



SWMS Meeting Minutes

July 20, 2021

General

Note: This board meeting was held via the internet-based Zoom video conferencing application.

The meeting was called to order at 6:06PM by Treasurer J. Colbert due to the planned absence of G. Sanford.

Announcements on behalf of the President and Board Members:

- Motion to approve the 6/2021 meeting minutes was moved and seconded.
- Flowers for M. Stoughton; the flowers were well received and recovery was noted as going well.

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 July 2021	\$14,902.37
Deposits	+ \$2,193.35 Income from May event (Normal and MSReg)
Withdrawals	- \$698.54, Flowers, Worker Liquids,
Estimated Ending balance Reported for June 2021	\$16,379.18 (estimate prior to July Event)

- Motion to approve the prior treasurer's report was moved and seconded.
- Treasurer's Notes:
 - Track Truck 2.0 project at approximately \$1,700 to date.
 - The 2nd 2021 season insurance payment is on the horizon towards late summer, expense of approximately \$4,000 as the final insurance payment for 2021.

Old Business

- SWMS Protocols and Procedures Updates
 - The complete suite of SWMS protocols and procedures is now complete with many thanks to B. Richard's dedicated efforts over the course of multiple years.
 - The procedure, *Document Control/Records* was approved and posted to the website.
 - A procedure for Records Management was considered, however, control of records was found to be sufficiently covered by small refinements to the procedure associated with the Secretary roles and responsibilities.
 - The Board agreed to remove this agenda item from future board meetings based on the project being concluded.
 - It was noted that the formal SWMS policies and procedures are up to date and posted publicly in the non-editable PDF format at the website. The master,

editable Microsoft Word versions are maintained by the SWMS Secretary on the club's password-protected, private cloud share drive location.

- Track Truck Project 2.0
 - Thanks to the efforts of S. Marino completing the track truck rebuild and F. Cordova for transport duties, the track truck engine rebuild is completed and the truck ready to use and located at the track.
 - The only noteworthy missing part is the flywheel cover; no impact to usability.
 - Final costs are ready to compile, just a few odds and ends to collect receipts for.
 - 5 gallons of gas were poured into the tank, track ready to go.

New Business

- Sandia Speedway Road Course timing loop observations (V. Yarberry)
 - At the June event, for the Saturday AM sessions the 'usual timing loop' seemed to work fine.
 - Later in the day, a delay was noted in the timing system which was eventually isolated to the fact that SWMS was inadvertently using the SMRI motorcycle timing loop (north loop) located down-track from the road course loop.
 - As the weekend progressed, some members' cars transponders were observed to be having a very difficult time being picked up by the road course loop, multiple drop outs occurred.
 - The resistance and impedances for the road course loop were inspected and found to be out of tolerance due to connection box issues.
 - A connection box, available online, was recommended to correct impedance issues and restore full functionality.
 - The Board approved the motion for SWMS to purchase the connection box and work with Sandia Speedway to install improvements to help with overall SWMS timing and scoring.
- Event Summary and Review: June 26/27 – Sandia #2, "Summer Breeze Grand Prix III"
 - J. Colbert drafted and submitted a Race Chair summary document which was sent separately to the SWMS Board.
 - All things considered and accounted for, the weekend operated at a small loss of approximately \$1,400.
 - Slightly less than the necessary "23 vehicle goal" occurred, likely due to June vacation season. It was noted that June may not be the ideal month to hold an event and the Board might consider re-evaluating this date.
 - An on-track incident occurred and Race Steward B. Lee agreed to reinforce the "no contact" SWMS policy for the July event.
 - A corner worker radio had connection issues, it was noted that the radio should have simply been replaced earlier in the day.
 - The generous donation for lunch was noted by the SWMS Board, thanks.
 - Overall, a good event for those who participated.
- Next Event: July 24/25 – Sandia #3, "Sandia Super Cup"
 - Race Chair A. Sanford informed the Board that all race weekend checklist items had been successfully completed and the weekend looked to be ready to race.
 - The Chief Driving Instructed recommended to combine the HPDE and student group on Saturday's schedule based on one confirmed student.

- For Sunday, one competition licensing student was registered and so likely only a single dedicated student session and then combine student with competition and/or HPDE group as necessary.
 - Thanks to J. Slenes for leading the online student classroom prior to the race weekend.
- The Board once again noted that at some point, a decision on the possible late season Arroyo Seco event will be required. It was agreed to poll SWMS members during the Drivers Meeting on July 25th.

The meeting was adjourned at 7:40PM

The next Board meeting will be held via Zoom on August 17th. See separate upcoming email for Zoom instructions.