

Management Meeting Minutes – 26th May 2016

Item	Details
Meeting commenced	7.35pm
Meeting completed	9.20pm
Attendees	Brett Aird, Shane Thirlwall, Annette English & Rob Ainge
Apologies	None
Minute Taker	Rob Ainge

- Outstanding Affiliation and Race Fees
 - Discussed the clubs with outstanding fees and formulated an action plan to get them up to date
- Tyre Scanners
 - A quote has been received for a unit the same as KA are using but it is expensive
 - Shane to look into further options to see if there is a comparable product that is cheaper
- Presidents Meeting date and invite
 - Thurs 9th June
 - Brett to create a presentation for the Presidents
- Strategic Plan
 - Discussed - QLD to formulate our own Strategic Plan aligned with KA's but considering QLD's needs
- Race Day visit and audit budget
 - To be proposed for next year's budget
 - Senior officials to potentially visit other clubs to help them develop and refine the tools and processes they need to run race meetings effectively and to ensure that all procedures are being followed correctly.
- Warwick Safety Improvement Grant - Gravel needed at \$110 cubic metre (approx. 90 metres needed for 1st trap, 100 metres needed for 2 more traps).
 - KA have stipulated improvements that have to be made at Warwick but that will come at a significant cost
 - Potential to loan Warwick the money out of the TDF until it can be repaid by either the club or the Safety Improvement Grant to allow them to get the work completed asap? If grant can't be sourced from KA quickly then present to the SKC for approval of a loan.
- Transport of our equipment to Rocky
 - The banners will be used at the Ipswich round of the AKC and then transported up to Rockhampton
 - The Arch has gone back to Extreme for repair/replacement

- State Championship action Plan meeting date
 - Set for 2nd June
- Townsville Zonal Cup
 - Dash 4 Cash 16th-17th July - \$16,000 prize money. Application to KA has been made to run a feature class of KA3 Championship weight in lieu of KA3 Senior Light and Heavy.
- Come and try karts
 - The Brisbane members we were directed to ask re the Come and Try karts (at the SKC) are no longer members, are not active in karting and have not replied to email requests.
 - Rockhampton don't want to use the C&T karts, Shane to look in to transporting the trailer from Townsville to Toowoomba at a reasonable cost
 - Townsville to replace plug and extend the cable before transporting to Toowoomba
- Late submission of supregs by clubs.
 - Email has gone out to all clubs reminding them of the KQP-008 Policy which details timeframes and penalties for the submission of Supplementary Regulations and Race Permit applications.
- Training Day at Toowoomba
 - Set for Sunday 29th May
- Discussion on roles and interaction and communication to streamline and improve documentation handling and financial transactions.
 - Current systems for submitting supregs and having them approved and uploaded is clunky and we need to look at ways to improve it. The same is true for the return and distribution of raceday paperwork
 - Look at ways of doing supregs approvals and raceday paperwork online in one place to streamline the process and help keep it more transparent
- Canteens at clubs
 - Should consider putting up a sign that warns foods may contain allergens/nuts etc
 - Should also check they are compliant with their local council's requirements