



---

## GENERAL BUSINESS MEETING - MINUTES

Tuesday 26<sup>th</sup> June 2018

Centre for Adventurous Activities- Scouts SA

Anderson Avenue, West Beach SA 5024

**Meeting Opened:** 7:46 pm

**Present:** Jordan, Kat, Alec, Paul, Paul Keane, Nat Keane, Damien, Lachie

**Apologies:** Kristen, Adrian, Matt, Penny, Colin

**Absent:**

**Visitors:**

### **Minutes from previous meeting (May 2018):**

Uploaded to website for all to review

### **Business arising from previous minutes**

Nil

### **1. Reports:**

1.1. President Report- Kristen

1.2. Commissioner Report- Jordan

Nont- thanks received from Kallari Rovers for our efforts at checkpoint one

One of the cars was damaged when the mirror was snapped off from the windscreen and broke the windscreen

Contact received from Sandblast committee re plans for this year- advised can run same as last year if required- will continue to work in background with planning

Have received contact re police checks being due for some members- remember that these need to be completed and if BC is receiving communication you have received communication at least 2 times

Thanks to Alec for organising stocktake at the shed

1.3. Secretary's Report- Kat

Nothing to report

1.4. Treasurer's Report- Alec

Monthly treasurer report presented to the club- full report available on request

Books for last financial year are awaiting auditing

1.5. Technical Officer's Report- Jordan

Nothing to report

1.6. CAMS Delegate's Report- Colin

CAMS board changes- board director must now be an independent person so cannot have a state advocate due to conflict of interest rules, appointment is based on director/board level skills not just passion, must have ability to attend all meetings- possibly at own costs, as directors they will be held financially liable for all losses from events  
Nominations called for SA/NT Elected Director on 19<sup>th</sup> of June- nomination forms available from the CAMS next meeting 17<sup>th</sup> July 2018

### 1.7. Youth Program- Adrian

## 2. General Business:

### 2.1. Event planning

#### 2.1.1. Dustbusters Dirt Khanacross 5<sup>th</sup> August

- Cams forms submitted 26/6/18
- Venue hire confirmed- hire fee remains unchanged
- COC/ACOC- Alec/Jarred
- Equipment/cars

Ethel can potentially be made available if JDP kids interested but will need a quick look over and new wheel studs fitted- will promote availability pending people to use and cost contribution

#### 2.1.2. Tarmac JDP 3 and practice day- 8<sup>th</sup> September

- Cancel event due to clash with RXAUS 2018 Australian Rallycross series round 5

#### 2.1.3. Sandblast

Planning to continue offline

### 2.2. Jamboree

Last response from peregrine corporation to us:

- Number of cars dependant on track density so will be CAMS dependant
- East circuit building is in progress for building
  - a/c in main building but not in in 4 adjacent pit buildings
  - Toilets in pit building
  - Lots of parking near by
  - Advised that this section is off grid
  - Expecting on site fuel pumps somewhere in track confines either at location or at main pit buildings
  - Fridge and washer ok on location but need generator and to investigate water supply
- calendar is not open for booking for others throughout event
- Race control is no problem- flag and light control will be made available as required

CAMS paperwork submitted with permits, risk assessment and supp regs completed

- Thanks to Alec for submitting CAMS paperwork

On site leader requirements

- Will look at scarf for all event leaders
- Working on job description positions

- Will need to create a roster for leaders/officials/welfare
- Venturers will need full parent consent forms and cannot be a driver so may not be appropriate to have youth leaders at our activity

#### Equipment

- Need to build list and roster of cars
- Need cars serviced and ready for event
- Needing to work out tyre quantity and quality requirements
- Need to work out appropriate brake pads and disks
- Communication under way with Tarmac JDP and Circuit Excel persons regarding equipment and car use
- Open face helmet for all drivers for easier communication with kids recommended
- Hair net for all passengers required for use with our helmet
- need to get helmet drying device- Lachie/Ado/Jordan to design
- Will have limited overalls for non-appropriately dressed kids
- Need 4-point harnesses in all cars
- Extinguishers need to be in test
- need Scout trailer with all cones and equipment

#### Westbrook offsite camping

- Jordan is coordinating with ski club re access and invoicing
- Need to coordinate catering
- Ski club requires a member on site at all times so Jordan's family will stay at the Ski club for the week

#### Applications open for participants

- Need to process applications submitted- will need a team to review the applications
- We review applications and accept or reject as required
  - Once application accepted by us system will send out form and information package to all Scouts- need video and forms ready to distribute in next 2 weeks
  - Once forms received back payment is requested and the youth member is allocated for rostering to events

#### Medical

- 2 Jamboree leaders allocated from event will be on site 1<sup>st</sup> aiders
- Need our 1<sup>st</sup> aid kit up to date
- 1 emergency medical vehicle each day for on track 1<sup>st</sup> response
- 2 Jamborees on site radio channel for medical communication (COC and 1<sup>st</sup> aider only)

#### Other event considerations

- EOI form for drivers created
- All drivers must have National police check and Scout training modules completed before taking kids in car
- What if plan in place if pit building not constructed in time
  - 2x Green Machines

- Barry's large marquee

### 2.3. Equipment, property and fleet management

Cars in progress of repairs/preparation for Jamboree

Asset register has been generated

If members have any club equipment please advise Alec so it can be added to asset register

Box trailer needs some rust conversion and painting

Possible car storage location- old Port Adelaide Scout hall

- Initial discussion was that the club would be expected to take over management of costing of property including canoe SA storage charge
- Discussion went quiet when questioning costing with HQ

### 2.4. Web site/ promotions/ merchandise

Can look at making club badges if interest is there

Club shirts available for purchase at club meetings or by contacting Alec

### 2.5. Training and development

No update from Kristen regarding COC training

Reminder that members are responsible for completing required Scout training as required

## 3. WHS:

### 3.1. MSDS

### 3.2. Extinguisher test & service times

Jordan is lining up with Richard regarding extinguisher testing

### 3.3. Test and tag requirements

## 4. Past Events

### 4.1. 27<sup>th</sup> May- Modern Regularity (Team Challenge)

- Alec exploded gearbox
- Did not finish last

### 4.2. 3<sup>rd</sup> June- Scout Tarmac JDP 2

- 3 youth in attendance

### 4.3. 1<sup>st</sup>-3<sup>rd</sup> June- Rally SA- Hartland

- Paul attended with Barry
- Event was awesome
- Audi is insane

### 4.4. 24<sup>th</sup> June Modern Regularity

Kristen entered

## 5. Future Events

### 5.1. 29<sup>th</sup> July- Modern Regularity

### 5.2. 29<sup>th</sup> July- motorkhana

- 5.3. **5<sup>th</sup> August- Dustbusters practice**
- 5.4. 19th August- TJDPSA JDP Day 1
- 5.5. **8<sup>th</sup> September- Scout Tarmac JDP Day 3 (cancelled)**
- 5.6. 8<sup>th</sup> September- RXAUS 2018 Australian Rallycross series round 5
- 5.7. 16<sup>th</sup> September- Modern Regularity (Club Championship)
- 5.8. 23<sup>rd</sup> September- TJDPSA JDP Day 2
- 5.9. **29<sup>th</sup> – 30<sup>th</sup> September- Sandblast**
- 5.10. 14<sup>th</sup> October- TJDPSA JDP Day 3
- 5.11. **10<sup>th</sup> November- Scouts Tarmac Ride day 2**
- 5.12. 18<sup>th</sup> November- Modern Regularity (Rookie Round)
- 5.13. **3<sup>rd</sup> – 14<sup>th</sup> January 2019- Jamboree**

**6. Other Business:**

**7. Next Meeting:** - *General Business Meeting, 24<sup>th</sup> July 2018*

**8. Meeting Closed:** 10:02pm