

Carolinas Region PCA – Board of Directors Meeting – 1st Quarter 2021 Meeting
February 13, 2021 at 9:00 am
Zoom Conference

In Attendance:

Executive Council: Jerry Widner, Jim Hess, Sadie Kilcrease, Giselle Burner

Area Directors: Jerry Kilcrease, Jeff Price, Doug Strait, Christian Roedlich, Michael Vittorio, Marty Barrett

Standing Committee Chairs: Steve Barrier, David Harrison, Charlie Massler, Re Racer, David Violett

Meeting called to order: At 09:07 am, Jerry Widner, President, called the meeting to order and presided over the meeting.

Welcome: Jerry welcomed everyone to the meeting. He reviewed the meeting agenda, which included: Tobacco Roads President's Page, 4x4 areas scouted with the National Forestry Service and Appalachian Area Director, and announced new board openings – Triangle Area Director and Advertising Chair.

Administrative Items:

January 16th Board Planning Meeting Minutes – Giselle Burner, Secretary: Minutes from the January 16th Meeting Minutes were posted to the PCA website.

Next Board Meeting and Location: The 2nd Qtr Board Meeting will be held on May 18, 2021 and will be conducted via Zoom. Jerry Widner will email an agenda and link for Zoom prior to the meeting.

New Business:

Region Property: Jerry Widner stated that Jim Hess had a comprehensive list of all region-owned property and would continue to maintain the list for new updates. He confirmed that Marty Barret and Michael Vittorio could exchange equipment; Michael verified that the projector had been shipped to Marty. Jerry confirmed any region property that is no longer operational could be donated to charity. And, if any board member needed equipment, they could email Jim Hess for more details and possible exchange.

SIM Racing: Jerry Widner stated that PCA is looking for the Carolinas Region to host the upcoming SIM Racing Le Mans-styled webcast event scheduled for May 30, 2021. The purpose of the event is a charity fundraiser benefiting Operation Motorsport designed to help wounded active or retired Veterans engage in motor sports activity. PCA has vetted this organization and stands behind the event. Jim Hess stated that this opportunity would attract national publicity and place the Carolinas Region in the forefront. He also confirmed that this event does not commit the Carolinas Region to any financial obligation. Jim is currently in discussions with Doug Atkinson, PCA SIM Racing Chair, to better understand logistics around fundraising for this event. Once details are finalized a proposal will be drafted and shared with the Board for approval to move forward with this specific event. Jerry confirmed that Jim Hess would lead the discussions with PCA.

Motion: Motion made by Jerry Kilcrease, seconded by Charlie Massler, to further discussions around requirements with PCA and Carolinas Region to support this specific event; unanimous motion passed by the Board to approve discussions with PCA.

Glovebox: David Violett discussed the Glovebox product and liked the service but acknowledged that it had some concerns with site stability, site maintenance and site organization, which could be management issues for the Chair. David agreed that in order to be effective and centralize processes, the following would be necessary:

- **Additional General Categories:** PCA will need to create additional general-type categories to fit the Carolinas Region to facilitate archiving
- **Standardized Procedures:** Once the new site is considered operational, a job aid with archiving instructions will be distributed to Board members

- **Combine Related Documents:** Board members will combine related event documents into a zip file and save them under a general category
- **Standardize Naming Convention:** Board members will leverage a standard naming convention to facilitate document archiving and differentiate between events with searchable text – i.e. year/month/day, event name brief descriptor
- **Site Availability:** Acknowledgment that initial site availability could affect document management, but noted that site stability would improve over time

Michael Vittorio inquired why the Board was moving forward with Glovebox given known issues versus DropBox. Jerry Widner acknowledged that this was a PCA initiative to help all regions centralize archiving standards and processes. Sadie Kilcrease recognized that PCA performed an extensive study before implementing the Glovebox product to 146 regions.

Michael asked if there was a process to digitize documents outlined for the Carolinas Region; Jerry Widner acknowledged that there are products available to help with this service but indicated that this is still a work in progress. Once additional details were available to share, he would review them with the Board.

Funds Surplus: Jerry Widner stated that a committee was formed, comprised of the Executive Council and Steve Barrier, to review and determine if the Carolinas Region had a surplus. The committee reviewed the 2021 operating expenses, track charges and deposits, and in turn concluded that the Region is carrying a surplus in the 2021 budget but is not considered an excessive amount. Therefore, the committee proposed no action will be taken with the surplus but committed to review the budget every 12 months.

Motion: Motion made by Michael Vittorio, seconded by Jim Hess to keep the surplus in the budget; unanimous motion passed by the Board to approve surplus funds.

Autocross Budget: David Harrison stated that this year's budget was difficult to set due to COVID restrictions limiting the number of people on site for events – i.e. Michelin. For 2021, he leveraged the 2020 carry-over budget to set the new proposal. He also acknowledged that the Greensboro track was considered a confirmed venue and is working with VIR in conjunction with a Drivers Education course as a possible second venue.

Jerry Kilcrease had concerns about voting to approve the budget if COVID restrictions were still in place, therefore suggested approve a case-by-case event once a venue became available. Jeff Price suggested the Board provide a budget as leverage to negotiate venue terms due to timing. Christian Roedlich did not see an issue with the budget but suggested that all expenses needed to be justified and the unused budget to be returned the Board.

Motion: Motion made by Jeff Price, seconded by Jim Hess to approve the revised Autocross budget; All Board members approved motion to approve Autocross budget, Jerry Kilcrease abstained.

Area Director Manual: Jerry Kilcrease recapped all changes made to update the Area Director manual. This is considered the third revision of the manual – with the 1st update drafted in 2012, 2nd revision made in 2015 and 3rd revision due March 19, 2021. Proposed updates include updating language to align with PCA and Carolinas Region requirements, updating photos, and updating area map totaling 30 pages. Jerry indicated that all Area Directors and Executive Council members will get a chance to provide feedback. Once completed, the expectation is to maintain the document electronically, so that it is accessible to all. Target completion date to complete revisions is expected by May 15, 2021.

Bylaws: Sadie Kilcrease stated that a committee was formed, comprised of Sadie, Michael Vittorio and Charlie Massler, to review the Bylaws, which were approved in December 2020 with two non-responses and two abstaining responses. The Board-approved version was submitted for PCA review. PCA's response required the

committee to make a few changes. The Committee also made changes to Article 10, Section 2. All changes were noted in red font. Sadie sent the final draft for feedback and is now seeking approval to move forward with the edited text noted in red font. Once approved by the Board, the Bylaws will be posted in Tobacco Roads and posted to the Carolinas Region website for approval. Some of the noted updates covered were:

- **Board Meeting Accessibility:** Member-accessibility to board meetings and the ability to accommodate anyone who wanted to join. Jerry Widner, Carolinas Region President, indicated that meeting minutes were posted to the Carolinas Region website so all content could be shared with members.
- **Open Participation During Board Meetings:** Open participation during board meetings was reserved for active board members only. Jerry Widner, Carolinas Region President, confirmed that region members could listen, but would not be allowed to speak, ask questions or be an active participant during meetings, that activity was strictly reserved for active Board members only.

Motion: Motion made by Jim Hess, seconded by Christian Roedlich, unanimous motion passed by the Board to approve Bylaws.

Area Updates:

Triad – Jerry Kilcrease: No meetings have been scheduled yet, waiting for North Carolina state COVID restrictions guidelines to schedule meetings. Jerry anticipates meetings to start in April-May timeframe when members are able to social distance outdoors.

Events & Activities: Porsche Greensboro is hosting a Cars & Coffee event and leading a drive to a local vineyard - this is not a PCA or Triad area sponsored event. A VIR drive is scheduled for May 22, 2021.

Lake Norman – Christian Roedlich: The February meeting was cancelled due to weather, so the next meeting is scheduled for March 11, 2021 at the PYC Porsche Corral.

Events & Activities: The PYC is hosting a car and boat show at the end of April. Christian noted that the Porsche Corral will be featured on the marquis, therefore expects a good turnout.

Hickory – Michael Vittorio: The February Valentine's themed meeting was held via Zoom on February 9, 2021 with a good turn out – 22 members in attendance.

Events & Activities: Next meeting will be held on March 20, 2021 at an outdoor picnic shelter that can accommodate individual tables. Due to weather restrictions, Spring meetings will be moved to Saturdays which will be followed by a drive and picnic. A limited 10-car Spring Tour will be held on April 12-15, 2021, organized and Bryson Keiser to Virginia. Registration will be available on Club Registration.

Upstate – Jeff Price: Meetings were shifted to weekends due to weather and to accommodate COVID restrictions for social distancing, but noted that the Upstate area remains very active. The January meeting was held outdoors

Events & Activities: February meeting planned for February 14, 2021 followed by the Love Run, a timed speed distance rally – 18 cars signed up. Porsche of Greenville was noted as event sponsor and offered a \$250 service gift certificate, Pelican Parts offered a \$75 gift certificate, and Quaker Steak & Lube offered a \$25 gift certificate. Porsche of Greenville is offering service & tire specials for members through the end of March 2021. Jeff is working with the dealer on an extended warranty special. Meetings will continue to be held outdoors until COVID restrictions are lifted.

Metrolina – Doug Strait: No meetings have been scheduled yet, waiting for North Carolina state COVID restrictions guidelines to schedule meetings.

Events & Activities: A planned 150 mile drive event on February 27, 2021 through the Uwharrie National Forest followed by a picnic, 50/50 raffle and door prizes was scheduled – secured insurance through PCA. Doug indicated that new GPS & mapping technologies are being leveraged for route plotting. The drive will be divided up into three groups. Doug is planning a Wine & Shine event in April 2021, COVID guidelines will be adhered.

Sandhills – Marty Barrett: Meetings are now occurring more often, the Sandhills region is offering Two Cars & Coffee to be held on the 1st Sunday and 3rd Saturday with a consistent turnout.

Events & Activities: A non-PCA sponsored dinner is planned for February 23, 2021, but most of the attendees are PCA members schedule at Pinecrest Inn. Drivers Education class is expected to have a good turn out - over 100 cars registered. Sandhills Motoring Festival will be held over Memorial Day weekend with 128 cars registered for the concours – most of the events have now filled up. Next drive event is scheduled for June 23-27 to Jekyll Island – 10 cars are currently registered.

Committee Reports:

Drivers Education – Steve Barrier: CMP attendance is modest, there are over 100 participants signed up. CMP has obtained a waiver from South Carolina to accommodate more than 250 patrons on the premises. COVID procedures will be adhered to protect students and instructors.

Events – Charlie Massler: A message seeking feedback to help improve the site was sent to all Board member regarding club registration. Two events will be open for Club Registration - VIR event scheduled for May 22, 2021, and Virginia Spring Tour scheduled for April 12-15, 2021.

Membership – Re Racer: The new membership reports were in progress and would be issued soon. Re suggested updating the letter by adding links to the Facebook - no one objected. Jeff Price indicated that maintaining a current membership list has been challenging.

Jerry Widner indicated that Tobacco Roads has some instructions to update members contact information – email, phone number. He will look into publishing a job aid in the March edition of Tobacco Roads that assists members with updating their contact information.

Old Business:

Doug Strait shared his experience with securing insurance through PCA's website and inquired if these instructions would be included in the new AD manual. Jerry Kilcrease confirmed that a common procedure to secure PCA Liability insurance would need to be established and approved by the Executive Council and Board before it is added to the AD manual.

Jerry Widner confirmed that it is the Area Director's responsibility to apply for liability insurance for any PCA event happening in their area. He also confirmed that Autocross and Driver's Education Chairs will also need to secure PCA Liability insurance prior to any planned event(s). Jerry will help draft some instructions for Chairs to guide them through the process.

Motion to Adjourn: Motion made by Sadie Kilcrease, seconded by Jim Hess. Meeting adjourned at 11:00 am.

Minutes submitted by Giselle Burner, Secretary