



NEWS FROM NATIONAL

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As we begin 2014, we have a lot to look forward to! In this edition of News From National we'll talk about the changes to our Event Liability Program, let you know that the new O'Fest website and online registration open next week. We'll remind Chapter Presidents and DEC reps to register for our March conference in Dallas and provide you with the dates and deadlines for chapter forms and regional event newsletters.

REMINDER: NATIONAL ELECTION VOTING CLOSSES FEBRUARY 21

It's election time, and that means you should have received ballots with your January issue of *Roundel* Magazine. Voting opened on Thursday, January 2, 2014, and will close Friday, February 21, 2014, at noon Eastern Standard Time. Results will be posted on the Club website that same day by 5:00 p.m. EST.

You will find statements of interest written by some of your fellow BMW CCA members posted [here](#).



IMPORTANT NOTICE: EVENT LIABILITY INSURANCE FOR 2014

As of March 1, 2014 our event liability insurance will no longer be secured through Wells Fargo. Due to a steady increase in premiums, we were forced to market our

program and have now secured coverage through Lockton Motorsports. While we deeply regret that our long term relationship with Pete Lyon and Wells Fargo has ended, we are pleased to be working closely with fellow club member Ryan Staub who has long managed our Lockton HPDE Insurance program.

As the program transfers from Wells Fargo to Lockton there may be some hiccups and over time we expect that some of our procedures may change. In the meantime you should not expect any significant changes in how certificates are requested, approved and sent to you. Perhaps most importantly you should not expect an increase in rates for events held in 2014.

Below is a summary of our new coverage.

BMW CCA EVENT LIABILITY INSURANCE SUMMARY

Underwritten by New York Marine and General Insurance Company, Lloyds Of London, and United States Fire Insurance Company through Lockton Affinity Motorsports and AmWins Motorsports Group

Previously, BMW CCA's liability policy was comprised of a General Liability policy with a \$1,000,000 occurrence limit and an Excess policy with a limit of \$9,000,000 per occurrence. The policies combined for a total of \$10,000,000 for a single occurrence. Our new policy is structured differently but still has a combined total of \$10,000,000 for a single occurrence. The new General Liability policy has a \$5,000,000 per occurrence limit and the Excess policy has a limit of \$5,000,000 per occurrence. While the structure is different, the total liability limit available for a single occurrence is still \$10,000,000.

GENERAL DESCRIPTION:

This general liability insurance coverage is intended to protect policy owner BMW CCA, and through granting of additional insured status, its affiliated chapters and their members, event officials/instructors, drivers, crews, and other event participants, as well as event site landowners/managers/lessors and event racing vehicle owners and sponsors, and event sponsors from bodily injury, property damage, personal injury or advertising claims arising out of a covered incident at a BMW CCA competitive or non-competitive (meetings, car shows, etc.) event. No coverage is provided for physical damage to participant vehicles.

General Liability Coverages

Spectator Liability: \$5,000,000* Participant Legal Liability: \$5,000,000*

Basic General Liability Coverages include (but are not limited to):

Spectator Bodily Injury and Property Damage Contractual Liability
 Products/Completed Operations - Food and Concession items Host Liquor Liability
 Personal and Advertising Injury Mobile Equipment Liability
 Damage to Rented Premises \$1,000,000 limit Incidental Emergency Medical
 Technicians Liability
 Participant to Participant Liability Premises/Operations

*\$5,000,000 per event aggregate applies

Officials Errors & Omissions \$1,000,000 included

Participant Accident Coverages:
 Accidental Death \$15,000 Excess Medical \$50,000

Accidental Dismemberment \$15,000 Weekly Indemnity \$100 per week for 52 weeks
 Excess Liability

\$5,000,000 Per Occurrence \$5,000,000 Aggregate

EXCLUSIONS:

Exclusions include, but are not limited to the following:

Concerts, Amusement Rides, Bounce Houses (and other similar risks), Thrill Shows, Driver to Driver claims, competitive events where no effective system is in effect to collect BMW CCA Release and Waiver forms, or where members of the general public are permitted to enter restricted areas without signing Release and Waiver forms.

“Co-Sanctioned “ Event Insurance Procedures: Chapters wishing to conduct or administer a BMW Car Club of America sanctioned activity in conjunction with another organization and/or at an event organized by another organization must follow the below procedures:

- 1). Inform and obtain a sanction approval from the BMW CCA National Headquarters for the co-sanctioned event. (Club Racing events should be approved through the Director of Club Racing). Not all other organizations may be approved for co-sanctioned events.
- 2). Discuss with BMW CCA's Risk Manager the general liability insurance coverage options for the event. These may include causing the event to be covered under the track's, the other organization's, or BMW CCA's general liability insurance policies. Minimum \$5M general liability limits are required.
- 3). If it is desired to have the co-sanctioned event covered by the track's or the other organization's general liability insurance policy (“alternate liability insurance”), the coverage must be reviewed and approved by the BMW CCA National Headquarters. The actual policy may have to be provided for review upon request. If the alternate policy is approved, BMW CCA and its chapters and other entities and individuals **MUST** have additional insured status under such alternative policies. The BMW CCA National Headquarters will provide the exact required additional insured language.

This brief summary is provided to facilitate your understanding of BMW CCA event insurance coverage. Coverage is subject to the specific terms, conditions, limitations and exclusions of the applicable insurance policies. Please contact BMW CCA or Lockton Affinity Motorsports for further details.



REGISTRATION NOW OPEN: 2014 NATIONAL CONFERENCE

If you have already registered, thank you! If not, make plans to join us in Dallas, Texas, Friday, March 14 through Sunday, March 16, 2014 for a combined Chapter Congress, Driving Events Committee, and Club Racing Stewards Conference along with a BMW CCA Board Meeting and Annual Meeting.

Register Now >>

Location: The Westin Dallas Fort Worth Airport, 4545 W. John Carpenter Freeway, Irving, TX 75063

Travel Policy

- BMW CCA will not provide reimbursement for mileage to the airport, meals en route, or other incidental travel expenses (including baggage fees).
- BMW CCA will provide lodging for each attendee based on shared double occupancy. Attendees requesting private room require payment of \$101.50 for two nights.
- Attendees may request reimbursement for non-covered expenses from their chapter however BMW CCA does not set local chapter expense policy.
- BMW CCA will provide travel, meals and lodging for the Chapter President (or board member designee) and one DEC Rep. Chapters are welcome to invite other officers at their own expense. Chapters may request those expenses to be withheld from their Chapter rebate.

Transportation, hotel and conference meals onsite are provided by BMW CCA. Any attendee who drives to the conference will be reimbursed at a rate of \$0.56 per mile round trip (not to exceed the published airfare for your area.). Rooms are based on double occupancy, and each attendee must let the National Office know with whom they will be sharing a room. If you do not have a roommate the office will assist in finding a roommate.

Additional rooms are \$203.00 for two nights.

Please choose the private room selection. Charges will be accepted at the National Office, not at registration. Please call 864-250-0022 x225 to arrange payment.

Flight Reservations

All attendees are responsible for their own airline reservations. Flight costs not to exceed the published airfare from your departure city as posted [here](#) (you must be logged in to the BMW CCA website). Please try to arrive by 4:00 P.M. Friday. The Conference will end Sunday no later than noon.

Reimbursement

Reimbursement form: <https://www.bmwcca.org/2014conference>
Reimbursements will not be made until after the event.
There will be no reimbursements for no shows.

Guests

You may bring a guest. If your guest wishes to attend meal functions the cost is \$155.00 which includes the Friday reception, two Continental Breakfasts, Lunch and Dinner.

Hotel Reservations

Hotel fees are being paid by the National Office for chapter presidents and one DEC delegate except for those with private rooms or chapters requiring an additional room. Reservations must be made through the National Office by Thursday, February 20. You will need a credit card to cover incidentals.

Schedule

Tentative schedule: <https://www.bmwcca.org/forum/index.php?forums/2014conference/>

Questions?

If you have any questions regarding travel or reimbursement please email Lindsey Branston at lbranston@bmwcca.org.



REMINDER FOR CHAPTER TREASURERS

Please keep track of the paperwork necessary to apply for charity matching funds. The Charity Matching Funds Program Application is due April 15. Also, if your chapter has paid a contractor \$600 or more during the previous year, you will need to obtain a W-9 from them, and should have prepared 1099's in January.

Accounting Questions? If you have questions as you begin closing the books, working on a budget, etc. you are welcome to call or e-mail Lindsey Branston, Director of Financial Operations, at (864) 438-0961 or lbranston@bmwcca.org.

IRS FILING REQUIREMENTS

Please note ALL Chapters are required to submit a tax return to the IRS and send a copy to the National Office along with the chapter financial statements being submitted. Attached are further details regarding this matter. If any questions arise, please feel free to contact Lindsey Branston (lbranston@bmwcca.org or 864-438-0961) at the National Office.

You can download the [filing requirements document](#) here.



CHAPTER ADMIN FORMS

Chapter PDF forms are being phased out and replaced with online forms. These forms are available only to those listed as your chapter's board, and you must be logged in.

You can access the [Chapter Admin Forms](#) here.

Chapter Report—DUE JANUARY 15

Email addresses for whom to send electronic chapter reports to.

NEW! <https://www.bmwcca.org/reports>

Printed Label Request

Please keep in mind that printing and shipping labels that are not required each month is both time consuming and costly. Mailing labels will be sent on request as needed.

Chapter Comp Listing Request—DUE JANUARY 15

Please use this form to assign the individuals or businesses of your choice to the *ROUNDEL* complimentary mailing list. The listings you include will receive a free copy of *ROUNDEL* each month for one year. Keep in mind that all BMW dealerships currently receive a complimentary issue. The number of listings allotted to each chapter is based on one (1%) percent of your membership as shown on your monthly membership report.

NEW! <https://www.bmwcca.org/chaptercomp>

Chapter Administration—DUE MARCH 15

This form is MANDATORY and MUST be submitted each year to the National office by March 15. Please list all officers and chairs, even if there are no changes from last year. Afterwards, anytime there is an update to your chapter, this form must be updated. Only changed information should be resubmitted.

NEW! <https://www.bmwcca.org/chapteradminform>

Chapter Financial Statements—DUE MARCH 31

This form is no longer a PDF file and is now a module on the National website. You can access it by visiting www.bmwcca.org/chap_fin_stmt.

Events Insurance Rebate Request

NEW! <https://www.bmwcca.org/insurancerebate>

2013 Charity Matching Funds Program Application—DUE APRIL 15

BMW CCA chapters that conducted charitable or public service activities in 2013 may request matching funds in 2014. Please note that eligible activities include not only fund-raising events, but other activities in which the chapter provided service involvement and assistance to a worthwhile cause or community activity, including donations to registered charities. This packet contains the application form and instructions. Please limit your submissions to the information on the application form.

In addition to qualifying for the Charity Matching Funds Program, a special opportunity exists for donations made between August and December 2013. A donor has stepped forth in the Foundation's capital campaign to match all donations made by BMW CCA members and Chapters, up to a total of \$250,000. Therefore your chapter's donation will not only go to a very worthy cause, it can more than double with the Charity Matching Funds program and the Matching Grant.

Applications must be received at the BMW CCA National Office, Attn: Lindsey Branston, no later than April 15, 2014. They will be checked for completeness.

Download the [Charity Matching Funds Application](#).

View the [2012 Charity Matching Funds Program Results](#).



NEW O'FEST WEBSITE AND REGISTRATION TO LAUNCH FEBRUARY 12

This year the BMW CCA Oktoberfest, presented by Michelin, moves to the mountain village of Beaver Creek, Colorado, June 16–20. And in celebration of the 45th anniversary of O'Fest, we are launching a brand-new website on February 12, along with registration.

We have many exciting new additions planned for the week. Monday through Wednesday, O'Fest participants will have the chance to try out the world's premier motorsports racing simulation in the vendor area. Get ready to sharpen your virtual-racing skills—and compete for prizes in the inaugural iRacing Time-Trial Competition.

On Tuesday, we'll tee it up for charity as we host the first-ever BMW CCA Foundation Golf Tournament at the prestigious Beaver Creek Golf Club. There will even be a chance to win a new BMW i8 with a hole-in-one—good thing you still have 130 or so days left to hit the driving range!

And of course it wouldn't be a Colorado O'Fest without a taste of Rocky Mountain adventure. We have scheduled outdoor activities such as whitewater rafting and off-roading throughout the week.

Look for a link to the new website and registration page in next week's *Roundel Weekly*.

Please note: The pricing for the BMW CCA Foundation Charity Golf Tournament was misprinted in the February issue of *Roundel*. The correct registration fee for the golf tournament is \$200 and the fee for the Members-Only Foundation Golf Tournament Package is \$380. We cannot honor the misprinted price and apologize for any inconvenience this may have caused.



2014 REGIONAL EVENTS NEWSLETTER SCHEDULE

If some of your chapter's events are missing from the National Calendar, please add those events at least one week prior to your region's next event newsletter release date.

We will deploy the newsletter to every member of your region. Chapters are required to have all event dates, descriptions, and links submitted to the National Events Calendar one week prior to the actual email send date. Every region will have four of these email Newsletters per year. Events not entered into the National Calendar will not be included in the email.

To see an example of a Regional Events Email Newsletter [click here](#).

How To Enter Your Chapter's Events

To enter events for inclusion in the e-mail newsletter, events app, National Calendar, and *Roundel*, please follow the link below. This link will bring you to a page with instructions after you login.

Enter Chapter Events Now >>

Helpful Tip: Make sure to include your chapter's name in the event title, so that it's easily identifiable on the National Calendar. You may need to abbreviate your chapter's name to meet the 30 character limit for event titles.

Official 2014 Schedule

North Atlantic

Q1: Calendar Entry Deadline: Jan. 23 | Email Send Date: Jan. 30
Q2: Calendar Entry Deadline: April 24 | Email Send Date: May 1
Q3: Calendar Entry Deadline: July 3 | Email Send Date: July 10
Q4: Calendar Entry Deadline: Oct. 23 | Email Send Date: Oct. 30

North Central Region

Q1: Calendar Entry Deadline: Jan. 30 | Email Send Date: Feb. 6
Q2: Calendar Entry Deadline: May 1 | Email Send Date: May 8
Q3: Calendar Entry Deadline: July 10 | Email Send Date: July 17
Q4: Calendar Entry Deadline: Oct. 30 | Email Send Date: Nov. 6

Pacific Region

Q1: Calendar Entry Deadline: Feb. 6 | Email Send Date: Feb. 13
Q2: Calendar Entry Deadline: May 8 | Email Send Date: May 15
Q3: Calendar Entry Deadline: July 17 | Email Send Date: July 24
Q4: Calendar Entry Deadline: Nov. 6 | Email Send Date: Nov. 13

South Atlantic Region

Q1: Calendar Entry Deadline: Feb. 13 | Email Send Date: Feb. 20
Q2: Calendar Entry Deadline: May 15 | Email Send Date: May 22
Q3: Calendar Entry Deadline: July 24 | Email Send Date: July 31
Q4: Calendar Entry Deadline: Nov. 13 | Email Send Date: Nov. 20

South Central Region

Q1: Calendar Entry Deadline: Feb. 20 | Email Send Date: Feb. 27
Q2: Calendar Entry Deadline: May 22 | Email Send Date: May 29
Q3: Calendar Entry Deadline: July 31 | Email Send Date: Aug. 7
Q4: Calendar Entry Deadline: Nov. 20 | Email Send Date: Nov. 27

All the best,

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