

DATE: February 5, 2024



CIRPCA MONTHLY CLUB MEETING MINUTES

BOARD MEMBERS PRESENT: Rodney Schroeder, Mike Kelley, Will Anthony, Pete Walker, Larry Clarino, Pam Clarino, Don Perkins , Russ Bell

CLUB MEMBERS PRESENT: Ryan Milton

The meeting was called to order at 7:02 PM by Club President Rodney Schroeder.

Approval of January 2024 Minutes

- The meeting minutes were approved by unanimous vote of the board members present.

AGENDA ITEMS

- **President's Report**
 - Activities group is starting to generate new activities with new volunteers starting to step forward.
 - The Charity initiative is bringing to take shape and move forward with the process outline that Larry Clarino has generated. (file attached)
 - There is autocross focus group has been established.
 - Other regions have reached out to CIR to collaborate on events and sharing event schedules.
 - The sponsorship corner on the CIR website should be launched in March.
 - Rodney expressed appreciation to Pete Walker for coordination of the upcoming HPDE events. Also to Larry Clarino for setting up the Pasto Itialino, which was a event was a sellout.
 - The CIR laptop computer does not have MicroSoft office for generating emails and conducting club business. Rodney is requesting approval for the club to purchase a license for the office suite.
 - Discussion on this matter was started by Mike Kelly asking if the license would be registered to the CIR-PCA instead to an individual.
 - Pete Walker brought up that there are CIR-PCA email accounts for President, Vice President, Treasurer, and Newsletter which was set up and under the control of David Weaver who is no longer with the club. Pete was provided with a document with email addresses and passwords but, Pete has not been able to login to change any of the information. It was also recommended that a generic CIR club email account be generated that will provide continuity to future presidents and board members to be able access with an account password that is shared with a group of board members providing continuity for email account access. This password would be shared with the President and maybe two other board members.

- Mike reiterated that it should be club specific and accessible.
- Larry asked about the yearly subscription fee, which Will Anthony asked if he could address. Will clarified that it is a onetime payment of \$160.49 taxes included. This is for Microsoft Office, Not Microsoft 365 which is a subscription package. The MS Office package includes Word, Excel, PowerPoint and Outlook. To generate a group email address that would be linked with the account, it must be supplied when placing the order which will link it to a Microsoft which becomes the Microsoft login and password.
- A motion was made to purchase a Microsoft office package and seconded.
 - Before the vote Russ Bell asked the question of compatibility with the current operating system on the computer to ensure compatibility with future support of upgrades. Will provided the information that the device was running Windows 11 which is the most current operating system, so there should not be a compatibility issue going forward.
- The information for activities has been going to Will. Please share ideas for new activities with Will so he can direct Carrie to update the club's website.
- Rodney started a discussion to funnel all communication for activities so that he can provide direction to Carrie.
 - Will relayed that he thought that Carrie was the only one who could update the calendar, but he received information from Larry that an RSVP requested a change only to find out that Bob Snider had already made the change. Since Carrie bills the club for activity we need to limit others accessing the website utilize Carrie for this activity.
 - Larry agreed that Carrie should be the only one and begin to provide some background. Pete made an administrative correction because it was determined that Larry's email address had a missing character causing Larry not receive notifications. Fred Greulich requested a change be made to the calendar, he sent a note to Don, when he did not see the change come through he reached out to Larry who mentioned it Bob Snider who still has access as all past presidents to the calendar. He promoted that we should have a single point of contact. Russ brought up that we still need a backup for when Will is out of contact. Will recommended Don Perkins since he is the Indy area activities person.
 - When David Weaver stepped down, he provided information to Pete to be able to change certain account information. Currently Tony Smith and Dee Panarisi are listed as a customer who allows them to make payments, a Dave Weaver test account which Pete is going to delete, others listed as calendar admin are Rob Fike, and Bob Snider. Pete will make account corrections and updates removing Rob Fike but leaving Bob in place for activities like the Spring color tour and Cammack station.
 - Mike Kelly recommended that the board determine what roles need access to what portions of the IT environment not the personal names.
 - Ryan Milton spoke up and volunteered his expertise to help with IT management since this is what he does for a career. Pete asked if WordPress

which is CIR's web content management system. Ryan responded that he did know WordPress and that he wants to improve the overall experience and alleviate some of the frustration. The board agreed to grant Ryan access to the systems. Larry recommended that Ryan, Will, Pete, Larry, and Don to get together for ways to improve our systems. Don asked for a direction to be provided to Ryan to provide a focus for the advisor board. Larry provided a brief history of past IT management with David Weaver and how ITIndy got involved.

- Pete also pointed out CIR's Paypal account is still linked to David and that the team needs to establish a new account.
- A motion was made and seconded to have Will direct Carrie to only make updates once a week.
- Larry Clarino drafted a policy to provide the guidelines that would need to be for those wishing to host a charity event. The structure of this is based on how the CIR-PCA conducts the "Evening with... series" which is legal under the rules of a 501.c.7. He intentionally added charities or non-members to allow for the event to be setup and funds to be directed to these entities.
 - A motion was made and seconded to accept the policy as written gaining unanimous approval from the board.
- Vice President's Report – No report.
- Treasurer's Report – no report
Please refer to attached financial statement.
- Newsletter Report –
 - Will Anthony will write articles for Amelia Island and the Porsche LA literature and toy show.
 - Russ Bell will try to write an article on performing a brake fluid flush and pad replacement.
 - Larry asked about who is responsible sending the e-blast. Will responded that he was.
 - Larry requested that eblast needs to be sent to out for upcoming events Evening with Bobby Rahal and SONAX Tech secessions. Eblast should be limited to twice a month.
 - Tee shirt sponsors need to be to Larry by March first so he can begin negotiations and setting up the artwork.
- Activities Report – Will Anthony (see attached report)
 - Will wants to set up town hall type meeting with the Lafayette group to let them know they are not forgotten. Will has shared a document with Don that was started by Jimmy Arata on set up events.
 - Don Perkins – he has been in contact with will and gathering suggestion.
- Membership Report –We received 10 new members and had 2 transfers out. Will has started emailing members that transferred out to understand the reason why.

- New Members: 10 (no details provided)
 - Transfer In: 0
 - Transfer Out: 2 (1 to Los Vegas, 1 to Michiana)
 - Non-Renewals: 15
 - Renewals: 25
 - Total Primary Members: 819
 - Affiliate Members: 460
 - Total Region Membership: 1279
 - Test Drive Participants: 11(no details provided)
 - PCA Juniors: 64
- DE – Pete Walker
 - Spring Brake has 43 confirmed and 19 pending (needing to pay). Pete reminded Rodney to send out reminders via emails, instagram and facebook for this event. Larry and Pam have designed green shirt with a GT3 RS on the front. Pete has reached out members and participants to determine the level of interest them putting their logo on the back as advertisement. We have currently 7 tee shirt sponsors, one to two more will cover the cost of Tee shirts. Pete is expecting to see the normal rush of entrants toward the end of March. To insure there are enough shirts for entrants Pete will be coordinating with Larry and Pam.
 - Pete is requesting that the board be willing to host our club participating in the Teen Street Survival program. This is a program through the BMW foundation which manages the website and offers insurance. This program is offered to help teen become better drives with elements of auto crossing, skid pad, and classroom time. The problem with hosting an event finding pavement. Pete has reached out to IMS, local schools, and office parks with no offer to partner with us for the event. Larry has participated in 34 of these events and discussed some of his experiences. If we found a spot that will host us, we could then partner the BMW club and use our DE Instructors. Don started a conversation with the head of training for Marion County and on the board of Indiana Law Enforcement Academy to go to their executive director, and the superintendent of Indiana State Police to if they will entertain a conversation for moving this forward.
 - PCA Sim Racing – No report

The next Club Board Meeting will be on March 4th at 7:00 PM. through the ZOOM platform.

Rodney adjourned the meeting at 8:22 PM.