



Bluenose Autosport Club

Performance Rally Organizing Committee

Meet

NOTES	THURSDAY APRIL 18, 2024	6:30 pm – 8:00 PM	
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LOCATION	Virtual
MEETING CALLED BY	Mel Smith
NOTE TAKER	Barb Coleman
ATTENDEES	Online: Barb Coleman, Heidi Fennell, Mal Swann, Paul Delaney, Cathy Partridge, James Partridge, Kevin Himmelman, Mel Smith, Brian Partridge,
DATE OF NEXT MEETING	Thursday May 2, 2024 @ 6:30pm ONLINE

Action Items

Action	Person Responsible	Due Date
Steward Reports – Ledwidge received; probably won't get Trout Lake – Barb and Mal to put some notes together.	Mal Swann / Barb Coleman	2024-05-02
Recruit volunteers (get their email address to chiefmarshall@bluenoseautosport.ca) - ongoing	All	2024-09-21
Reach out to Community Colleges for volunteers - in progress	Sasha Brideau	2024-05-02
Recruit volunteers with four wheel drive road legal vehicles for open and close of Trout	All	2024-09-01
Draft up Spectator PDF document – in progress	Barb Coleman	2024-05-02
Rafflebox set up for 50/50 draw for Rally Dates – Lottery license in process	Barb Coleman	2024-05-02
Post Documents and Online registration on website	Barb Coleman	2024-04-19
Communication to Rally Competitors with Documents and Registration Dates	Barb Coleman / Heidi Fennell	2024-04-23
Get Mike Reese and Ryan Burrill email address to Heidi	Cathy Partridge	2024-04-23
Send sample poster to Mel	Cathy Partridge	2024-05-02
Purchase BBQ food	James Partridge / Heidi Fennell	2024-05-30
Purchase Volunteer Snacks	Cathy Partridge / Kevin Himmelman / Heidi Fennell	2024-05-30
Order 2 Portapotties	Barb Coleman	2024-05-23
Call to volunteers (email BAC members and Associated Clubs / General Public via Facebook with a boost	Cathy Partridge (first draft) / Barb Coleman (second read) / Heidi	2024-05-02

	Fennell (publishing)	
Submit Permit Application to CARS	Barb Coleman / Mal Swann	2024-04-23
Prepare Routebook first draft	Barb Coleman	2024-05-05
Green Crew route inspection	Brian Partridge / Mal Swann	2024-05-05
Plan Volunteer Training Session – week of May 6th	Mel Smith / Clarke Paynter	2024-05-10
Recruit Steward (Dave Noble?)	Mal Swann	2024-05-02
Attempt to recruit Apprentice Coordinator (names below – suggestions and contact information to be forwarded to Cathy)	Cathy Partridge	2024-05-02
Confirm Scrutineer (Kevin Partridge)	Mel Smith	2024-05-02
Draft list of volunteer positions for Cathy	Barb Coleman	2024-05-02
Test CB Radios to replace air horns	Mel Smith (with Ian Pearce)	2024-05-02
Purchase Champagne	Mel Smith	2024-05-23
Service Fire Extinguishers	Mel Smith	2024-05-23
Ledwidge Authorization Letter	Barb Coleman / Mel Smith	2024-05-02

Agenda topics

Action Item Updates

Received and reviewed 2023 Ledwidge Stewards Report

Competitors Discussion

Only James committed to running RallySprint so far.

We will put out a communication to competitors to register by May 1st for RallySprint. If there are not enough (at least 3) signed up by then, we will cancel the RallySprint portion of the event.

Ryan Burrill & Mike Reese – possible competitors – Cathy to get their emails to Heidi

Barb to prepare email communication to competitors for Heidi.

Discussions:

Budget and Sponsorship

Rafflebox in progress – Lottery license request is being processed

Still no word from Subaru Dealership Association for future sponsorship, Blu is following up.

Roads and Areas

Mel and Pidge have run the route. Roads are OK.

Using same Rally stages as last year, with an extension beyond the Y, to allow for a spectator area.

We can put a spectator area at the Y.

There are 2 - 5 km sprint stages available if we need them.

If we are going to do a Sprint option, we need to determine the rotation. (For example: Stage Rally clockwise x 3, then RallySprint clockwise; break; Stage Rally counterclockwise, then RallySprint counterclockwise)

Mel and Pidge to send me their details.

Cathy will send sample poster to Mel for posting in the woods.

Locations, Buildings, Food

Trailer for HQ with Generator. Mal or Mel will bring one.

Tables – Barb will bring one.

Mal – will bring 2 BBQs.

Pidge will purchase food for the BBQ from Sobeys.

Kevin H. and Cathy will look after snacks and drinks (Barb has 2 cases of water already)

For both purchases, if there is anything non-perishable that can be purchased at Costco, Heidi will do that.

We will order two Porta potties – 1 for HQ and 1 for the Spectator area

Volunteers

Volunteer email was sent out and we have had some feedback already of people willing to volunteer.

Ian Pierce is not receiving information for ASCC –Barb to ensure that associate club liaisons (like Ian) are included in future communications.

General email calling for volunteers to be sent out via email (to BAC membership) and via Facebook with a \$20 boost. Cathy to draft, Barb to review, and Heidi will send.

Barb and Paul will do onsite Volunteer coordination on the day of the event.

Clarke Paynter is willing to take on Clerk of the Course

Clarke is doing training session – week of May 6th – Mel to follow up.

Barb to put position list together for Cathy, which will include Spectator Area Coordinators.

Mal to follow up with Dave Noble re Steward

Scrutineer – Mel to confirm if Kevin Partridge is willing and available.

Green Crew – Brian P. & Mal S. – Sunday May 5th - Barb to get a preliminary routebook prepared by then.

Potential Apprentice Coordinators for Cathy to contact: Mitchell Parker, Emily; Sharla Hunter (of Greenwood Ham Club); Dawn Negus (marshal)

Registration, Routebook, Admin

Supp Regs and Safety Plan submitted to CARS.

Barb will now post to website along with Online Registration link and will get Heidi to send out communication (email and Facebook)

Barb to submit permit application to CARS.

Barb will start Route Books. Will be finalized once the sprint decision is made on May 1st.

Barb to get Mel last year's Ledwidge Authorization Letter to him so he can get it signed.

Blu will do printing for us again, as sponsorship.

Timing, Scoring, Radios

Mel to test CB radios with Ian, to use instead of air horns.

Safety (Fire/Rescue)

MRTS informed of dates

Misc.

Mel to buy 6-9 bottles of champagne (depending on RallySprint status)

(If someone is talking to Pete Lockett, ask if he wants to sponsor us with sparkling wine.)

Mel to have fire extinguishers serviced.