



SWMS Meeting Minutes

March 23, 2021

General

Note: Due to restrictions on gatherings, this board meeting was held via the internet-based Zoom video conferencing application.

The meeting was called to order at 6:06PM by President G. Sanford.

Announcements from the President and Board Members:

- Motion to approve the 1/2021 meeting minutes (held 2/23/2021) was moved and seconded.
- 2021 SWMS Poster and Spotters Guide
 - 8.5 x 11" format complete and currently being distributed.
 - Large/poster format being researched.
 - Thanks to D. Girand for having these printed.
- 2021 Board Meetings, New Time
 - The Board approved moving the Board Meeting to the 3rd week of each month to best prepare for event weekends per the 2021 Season schedule.

Treasurer's Report

- A comprehensive treasurer's report is now generated by J. Colbert in Excel format, both as event balance sheet summaries as well a monthly, running summary. These new documents will be sent out separately to the Board. A snapshot is provided below:

Beginning balance for February 2021	\$14,398.82	
Deposits	+ \$0	
Withdrawals	- \$401.66, Wix website hosting and account fee, 2 year contract	
Estimated Ending balance Reported for February 2021	\$13,997.16	

- Motion to approve the prior treasures' report was moved and seconded.
- Treasurer's Notes:
 - Not much to report, first part of 2021 remains relatively quiet financially.
 - J. Colbert is working on planning for insurance renewal, new insurance contract would start on the third 2021 SWMS event.
 - Renewal of non-profit status with NM State due 15-May.

Old Business

- SWMS Bylaws Project
 - B. McNeil has new email address, received document, review and comments in progress.
 - B. Richards was able to help reformat the Bylaws in Word format.
 - The Board agreed to provide B. McNeil a free race entry based on his work, thanks B. McNeil.

- Technical Procedures
 - A review was completed to help ensure the procedures match any recent changes for 2021 season.
 - Generally, a few of the forms will need updates.
 - New procedures for *Records Management* and *Document Control* have been started by R. Richards, A. Sanford to provide help.
- Track Truck Project 2.0
 - Rebuild is challenged by a lack of locally available engines.
 - Ebay is being considered to source an engine.
 - At a minimum, the current engine needs cylinder sleeves, somewhat difficult for Ford FE engines
 - The Board noted that increased aggressiveness in pursuing an engine is warranted based on the pending 2021 Season start.
- 2021 Season License and Member Renewals
 - W. Myers is working to have licenses, medicals, and renewals aligned to the season start in March, with more and more members being aligned each year.
 - It was noted that RMVR has aligned renewals in a similar way.
 - B. Richards noted that fine tuning of some procedure wording is needed to match the current process.

New Business

- Resignation of Chief Driving Instructor and Social Media Volunteer
 - J. Slenes resigned and is helping with transitioning these roles to a new member(s).
 - The Board noted the significant contributions of J. Slenes over his many years with SWMS, thanks and best wishes to J. Slenes.
 - S. Marino has volunteered to fill the Chief Driving Instructor position.
 - Motion approved and seconded to appoint S. Marino as Chief Driving Instructor.
 - J. Stoughton and L. Pittsley have offered to help with HPDS.
 - Arrangements and role sharing will be needed to help allow S. Marino both provide instruction and race.
 - It was identified that G. Sanford and S. Marino should collect the names of interested parties who contacted SWMS during the off season and give updates to now contact S. Marino.
 - SWMS Facebook page maintenance:
 - K. Vallejos volunteered to run the SWMS Facebook page, M. Tribble to support as well.
 - Z. Myers, J. Slenes, and K. Vallejos are coordinating Facebook permissions and administrator accounts.
- Weekend Club Membership
 - E. Callahan briefed the Board that NM and TX karts need a place to race and that SWMS may be the largest and best venue.
 - To entice kart members from outside the Albuquerque area, a one-time, one-weekend membership option would be helpful to offer.
 - Motion approved and seconded to offer a one-time, one-weekend membership per new member for \$10 in addition to the usual weekend entry fee.

- 2021 Safety Equipment Requirements and Updates
 - Helmet requirements were resolved during 2/23 meeting.
 - Belts/Harness:
 - SFI: 2 years, standard
 - FIA: 5 years, standard
 - After a lengthy discussion, a motion was approved and seconded for SWMS to follow the manufacturer, SFI, and FIA requirements as printed/stamped on safety equipment.
 - R. Richards to update Technical Inspection sheet requirements.
 - HANS Restraint Devices:
 - Per the manufacturer and as documented on the device, recertification is required after 5 years.
 - L. Pittsley noted that new tether and pads together with recertification are approximately \$100 total.
 - The Board noted that VMC does not appear to publish requirements for HANS devices.
 - After a lengthy discussion, a motion was approved and seconded for SWMS to follow the manufacturer, SFI, and FIA requirements as printed/stamped on safety equipment.
 - R. Richards to update Technical Inspection sheet requirements.
- Annual Technical Inspection, Training, Test and Tune: April 24th
 - J. Johnson not available to arrange fire extinguisher training.
 - G. Sanford to inquire with Bernalillo County Fire Department.
 - Medflight training not likely to happen.
 - A special planning meeting will be held on April 13th to confirm the schedule and activities occurring on April 24th.

The meeting was adjourned at 7:50PM

The next Board meeting will be held via Zoom on April 20th. See separate upcoming email for Zoom instructions.