finance Committee was discussed. Tasks that the Treasurer does in addition to the items in the ByLaws are maintaining Buckeye's Inc status, and ending information to Steve Schneider for tax filing. We will ask Steve if he wants to be on the Finance Committee and if he will continue to file our tax forms. George Saylor will create an ad for the Driving Light asking for committee volunteers. Erik Shifflett and George Saylor would like to be on the Committee. A suggestion was made that it should contain the Treasurer, a Financial Advisor, a lay person, and an Accountant. The Board Approved Erik and George S. for the committee.

The Driving Events Committee was discussed. This committee will be advisory to the Board. Ken has already been elected as a member. John Lochner has been appointed the Chief Instructor and a member of the DE Committee. The Board voted (6 in favor to 1 opposed) that Ken Price, John Lochner, Elizabeth Lutes and Jeff Lutes will be on the committee. Ken will put an ad in the Driving Light to recruit one additional member. The committee will explore titles and positions, fees, and the major components of the Drivers Schools. Contracts for next year will need to be done before the full committee is in place. The Board approved Elizabeth Lutes negotiate and sign contracts for next year (6 in favor, 1 opposed) with the current Committee members input.

The budget was discussed. The National Operations Manual says the Board is responsible for the budget. The Board should confirm the budget in January after track prices are known.

The Board should inventory all of the items the Chapter owns along with their value and location. For example, the new cones purchased for Safety Schools are in Larry's garage. The count and price will be supplied. At National Treasurers Conferences it has been suggested that assets not be shown after a few years since they have effectively lost their value. We would like a list of all assets regardless of their current value. The ones we purchased jointly with Bluegrass Chapter are two or three years old. The Board approved giving the cones to Bluegrass at no cost (6 in favor, 1 opposed). Ken will send a letter to Bluegrass to let them know of this decision. Asset tracking should be the job of the Finance Committee in the future. The Board approved that the GoKart the Chapter purchased years ago could be given to Bob Habel for his grandchildren.

The Board discussed free meals at Area meetings. The question was raised whether non-members should eat for \$5. Per George Saylor, Columbus Area buys meals (not alcohol). They ask who is a member. If they see a non-member for three meetings they will talk to

them. The general consensus of the Board was to let Area Governors handle the situation at the local level.

The Board discussed participation of Board Members. A concern has been raised that some Area Governors do not participate as much as some other Area Governors believe they should. What is the minimum that is required to be considered active? There should be a mechanism for assigning a vote to a stand-in, and, after the agenda is published, the Board member should make their opinions known to their stand-in. The general consensus of the Board was that it was up to the area to decide if they consider their representation adequate. A local Treasurer position was discussed. A local treasurer is not covered by the Bylaws. Phil will look at the Bylaws and give a report on how Toledo will operate. It was suggested that the Board supports the exchange of ideas as a chapter, and the local area has the responsibility to the area.

Ken discussed the Chapter's probation and the lifting of the probation. Because of our recent probation, the time frame is shorter if problems arise. We do not want to get back on probation and should take care with minimum standards. Larry Moore added that National will probably make requirements for web sites harder in the future.

Dan Krage has resigned as Webmaster. The Board will have to recruit a new person to support the website. Expectations on turnaround times, maintenance of content, etc should be clearly defined for the person taking the position. There should be depth and backup so that there is no bottleneck. The suggestion was made that the website be modified so that multiple people can add content, but that authority should be limited to Board members. Larry Moore volunteered himself and Lucas Krammes to upgrade the website. Larry will write an ad for the Driving Light to recruit the new positions. The Board approved giving Dan Krage a free Driving School for all of his past efforts supporting the website. Erik will write a letter to thank Dan.