



Directors Meeting Minutes

October 7, 2023

Quick Times Swap Meet

Red Deer

Attending:

Dave Scragg: SVAA VP North, AIIPC North – via phone call

Neil Beckett: SVAA Secretary, Nifty Fifty's Ford Club

Bob Fisher: SVAA Communications Director, St. Albert Cruisers

Erich Ruppert: SVAA, SAACAC

Grant Cave: SVAA Membership Director, Caveman Cruisers

Dick McDonnell: SVAA, CAVAC

Jim Bateman: SVAA VP South, AMAC

Glen Moss: SVAA Treasurer, Wild Rose Rod & Custom

Stewart Smith: SVAA, AIIPC South

Jim Herbert: SVAA President, Calgary MG Car Club

1. Call to Order and Quorum

Meeting called to order at 2:23 PM. There were enough members for quorum.

2. President's Remarks

3. Memberships

1. Where are the membership lists stored?

Jim

Herbert: It is membership renewal time and we want to make sure we

have the latest data available. There is some discussion as to where the latest membership lists are stored.

Grant Cave: The list is stored on Drop Box. There are two clubs that require updating the President's name and that will be the list used for renewals.

2. Who has access to update the list?

Grant Cave: All Directors have access to the list. Any director can update the list.

Jim Herbert: There should be one person who updates the list.

Grant Cave: I have the list and update it; I then submit it to Paul who then sends it to our IT guy to upload it.

3. Membership renewals (paper and/or email)

Glenn Moss: Both just have to update the website on the online membership to include e-transfer because at this time it says cheque. We'll get that updated and then we can email the clubs plus I will print off paper copies.

Erich Ruppert: so you are saying if they do the electronic one, the e-transfer, it is easier.

Glenn Moss: I'm going to say no, if they do an e-transfer they need to tell us who is sending it.

Jim Herbert: Do we have to update the form on the website?

Bob Fisher: If I get notified that there is a club president or club contact change which I get from Glenn, I update the default list. During the course of the year there is an online form that will also put in this template letter we're sending out that says if you have elections coming up you can send us a note with your new people and we will update our lists.

So I do the two lists that I believe are the ones you use, the default list that has all 700 email addresses and I do the clubs list where clubs identify two people as contacts. That is the only two lists that I update based on information that Grant or Glenn send to me.

Jim Herbert: is the membership form on the website date specific?

Bob Fisher: The website is showing membership for 2023, it has all the associate stuff you need, meeting location, date, time, president, treasurer, and event coordinator as of December 31, no year. Payment method needs to be updated. On the membership renewal form, when you click on the year the drop down only gives you 2023. We'll have to get Cliff to change that.

Glenn Moss: the CIBC is ready now; the clubs just need to send a cheque to treasurer@svaa via email. The money will automatically be deposited into our account.

4. Budget Planning for 2024 (Glenn)

There does not seem to be too much difference to the coming year.

There are some slight concerns, one being that our National dues and Insurance will be higher, our revenue should be stable as we have more clubs than what we paid the National for. We donated \$1500.00 to Reynolds to be advertised in their hard copy.

Jim Herbert: Asked Bob what ever happened to the donation to Reynolds? Bob thought the issue was dead but he will follow up with Reynolds.

There are no significant differences to our expenses this year versus next year. We are showing a deficit of \$7100.00. We have enough money to cover that but as we talked last year we may want to consider raising the rates in the future or looking at different things. If we can get back to what we were on advertising income we could pare that down to \$2000.00.

Erich Ruppert: What are we charging now?

Jim Herbert: \$15.00 per member, 4 of that is ours.

Bob Fisher: Increase the rates by \$5.00?

Jim Herbert: Because of the \$5000.00 we are giving our as bursaries, that was to be covered by advertising, we committed as a group to support

the scholarships one way or the other. If we are not getting the advertising, then we have to look at what we do with the bursaries.

Erich Ruppert: It still seems to me that we should be bumping our rates to \$18.00 per member.

Glenn Moss: Do we want to do that this year and notify the clubs or wait until next year.

Jim Herbert: We I was thinking we should wait to see how the advertising goes and we had some fees this year that will not be there next year.

Glenn Moss: I think one of the things we need to consider is why we are carrying so much cash, and I think that's what the member clubs will eventually get to, well you are raising the rates but you are sitting on a pile of money.

Jim Herbert: We have about 100 grand in the bank.

Erich Ruppert: Well if that is the case, I understand. So we best leave it alone for now and try and bring our advertising funds back up.

Glenn Moss: if we decided there is something else we want to spend the money on and we get a little closer to income versus expenses, we then that would be the time, but for right now we don't have any other ideas.

Jim Bateman: Are we noted as a charitable organization?

Glenn Moss: We are a society.

Jim Bateman: we are not a non for profit organization registered with CRA.

Glenn Moss: we don't have to file a tax return.

Jim Bateman: some of the clubs are identified as a nonprofit organization, the Mustang club is identified as a nonprofit organization and we have to have certain things throughout the year showing in our bank accounts the donations to charities.

5. Communications (Bob Fisher)

a. How to we improve the Alberta Rides and Website as sales revenue?

Three steps, update the brochure and I will send it to everybody,

If you would like to be involved as a contact that certainly helps.

5 calls per director challenge. You know 5 businesses that could benefit from this. We're looking for you to make 5 in person calls, saying we would like you to join us; it's all going to improve the industry by scholarships, and this is what it gets you as a business. If everyone got one; we would be well past the mark. The people who sell the ads are responsible for collecting the funds.

b. How do we ensure that the ads get paid for?

Jim Herbert: Do we have a provision that if an ad is overdue the information goes back out to the director who sold it?

Bob Fisher: we haven't been doing that.

Glenn Moss: Whoever sells it, when I send out the invoice through Quickbooks, I can cc the selling director so that they know. I can also set it up so that there is an automatic reminder, like say 30 days and it will send out a notice.

6. Website (Jim Herbert)

a. How and who updates the minutes on the website?

Bob Fisher: We have to let Cliff know there are some minutes to go up. There are 2 steps, one is to put them in Drop Box, so that everybody in the room can see the minutes, and what you are saying is the next step, which on one of the pages of the website says look at the minutes from our meetings. That has not been done so that would contact Cliff to say "here are 3 meeting minutes that need to be posted."

Jim Herbert: do we deal directly with Cliff or do we go through Paul?

Bob Fisher: Paul is the guy; I deal with a whole bunch of things with Paul.

Jim Herbert: Yes, I'm not sure Cliff wants to be getting emails from everyone.

Question is, do we want to post all the minutes or just the annual meeting minutes?

The annual meeting minutes we have to keep legally for the government.

Neil Beckett: we should do all three. The more that is out there for the member clubs, the better.

Glenn Moss: there is no more requirements for us to file minutes with the annual return, we just have to file an audited return and update on directors.

7. Safety Checks

a. How do we get better participation in the Safety Check Contest?

Jim Herbert: Jim B talked about it by getting out to our member clubs and reminding them to do the checks and that they can reduce their membership fees if they win the contest.

b. Safety Director Position is open??

Our safety director cannot continue as his schedule is too full with his other activities.

Bob Fisher: we'll send out an email to our member clubs asking if they have a member who would like to join the SVAA and become the safety director.

8. Scholarships

a. Last year of a 3 year commitment. Do we continue?

Dick McDonnell: We're entering into the last year of a 3 year commitment. I'm interested in people's thoughts. One thing that concerns me is that NAIT is not making any contact information available of the recipients. SAIT has giving us the names and Jim is going to write them a nice congratulatory letter. Our profile is not getting approved if we have no way of contacting the recipients. Do we want to continue with the

program? Absolutely, it's a great idea for a young fellow going into the automotive trade.

Glenn Moss: I think it's a great idea.

Erich Ruppert: There's a couple of things we need, the guy's personal contact info and especially if they are in the apprenticeship program, where do they work?

Bob Fisher: so we have left the ability to nominate or give somebody this bursary to SAIT or NAIT, they are in full control.

Dick McDonnell: that is the way it works, they were not interested in us being involved in the selection process.

Jim Bateman: we hired a summer candidate at the Mustang shop, he had just graduated grade 12, and was going to SAIT. I didn't ask but my thoughts were that this may be the perfect kid as an opportunity to take advantage of our program. He has to apply to SAIT to get the bursary. It works on the second year program, so the second year the students are offered to apply for the bursary to pay for part of their second year costs. SAIT was also looking at the pre-employment where they go in for a 6 or 8 week to see if they like the automotive or auto body.

Erich Ruppert: I've had questions from Lethbridge College where some of our car club members are asking why SAIT and NAIT are getting these bursaries and they cant.

Jim Herbert: well when we contacted them when we were starting the program nobody replied.

Dick McDonnell: when I was asked to put this program together I contacted every post-secondary institution in the province that has an automotive program. At the end of the day I proposed NAIT and SAIT simply because you have such a much larger catchment area, so many more eligible people there versus the smaller institutes. It was simply to get more exposure for the SVAA.

9. New Business or any issues

There is one director position open in Grande Prairie. There is one fellow from the MG club who is interested in joining the board.

10.Adjourn