



Florida Trail Riders Executive Committee Meeting Minutes:

Conference call - January 19, 2011 at 9:30 p.m.

Recognition of newly elected officers:

Ford Snodgrass-President and Deborah Broderick-Secretary

Meeting called to order by president at 9:38 p.m.

Roll Call:

Ford Snodgrass- President (elected officer): present
Jack Terrell-Vice President (elected officer): present
Deborah Broderick-Secretary (elected officer): present
Jonny Simpkins-Treasurer (elected officer): present
Mike Belle-Hare Scramble Chairman (appointed position): present
Ken Kloza- Motorcross Chairman (appointed position): present
Peter McGee- Enduro Chairman (appointed position): not present

Quorum noted to conduct business

I.

Minutes of Previous Meeting:

Circulated to all EC members via email to this meeting.
Jack-Motion to accept the minutes as written, waive reading.
Jonny- second
Unanimously accepted

II.

Reports:

Discuss how to get scholarship fund/land use fund accounted for:

Treasurer reported that data for scholarship payments need to be added to QuickBooks, and that a backup file needed to be maintained to track scholarship awards and remaining balances

owed to individual scholarship recipients. President directed the Treasurer and the Secretary to work out the details and to work with the Scholarship Chairperson to capture this data.

Discuss the details that are required for the books/end of year requirements:

Treasurer reported that approximately 40 entries from the November-December time frame need to be entered into QuickBooks. President directed the Treasurer to work with the Business Manager to accomplish this within a week.

Treasurer reported that the Business Manager needed to issue Forms 1099 and 1096 by January 31, 2013 for all payments to outside contractors. President directed the Treasurer to work with the Business Manager to see that this is accomplished by the IRS deadline.

FTR mail box:

Treasurer reported that DeBary PO box and temporary mail box in Orlando have been closed, and that the Business Manager is checking the new Yulee PO box at least every other day.

Credit Card machine:

Treasurer reported that FTR is incurring significant non-transaction fees related to the FTR credit card machine, and that additional transaction fees are assessed whenever a promoting club uses the machine. President directed the Treasurer to report back with a detailed breakout of all the charges, and to recommend a procedure to pass use and transaction fees to the using club.

Update on State of Florida Cert:

Treasurer reported that our filing with the Florida Department of State / Division of Corporations has been updated to reflect the current officers (president, vice president, secretary and treasurer) and that it identifies Jonathan Simpkins as the registered agent.

Requirement to open new account and take care of names that should be removed or added to the accounts:

Treasurer reported that Sun Trust requires him to submit corporate minutes authorizing him to maintain current accounts and to open new accounts, to identify persons authorized to sign checks and use credit/debit cards, and to be the Sun Trust Online Administrator for the FTR accounts.

Pursuant to this request, a motion was made by Ford, seconded by Deborah, and unanimously approved to:

Authorize our Treasurer, Jonathan Simpkins, to maintain existing accounts at Sun Trust, and to open additional accounts as required at Sun Trust.

Authorize our Treasurer, Jonathan Simpkins, to open a new checking account for the Year End Head Tax / Banquet account.

Authorize the current elected officers (identified by title and name in the Roll Call for this meeting) as signers on all checks.

Authorize our Treasurer, Jonathan Simpkins, to be the Sun Trust Online Administrator for all FTR accounts with Sun Trust.

Authorize the FTR Business Manager, Tiffany St. John, to be a signer on FTR checking accounts but not Certificates of Deposit.

Authorize our Treasurer, Jonathan Simpkins to instruct Sun Trust to cancel any credit or debit card issued to our past president, Allen Pearce.

Authorize our Treasurer, Jonathan Simpkins to instruct Sun Trust to remove our past president, Allen Pearce, as an authorized signer on any account with Sun Trust.

Authorize only the Treasurer and the FTR Business Manager to be issued FTR credit or debit cards.

CD Account:

Treasurer reported that we need to make a decision regarding renewal of a maturing CD at Sun Trust. After discussing the options, the EC directed the Treasurer to negotiate the best rate possible for a 12-month CD at Sun Trust.

III.

Unfinished Business:

Banquet details and discussion:

President met with Carol Preston (Banquet Chairperson) and determined that the date has not been set yet. Our contract stipulates a different date than the one that was presented to the previous EC, but the hotel reports that their customer with that date may give it up and we can have it. If they do not then we are obligated to have the banquet on the contract date at the end of August. By the end of next week they will know for sure.

IV.

New Business:

15th race issue:

Mike -Motion to allow Big Scrub Trail Riders to move their hare scrambles date to April 1-2, and to award Old School Dirt Riders a sanction for the 15th FTR hare scrambles on May 14-15 contingent upon the date not being required as a rain date for a previously scheduled and cancelled hare scrambles.

Jonny-second

Unanimously accepted

BOD member proposed by Mike Belle:

Mike -Motion for the EC to appoint Randy Rash to the vacant seat on the Board of Directors for Area #13.

Jonny-second

After considerable discussion, a consensus was reached that an Area Director had to be elected by members within that geographical area, and that the EC did not have the authority to appoint an Area Director

Mike-rescinded the motion

Electronic scoring issues:

Scoring issues at the recent hare scrambles were discussed. It was agreed that the HS Chair and other members of the EC should look into these issues at the next hare scrambles, and determine if equipment or software problems need to be corrected, if scoring personnel need additional training and supervision, or if new procedures need to be instituted to increase the speed and efficiency of the posting and reporting of scores. One solution is the addition of a Help File to the sign-up software to help workers in the trailer.

Secretary suggested that Tim Nordle, based on analysis of the contracts of Business manager and Scorekeeper, should be preparing class counts and confirming that electronic entries agree with entry forms, and report these numbers to the Business Manager. Tim should also be able to directly submit results to the website and the magazine. President reported that webmaster had been informed that he could accept information from Tim as long as Tim copied the Business Manager.

EC members agreed that we need to learn and be aware of these issues, and to help develop a solution to them. A group will take time this weekend to determine the real issues at hand, and offer possible solutions to the issues, such as help files built in the software, written instructions to help process training and guidance, updated software, etc...

Hare Scrambles Chair asked for input regarding Junior riders that go to a Sunday time slot and then want to come back to Junior. Historically this has not been allowed and the book does not address this. EC instructed HS Chair to take the issue to his committee and then come back to the EC.

Ken Kloza MX Chair "Future of MX series this year":

MX Chair reported that MX Committee has voted to end the MX season for this competition year with 6 events due to the lack of rider participation at FTR MX events.

Discussion

Ken- Motion to end the FTR MX season for the 10-11 competition year effective immediately; waive the minimum number of events required for the FTR Motocross Championship Series (Chapter IX Motocross Rules, Paragraph A.2 of FTR Rulebook); count 6 events run to date as the complete season; and that year-end class standings will be based on current MX rules (Chapter IX Motocross Rules, Paragraph B.1.).

Mike-second

Unanimously accepted

Jonny- Motion to provide all BoD members to have “view only” access to the QuickBooks account.

Ford-second

After considerable discussion about exactly what data or information might be accessible, it was decided to table the motion until the Treasurer and Secretary could report back on levels of access and security that can be utilized to protect sensitive customer and vendor information.

RCDR request of giving up date for benefit:

Vice President reported the receipt of a request from River City Dirt Riders wanting to give up their enduro sanction and FTR picking up responsibility for running the event as an FTR benefit. The EC needs more information to act on this request. The EC agreed to have the Enduro Chair get with RCDR to determine details about what they are offering, what is the cost to FTR, is it advisable to take on this as the dates on the schedule may not support time frames to pull it off, possible low turnout at that time of the year, who will be responsible for layout and event management, etc.

Jack-Motion to adjourn

Ken-second

Meeting adjourned at 11:30 p.m.

Submitted by

Deborah Broderick

FTR Secretary