

**BMW CCA BOARD MEETING
MARCH 5-6, 2005
Greenville, South Carolina**

MINUTES

Saturday, March 5, 2005

1. Call to Order:

The meeting was called to order at 8:14. The meeting was delayed due to telephone connection issues for Reid Douglas and Geoff Tolsdorf, who attended via telephone conference.

2. Attendees:

Board Members: Scott Blazey, Mark Jon Calabrese, Carlos Diaz-Estrada, Reid Douglas (by telephone conference), Eddy Funahashi, Louis Goldsman, Geoff Tolsdorf (by telephone conference), Fred Iacino, Barbara Adams.

Also attending: Wynne Smith, JR Schnieder, Phil Marx

Guests: Bruce Hazard, Len Mueller, Larry Schettel, Byron McCauley, Sueann Meskell, Paul Dunlevy, Brenda Dunlevy, Peggy Helmke, Tricia Jones, Christy Roberts, Trip Binford, Calvin Hill, Rafael Garces, Michael Mitchell, Larry Koch.

3. Minutes:

The minutes of the January 22-23, 2005 Board meeting were approved by vote of the Board on February 9, 2005 via e-mail. Reading of the minutes was dispensed with.

4. Reports:

4.1. Presidents Report:

There was nothing else to add to his pre-meeting report.

4.2. Vice President:

Mark Jon Calabrese noted that Oktoberfest 2005 is fine and the Ombudsman are fine. Mark Jon Calabrese did not submit a pre-meeting report.

4.3. Secretary:

Barbara Adams had nothing to add to her pre-meeting report. Bruce Hazard has agreed to be responsible for recording the entire meeting.

4.4. Treasurer:

Louis Goldsman reported that the tentative report of the review of the 2004 financials has been received from Dixon, Hughes PLLC and other than a \$2 "insignificant" difference there is no change from the P&L included with his pre-meeting report. There was nothing else to add to his pre-meeting report.

4.5. Pacific RVP:

Eddy Funahashi attended the annual meeting to install the officers of the Central California Chapter in Fresno. There was nothing else to add to his pre-meeting report.

4.6. South Central RVP:

Fred Iacino had nothing to add to his pre-meeting report.

BMW CCA Board Meeting March 5-6, 2005

4.7. *North Central RVP:*

Geoff Tolsdorf had nothing to add to his pre-meeting report except to reiterate that the St. Louis BMW Club is interested in hosting TechFest 2006 since it will be the 25th anniversary of Gateway Tech.

4.8. *South Atlantic RVP:*

Carlos Diaz-Estrada had nothing to add to his pre-meeting report. ??

4.9. *North Atlantic RVP:*

Reid Douglas had nothing to add to his pre-meeting report.

4.10. *Executive Director:*

4.10.1 Chapter D&O applications have all been collected and sent to the underwriter.

4.10.2 Newsletter Editor and Webmaster survey response was good.

Reid Douglas suggested that it would be good to have web site standards. Scott Blazey suggested that this would be a subject for discussion at the upcoming at the conference. Reid also suggested that a standard development tool, like Dreamweaver, would be needed to standardize the html language across all the chapters. This was discussed at previous conferences, but two obstacles would include that some webmasters are already comfortable with other software, and that mandating software also requires funding for acquisition and training.

4.10.3 Oktoberfest guidelines are under revision.

4.11. *Club Racing:*

There was nothing to add to the pre-meeting report.

4.12. *Roundel:*

There was nothing to add to the pre-meeting report.

4.13. *Oktoberfest:*

JR Schneider had nothing to add to his pre-meeting report.

4.14. *DEC:*

No pre-meeting report was received. Carlos Diaz-Estrada reported:

- Autocross minimum standards are ready and will be sent to the Chapters and DEC for final comment.
- There has been lots of discussion about a database of instructors that have been through the CCA training curriculum. The discussion continues.
- An April or May meeting is being scheduled to have a face to face meeting with the old and new representatives.
- No one seems to want to be chairman of the group. Hopefully, this can be finalized by the April/May meeting. Scott Collins agreed to continue serving as chairman until a new one is selected.
- It was agreed that there might be some benefit to having the DEC meeting in conjunction with the Newsletter Editor/Webmaster meeting in May.

Sensitive Session – 8:45 to 9:20 a.m.

Break - 9:20 to 9:45 a.m.

5. Discussion Topics:

5.1. *3 Across America:*

Larry Koch from BMW NA, reported that 3 Across America information is in BMW Magazine and Roundel and on the Internet. Details are:

- It is going to involve stops in 20 cities and take 44 days from coast to coast.
- The campaign starts March 24th in New York and ends May 6th in Los Angeles at which time the 3 Series will be available for sale.
- Each stop will involve the opportunity for BMW CCA members to see the car, the exhibits, have their car in a group photo at an iconic location, receive a memento gift for those who register in advance, go on a scenic drive, and attend a party along with dealers and dealer-invited guests.
- A mailing will be made to all CCA members announcing the campaign and outlining the registration process.

5.2. *BMW NA Support:*

Larry Koch reported that due to the weakness of the dollar, money is tight and that it is likely that support programs may be cut at NA. However, NA understands the benefits of using CCA to build and support their processes and programs and will continue to do so.

5.3. *Performance Center Support of Corrals:*

Larry Koch announced the following rules for the 2005 corral program:

- BMW NA will determine which Grand Am races will be eligible for corral support
- Chapters wishing to host a corral will make a request to the National Office who will pass the request on to the Performance Center. A copy of the request should be sent to the RVP.
- Performance Center will approve the request and report same to the National Office.
- The support will be a maximum of \$3,000 per corral. Chapters will be required to submit receipts in order to receive reimbursement.

BMW support for corrals is separate and distinct from the BMW CCA Corral Fund.

5.4. *Brian Ghidinelli's registration database:*

Brian Ghidinelli has developed a business offering registration services for event registration of all types, social and competitive. He is offering it to other chapters for the cost of processing the credit card plus 1.5% handling fee. Reports and lists of registrants are available. Other than noting it, the Board took no action in that it is a private commercial venture.

5.5. *Chapter Logo Compliance:*

Larry Schettel has reviewed all the Chapter logos for compliance with the International Council guidelines. Larry's reviews will be provided to the Regional Vice Presidents who can then contact the chapters that are not in compliance. In many cases it is a matter of minor issues like the type font, weight of a line or border.

The standards can be found on the International Council's website or the BMW Club of Canada's website. A link will be added to CCA's website.

5.6. *Chapters on Probation:*

None.

5.7. *Partial donation/reduction of member dues for Street Survival participants:*

The Foundation has asked whether CCA would donate 50% of cost of a new BMW CCA membership for participants of a Street Survival school who are not already club members. This would cost CCA \$20 per new member participant. Discussion summary:

- So far, less than 20% of the participants are new, i.e. not members or children of a member. That number will go up.
- A local sponsor might be found to fund CCA's portion.
- A rough estimate of this cost is \$6,500 - \$8,000 annually.
- This would be a CCA cost and not charged to the chapter. The chapter will still receive their \$15.30 for these memberships.

Motion: By Carlos Diaz-Estrada "to approve a subsidy of \$20 to the Foundation to cover 50% of a new member membership up to a maximum of \$8,000 for FY 2005." This was amended with the addition of "for 50% of the first year membership". The motion was seconded by Reid Douglas. In favor - All; Against - none.

5.8. *TechFest:*

5.8.1 Guidelines:

- Scott Blazey reported that the TechFest Guidelines have been completed and need to be reviewed by the Board then provided to those chapters expressing an interest in TechFest.
- These guidelines establish the split of responsibilities between the National Office and the chapters.
- *Action:* Board needs to conduct a final review and submit changes to Scott Blazey.
- Rafael Garces asked if the Chapters will be given an opportunity to review the TechFest Guidelines. Scott Blazey explained that they would not be sent out for a special review by chapters. There is a time issue and the guidelines need to go to the chapters under consideration now so that they can decide if they want to host under these policies. The suggestions made by the National Capital Chapter were specifically incorporated into the guidelines where applicable. Additionally, Chapters can always subsequently propose changes to the Operations Manual through their RVP's.
- Scott Blazey suggested that to give all concerned the best opportunity for a successful event, that national event locations and host chapters be designated at least two years out.
- Upon final review and Board approval the Guidelines will be added to the Operations Manual.

5.8.2 2006

- Is the 25th anniversary of Gateway Tech; it might be appropriate to have this in St. Louis.

- Hoosier, St. Louis and Nittany Bimmer Chapter's are interested.
- Interested Chapters need to review Guidelines and affirm to the National Office that they are interested and are prepared to comply with the Guidelines.
- Traditional date is the 3rd week of March.

5.8.3 2007

- Chapters not selected for 2006 should be considered for 2007 with concurrence of the chapters.

5.9. *Operations Manual:*

The Operations Manual is being revised mostly for format, continuity, and ease of finding information. The draft is on the Board's Yahoo group's site. The section for National is available now and the Chapters section will be available in the next week.

Action: The Board needs to review and submit suggestion and changes to Scott Blazey and Wynne Smith

5.10. *Sponsorship Policy:*

The Sponsorship Policy has been completed and sent to the Board members.

Motion: Carlos Diaz-Estrada moved "to accept the Sponsorship Policy". Fred Iacino seconded the motion. In favor – All; Against – None.

5.11. *Autocross Standards:*

Carlos Diaz-Estrada reported that the draft of the autocross minimum standards has been completed, reviewed by the Board and will be sent out to the chapters for final review. The DEC will be copied.

Adjourned for Lunch at 12:10; Reconvened at 1:05. Geoff Tolsdorf leaves the meeting.

5.12. *Membership incentive program:*

Scott Blazey introduced the idea of a membership incentive program to encourage members to recruit new members as a way to grow the club. The highlights of the discussion are:

- As an example Scott proposed that if a member recruited a certain number of new members (say 15), the recruiter would get a 1 year free membership.
- Questions: during what period would the number be calculated; Include new members and renewals; do we want to make it a tiered program, something at 10, then 15, then 20.
- In order to judge the reward we need to identify the cost associated with each new member. In other words what costs increase for each membership, i.e. the amount that goes to the chapter, the cost of the Roundel they receive, etc. We don't want to award something that costs more than the incremental income derived.
- Do we want an incentive program or contest or both?
- *Action:* Wynne Smith will create a proposal for consideration with these questions answered for a tiered incentive program and contest.

5.13. *Certification of DEC election results:*

The results have been announced. The new member's are JoElla John, Sheldon Nelson and Robyn McNutt. Carlos Diaz-Estrada is setting up a conference call.

5.14. *Appointment/Re-appointment of National Service Officers:*

5.14.1 All the National Service Officers have indicated a desire to continue, except:

- Pat Green from the Risk Management Committee
- David Dick, Ombudsman.

The Editorial Advisory Committee members have served for the duration intended and have indicated a willingness to continue. Phil Marx will make a recommendation on the future of this committee.

Steve Olson of Club Racing will stay until December 2005 or until a replacement is found.

Motion: Fred Iacino moved "to accept the National Service Officers appointment/re-appointment". Mark Jon Calabrese seconded the motion. In favor - All except Geoff Tolsdorf (absent); Against - None.

Motion: By Carlos Diaz-Estrada "to accept the new DEC committee members". The motion was seconded by Mark Jon Calabrese. In favor – All except Geoff Tolsdorf (absent); Against – None.

5.14.2 Scott Blazey raised the idea of creating a Chief Technical Service Advisor to provide oversight of the program and make recommendations to the Board. Everyone thought this would be a good idea.

Action: Scott will nominate a suitable candidate.

5.15. *BMWTIS.com for the Tech Reps:*

Larry Koch reported that the answer he received from NA was no. The issue is that this is a program that the independent shops pay a significant price for. Since the Tech Reps are also independent shops, the company that provides this program would lose the fee and come to NA to be reimbursed. BMW NA has a requirement that this program remain revenue/cost neutral so that makes it not do-able.

If we want to make a more formal proposal, Larry will be glad to raise the question again. The proposal might include: number of calls handled, number of calls referred from NA, and if Porsche and Mercedes provide this type of information to those clubs.

5.16. *Special Interest Groups:*

Scott Blazey noted that the policy we developed for establishing minimum standards for SIG's in order to be listed on CCA sites and publications and in order to receive available benefits has not been acted upon. Part of the reason is that we're reluctant to impose chapter-like standards on what are essentially outside organizations. This entire area of discussion points to the larger issue of whether or not it is in the club's best long-term interests to be organized solely by geographic areas. There are perhaps thousands of enthusiasts who organize on line who have no real interest in current chapter involvement. We don't really have a good way of including them in CCA unless we evolve beyond the purely geographic chapter. If we ever do decide to authorize virtual or online chapters, we must first seek a change in the bylaws to allow it.

Action: Scott will draft a proposed bylaw change that if approved by the membership would provide for the ability to create other than geographically based chapters/regions.

5.17. *Driving School instructor database feasibility:*

Carlos Diaz-Estrada reported that the idea of a database of instructors that have completed the CCA instructor sounded like a good idea to the DEC. The validity and usefulness of such a database would require conscientious input from the chapters to report who successfully completed the instructor training and was recommended to be an instructor. More details to follow.

5.18. *BMW CCA Website:*

Calvin Hill previewed the new website. The highlights were:

- The website and IMIS (office/membership system) will be integrated. Based on security groups, member and chapter demographic information can be viewed retrieved, and updated in real time.
- The idea of making the classified ads available to non-members was discussed and it was decided that since most members considered it a benefit that they could sell to other members only, for the foreseeable future the classifieds would not be opened to non-members.
- In the future "Yahoo" type groups could be hosted thru the CCA website.
- There was a unanimous urgency expressed to complete the new website. As a minimum the following are required before it is published:
 - All the functionality of the current website.
 - On line forms
 - Linking to personal demographic information based on login and passwords.

Action: The Board will review the proposed website by March 11th. Everyone at this meeting will then beta test, and then all the chapter officers will be asked to review and comment on the site.

Break: 2:45 – 3:05 p.m.

5.19. *Associate member voting in national elections:*

Wynne Smith reported that the associate member ballots were mailed late and Rafael Garces reported that some members did not receive their Roundel's until late. The National Office has taken steps to insure that the associate member ballots are mailed on time. Unfortunately the Roundel is at the mercy of the postal system and the publishing industry.

5.20. *2005 Budget – Amendments:*

Louis Goldsman reported that there were no proposed changes to the 2005 budget except:

- The Oktoberfest budget had been reworked and now shows a projected loss of \$3,270 instead of the originally budgeted loss of about \$10,000. Scott Blazey stated there was no need to amend the 2005 budget unless the loss was going to exceed the \$10,000 loss already included in the budget.

- The 50% subsidy for new member memberships from the Street Survival program approved at this meeting (see 5.7 above) is revenue neutral and does not require an adjustment to the budget.
- The \$500 retainer for Risk Management advice is covered in the Outside Contractors line of the budget.

Action: The Board needs to review the revised Oktoberfest budget for discussion on the next conference call.

5.21. *Crisis action/communication plan test:*

- Wynne Smith reported that she has several chapters ready to participate in the test.
- The identification of a chapter Spokesperson who can discuss the issue in a crisis should be included on the Chapter Officers Questionnaire.
- A wallet card should be created that outlines the tasks to be completed in a crisis and the appropriate phone numbers.
- A final plan will be completed in the next 3 weeks for Board approval and the communicated to the Chapters.

5.22. *D&O insurance status of chapters:*

All chapters have signed on to the D&O insurance program.

5.23. *Contracting with a risk manager:*

Wynne Smith reported that Pete Lyon has agreed to provide the risk management support that CCA might require. This would require a \$500 per month retainer thru Weisenberg Insurance. The service would include review of insurance coverage, track issues, and other chapter questions that would be routed through the National Office.

Motion: Carlos Diaz-Estrada moved “to retain Pete Lyon for the retainer of \$500 per month”. Fred Iacino seconded the motion. In favor – All, except Geoff Tolsdorf (absent). Against – None.

5.24. *Oktoberfest 2005:*

Paul Dunlevy reported that everything is on track.

- Contracts are done and signed.
- The chapter’s annual meeting was held at the same hotel that will provide the Oktoberfest banquets using the same menus..
- Street Survival will be at the Airport or closer to the hotel.
- Concours will be at the Grandover Resort.
- Golf tourney has been set up.
- There will be a single TSD rally chaired by David Roach and Mike Hoar of the National Capital Chapter.
- Pending are:
 - MC’s for Friday night.
 - Wednesday speakers.
- Sponsors are Toyo, Dinan, and Yokohama. Pending are BMW NA, Michelin, and Zymol. No obstacles are anticipated. Overall sponsors and pending sponsors are within projected amounts.

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- Chapter is contacting local dealers for sale of BMW merchandise.
- Registration form will be in the April Roundel as well as on the new website.
- Merchandise will be pre-sold on the registration form and website.
Merchandise will be: t-shirts, polo shirts, hats, brew glasses, dash plaques.
- Vendor support: there is a single point of contact and there will be two staff members on site.
- The BMW CCA Foundation is the charity.
- The event rules book has been updated. It was verified that any previous winning photograph was ineligible regardless of how long ago.
- Bruce Hazard will coordinate the scoring of the BFG overall trophy.
- Rules enforcement will be the responsibility of Mark Jon Calabrese.
- The National Office will prepare the script for the awards banquet.
- Jon van Woerden or whoever does the photo montage for the awards banquet needs some help and the presentation cannot be too long.

5.25. Oktoberfest 2006:

- Grand Rapids, MI July 23-28, 2006
- Amway Grand Hotel, \$99/night
- Vendors will be in the conference center connected with the hotel
- 200 room per night commitment
- Hotel has partnerships with various lots that can be used for the autocross, gymkhana, concours, etc.
- A proposal from the Motor City for the driving school is being considered
- Michiana Chapter will do the autocross

Recessed for the day at 5:05 p.m.

Sunday, March 6, 2005

6. Call to Order:

The meeting was called to order at 8:27 a.m.

7. Attendees:

Board Members: Scott Blazey, Mark Jon Calabrese, Carlos Diaz-Estrada, Reid Douglas (by telephone conference), Eddy Funahashi, Louis Goldsman, Fred Iacino, Bruce Hazard, Len Mueller.

Also attending: Wynne Smith, JR Schnieder, Phil Marx

Guests: Rafael Garces, Paul Dunlevy, Larry Schettel, Barbara Adams, Sue Ann Meskell, Byron McCauley, Trip Binford and Michael Mitchell.

8. Discussion Topics – Continued:

8.1. National Conferences:

Newsletter Editor / Webmaster conference is scheduled for May 13-15 in Atlanta at the Westin Atlanta Airport.

8.2. Regional Events:

8.2.1 Permanent Regional status for designated events.

There was a question whether the Monterey Historics was previously given permanent Regional status. Barbara Adams has reviewed the minutes of the past 14 years and could not find any such designation.

There was a discussion regarding the advisability of designating any event as “permanent” or would “recurring” be a better designation. In regard to the Monterey Historics, it really is a moot point in that the Board will likely continue to support this event in the future. The 2005 event has been granted Regional status.

8.2.2 Fred Iacino requested Regional status for the Heart of Dixie’s corral at the Grand Am Race at the Barber Track on July ??, 2005.

Motion: Carlos Diaz-Estrada moved to approve Regional status for the Heart of Dixie corral. The motion was seconded by Mark Jon Calabrese. In favor – All; Against – None.

8.2.3 There was a discussion of the effects of a Regional designation. The only benefit is that it provides the hosting chapter(s) a half-page ad in *Roundel*. There was a discussion of the cost to the club of this ad and are there other or better ways of promoting regional events and corrals, i.e. on the website, a “corrals” section in the Roundel events calendar, etc.

Action: Phil Marx will research different ways to present these events and make a presentation at the next board meeting.

Sensitive session: 9:30 - 9:45 a.m.

Break: 9:45 – 10:15 a.m.

8.3. Future Board Meetings:

- April 14, 2005 Conference call at 8:30 PM ET/5:30 PT

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- June 4-5, 2005 Portland, OR at the Marriott City Center. Scott Blazey will extend an invitation to the President and Board of the Portland ACA chapter to attend.
- October 1-2, 2005 Pasadena, CA.
- January 14-15, 2006 in New Orleans.
- 2006 Annual Meeting, March 4-5, 2006 in Greenville, SC.

9. Other Business:

9.1. Rafael Garces, President, National Capital Chapter.

Rafael wanted the Board to know that in the view of the chapters and members, the Board and National Office's purpose is to support and provide service to the membership. There are a number of chapters that "don't get along with the National Office and National Board". Further they don't like getting "mandates" with little or no input.

He went on to say that when change is being made it needs to be put in context so that the chapter membership understands why a change is necessary and specifically what is being changed. Input from the chapters whenever possible will make the change process smoother.

Rafael stated that the proposed autocross minimum standard changes, is the most recent "mandate" has the chapters concerned. Scott Blazey explained that draft autocross minimum standards were sent out for all the chapters to review and that their comments have been incorporated into the current draft. We considered drafting autocross minimum standards to be the leader in driving event safety instead of having to adhere to requirements imposed by insurance companies.

9.2. Strategic Plan:

9.2.1 Scott Blazey presented a draft of a BMW CCA Strategic Plan. There was a discussion to be continued in future conference calls. The specific strategic objectives were discussed. Scott will incorporate those comments into the revised draft strategic plan for publication to the club.

9.2.2 In regard to national events (i.e. Oktoberfest and TechFest) these events should be financially self-supporting and include a growing percentage of the membership from year to year.

10. Adjournment:

There being no further business, the meeting was adjourned at 12:09 p.m.

**BMW CCA ANNUAL MEETING
SATURDAY, MARCH 5, 2005
Greenville, South Carolina**

MINUTES

1. Call to Order:

The meeting was called to order at 5:11 p.m.

2. Attendees:

11. Attendees:

Board Members: Scott Blazey, Mark Jon Calabrese, Carlos Diaz-Estrada, Reid Douglas (by telephone conference), Eddy Funahashi, Louis Goldsman, Fred Iacino, Barbara Adams, Bruce Hazard, Len Mueller.

Also attending: Wynne Smith, JR Schnieder, Phil Marx

Guests: Larry Schettel, Byron McCauley, Sueann Meskell, Paul Dunlevy, Brenda Dunlevy, Peggy Helmke, Tricia Jones, Christy ??, Trip Binford, Calvin Hill, Rafael Garces, Michael Mitchell, Larry Koch.

3. Minutes:

The minutes of the 2004 Annual Meeting were approved by a vote of the Board on April 15, 2004 via email. Reading of the minutes was dispensed with.

4. Treasurers Report:

The club finished 2004 with a net revenue over expenses of \$123,302 on Income of \$4,288,933 less expenses of \$4,165,631. The club has assets of \$3,045,171 principally comprising of cash and the National Office. Liabilities of \$2,219,887 are primarily deferred membership fees.

5. Presidents Report:

Scott Blazey thanked:

- The Board for the time, work, and talent that they brought to the club for the betterment of the Club and members.
- The guests present as representatives of all the chapter volunteers who donate their time and effort to put on chapter events for the members.
- The staff and contractors of the *Roundel* for their efforts and dedication to publishing the best car club magazine in the world.
- The staff of the National Office for their service to members and chapters.
- Rafael Garces for his desire and interest in taking his volunteering to a new level and running for National Office.
- Larry Koch and BMW NA for all he and NA do in support of the Club.

6. Membership Report:

Wynne Smith reported that the membership is at 74,154, (66,307 regular and 8,849 associate).

7. Certification of National Election Results:

The national elections have been certified by Dixon Hughes and the winners are:

Pacific RVP	Eddy Funahashi	442
S. Atlantic RVP	Carlos Diaz-Estrada	617
N. Central RVP	Len Mueller	388
Secretary	Bruce Hazard	1,376
Treasurer	Louis Goldsman	2,206

8. Installation of Officers:

The new officers were installed and everyone completed and signed their Confidentially and Conflict of Interest statements.

9. Appreciation:

On behalf of the Board and National Office, Scott Blazey presented a Certificate of Appreciation to Barbara Adams for her long term of service, the great things that she has accomplished and her "damn fine cookies".

10. Adjournment:

There being no further business, the meeting was adjourned at 5:29 p.m.



BMW Car Club of America, Inc.
Scott Blazey
President
7610 N Caldwell Avenue
Kansas City, Missouri 64152
Phone (816) 587-4185
E-Mail president@bmwcca.org

February 18, 2005

To: Board of Directors, BMW CCA
Executive Director, BMW CCA

Subject: President's Pre-meeting Report

Travel

BMW CCA National Board Meeting, January 21-23, 2005.

Planned Travel

March 4-6, 2005 to Greenville, SC for the BMW CCA National Board and Annual Meetings.

March 18-21, 2005 to Texas World Speedway for the Houston Chapter's race event. (No BMW CCA funds will be used.)

May 13-15, 2005 to Atlanta, GA for the BMW CCA Newsletter Editor/Webmaster Conference.

Recognition and Reward

BMW CCA Certificates of Appreciation were sent to each of the BMW CCA Technical Service Advisors.

Respectfully submitted,

Scott Blazey

Treasurers Pre-Meeting Report



BMW Car Club of America, Inc.
Louis P. Goldsman
Treasurer
5296 Via Jacinto
Dos Vientos Ranch, CA 91320-6895
Phone: 805-499-3849
E-Mail: treasurer@goldsman.com

February 25, 2005

To: BMW CCA Board of Directors
BMW CCA Executive Director

Subject: **Treasurer's Pre-meeting report**

Travel: Board of Directors Meeting – January 22-23, 2005, Tampa, Florida
Expense incurred: \$380.55

2004 Financial Statements

Transmitted concurrently with submission of this report is a spreadsheet with the 2004 Income Statement and Balance Sheet. ("2004 Income Statement and Balance Sheet.xls") Review field work has been completed by the outside auditors, Dixon, Hughes PLLC and we are awaiting their final internal management review. As previously, the display of the transmitted spreadsheet may be expanded to show the details behind the summary shown.

Preliminary 2004 Income Statement

	<u>2004 Actual</u>	<u>2004 Budget</u>
Ordinary Income/Expense		
Total Income	\$5,061,760.64	\$4,269,799.00
Total COGS	<u>1,324,066.70</u>	<u>1,287,600.00</u>
Gross Profit	\$3,737,693.94	\$2,982,199.00
Total Expense	<u>3,678,090.38</u>	<u>3,050,721.75</u>
Net Ordinary Income	\$59,603.56	(\$68,522.75)
Other Income/Expense		
Total Other Income	56,195.44	58,000.00
Total Other Expense	<u>(7,505.72)</u>	<u>85,000.00</u>
Net Other Income	<u>\$63,701.16</u>	<u>(\$27,000.00)</u>
Net Income	<u><u>\$123,304.72</u></u>	<u><u>(\$95,522.75)</u></u>

2005 Budget

The 2005 Budget was previously approved by the Board at the Tampa Board meeting. That budget was based upon a budgeted Oktoberfest loss of \$10,000. The current Oktoberfest budget reflects an anticipated loss of \$3,270. A revised detailed budget reflecting the \$6,730 difference (a revised budgeted loss of \$57,704 versus the approved budgeted loss of \$64,434) will be provided prior to or at the Board of Directors meeting.

Please note, the attached spreadsheet file contains sensitive payroll information and should not be distributed outside of the Board of Directors and the Executive Director.

Respectively submitted,

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Attachment: file

Secretary's Pre-Meeting Report



BMW Car Club of America, Inc.
Barbara Adams
Secretary
607 Elmdale Road
Glenview, IL 60025
Phone 847 729-5268
E-Mail adams2002@aol.com

February 14, 2005

To: Board of Directors, BMW CCA
Executive Director, BMW CCA

Subject: **Secretary Pre Meeting Report** - March 2005 Meeting

Travel & Expenses : Tampa Board Meeting: As listed in my January report, airfare to Tampa was \$188.20 and cab was \$56.00. Our food expert, Carlos, hosted Friday dinner and picked up the bill. Saturday was our group dinner and Wynne Smith picked up the bill. Sunday lunch, Eddy paid the bill. The hotel nights were on the master bill and I have reimbursed the club for my Sunday night stay.

Monterey Historics: There was a question at the January meeting about the Monterey Historics having permanent regional status. Here is what was found in the minutes: November 98, **Monterey Historics** - Ron motioned to have the Monterey Historics in August be made a Regional Event. Seconded by Carlos. FOR: ALL. So the last time this event was made a regional event was at a Board meeting by Ron in 1998. We were not having conference calls. I don't have reference that it was done between meetings. However, it has been treated like a regional event since 1999 without a motion, so it seems like something must have been understood and agreed outside the Board meeting. I think the Board needs to look at each event each year before giving regional event status to any event. Events do change.

2/7/05 Motion

Motion by Barbara Adams: I move that the minutes of the BMW CCA Board of Directors meeting on January 22 & 23, 2005 in Tampa Florida be approved. Seconded by Mark Jon Calabrese. **FOR:** Geoff Tolsdorf, Eddy Funihashi, Reid Douglas, Fred Iacino, Carlos Diaz-Estrada, Mark Jon Calabrese, Barbara Adams, Scott Blazey and Louis Goldsman.

The March meeting will be my last. I want to thank the Board for all the work that it does and I will miss being a part of that. I have enjoyed my tenure as Secretary for 14 years. I am turning over my position to a very capable new Board member, Bruce Hazard. Welcome aboard.

My offer of sending cookies still stands-if interested just tell me where and when.

BMW CCA Board Meeting March 5-6, 2005

BMW Car Club of America, Inc.
Barbara Adams
Secretary
607 Elmdale Road
Glenview, IL 60025
Phone 847 729-5268
E-Mail adams2002@aol.com

March 1, 2005

To: Board of Directors, BMW CCA
Executive Director, BMW CCA

Subject: Secretary Pre Meeting Report Part 2 - March 2005 Meeting

Since this will be my last premeeting report, I wanted to report the expenses to attend the March 2005 meeting.

Travel & Expenses : Greenville Board Meeting and Annual Meeting: My airfare to Greenville is \$253.90 and the cab to and from the airport is \$56.00. My assumption is that the hotel nights will be on the master bill.

North Central RVP's Pre-Meeting Report:



Geoff Tolsdorf
North Central Regional Vice-President
BMW Car Club of America
1163 Kirkham Avenue
St. Louis, MO 63122
314.961.1690

February 25, 2005

To: BMW CCA National Board Members, Executive Director

Subject: North Central Pre-meeting Report

Travel Funds

- January 21-23 – BMW CCA Board Meeting - Tampa
- January 29-30 – Windy City Holiday Party

Planned Travel

None Planned.

Discretionary Funds:

None Spent.

Chapter Issues & Concerns:

- St. Louis chapter has expressed an interest in hosting the 2006 Techfest event should the Hoosier and Bluegrass chapters not elect to host it. The St. Louis had previously confirmed as the host for 2007 but there is some concern that the event needs to be "relaunched". The chapter feels that by hosting it in 2006 they would be able to revive the event and better position it for future success. They kindly request a response immediately following the Greenville Board meeting to allow enough time to prepare.

Note: Should the Board elect to host Techfest elsewhere in 2006 the St. Louis chapter's offer to host for 2007 remains in effect.

South Central RVP Pre-Meeting Report:



BMW Car Club of America, Inc.
Fred Iacino
South Central Regional Vice President
P.O. Box 217
Arvada, Co. 80001
Phone 303-478-8490
E-Mail <cccredit@qwest.net>

February 19, 2005

Subject: South Central RVP Pre-Meeting Report

Travel

Went to Huntsville, Alabama for the Heart of Dixie kick off party and used 135.00 discretionary funds.

. Board Meeting Tampa.

Planned Travel

Annual Meeting Greenville March 4-6

New Orleans 3AA April 9

Alabama, Drivers School May 27th

I contacted Bayou, Lone Star and Rocky Mountain regarding 3 across America and they are all planning to work with David from Octagon.

Bayou Chapter is excited about their upcoming Street Survival School and already has 33 students. They got a local reporter write an article for them and that brought in several students

Some of the chapters in South Central continue to hook up with each other and enjoy events together.

Fred Iacino
SCRVP

Pacific RVP's Pre-Meeting Report:

February 10th 05

From: Eddy Funahashi, Pacific RVP

To: All board members, Executive Director BMW CCA

Subject: Pacific Region pre meeting report

Pacific Travel:

-January 8th LA Auto show

-January 14th-17th Central Ca. Chapter tour, Death Valley

-January 21st-23, board meeting, Tampa

-February 11th-12th San Diego Chapter School, Buttonwillow

Planned Travel: (Feb, March, April)

-March 4th-6th, board meeting, Greenville

-February 27, brunch with Chapter

-March 12-13 LV Chapter Hockey game gathering

-April 8th, LA 3 series

-April 9th LA Willow Springs School

-April 10th San Francisco 3 series

-April 26, Seattle, 3 series

-April 29th N. Ca. 3 series

All tentative.

Pacific Discretionary Funds:

None distributed thru this report

Chapter's communicated within the last quarter:

Puget immediate past Pres.

GGC Editor.

Sacramento President

DEC potential

LA President

Some, newly installed Chap. Board members

Various Pacific DE Chapter Reps.

It's been less than 2 months since our last pre-meeting report, not much has changed since that report.

The various chapters that have held elections during December, have all announced their officers and I'm a bit surprised that there were quite a few that have had a changing of some of their boards various positions.

I've also offered my congratulations to our new DEC representative, Robyn McNutt.

BMW CCA Board Meeting March 5-6, 2005

There have been no questions from any of the Chapters within the specific geographical areas of the 3 series debut. It was my understanding that we ask them to plan routes for a drive tour that is incorporated with each debut. Aside from their attending, I'm hoping that this will be the extent of their chapters tasks since time is passing quickly.

North Atlantic RVP Pre-Meeting Report:



BMW Car Club of America, Inc.
Reid Douglas
North Atlantic Regional Vice President
31 Franklin St.
North Andover, MA 01845
Phone (978) 975-1272
E-Mail reiddouglas@comcast.net

February 28,2005

To: President, BMW CCA
Board of Directors, BMW CCA
Executive Director, BMW CCA

Subject: **North Atlantic Region Pre-meeting Report**

NARVP Travel. Traveled to Tampa for the last Board meeting - \$574.
Traveled to Vermont for Green Mountain Chapter meeting - @\$100

Planned Travel.
Will travel to the Board Meeting in Greenville
Will travel to 2 or 3 of the 3AcrossAmerica sites in my region

NARVP Discretionary Funds. I used no discretionary funds since the last meeting.

Nothing else to report.

Respectfully submitted,

Reid Douglas

South Atlantic RVP Pre-Meeting Report:



BMW Car Club of America, Inc.
Carlos Diaz-Estrada
South Atlantic Regional Vice President
604 Amana Ave.
Brandon, Florida
Phone (813) 681-3139
E-Mail carlosde@aol.com

Feb. 19 , 2005

To: President, BMW CCA
Board of Directors, BMW CCA
Executive Director, BMW CCA

Subject: South Atlantic Region Pre-Board report

SARVP Travel :
Tampa Board Meeting \$354.00

Planned Travel :
Greenville Board Meeting
Sebring Corral
E-90 Intro

Discretionary Funds :
\$500 Sebring Corral

BMW CCA Board Meeting March 5-6, 2005

Oktoberfest Chairman Pre-Meeting Report:

From: J.R. Schneider [jrschneid@earthlink.net]
Sent: Saturday, February 26, 2005 11:41 PM
To: CARLOSDE@aol.com; president@bmwcca.org; funa@sbcglobal.net;
mj@calabrese.cc; treasurer@goldsmen.com; edpm3@earthlink.net;
leonardmueller@earthlink.net; ccredit@qwest.net; Adams2002@aol.com;
Wynne_Smith@ROUNDEL.ORG; bhazard@webaccess.net;
geoff.tolsdorf@earthlink.net; bmwcca@adelphia.net;
reiddouglas@comcast.net
Subject: **BMW CCA Board Meeting Report - Ofest Coordinator**

Dear All,

Once again my report is brief with the Ofest 2005 and 2006 planning functions being handled from the National Office. I do know that the Ofest 2005 general Committee overview and review meeting, originally penciled in for 2/26/05, was postponed to a later date TBD. From Wynne's budget guideline report, I do know that a conference call was held in mid February, but I must defer to a participant in that call to relate the developments.

I have been working with Mark Jon on a draft of the Ofest Future Vision Committee meeting agenda, although it is not yet in a final form. The general make up of the Committee has been identified, although it may vary depending upon the date ultimately selected for the meeting.

I have confirmed the renewal of the BFG Best Overall Ofest Performance Trophy sponsorship. Working with Mark Jon, I have drafted a revision of the rules for the BFG trophy scoring that allows for dropping three scores from the total of the events, i.e. scoring only 7 of 10, or 6 of 9, etc. Club Racing, as an Ofest event, will be included. Multi-class events as the Mini-concours and Photo contest will only take the one best score per event per entrant. Two TSD rally events will yield two TSD scoring opportunities. The general structure of the Michelin sponsorship is in place, with the contract preparation being handled in Greenville.

While sorting historical archive files and documents from past events for submission to the National Office and the Foundation, I have relayed information of my contacts with sponsor Zymol and vendor Ronal, along with the insight and issues for inclusion in sponsorship negotiations.

The Autocross revisions are being prepared for publication of the Ofest Competition Rulebook distributed to each registrant and posted on the webpage.

And that is all.

JR

Executive Director's Pre-Meeting Report

February 22, 2005

Subject: Executive Director's pre-Meeting Report

Hotel for March Board Meeting
Westin Poinsett
120 So Main Street
Greenville, SC 29601
864 421-9700

NATIONAL OFFICE TRAVEL EXPENDITURES

February 1, 2005 - March 5, 2005

BMW CCA Foundation Meeting

February 4-6, 2005

Dallas-Ft Worth

\$ 198.00

Total Travel

\$ 198.00

TRIPS PLANNED

Newsletter Editor/Webmaster Conference Atlanta, GA

May 13 - 15, 2005

Board Meeting Portland, OR

June 3-5, 2005

BMW CCA WEBSITE

I know, it seems as though this has taken an interminable amount of time, but we are so very, very close. The hope was to give you all access last Friday, but there were delays on Intelligent Technologies side and then there were issues with the server this weekend which slowed things down even more and today is the month-end close. Almost surely by tomorrow afternoon or Thursday you'll have access to the new site and database.

TECHFEST INDY OR ST LOUIS OR STATE COLLEGE, PA?

It is my understanding that the Hoosier Chapter is still considering hosting TechFest 2006, while the St. Louis Chapter is already planning on hosting the event since it will be the 25th anniversary of the first Gateway Tech. Nittany Bimmers in State College, PA has also sent an email indicating an interest in hosting the event.

NEWSLETTER EDITOR/WEBMASTER CONFERENCE MAY 2005

Surveys have been posted for all Newsletter Editors and for Webmasters. We have had an outstanding response rate so far. The Chapter Attendees list has been posted to the Files section of the Board digest.

OKTOBERFEST 2005

The almost Final budget is attached. We are awaiting confirmation from Tarheel that the numbers are, in fact, the numbers they are agreeing to. This budget indicates a total loss to the national organization of \$3,240. You will note that expenses already incurred appear in this version.

OKTOBERFEST 2006

Nothing further to report other than we're ready to go with the hotel, nothing but positive responses from the chapters. We have asked the Motor City Chapter to consider place the driving school at GingerMan rather than Grattan but they are quite firm that they prefer to conduct the driving school at Grattan. No other discussion at this time.

BMW CCA SERVICE OFFICERS

We have had responses from the following individuals who would like to continue serving:

TSA	Risk	Editorial Adv.	Club Racing
Jim Albright	John Cox	Keith Avise	Steve Olsen
Oscar Velez	Doug Troupe	John Graham	
Bret Hurless		Tom Rentschler	
Peter Langenwalter		Michael Hunt	
Leif Anderberg			
Terry Sayther			
Jenny Morgan			
Pete McHenry	Retiring from DEC	No longer wishes to serve:	
Paul Dzimian	Dan Tackett	David E. Dick, Ombudsman	
Carl Nelson	Lance White		
	Scott Collins		

DEC

Steve Williams	Has not responded:
Newly appointed to DEC	Rogen Chhabra Ombudsman
JoElla John	Pat Green Risk Management
Sheldon Nelson	Dan Patzer
Robyn McNutt	Ross Karlin

DIRECTORS & OFFICERS LIABILITY COVERAGE FOR CHAPTER BOARD MEMBERS

The entire package of applications and financials (with the exception of financials for Inland Empire) is with the broker and in the process of underwriting. As a result of non-responsiveness, Pocono Mountain has been notified of pending probationary action. They have until March 3 to respond and remedy the situation.

CRISIS COMMUNICATIONS

We will be conducting preliminary chapters tests this week and next week. National Capital, Puget Sound, Boston, Bluegrass Bimmers, NorthStar and Bayou will be the chapters to test the new plan.

CHAPTER BYLAWS

DRIVERS SCHOOL REGISTRATION PROGRAM AVAILABLE TO CHAPTERS

Brian Ghidinelli of the Golden Gate chapter has been working with the Golden Gate and Delaware Valle chapters over the past two years to build a comprehensive online

registration and payment system for driving events (HPDE, AutoX, Rally, and so on) at <http://www.MotorsportReg.com>.

The system has been so successful with it that Brian wants to make it available to the other chapters. He'd like MotorsportReg.com to become the online registration system of choice for BMW CCA chapters and their driving events. Chapters would not be required to use it but those that do would save money and effort, mitigate technology risks and have more fun running their events using our proven system.

Use of MotorsportReg.com is completely free: free for promoting events, free for online registration, free for generating reports. Our only fee is a 4.5% service charge for online payments. About 3% of that goes to Visa/Mastercard and the other 1.5% is our margin which covers technology infrastructure, customer service and other costs. If a chapter ran an event and not a single person paid online, we would collect \$0 and that's perfectly OK by us. Brian built the system to make events easier to manage.

There is a very simple set of terms and conditions each chapter must agree to - it mostly specifies that their data is always their data and will never be sold and if we collect any monies on their behalf that we will send a check every two weeks. There is no lock-in; the terms do not require using MotorsportReg.com for any period of time and it is easy to both import *and* export your data.

Please take a few minutes to preview the site: <http://www.MotorsportReg.com>
 Prior to the meeting.

ZF AWARDS/CHARITY MATCHING FUNDS

We topped last year's response and then some. Packages have been received from:

Badger Bimmers	Sin City
Bayou	Sunbelt
Blue Ridge	Sunshine Bimmers
Bluegrass Bimmers	Tejas
Boston	Tidewater
Buckeye (sort of)	White Mountain
Central California	Windy City
Delaware Valley	
Everglades	
First Coast Chapter	
Genesee Valley	
Hoosier	
Iowa Chapter	
National Capital	
New Jersey	
Nittany Bimmers	
Northern Ohio	
Patroon Chapter	
Peachtree	

Puget Sound
Rocky Mountain Chapter
Sacramento Valley
San Diego

We will be dining at a great new place across the street from the office Saturday evening, some of you may remember is as Johann's, it is now Smoke on the Water and it offers a variety of smoked and barbequed dishes - no one who has eaten there has been disappointed.

I am not certain what arrangements, if any, have been made for Friday evening. If you would like to try to meet for dinner as a group I am happy to make reservations. If you want a little less structure I can send you a list of places all within walking distance of the Westin that ought to meet just about everyone's wishes. If you plan to meet as a group, please send your arrival info so I can schedule appropriately.

Respectfully submitted,
Wynne Smith

Executive Directors Report

Part 2

February 24, 2005

Status of web hosting

- Web server installed and VPN connection to BMW CCA iMIS Database server set up and functioning properly.

Testing

- The BMW CCA National Board can access the new site in its development/implementation phase with the understanding that the functionality of certain sections will not be fully complete. Once the BMW CCA Board has viewed, commented, and/or offered suggestions pertaining to site usability, Calvin Hill and/or Nelson Stover will make the necessary changes.

Please visit: <http://bmwcca.inteltech.com>

What's left to do

- add photos for merchandise to iMIS
- clothing
- regalia
- Roundel magazines
- develop classified ad modules
- migrate yahoo digests to new CCA forums
- develop online chapter forms
- develop tech tips search module
- develop remaining sections (see below)

Remaining portions of website to be developed

Roundel Section

- Roundel Staff/Masthead
- Roundel Archives
- Current Issue Articles

About the BMW CCA Section

- Mission
- History
- National Regional Map
- FAQs

Join and Renew

- FAQs

Benefits and Rewards

- Member Benefits
- Membership Rewards Program

BMW CCA Board Meeting March 5-6, 2005

- Reasons to Join
- Awards
- FAQs

Policies and Procedures

- Online Ops Manual

Launch

- The new site can be launched anywhere between the dates of March 4th - March 11th without the following sections implemented
 - online classified ads w/ submission via web
 - online chapter forms
 - BMW CCA forums w/migrated yahoo digests
 - searchable tech tips database
 - Roundel Archives w/articles
 - Full Ops Manual online

Oktoberfest Report
Executive Director
February 24, 2005

Budget:

The final budget is attached.

The budget process for 2005 will be as follows:

- * Expense reports / invoices / receipts will be sent to Tricia
- * Tricia will enter on the master budget and code them for Quickbooks
- * They will then go to Peggy to be entered into QB and accounting

Events:

- * Club Race - to be handled by Tarheel Chapter
- * Welcome Reception - need to select final menu
- * Photo Contest - to be discussed and finalized at March meeting
- * Mini Concours - to be discussed and finalized at March meeting
- * Trivia Contest - to be discussed and finalized at March meeting
- * Autocross - to be handled by Tarheel Chapter
- * Driving School - to be handled by Tarheel Chapter
- * Car Control Clinic - to be Street Survival; no other information
- * Vendor Hall - need to make many final arrangements for decorating, layout and security.
- * Tech Sessions - need to make final AV arrangements and schedule
- * Vendor Reception - need to select final menu
- * Gymkhana - to be handled by Tarheel Chapter
- * Southern Reception - need to select final menu
- * Motorsport Banquet - need to select final menu / decorations
- * TSD Rally - to be handled by Tarheel Chapter
- * Fun Rally - to be discussed and finalized at March meeting
- * Concours - to be discussed and finalized at March meeting
- * Swap Meet - to be discussed and finalized at March meeting
- * Golf Outing - \$90.00 charge, self supporting
- * Awards Banquet - need to select final menu / decorations

Registration:

The registration form will go into the April issue of Roundel. Final changes are still being made. All registration will be run through IMIS and that will also be the onsite registration system. Currently, registration will not be online. Confirmation packets will be sent out to each participant as soon as they register. JR is working on the updated rules and regulations, which will be needed by mid March. Registration will be cut off on Sept. 13th and anyone wishing to participate after that point will be directed to register on-site. Onsite registration will only be at the hotel. All participants must be directed to register at the hotel.

BMW CCA Board Meeting March 5-6, 2005

National Office Actions:

- * Finalize registration form by 3/11 and send to Roundel
- * Prepare all confirmation packets to start mailing in April.
- * Continue ordering needed supplies and preparing registration materials
- * Prepare and send Vendor packets to all confirmed vendors
- * Finalize following with the hotel:
 - car wash area and tech tent area
 - high speed internet and phone service for Registration
 - drayage details
 - vendor packet information including decorating services, electricity, internet
 - security schedule
- * Provide monthly budget / registration reports to Board and Chair people
- * Work with Chapter to create a solid timeline of remaining responsibilities
- * Prepare Banquet Agendas

Chapter Actions:

- * Update website with all new information – registration, schedules, etc.
- * Provide a list of all Committee Chairs with phone numbers and email addresses
- *Plan a meeting in March to finalize all major details.

Board Actions:

- * Decide which member will be responsible for which events / areas
- * Provide National and Chapter with list of who will be helping with which events and the extent of that help (pre -event, on-site, etc.)

Merchandise:

The merchandise is still being decided upon. There are some issues with sizes and colors. We also need to discuss and finalize a plan for onsite merchandise sales.

Vendors:

The first vendor mailing will go out March 1st with a follow up letter in June if necessary. There have already been calls from 5 vendors showing interest and requesting a packet. Our goal will be to sell 20 booths with the remaining space being reserved for Sponsors. The layout with assigned booth numbers will need to be completed earlier this year so that the information can be provided to the exhibitors prior to the show.

Sponsor Relations:

The following Sponsors have been contacted with the following results:

BMW CCA Board Meeting March 5-6, 2005

- * BMW NA - verbally agreed to \$15,000.00 for the sponsorship of the Awards Banquet. No agreement in writing yet.
- * Michelin - verbally agreed to \$10,000.00 for the sponsorship of the Car Control Clinic and Registration area. They have also indicated they will once again provide the Goodie Bags. They are working up a contract and hope to have it to us in a few weeks.
- * Zymol - has not been contacted yet.
- * Yokohama has been contacted for \$10,000.00 for the co-sponsorship of the DS and Volunteer shirts. No response yet.
- * Dinan has agreed in writing to \$5,000.00 for the co-sponsorship of the DS and will be checking to see if they can provide an additional \$1,400.00 for the co-sponsorship of the Volunteer shirts.
- * Toyo has agreed in writing and been invoiced for \$5,000.00 for the sponsorship of the Autocross.

Sponsors will be provided with monthly updates if necessary of schedules, vendor hall positioning, drayage, etc.

Sponsors will have a separate check in area at Registration where they will be provided with packets, credentials and event shirts and that same area all week dedicated to Sponsor questions / requests / needs.

Trophies:

The trophies are being ordered by the Tarheel chapter. We have discussed provisions for packing material to be provided with each trophy. We will need to decide on a final schedule of when trophies will be available for pick up and where that will take place.

Budget was attached