

Board of Directors Meeting Minutes
Porsche Club of America
INWR
Saturday, March 13, 2021, 9:00 am
Zoom Video Conference

The Meeting was called to order by President Dennis Garrood at 9:06 am. Dennis welcomed everyone to the March 2021 INWR Board Meeting.

Officers Present:

President: Dennis Garrood, Treasurer: Trevor Bacon, Secretary: Sue Garrood

Board Members Present:

Membership Chair: Rick Jordan, Insurance Coordinator: John Whitcomb, Tour Chair: John Whitcomb, Competition Chair: Tony Nufer, Social Chair: Diane Rochelle, Tech & Safety Chair: Bill Massy, Board Members at Large; Tillie Hammond, Dave Mandyke, Kerry Swanson, Kirk Schulz

Secretary Report:

Sue Garrood reported that the April 11, 2020 Board Meeting Minutes had been distributed to the board for review and were posted to the INWR website.

President's Report:

Dennis Garrood reported on

- The PCA Winter Board of Directors Meeting and the Zone 6 President's Meeting. There were concerns over oversubscribed regional events as restrictions have loosened. Expectations of PCA National Board that things will return to "normal" by summer.
- The PCA "Communicable Disease Waiver" (CDW) will be revised soon
- INWR needs to create a Region "Redbook" and should use the PCA "Glovebox" tool for storing important documents. PCA requires each region to have a physical book with log-ins, passwords and other important data including Minutes, Treasurer's Reports, etc. The "Glovebox" tool, which is a free service from PCA for a secure electronic "safe" for region officers and board members to keep things safe.
- Now that restrictions are easing, Dennis asked for discussion on how to hold future INWR Membership Meetings and INWR Board Meetings. Discussion ensued: we will try to have in-person membership meetings in the near future and hold Board Meetings via Zoom. Tillie Hammond will work with Kirk Schulz in finding a suitable location for in-person membership meetings in the Tri-Cities area.

Newsletter: Kirk Schulz

Kirk showed an example of the newsletter, which will use the name "*Uber Alles*". He is utilizing the Constant Contact newsletter template, which should provide a relatively easy way to produce it so that the next editor will not have to have extensive technical/computer skills. The newsletters will be sent to members using Constant Contact. Kirk hopes to release the first issue at the end of March.

Kirk was asked if it can be easily printed off from the email. Kirk will look into that.

There was a discussion about what do we want the newsletter to do? Another discussion: how to generate content? There were ideas from other PCA regions. The Board needs to address the problem of ensuring content flows from the events into both the Newsletter and Website chairs

The plan is to relieve Kirk after 8-12 months with a new Editor. This is a reason for INWR to appoint the new position of "Media Chair"

Financials: Trevor Bacon

Trevor is finalizing the updates to the INWR bank accounts. His mission and goal as Treasurer:

- Maintain proper books
- INWR finances and expenditures are to the benefit of the membership
- Reduce the risk of fraud
- Ensure all is in compliance with IRS rules: including discussion on the level of participation by Non-INWR members
- Prior Board approval of events
- Ideas about the amount kept in the club's savings account
- Revise the INWR By Laws to reflect the intent of the club's funds

Trevor presented a 2020-21 cash flow comparison report and the 2019 Cash Flow Report (showing all of the INWR events with inflows and outflows.) He will work to prepare a formal 2021 budget. There was discussion on what will be required for pre-approval of costs for events, estimating expenses, how reimbursements are handled, etc.

Drivers Ed:

Tony Nufer reported we have a contract with Spokane County to hold the two Skills Days: May 22 and Oct 9. He requested that INWR purchase FM transmitters for use at events, in lieu of in-car instructors, at a cost of \$1,067. Tony made the motion, second from Bill Massy, the motion to purchase transmitters passed.

Tony is also looking into other potential events provided by other organizers and mentioned a viewing-only Autocross event at Deer Park. Tony also reported he had just received new information regarding a potential track event in conjunction with SOVERN, which he will investigate.

Events, Tours & Social:

Diane Rochelle has taken on the Point of Contact (POC) responsibilities for the Hayden Lake Country Club (Sun, July 25) and Hill's Resort (Sat, Aug 14) events.

There was a date conflict between the Skills Event and Wine Tour. To resolve the conflict, Tillie will work on plans to hold the Wine Tour event on May 14 and 15.

Dennis reviewed the Event Rules discussed at Membership meeting:

- Registration for all events will be through MotorsportsReg.org
- E-Waivers will be required at all events requiring registration (CDW, Liability,...)
- An event needs to be outside, if possible, good ventilation if inside
- An event must have a Point Of Contact (POC). The POC is responsible for :
 - Sending event info & details to The Registrar 60 days in advance
 - Requesting insurance coverage from The Insurance Coordinator
 - Determining event costs, registration limits and deadlines

- Coordination with Art Watanabe for volunteers needed to assist
- Writing up a post-event article for the Newsletter
- Selecting an observer to file the on-line PCA Event Observer report

Dennis will ask Art Watanabe to start gathering a list names of Volunteers to assist with driving and social events.

Website: Debbie Wolf

The new INWR website is up and running! Debbie reported it will have much of the same content as the newsletter. Congrats and a big thank you to Debbie!

Concours: Kerry Swanson

Kerry continues to work on building a “culture” of concours and car care. He wants to have two “beginner concours” events, one in the Spokane area and one in the Tri-Cities.

Old Business

An update of the INWR Bylaws is needed. A committee was appointed, including John Whitcomb as Chair, with Trevor Bacon and Diane Rochelle as members. Dennis will ask Bill Roberts and Art Watanabe to also be on the committee.

Service anniversaries have also accumulated for over a year. Dennis will plan to start handing them out once in-person gatherings begin again.

New Business

INWR needs to appoint a Social Media Chair: Open action for the President.

Sue Garrod volunteered to create the INWR Region “Redbook”.

Next Board Meeting:

There was discussion that due to all the work, there needs to be more than 2 Board Meetings per year. Its was suggested to have a ZOOM board meeting prior to the next Zoom Membership meeting in April. No decision made: Open action for the President

The INWR Spring Board Meeting was adjourned at 12:03pm.

- Board Meeting minutes recorded by Sue Garrod, INWR Secretary

INWR Board of Directors
Meeting Minutes
Saturday, October 23, 2021
Roundtable Pizza, Richland, WA

The Meeting was called to order by President Dennis Garrod at 12:40 pm.

Officers Present:

President: Dennis Garrod, Treasurer: Trevor Bacon, Secretary: Sue Garrod

Board Members Present:

Past President: Dave Bingham, Competition: Tony Nufer, Membership: Rick Jordan, Webmeister: Debbie Wolf, Board Members at Large: Tillie Hammond, Kerry Swanson and Dave Mandyke.

Secretary Report:

Sue Garrod reported that the minutes from the Zoom call on Tuesday, October 19 regarding the 50th Anniversary Gala Event had been distributed to the Board. She also reported that the March 13, 2021 Board Meeting Minutes had been distributed to the board for review and are posted on the INWR website.

The INWR Board approved the contract with Coeur d'Alene Resort and it has been signed. Trevor has paid the \$1000 downpayment.

Officer & Board Member Changes

Ron Harris has accepted the Nominations Chair position, with Tony Nufer and Dave Mandyke forming the rest of the committee. Ron reported that John Whitcomb has resigned as Tour Chair and Kirk Schulz has resigned as Board Member at Large. A Constant Contact email will be sent out to the INWR membership to solicit volunteers to be candidates for the open positions.

Ron then gave some background on Curtis Broderson, who has offered to fill the Tour Chair position. Curtis is a recent transfer from PNWR and has extensive interest and experience in running PCA driving tours.

Tour Survey

Curtis Broderson presented the results of the recent membership survey to solicit feedback on driving tours. The survey results will be posted on the INWR website. Approximately 90 members responded with useful feedback. During the presentation, quite a lot of discussion

was over the response to “type of drive” (“spirited” or “more casual”) and what that means. Curtis also posted recommendations and suggested changes to create some standardization with the club’s driving events. The discussion regarding INWR tour recommendations will be continued in a special board meeting early in 2022.

2022 Calendar: Event selection process

Dennis started the 2022 Calendar process with the following guidelines:

Last year’s events (2021) have been placed on the website calendar by Dave Mandyke.

The anticipated DE and Concurs events have been added to the 2022 calendar

Review planned events and modify after a discussion by Board members

Preference given to events with an identified Point Of Contact (POC)

Avoidance of a calendar conflict with PCA National events

2 or more INWR Events will not be scheduled concurrently except for Cars & Coffee, that are not Membership meetings.

New events will be reviewed and modified after discussion by Board members, using the same rules as above

The Board then reviewed the 2022 Calendar, month by month.

Event Changes and Ideas:

A new drive to Flathead Lake

Change the Hills Resort Drive to a weekday event

Move the Hayden Lake event to another weekend to avoid a conflict with the 50th Anniversary event

Create a “new members” drive in the Tri-Cities area

It was suggested that emails suggesting new tours be sent to Curtis.

The Final 2022 event calendar review will be at the November Board meeting on November 20. Events without a POC at that time will be discarded

The next INWR Board Meeting will be Saturday, November 20, following the Tech Session at Porsche of Spokane. Sue asked Board Members to consider nominees for the Awards, to be discussed at the November Board Meeting.

The INWR Fall Board Meeting was adjourned at 2:07 pm

INWR Board Minutes by Sue Garrod, INWR Secretary

INWR Board of Directors
Meeting Minutes
Saturday, November 20, 2021
Porsche of Spokane

The Meeting was called to order by President Dennis Garrod at 11:41 am.

Officers Present:

President: Dennis Garrod, Vice President: Art Watanabe, Treasurer: Trevor Bacon, Secretary: Sue Garrod

Board Members Present:

Past President: Dave Bingham, Competition: Tony Nufer, Membership and Communications: Rick Jordan, Social: Diane Rochelle, Tech & Safety: Bill Massy, Board Members at Large: Tillie Hammond and Dave Mandyke, Registrar: Bill Roberts, Insurance: John Whitcomb.

Secretary Report:

Sue Garrod reported that the minutes from the October 23 Board Meeting had been reviewed by the Board and posted to the INWR website. She asked for a motion to waive reading the minutes, it was seconded and passed.

Officer & Board Member Changes

Ron Harris, Nominating Committee Chair presented the slate of nominees for the three vacant INWR Board Positions:

- Curtis Broderon for Tour Chair
- Shannon Cartier for Publications/*Uber Alles* Editor
- Mark Jennings for Board Member at Large Position #4

Per the INWR Bylaws, a Board Vacancy is filled via a Board Vote. Dennis then asked for a vote on the slate of nominees. The vote was unanimous and these three will fill out their position vacancies through January of 2023.

Charitable Contribution

Dennis discussed the INWR's typical annual contribution to the Post Falls Food Bank, supported by George Gee. After discussion, \$500 was agreed to. Trevor is asked to send a check to the Post Falls Food Bank.

2022 Calendar: Finalization

Dennis asked if there were any changes to the draft calendar. Tillie Hammond reported she is working with Al Lanng on a Concours Event. She also mention the potential of a new event at the Richland Airport in conjunction with an aircraft fly-in event.

Another idea is to change the New Member Event to a drive and picnic. The new drive would have drive groups starting in the north (Spokane) and in the south (Tri Cities area) and meeting for a picnic in the middle.

Dave Mandyke reminded everyone to review the 2022 calendar which is being updated on the INWR website.

Annual Awards

Dennis appointed Dave Bingham to review candidates and recommend honorees for the annual awards. There was discussion regarding the whereabouts of the Dale Davis Memorial Award which can't be found. Dave Mandyke believed it had been "retired".

Sue Garrod will order the Awards to be presented at the 2022 Installation/Awards Dinner.

The INWR November Board Meeting was adjourned at 12:30 pm.

INWR Board Minutes by Sue Garrod, INWR Secretary