

## 2023 AGM AGENDA

**DATE:** November 25, 2023

**TIME:** 10:02

**LOCATION:** DELTA HOTELS BY MARRIOTT - 135 Southland Drive SE

**ZOOM:** NOT APPLICABLE



**MEETING CALLED TO ORDER BY:** Stephen Foord

Board: Stephen Foord, Brody Bley, Andrew Craddock, Leighton Fehr, John Greeves

### **MEMBERS PRESENT:**

Amber Bley, Kristin Broderick, Erin Brown, Mitch Brown, Jesse Byrne, Neil Carlson, Shaun Carroll, Ty Cartwright, Cole Chapman, Maty Chapman, Shane Cuthbertson, Cedric DuCAP, Bret Fazzio, Jason Schrage, Lisa Ferguson, Melissa Harten, Corey Ireton, Dean Ireton, Neil Jesse, Sean Mckenzie, Ryan Miller, Suzanne Pelletier, Courtney Schmale, Arjan Spelt, Robin Steinwand, Jarod Stock, Mike Tracey

### **NON-MEMBERS PRESENT:**

Marco Cussigh, Ryan Wyatt, Justin Ukrainetz

### **AGENDA:**

- A. Review of key AGM and Board meeting points from previous season
- B. Treasurer report
- C. Motions
- D. Open Floor

### **A. Review of key AGM points from previous season**

#### 1) Entry Fees

- i) Stayed at \$50/\$35 pre-entry, \$60/\$40 race day. Tried to implement a fast lane slow/ lane to encourage pre-entry. We saw a massive increase in online registration opposed to 2022
- ii) Increase in Entry fees for 2024?

#### 2) Race License/Online Pre-entry

- a) Second year using the online platform Motorsportreg.com. Significantly decreases the workload for volunteers, they charge a fee of 5.5%. The system is smart enough to assign only available race numbers and only paid members can use the system to pre-enter events. Includes online waivers. All this used to be manually verified by a volunteer which took over 100 hours a season.
- b) 2.2 Rider Numbers -The deadline to retain your previous race number is **February 29th** of every year by purchasing a new license. After this deadline passes, all numbers that have not been retained will be available to other racers. This will be done on Motorsportreg.com
- c) Race Entry Fees 2023 - Moved to online sales
  - i) Motion: move all yearly single/family membership sales to online only. It's easier than ever to purchase this online pre-event, and it will free up our race office admin to move over to the scoring tent and focus on handing out the correct badging to any rider that needs it. This will also remove the workload of a volunteer having to go into the system post race, to manually enter the new riders into motorsportreg. Both AMSA/ SGC riders who purchased onsite were instructed to go online after to create an account and choose a race number, and no one was doing this. This creates problems.
- d) Change Entry fee structure to remove Day Licence sales onsite. For 2023 we tried something new and gave all the Day License money to each club to help with their costs.
  - (1) Stays the same Member Pre-entry \$50/\$35 & Onsite: \$60/\$40
  - (2) Non-Members (Day Riders) Race Day Entry Saturday \$100/ Sunday \$70 (Includes day licence fee direct to promoter)

#### 3) New Scoring system - Motosponder

- a) Paid position again for 2024 - Position open, looking for someone to hire
- b) New Website format for results posted - Discussion about members feedback on new format
- c) Bike badging was improved in 2023 - all racers without correct badging received day numbers

- 4) Alberta Offroad Race licence
  - a) Current membership 610 full year members
  - b) Review Collaboration with Second Gear Club / Rocky Motorcycle "One Race License" program implemented in 2023.
- 5) WOC (Western Offroad Championship)
  - a) Open general discussion about the series, how it's been run, if any improvements can be made
- 6) Badging Enforcements 2023
  - a) Review badging enforcement for 2023
- 7) New Classes / Class requirement Changes 2023
  - a) Women's Pro class added / Start behind Vet Master
  - b) "PEEWEE BEGINNER: New racers with limited riding skill set 10" wheel size restriction. They will race on a separate course appropriate for learning and bike size".
  - c) Review how the new PEWEE bike and class structure was received by race participants parents for 2023

## B. Treasurer Report

- a. Savings/Chequing to date \$5692.70/ \$5010.86
- b. Expenses/Income review
- c. 2024 Budget Approval
  - i. Discussion for 2024 budget to happen here.

Treasurer was not in attendance and did not provide a financial report or a budget, will need to email the attendees the report once one is provided

## C. 2023 VACANCIES

We really need some new people from the membership to get engaged and volunteer for the following positions.

1. President - Brody Bley - only nomination
2. Vice President - Neil Carlson - only nomination
3. Treasurer - Nominations: Tab Sydor, Cedric Ducap - Cedric voted in by written secret ballot
4. Secretary - no nominations
5. **SCORING Team** - PAID position. \$560 per event. AS IT STANDS, we do not have anyone to score the races for the 2023 season. We are looking for one or more people who are willing to learn the system (paid training). If more than one person learns the system, then the season can be split up amongst the team members how they choose.
  - a. We need alternate ideas if we do not fill this role. Still looking to fill

### 6. MEMBERSHIP COORDINATOR Still looking to fill

**2024 AMSA Offroad Board Of Directors: President - Brody Bley, Vice President, Neil Carlson, Treasurer - Cedric Ducap, Secretary - vacant, Media Director - Leighton Fehr, Insurance Director - Andrew Cradduck, Competition Committee Director - as Brody will need to vacate this position the Committee will appoint from within, Sponsorship Director - Jon Greeves**

## D. MOTIONS

1. Motion: amend rule 1.3.1 Promoter points remove the cap of 5 organizers per event - Melissa Harten, Seconded by Andrew Cradduck, All in favor, none opposed - carried
2. Motion for an Alberta Super series - Cole Chapman
  - a. Motion: 3 mini series(pending race promoters) Hard enduro, Sprint, Harescramble/cross country. Individual championship for each mini series as well as overall champion. SOR, SGC, AMSA collaboration. AMSA sanctioning body/classes - Tabled
3. Online Payment Transaction fees to be covered by hosting club -Cristal
  - a. 3-4% Transaction fees are incurred by AMSA when racers sign up for each individual race online. These fee's are paid by AMSA, and not by the club hosting each individual race. I motion to charge this transaction fees to each club, which will be deducted from entry fee payouts - Tabled to discuss with Promoters at the Promoter meeting

## E. **OPEN FLOOR: if time allows**

- Alberta Super Series by Jared/Courtney/Shane - discussion had, SOR presentation was to run all AMSA events, they would take all the memberships fees and rider entry fees, they would then pay the promoters a flat fee. SOR would take over all roles of the board. Board will be in touch to see if we can do some sort of a collaboration, AMSA Offroad and SOR will remain different identities and the AMSA Offroad Board of directors will remain in place.

- Reallocation of rider levy to subsidize banquet costs - Motion: To reallocate the rider levy paid by promoters to AMSA from rider prizes to subsidize the cost of the banquet, separate fundraising such as 50/50s will pay for rider prizes - Jason Schrage, Seconded by Cole Chapman, all in favor, none opposed - carried
- Change scoring system to MOTOTALLY - discussion had, current system works really well, need to find a way to make registration go faster and to have results up faster. System is great, the problems we had last year were user error. Largest complaint was the registration.

**F. MEETING ADJOURNED: 13:02**

To all our members: Our riding community continues to grow year over, and many hands make for light work. Please volunteer for a task with AMSA, join your local riding club and support trail maintenance, and help keep these races going by contacting race promoters well in advance of the event and see how you can lend a hand.

**BOARD ROLL RESPONSIBILITIES**

**PRESIDENT**

- Licencing
- Schedule/Chair meeting (minimum 3 per year)
- Oversee Action Items are being completed and directors are completing their functions.
- Aohva liaison
- Scoring Liaison
- Must audit accounting for annual return

**VICE PRESIDENT / RACE DIRECTOR**

- Liason for promoter questions
- Schedule race calendar - work with promoters and report to the board
- Update Promoter Pack
- Chair a Promoter Meeting
- Alberta coordinator for the Western Offroad Championship

**TREASURER**

- Update ledger
- File Annual Return
- Deposit funds
- Accept etransfers
- Create invoices
- Track scoring costs, rider levy, promoter budgets, series budget
- Banquet expenses

**SECRETARY**

- Respond to emails or forward to appropriate director
- Schedule meeting venue (in person or zoom)
- Add action items to the list from emails or meetings
- Create AGM agenda
- Update rulebook and forms

**MEDIA DIRECTOR**

- Ensure the website is updated with information from meetings, race calendar, and AGM. Forward to our web hosting company for help if needed..
- Ensure Social Media is being updated with race posters, race results, race pics, and promoting our series sponsors. Jordana Clark will continue to make all posts on the two platforms

**INSURANCE DIRECTOR**

- Confirm annual Directors & Officers and general liability Insurance policy
- Event insurance for each promoter
- Confirm waiver requirements and protocol

**COMPETITION COMMITTEE DIRECTOR**

- This person will be the direct point of contact for all protests and promoter concerns.
- Manage a competition committee of 5-6 people that will need to attend the races to resolve rulebook infractions, protests, and any issues that may arise at the event.
- Assess the need for yearly advancements letters, and discuss with the committee.
- 2022 Competition Committee: Brody Bley, Josh Boland, Kristen Broderick, Brett Fazio, Gord Froese, Neil Jesse. Thank You!

**SPONSORSHIP DIRECTOR**

- September to November: seek out series sponsors for the following season. The tier system is a guide.

- September: Organize Banquet trophies and rider prizes with the help of the treasurer or a sub committee. Thank You poster/trophy made for title sponsor.

**RACE OFFICE ADMIN**

- This person needs to be at every race
- Sell Licenses
- Race entry forms, insurance waivers, event invoice, protest log book, Rulebook.
- Equipment: Banner, podium, PA, class stickers, helmet stickers, first aid kits, sweeper vests, sound testing, Garmin InReach (x4)
- Invoice promoter at end of event and deposit cash

**BANQUET COMMITTEE**

- Set budget, Confirm VenueRider Prizes,Trophies,Donation request - prize table,Optional: food, entertainment,activities