

**SCCA – Southwest Division, Inc.**  
**Annual Meeting, February 16, 2024**  
**7:00 pm to 9:00 pm CT**

- Meeting called to order at 7:01 PM by Bob Neff, about 40 in attendance
- Welcome & Opening Comments – Bob Neff
- Voting Directors (quorum confirmed)
  - Taylor Burnidge (Proxy for Matt Lucas, RE Texas Region)
  - John Lieberman, Red River Region
  - Nadja Pollard, RE Lone Star Region
  - Mike Rogers, Southwest Louisiana Region
  - Larry Svaton (Proxy for Zach Fox, RE Houston Region)
- No minutes from previous meeting
- Division Fee Schedule (ATTACHED)
  - Not a lot of changes except Sound Control. Bob Neff added covering lodging & transportation expenses for Sound Control the same as already provided for Radio Fees.
  - **MOTION to accept the 2024 Southwest Division Fee Schedule. (LIEBERMAN/BURNIDGE) ACCEPTED UNANIMOUS**
- Budget and Funding Requests from Divisional Administrators
  - Done in advance of the meeting as most DAs might not be at the meeting
  - F&C (Chad Seel): Requested \$1,000 for a fire school
    - Previously had \$750 budgeted and did have a fire school but did not spend all of the money, however costs are increasing.
  - Pit & Grid (Sheila Thornburg): Requested \$100 for safety vests
  - Radio (Edgar Martinez): \$1,000 for radio / headset repairs
    - Edgar said there is a problem with the antenna at NOLA Motorsports Park causing issues with radio reception. Antenna is VHF but we now are using a UHF system plus there are metal screens at each corner station which causes additional challenges.
    - Edgar also said there are problems with the headsets every year. He is looking into a different headset brand/vendor.
    - Edgar would like to revisit some of these issues to come up with a plan and budget to later present to the board.
  - Sound (Doug Mains): \$500 for calibration, shipping, and misc supplies
  - Stewards (Bob Neff): \$500 for potential training activities
  - Tech (Paul May): \$750 (\$550 for supplies, \$200 shirts)
  - Timing & Scoring (Diane Carter): \$1,000 for misc
  - Registration (Rosa Lee Smart): \$1,000 for misc.
  - Admin (Bob Neff): \$250 for misc
  - Annual Meeting (Bob Neff): \$500 per fee schedule
  - Website (Bob Neff): \$3,000
    - Lots of frustration over the lack of updates to the SowDiv website.
    - Accept that the individual regions each have their own websites.
    - Bob said that James Rogerson, previous Executive Steward, found a vendor who will clean up and maintain the website.
    - Costs are \$650 for initial cleanup and \$150/month for maintenance.

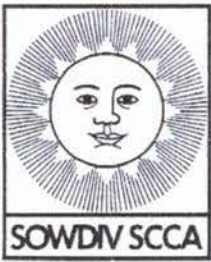
- This was actually discussed and approved by the SowDiv Board in November through email.
    - Bob added \$500 to the budget because there are some other structural things needed that aren't included in the initial fee.
    - Costs may go down once things are established.
  - **MOTION to accept the 2024 Budget and Funding Requests. (BURNIDGE/ROGERS) ACCEPTED UNANIMOUS**
  - Although 2024 budget requests are approved, we do not yet have a presentable final budget that includes both the approved funding requests and revenue projection due to a few outstanding items. Vince is working on that item.
- Financial Report for 2023 (ATTACHED) – Vince Hummer
  - Vince said that last year, he had a request to break out equipment expenses to show what the cumulative impact has been for the past 10 years. He went back to 2018 and added a fund balance to the Financial Statement for each of the equipment areas, i.e. Radio, Sound, Tech, T&S, etc. It's cumulative from 2018 rolled forward. Basically, it shows about \$4,500. Largest expense was sound needing new equipment and T&S bought a laptop. Nothing unusual.
    - Finally got the Trophy Fund to where it covered itself at \$2,500. The Race Fund is a cumulative of the SRO Funds and when we were previously racing at NOLA and spreading the expense out over all the regions and division.
    - Radio Fund is doing well and that includes the new trailer.
    - Sound Fund had recertification costs twice last year.
    - Tech had to buy some hardware this year
  - Sitara Wilson started a discussion about Permanent Number Fees as she took it over a couple years ago. She said she hasn't really done anything with them as the Majors Perm Numbers outweigh the Division's. She asked if that's something we still want to do or close the program as maybe two people registered in 2022.
- Old Business – Bob Neff
  - Revised Bylaws in November 2023 as they were no longer consistent with recent changes in Texas state laws associated with non-profit organizations. New Bylaws posted on the SowDiv website.
- New Business – Bob Neff
  - Congratulations to:
    - Houston Region for winning Region of the Year
    - Lone Star Region for winning the Tom Burke Award
  - More discussion regarding the SowDiv website.
    - Updated the list of Contacts.
    - Limited who can post things on the website to DAs, REs, AREs, Exec Steward. If someone else want to post something on the website, send it to your RE or Bob to approve.
  - Changes were made to the Southwest Road Racing Championship rules.
    - Race schedule must be in to Topeka by Dec. 1. That has not been happening so Bob appointed Robey Clark as our DA of Race Administration. That role is identified as the Chair of that committee.
    - Members of the committee are the DA Race Admin, the Race Chairs from each of the 3 racing regions, and Points Keeper. Exec Steward is a member, not a voting member but does have oversight. That role can refuse but not approve.

- In the past, we would present at the annual meeting the group/class listings for events. Now the Race Committee will do it earlier in the year. In addition, that needs to be done before the schedule is submitted in December.
    - We also had classes that haven't existed for many years or had different abbreviations from Topeka. Regional class rules were updated and posted to the website, after review and approval from the Race Department.
  - Volunteer Recruiting Program
    - Sydney Davis Yagel is managing a program from National that funnels people who are interested in specialties to the right place. They can fill out a form online at scca.com and Sydney will send that info to the specific region and DA. There is some screening going on but we should support that program to get people interested to work our events.
    - Bob said he'd like all of the DAs to think about succession. Is there someone who could step in a replace you if there's an issue? Think about training someone as a shadow.
  - Elect New Officers for 2024
    - Candidates up for election agreed to server another term unless other candidates are available. Running unopposed are:
      - VP Charles Orean
      - Treasurer Vince Hummer
      - Secretary Rosa Lee Smart
    - **MOTION to accept the three officers to carry on to 2024.  
(SVATON/POLLARD) ACCEPTED UNANIMOUS**
- **DISCUSSION FROM THE FLOOR**
  - Taylor Burnidge had an additional comment regarding the Timing & Scoring budget: The decoders we have are on the old system and software. While there is no threat of deprecation, if that came up, would be expensive. Vince said this is similar to what happened with the radios, so suggested T&S come up with a budget for that scenario to request an accurate budget.
  - Edgar Martinez said that he's now working for COTA and he would like to step away from supporting the radio program for the division. He asked that each region identify someone who will be the point of contact/support for each event. He will gladly train people and make sure they had everything they needed (through user guide binders) to perform the job. Those people can coordinate managing the equipment and trailer and make sure the items get where they are needed. He will be just a phone call away for any needed tech support!
  - Paul May said one of the items he does as DA Tech is fuel testing, which requires cyclohexane, which is not available to the general public. He does have a supplier but wanted to make sure people understand what it takes to help Tech do its job. In addition, Art Tapley is having a set of scales certified for \$33 each but the best Paul can do in Houston is \$190 with an \$817 bill just to keep Houston's scales on par. Regarding Pace Car, the same folks who attended the school at COTA last year are helping with PC duties this weekend.
  - Sitara Wilson mentioned that putting on this race was a test of how the regions work together and we need all the regions to inventory what they have so that we could share responsibility as well as equipment so that it's not so hard for a region to put on an event.

- Darryl Wills commented that as a new Race Chair, it's been eye opening how expensive putting on a race is. It's also expensive for drivers and we are losing SowDiv drivers. This race as a tri-regional effort helped all the regions as well as the division. It's a model we should look at doing more in the future. He also said there is a trend in SowDiv where racers only stay in their region. We need to get drivers to expand their race attendance. Sitara added that if we can share the marketing of events and pool all of our workers and drivers, we would have more successful events. Bob challenged the Race Committee to come up with a proposal to the regions regarding pooled effort and resources.
- **MOTION to adjourn. (POLLARD/SVATON) ACCEPTED UNANIMOUS**

Respectfully submitted,

Nadja Pollard *sitting in for Rosa Lee Smart, Secretary*



**SCCA - SOUTHWEST DIVISION, INC.**  
**FEE SCHEDULE**  
**UPDATED: January 1, 2024**

Make all checks payable to **SCCA - Southwest Division Inc.** and mail to:

Vince Hummer  
9030 Kirkmont Dr  
Houston, TX 77089-1105

**-- CALENDAR FEES:**

- Regions shall be asked to pay 10% of negotiated contract's Net Profit to the Divisional fund for services provided to a professional racing organization where licensed SCCA workers/officials are utilized as the core cadre. A copy of the contract shall accompany the Divisional fee.
- SCCA – Southwest Division Inc. will pay Road Racing calendar fees when the schedule is finalized by the SWRRC Race Committee and submitted to the SCCA Road Race Department. Change fees will be the responsibility of individual regions.

**-- EQUIPMENT AND PERSONNEL FEES:**

**\*\*TRAVELING TECH KIT FEES:**

1. \$50.00 per year per racing region – payable to Division.

**\*\*RADIO FEES:**

1. \$ 150.00 per day, **except for Driver School Days** – payable to Division.
2. The region will bear the cost of repair or replacement of all damaged items if the equipment is not returned in the same condition as before the event weekend.
3. Motel accommodations for TWO nights and transportation fee based on mileage(\*) for the person transporting radio equipment for race events only. **SOWDIV will reimburse the Region holding a School/Regional for the motel accommodations and transportation fee of the person transporting radio equipment.**

**\*\*SOUND CONTROL FEES:**

1. \$ 75.00 per day, **except for Driver School Days** - payable to Division.
2. Motel accommodations for TWO nights and transportation fee based on mileage(\*), payable to person transporting equipment for race events only. **SOWDIV will reimburse the Region holding a School/Regional for the motel accommodations and transportation fee of the person transporting the sound equipment.**
3. The region will bear the cost of repair or replacement of a damaged item if the equipment is not returned in the same condition as before the event weekend.

**\*\*TIMING & SCORING FEES:**

1. \$150.00 per day for all Regions using the Divisions' T&S equipment- payable to Division.

**\*\*EQUIPMENT RENTAL - NON-SOWDIV SCCA:**

1. Subject to approval by the Executive Steward, equipment may be rented at the following rates:
  - **rental by non-SOWDIV SCCA regions will be double the SOWDIV Regions quoted rate.**
  - **rental by non-SCCA entities will be triple the SOWDIV Regions quoted rate.**
2. In addition to the rental fee, the region or organizing body will provide accommodations and/or transportation fee agreeable to the SOWDIV administrator/personnel who transport and operate the equipment.

**SCCA - SOUTHWEST DIVISION, INC.**  
**FEE SCHEDULE**  
**UPDATED: January 1, 2024**

3. The region or organizing body will bear the cost of repair or replacement of a damaged item if the equipment is not returned in the same condition as before the event weekend.

**--TROPHY FEES:**

\$ 6.00 per each SWRRC race entry per event.

-- **PERMANENT NUMBERS:** \$ 5.00 per number per year per car; administered by the Divisional Permanent Number Keeper

-- **LICENSE WAIVERS:** \$ 30.00 per waiver; administered by the DA Driver Licensing

-- **CALENDAR LISTINGS:** \$ 100.00 per listing for commercial SCCA Accredited Schools.

-- **SOWDIV MEETINGS:** SCCA – Southwest Division Inc. will pay the hosting region \$500 to host the Annual Meeting or the scheduling meeting (if in-person, no reimbursement for meetings held via electronic conferencing). A second day, at \$500, will be available if a training program is brought to the division, which all directors and interested members may attend. This does not prohibit regions from charging a fee to cover additional expenses.

- Mileage reimbursement will be at the then-current IRS business mileage rate.



# SCCA SOUTHWEST DIVISION INC.

## DECEMBER 31 2023 FINANCIAL STATEMENT TWELVE MONTH SUMMARY-INCOMES & EXPENSES

<b>Total Balance Beginning January 1, 2023 =</b>		<b>16,514.12</b>	
<b>Annual Awards Fund =</b>			<b>\$803.30</b>
<b>Race Fund =</b>			<b>\$4,298.56</b>
<b>Radio Fund =</b>			<b>\$736.85</b>
<b>Sound Fund =</b>			<b>\$1,486.00</b>
<b>Timing &amp; Scoring Fund =</b>			<b>\$5,409.88</b>
<b>Tech Fund =</b>			<b>(\$81.87)</b>
<b>F&amp;C Fund =</b>			<b>(\$693.00)</b>
<b>Registration Fund =</b>			<b>\$0.00</b>
<b>General Fund =</b>			<b>\$4,554.40</b>
<b>TROPHY FUND</b>	<b>INCOME</b>	<b>EXPENSES</b>	<b>TOTAL</b>
SWRRC (2023)	\$9,318.00	\$8,220.63	\$1,097.37
SWRRC (2024)	\$606.00	\$0.00	\$606.00
ACTIVITY	\$9,924.00	\$8,220.63	\$1,703.37
<b>Annual Awards Fund Balance Ending December 31, 2023 =</b>		<b>\$2,506.67</b>	
<b>RACE FUND</b>			
<b>Race Fund Balance Ending December 31, 2023 =</b>		<b>\$4,298.56</b>	
<b>RADIO FUND</b>	<b>INCOME</b>	<b>EXPENSES</b>	<b>TOTAL</b>
Radio Equipment Related	\$2,400.00	\$0.00	\$2,400.00
Trailer Related	\$0.00	\$442.20	(\$442.20)
ACTIVITY	\$2,400.00	\$442.20	\$1,957.80
<b>Radio Fund Balance Ending December 31, 2023 =</b>		<b>\$2,694.65</b>	
<b>SOUND FUND</b>	<b>INCOME</b>	<b>EXPENSES</b>	<b>TOTAL</b>
Sound Consumables Related	\$750.00	\$49.66	\$700.34
Sound Equipment & Certifi	\$0.00	\$806.00	(\$806.00)
ACTIVITY	\$750.00	\$855.66	(\$105.66)
<b>Sound Fund Balance Ending December 31, 2023 =</b>		<b>\$1,380.34</b>	
<b>TIMING &amp; SCORING FUND</b>	<b>INCOME</b>	<b>EXPENSES</b>	<b>TOTAL</b>
T&S Consumables Related	\$2,100.00	\$117.87	\$1,982.13
T&S Equipment	\$0.00	\$811.86	(\$811.86)
ACTIVITY	\$2,100.00	\$929.73	\$1,170.27
<b>T&amp;S Fund Balance Ending December 31, 2023 =</b>		<b>\$6,580.15</b>	
<b>TECH FUND</b>	<b>INCOME</b>	<b>EXPENSES</b>	<b>TOTAL</b>
TECH Consumables Related	\$100.00	\$46.46	\$53.54
TECH Equipment	\$0.00	\$846.00	(\$846.00)
ACTIVITY	\$100.00	\$892.46	(\$792.46)
<b>Tech Fund Balance Ending December 31, 2023 =</b>		<b>(\$874.33)</b>	
<b>F&amp;C FUND</b>	<b>INCOME</b>	<b>EXPENSES</b>	<b>TOTAL</b>
F&C Training/Fire School	\$0.00	\$0.00	\$0.00
ACTIVITY	\$0.00	\$0.00	\$0.00
<b>F&amp;C Fund Balance Ending December 31, 2023 =</b>		<b>(\$693.00)</b>	
<b>REGISTRATION FUND</b>	<b>INCOME</b>	<b>EXPENSES</b>	<b>TOTAL</b>
Registration Training	\$0.00	\$0.00	\$0.00
ACTIVITY	\$0.00	\$0.00	\$0.00
<b>Registration Fund Balance Ending December 31, 2023 =</b>		<b>\$0.00</b>	
<b>GENERAL FUND ACTIVITY</b>	<b>INCOME</b>	<b>EXPENSES</b>	<b>TOTAL</b>
Website	\$0.00	\$726.80	(\$726.80)
SOWDIV Semi-Annual Mtgs	\$0.00	\$273.87	(\$273.87)
Treasurers' Dishonesty Bor	\$0.00	\$0.00	\$0.00
Exec Stwd/Stwd Training	\$0.00	\$0.00	\$0.00
Perm Numbers & License Wai	\$1,722.97	\$0.00	\$1,722.97
Admin(Bank Fees & Supplies	\$0.00	\$71.76	(\$71.76)
ACTIVITY	\$1,722.97	\$1,072.43	\$650.54
<b>General Fund Balance Ending December 31, 2023 =</b>		<b>\$5,204.94</b>	
<b>Total Balance Ending December 31, 2023 =</b>		<b>\$21,097.98</b>	