

Wednesday 6th March 2019
Teleconference

MINUTES

1. Attendees

Present:

John Sparkes (JS) Chair, Brett Middleton (BM) Deputy Chair, Jim Gleeson (JG) Secretary, Carol Sparkes (CS) Treasurer, Dave Gray (DG), Adriana Pallister (APal), Andy Pierce (AP), Bernie Webb (BW) Kaylie Newell (KN)

CAMS Personnel:

Nil

Observers/Visitors:

Nil

2. Opening / Welcome / Confidentiality

The Chair, John Sparkes, declared the meeting open at 7:35 pm and welcomed all attendees.

3. Apologies

Bethany Cullen (BC)

4. Minutes of Previous Meeting

MOTION: "That the NSW Rally Panel accept the Minutes of the Panel Meeting held face to face at Parramatta on 2 February 2019 as being a true and accurate record of the meeting."

Moved: DG, Seconded: CS. All in favour, CARRIED.

5. Correspondence

Inbound:

- 04/02/19 – from Heather Smith with feedback on the Rally Presentation Night. JG responded. (on Agenda for 06/03/19 Meeting)
- 04/02/19 – from Graeme Potts re info needed to get an Excel ready to rally. JS responded
- 05/02/19 - from CAMS NSW with Agenda for State Council Meeting
- 06/02/19 – from Michael Stewart re licence requirements for DRS series. JG responded.
- 06/02/19 – from Chanine Boaden with clock orders and number orders for Hastings Rallysprint
- 06/02/19 – From Bob Carle with queries re date and organiser of Coffs Rallysprint. JS will address.
- 06/02/19 – From Richard Neill with query about what media details were available from last year if seeking sponsorship this year. JG responded.
- 07/02/19 – From CAMS NSW with agenda and papers for State Executive Meeting
- 09/02/19 – From Westlakes Auto Club (WAC) asking for advice re timekeeper requirements for Rallysprints regarding Key Officials. JG responded.



- 09/02/19 - From Nathan Johnson with further queries re date and organiser of Coffs Rallysprint. JS will address
- 14/02/19 - From Jack Russell, photographer, wanting to know how to get involved. JG responded.
- 20/02/19 – from Ryan Kelly on how to register for ECCRS. JG responded.
- 24/02/19 - - From Chanine Boaden with regs for Hastings Rallysprint to be posted on RallyNSW website
- 25/02/19 – from Trent Price of CAMS re correct nomenclature for State Rally Championships. – must include CAMS in title e.g. “2019 CAMS MTA NSWRC”

Outbound:

- 05/02/19 – JS to Peter McDonald re checking of Supp Regs for the Rally de la Vie.
- 06/02/19 – JG to Michael Stewart re licence requirements.
- 06/02/19 – JG to Richard Neill re where to find media details and report from 2018.
- 07/02/19 – JS to CAMS NSW with apologies and Rally Panel documents for State Executive/Council meetings.
- 07/02/19 – JG to Bob Carle advising JS would contact him re calendar for Coffs Rallysprint
- 12/02/19 – JS to Sarah Bell inviting her to become NSWRC series CRO (Sarah accepted)
- 13/02/19 – JG to WAC re Rallysprint timekeeper and Key Official requirements
- 13/02/19 – JS to Jon Thompson with matters for ARCOM meeting
- 13/02/19 – JS- to Jamie Neale re a possible rally at Barraba from 2020
- 13/02/19 – JS to Dave Ballard responding to Dave’s request for a March date for Monaro Stages in 2020 (liaise with Mitta organisers) as well as a bi- annual Classic Event similar to Alpine.
- 14/02/19 – JG to Jack Russell re photographers at events
- 19/02/19 – JS to Owen Polanski responding to queries re registration and eligibility for ECCRS competitors at the the Alpine Rally.
- 20/02/19 – JG to Ryan Kelly re how to register for the ECCRS
- 21/02/19 - JS to Peter McDonald with approved amended Supp Regs for Minidulla Rally.
- 25/02/19 – JS to Trent Price of CAMS re correct nomenclature for State Rally Championships

6. Matters Arising from Previous Minutes

All items discussed.

Date	Item	Responsible	Status
2017	2017-20. Promote Khanacross, codriving and officiating as pathways to rallying.. Set up page on website with details, videos and information. Information collated by AP and almost ready to post on the RallyNSW website. Ready to loaded to website.	AP/JS	Ongoing
2017	2017-38. Follow up with CAMS re appropriate training of Checkers, possibly including an online Checkers module based on the existing Checkers Manual. JG allocating checkers to events from the existing list. No online module from CAMS. CAMS will do face to face training if we arrange. Email to Panel for proposed participants.	JG	Ongoing
4/4	2018-33. Turbo restrictor measuring devices. Prepare drawings of proposed devices for CAMS approval. Drawings now done. Needs slight amendment then will go to CAMS.	JS/AP	Ongoing
6/6	2018-42. Assemble guidelines for checkers on how to write route charts. Liaise with ARCom to include in Checkers Manual. JS has put submission to ARCom.	JS	Ongoing
6/6	2018-43. Request CAMS to allow Panel Chairs voting rights to break a tied vote. To State Executive.	JS	Ongoing
6/6	2018-45. Produce checklist for media requirements etc at Clubman events. This could be included in Rally Organisers' Handbook.	BM/JS/APal/JG	April
4/8	2018-55. Contact competitor (TC) to gauge interest in East Coast Challenge. Not on agenda at present.	BM/JS	April
3/10	2018-59. Write PR guide/checklist for promotion of rally events. Also to be included in Rally Organisers' Handbook.	BW/BM	April
3/10	2018-60. Revise Entry Form templates to reflect eligibility and series points allocation.. Convey to organisers that all entry forms reflect that all NSW competitors get points. APal to add new entry form template to website.	BC/APal	Complete
16/1	2019-01. Rally NSW Representatives at each Series event. BW to create a document in GoogleDrive for all NSW Rally Panel members to be able to add their names beside each event. PLEASE NOTE: it is preferred that the panel member at the event is not a competitor at the event. Panel members to add name to this list. ASAP.	BW/All	ASAP
16/1	2019-03. 2019 Clubman Media Proposal. Media proposal to be created for the CRS/DRS/ORS/HRS events and presented to the	JS/BM	ASAP



NSW Rally Panel



	panel including the expectations and the expenses that will be covered by the panel. Budget to be agreed asap in time for M'Dulla		
2/02	2019-04. Put together a "Rally Panel for Dummies" document on the GoogleDrive.	JG	Ongoing
2/02	2019-05. Put together a Presentation checklist document on GoogleDrive.	LM	Complete
2/02	2019-06. Media profile templates to be determined. Still more work to be done.	BC/APal	Ongoing
2/02	2019-07. All members to update their details for Meet the Rally Panel page on website – send updates to BC/APal	KN	ASAP
2/02	2019-08. Sponsor decal and entry discount requirements to be reiterated to interstate and NSW organisers. Paperwork updated ready to go.	BW	Complete
2/02	2019-09. Update registration form on CAMS website with address and whether driver or co-driver.	CS	ASAP
2/02	2019-10. Single entry form/documentation harvest. DQ to contact competitors.	APal/BW	Complete
2/02	2019-11. Fast Track documentation project. Inform NSW State Executive of decision of NSW Rally Panel to collect personal data. Panel voted at 3/06 meeting to proceed with Fast Track process	JS	Complete
2/02	2019-12. Update Supp Regs templates	BW/JG	ASAP
2/02	2019-13. Contact event organisers to alert them of changes in Supp Regs.	BW	Ongoing
2/02	2019-14. Respond to offer of mentoring.	BC	April
2/02	2019-15. Contact Chrissport regarding results service for all NSW series events.	BW	Complete
2/02	2019-16. List all NSW & ACT events on website in date order.	APal	February
2/02	2019-17. Investigate mobile phone as central point of contact and for SMS. Budget \$20/month agreed.	BM	Ongoing
3/06	2019-18. Follow up use of CAMS in each Series Name and publicity	APal	Ongoing
3/06	2019-19 Put up news item and link to Chrissport re results service on RallyNSW Website	BM	ASAP
3/06	2019-20 Follow up CAMS re anomaly with S2 Rallysprints and FHR and harness requirements.	BW	April
3/06	2019 -21 MOU to be produced re decals etc. when events are part of joint State Championships e.g. NSW/VIC or NSW/QLD	JS/BM/BW	April

7. Reports

- ARCom Report – Summary of 7 November 2018 meeting
<http://docs.cams.com.au/Minutes/Commissions/ARCOM%20Minutes/2018/ARCOM%202018%20Meeting%20Summary%20-%205%20-%207%20Nov%20-%20Level%202.pdf>
Next meeting 2019 TBA.
- NSW/ACT State Council Minutes from 25 August 2018
http://docs.cams.com.au/Minutes/State%20Councils/NSW%20and%20ACT/20180825_SC%20Minutes_Confirmed.pdf
Next meeting 13 October. Minutes not yet available.
- NSW/ACT State Council Executive Minutes from 25 August 2018
http://docs.cams.com.au/Minutes/State%20Councils/NSW%20and%20ACT/20180825_NSWSCE%20Minutes_Confirmed.pdf
Next meetings 5 December & 9 February. Minutes not yet available.

No later reports yet published on CAMS website at time of meeting.

8. Finance Report

Treasurer has emailed budget report to Panel. Only Jan accounts have been received so far. Still awaiting Feb reports from CAMS.

9. Decisions made by email vote between meetings

- Panel agreed to pay for 1 additional ticket to the NSW/ACT CAMS Awards

10. Past Events

- 02/02/19 – 2018 Presentation and 2019 Season Launch.
- 10/02/19 – Nabc Rallysprint. Rd 1 RSS.
- 23/02/19 – Rally des Femmes
- 02/03/19 – Mitta Mountain Rally. Rd 1 NSWRC, Rd 1 ECCRS.

11. Coming Events

- 09/03/19 – Hastings Rallysprint. Rd 2 RSS.
- 30/03/19 – Mini'Dulla. Rd 1 CRS, DRS, ORS & HRS. Event Secretary required.
- 13/04/19 – Caves Classic – progressing well

12. Registrations

Report from Debbie Quirk (DQ): Contact with competitors continuing – competitors are very much appreciating the personal contact. They are I think feeling comfortable with the ability to be able to make contact with me if they have a query.

Mailings now happening with registration labels (Mitta competitors were given their series sponsor stickers at Mitta)

Emails – have the mailchimp worked out better now and emails are going from mailchimp.

Appreciative of all the support I have from everyone – particularly John S, John M, Adriana, Bernie and Brett.

Media profiles – have 13 received before Mitta and they have all now been updated to the website and facebook page. Publication of the profiles has been well received by competitors, teams and sponsors and friends. Thanks to John McCredie for his help in setting them up.

Series	March 2019	December 2018	December 2017	December 2016
NSWRC	47	88	67	97
ECCRS	34	81	N/A	N/A
CRS/DRS/ORS	27	96	102	111
HRS	1	11	20	12
RSS	27	82	66	118
Total Registrations	77 individuals, 135 total	203 individuals, 358 total	160 individuals, 233 total	212 individuals, 368 total (incl 29 PRS)

13. General Business

- Feedback on the Feb 2019 Presentation Night –discussed and to be part of planning for next Presentation night.
- Panel organisation/tasks for 2019 – Use of Trello
- Date setting for early events (BW) – discussed process
- Single Entry Form – collection of licence data by NSWRP - agreed
- Update Supp Regs and Entry Form templates – action in place
- Website contact form – lots of SPAM can we look at blocking
- Items to raise with ARCom
- Reseed request process (BW) – Write to panel and it will be reviewed.
- Rally of the Bay proposing to run as a Pace Note event only not a separate Road Book event for NSWRC Point Score.
- Discussion about when R5, AP4 and G4 cars can run in State Championship. Decision to be made next Panel Meeting

14. Close and Next Meeting

There being no further business, the Chairman closed the meeting at 10.35pm.

Next Teleconference: Wednesday 3rd April at 7:30 pm.

Next Face-to-Face meeting: August TBA.

15. Distribution to

CAMS NSW for posting on <https://www.cams.com.au/about/structure/state-panels/new-south-wales-the-act> and for posting on <https://www.rallynsw.com.au>

16. Record of Attendees

Panel Member	Meetings attended	Reason for Absence
Bethany Cullen	2/3	3
Jim Gleeson	2/3	5
David Gray	3/3	
Brett Middleton	3/3	
Kaylie Newell	2/3	7
Adriana Pallister	3/3	
Andy Pierce	3/3	
Carol Sparkes	3/3	
John Sparkes	3/3	
Bernie Webb	3/3	

Legend

1. Absent due to officiating
2. Absent due to club commitment
3. Absent due to work commitment
4. Absent due to competition
5. Absent due to personal leave
6. Absent due to illness
7. Absent no apology
8. Absent due to Panel work

I have sighted these minutes and declare they are a true and accurate record of the meeting:

CHAIRMAN: *John D. Sparkes*

DATE: *3 April 2019*