



**Karting (New South Wales) Inc**

**ABN 80 078 024 223**

Locked Bag 8017 Penrith NSW 2751

02 4731 5000 - phone

02 4731 5844 - fax

admin@kartingnsw.com - email

www.kartingnsw.com.au - website

## Board Meeting Minutes– 24<sup>th</sup> April 2013

---

Meeting opened: 10.18am

### **Attendees:**

Steve King  
Bob Baker  
Ian Saville  
Karen Newton  
Tony D'Annibale  
Philip Naughton  
Russell Grimson

### **Apologies:**

David Kermond  
Derek Ferry  
Graeme Abbott  
Glen Egan  
Mark Horsley  
Paul Hull  
Aaron Borg

### **Declaration of Pecuniary interests**

Steve King Part Time Engine Tuner

### **Correction to 27<sup>th</sup> February 2013 Minutes**

Motion: Accept previous minutes – 27<sup>th</sup> February 2013, with the following alteration “The TAFE are developing a quote for Level 4 Stewards Course we have not yet received it”.

Moved: Bob Baker  
Seconded: Ian Saville  
Motion: Carried

### **Agenda Item 1 – TEKA Endorsements**

**Proposed by Debbie Hutt**

Rule 13.15.4(a) – State Policy required so that TEKA drivers only need 6 endorsements to upgrade to Grade B the same as other karters.

**Motion:** Delete last sentence of rule 13.15.4(a), forward to 2013 Committee Conference.

Moved: Bob Baker  
Seconded: Tony D'Annibale  
Motion: Carried

### **Agenda Item 2 – Calendar Change**

#### **Proposed by Orange**

Orange Kart club would like to move the date of our south pacific titles from the 9th- 10th of November to the 2nd-3rd of November. Just the weekend before because we clash with the vintage kart race at Numurkah in Victoria, And have had many requests from competitors if we could change this date if possible.

**Motion:** Request declined.

Moved: Bob Baker  
Seconded: Ian Saville  
Motion: Carried

### **Agenda Item 3 – Committee Conference Agenda Items**

#### **Proposed by Board**

Critical Incident/Support Guide  
Karting new South Wales Track Handbook  
Major events Guide  
W, H & S  
Licence - insurance - Cadet/Rookie/Junior/Pensioners.  
Race Video Surveillance  
National Demerit Points system  
Officials Training

**Motion:** Forward to National for the 2013 Committee Conference. Ian Saville to submit Technical items to the State Office.

Moved: Bob Baker  
Seconded: Ian Saville  
Motion: Carried

### **Agenda Item 4 – Correspondence to Mr. T Stewart and Mr. McRae**

#### **Proposed by Board**

**Motion:** Correspondence as submitted to be forwarded to the relevant people.

Moved: Bob Baker  
Seconded: Tony D'Annibale  
Motion: Carried

## **Agenda Item 5 – Duties of the Grid Marshal Proposed by Board**

### **Duties of the Grid Marshal (Rule 4.20)**

The Grid Marshall shall be responsible for the marshalling of the karts in their correct grid positions, controlling karts until such time as they are placed in the hands of the Starter and at all times to cooperate with the Pit/Paddock Marshal.

### **Bob Blackman Recommended Procedures**

1. Before start of the meeting, sign on the “Officials Sign On Sheet” and obtain radio.
2. After close of entries, obtain a copy of the race order from the race secretary. (Print out from CMS).
3. Liaise with Clerk of Course to run carby session.
4. If at any stage the race order changes or a hold is put on a class advise the competitors on the PA system.
5. (Rule 16.07): The Grid Marshal shall call the first class onto the Grid and the next class to the rear of the Grid with computer drawn grids, the pole (P1) sitter can select either side of the front row only in the pre final and final. In time qualifying race meetings, the pole (P1) sitter can select either side of the front row in heats, Prefinal and final.(Rule 16.07(b)). When leaving the outgrid, allow two minutes from when the first kart crosses the baulk line to closing the gates.(Rule 16.07(c)). If a kart has not started by the baulk line, the kart is brought back to the outgrid. Only one more attempt to start is allowed (Rule 17.05).
6. Race stoppage (Red Flag), if a race is stopped (Red Flagged) the Grid Marshal obtains a list of eligible competitors and their grid positions and forms them into grid order ready for a restart. (Rule 16.11(d)).
7. Starting Procedure for Classes;
  - Cadets:** (Comer SW80) Instruct pit crew to start engines. When engine is started the pit crew is to step to the edge of the outgrid. Do not hold the class longer than 10–15 seconds.
  - 125cc TAG:** Instruct drivers/pit crew to start engine. All pit crew to be clear of outgrid. Do not hold longer than 10-15 seconds.
  - Classes with Yamaha engines fitted with clutches:** Instruct pit crew to start engine with outboard starter and step clear of the outgrid. Do not hold longer than 10-15 seconds.

**Grid Marshal to take care when releasing a class with a mix of non-clutch and clutch engines.**

**Officials Handbook Version**

**Grid Marshal**

Grid Marshals shall be responsible for the marshalling of the karts in their correct grid positions, controlling karts until such time as they are placed in the hands of the Starter.

A driver who has qualified for pole position can select which side of the grid he/she wishes to start from and second pole will assume the opposite position. This does not alter any other grid positions. Old position to wear a fluoro armband or other form of identification.

The Grid Marshal shall call all competitors to the grid and will allow two minutes for all grid positions to be filled. In the event of a grid position being left open at the end of two minutes, the vacancy shall be filled by the next qualifying competitor.

Push start karts that fail to start or need to be restarted before reaching the baulk line must be immediately removed from the track or returned to the grid apron to try again. Before trying again the competitor must get permission from the Grid Marshal or Clerk of Course. Only ONE additional attempt to restart will be permitted as per Rule 17.05.

A two minute board is to be displayed at the Grid gate the moment the first kart leaving the Grid has crossed the baulk line. Karts are allowed up to two minutes to clear the grid. If the grid is cleared before two minutes the board is lowered and the drivers are then placed in the hands of the Starter, the Grid gates will be closed. Once the Grid gate is closed, any karts still on the Grid will be deemed non-starters for that race.

Clutch driven engines must not be started until directed by the Grid Marshal. The driver must be in the kart when starting the engine, and the drive wheels remain stationary. When the Grid gate is opened, the Grid Marshal will instruct the drivers to exit the grid in an orderly manner. Any kart unable to proceed when instructed to do so is to be moved aside by the pit crew, as instructed by the Grid Marshal, to allow karts behind it to exit the Grid. Karts moved aside under this rule are allowed two minutes under Rule 16.07(c) to exit the Grid.

The following are duties of the Grid Marshal:

- Be present at the circuit to coincide with the appropriate timetable of practice for that day. (see newsletter or Supplementary Regulations for the meeting)
  
- Report to the Clerk of Course and “swipe-on” as an official of the meeting.

- Attend Drivers and Officials briefings.
- Confirm grid microphone (if available) is in appropriate position, collect the black and white chequered flag (used to terminate a practice session), a yellow flag to signal more drivers joining the session or an accident at the end of the straight and the 2 minute board.
- Control the practise session. Do not mix Seniors and Juniors, or Juniors with Rookies and Cadets.
- Check the practice numbers do not exceed the track limit.
- Collect the grid sheets from the Timing Operator and use the PA to keep grids organised. The starter will signal to release the class and the Grid Marshal must display the 2 minute board if the grid is not clear.
- Review Rule 4.20 and 16.07 in the current Manual.
- Inform the tower if any competitors retire from the meeting or any mistakes are found.
- If abused by a competitor or pit crew advise the Clerk of Course and lay a complaint.
- If a competitor has a problem with their grid, let the Clerk of Course or Steward deal with it. Prepare another class to race, just in case it is required.
- DRIVERS ARE NOT TO BE SENT TO THE CONTROL TOWER.

**Motion:** Add the control of starters. Forward to National for the 2013 Committee Conference.

Moved: Ian Saville  
 Seconded: Bob Baker  
 Motion: Carried

### **Agenda Item 6 – Transponder Sales Proposed by State Office**

**Motion:** Transponder sales through the office are continued but the financial side is to be reviewed at the time of the next budget.

Moved: Bob Baker  
 Seconded: Tony D'Annibale  
 Motion: Carried

**Agenda Item 7 – Mark Hawryluk – B Grade Licence Request  
Proposed by State Office**

**Motion:** Mr. Hawryluk may apply for a new licence, but his record will not be expunged.

Moved: Bob Baker  
Seconded: Ian Saville  
Motion: Carried

**Agenda Item 8 – Steve Cuskelly  
Proposed by Dubbo**

Dear Sirs,

As you all would be painfully aware, Karting in NSW at present is experiencing a significant dearth of Graded Officials above Grade 4. This situation results in great difficulty for Clubs, especially Country Clubs due to distances that have to be travelled, to secure even the minimum number of senior Officials to undertake a Club Day Race Meeting.

The Dubbo Club's Steve Cuskelly had his Officials Licence cancelled until the 31<sup>st</sup> December, 2012. To again undertake duties as a Grade 4 Clerk of Course he was required to satisfactorily attend an Officials Training School. He has completed this requirement by satisfactorily attending the Officials Training School at Grenfell last Saturday, 6<sup>th</sup> April, 2013.

Mr Cuskelly is acutely now aware that his previous conduct was uncalled for and regrets his on-line actions.

Whilst the Dubbo Kart Club is aware of his mis-appropriate use of Cyber Space, we are of the view it in no way diminished his abilities to perform as a Grade 3 Clerk of Course, especially at Lincoln County Raceway.

We had submitted Mr Cuskelly as Clerk of Course with our Applications for Permits for the 21<sup>st</sup> April, 2013 and 19<sup>th</sup> May, 2013. At present Mr Max Thornhill has agreed to undertake duties as Clerk of Course on 21<sup>st</sup> April, 2013 but only as person of Last Resort and would welcome being replaced. We have attempted to secure the services of others for both these Race Meetings, so far to no avail. We will continue to ask others.

We therefore respectfully request that Mr Cuskelly be granted Grade 3 Clerk of Course Status in order to undertake these duties at the Dubbo Kart Club's Race meetings. We would ensure that such situation was acceptable to and endorsed by the Chief Steward at these Race Meetings.

Kind regards,



Arthur Mortimer, Secretary.

**Motion:** Move to Grade 3 subject to a favorable outcome from Mr. Max Thornhill and the completion of the necessary upgrade paperwork.

Moved: Ian Saville  
Seconded: Bob Baker  
Motion: Carried

**Agenda Item 9 – Calendar Change  
Proposed by Orange**

OKC would like to change the date of our May meeting to the next weekend so from the 26 to the 2nd of June because CDKC have a race meeting on the same day and we would like a change to give our members a chance to race at both clubs

**Motion:** Approved subject to no clashes in the Southern Zone.

Moved: Tony D'Annibale  
Seconded: Bob Baker  
Motion: Carried

**Agenda Item 10 – Dylan Peters N1419  
Proposed by CEO**

Exemption sought to move to Seniors without the 6 endorsements.

**Motion:** Approval granted.

Moved: Tony D'Annibale  
Seconded: Bob Baker  
Motion: Carried

**Agenda Item 11 –Travis Lichtenberger N259  
Proposed by CEO**

Exemption sought to fun Junior Clubman without the necessary endorsements.

Agenda item withdrawn.

**Agenda Item 12 – Officials Communication  
Proposed by SKC**

State to look into a SMS program to send messages to Officials.

Discussed, work in progress.

**Agenda Item 13 – Pit Crew Parents/Guardian Licences**

**Proposed by SKC**

The Board of Karting NSW seriously look into the needs for AKA to bring in a form of licencing for pit crew parents/guardians to be licences. So we can take action against the offenders.

**Motion:** Forward to National for 2013 Committee Conference.

Moved: Bob Baker

Seconded: Ian Saville

Motion: Carried

**Agenda Item 14 –State Practice Policy**

**Proposed by SKC**

The Board of Karting NSW review the State Policy "Practice", especially item 13 and re-word if necessary

**Motion:** Updated policy to be released to Clubs, Officials Industry and Licence holders.

Moved: Ian Saville

Seconded: Bob Baker

Motion: Carried

**Agenda Item 15 – Registerable Vehicles Rule 17.11(g) Discussion Item**

**Proposed by SKC**

**Motion:** Discussed, forward to the Risk Management Committee for review.

Moved: Tony D'Annibale

Seconded: Ian Saville

Motion: Carried

**Agenda Item 16 – SKC Agendas**

**Proposed by SKC**

Discussion on a reduced time frame for the release of agendas.

**Motion:** Trial 14 days, review after 2013.

Moved: Bob Baker

Seconded: Ian Saville

Motion: Carried

**Agenda Item 17 – Tribunal Summaries Discussion Item**



## **Proposed by SKC**

Discussed.

## **Agenda Item 18 – Inquiry Results Distribution Discussion Item Proposed by SKC**

**Motion:** The Board will continue to make decisions on whether information should be released. These decisions will be made in the best interest of the sport.

Moved: Bob Baker  
Seconded: Tony D'Annibale  
Motion: Carried

## **Agenda Item 19 – 2015 Closed State Titles Proposed by Grenfell**

To whom it may concern

On behalf of the Grenfell Kart Club, I would like to forward our expression of interest to host the 2015 Closed State Titles.

Grenfell kart club is an enthusiastic and hard working club moving forward to meet AKA guidelines and rules as per the rule book. As a club we endeavour to continue to move forward with the AKA into the new age of karting.

By 2015 we will have improved and replaced many of the existing fixtures. This will allow us to meet and exceed the current regulations as stated in the AKA rule book. The club has the full support of our members and the town of Grenfell.

As a club we have considered all of the above and strongly believe we are more than capable of hosting the 2015 Closed state titles.

A formal application will be presented to the board when applications are called for.

Yours in Karting

Craig Sargent  
President  
Grenfell Kart Club

**Motion:** Forward to the Major Events Coordinator for his recommendation to the Board.

Moved: Bob Baker  
Seconded: Ian Saville  
Motion: Carried

Request expressions of interest for the 2014 Closed State Titles.

**Agenda Item 20 – PMKRC Junior Challenge  
Proposed by Port Macquarie**

Dear Board Members,

It has come to the attention of PMKRC Inc committee that a flyer has been distributed by email to all NSW licensed drivers, the flyer was from WKRC Inc advertising the May club day and naming it as a JNR Challenge with \$3000.00 price money and trophies down to 5th place, this came out prior to our 1st round of the Nth Regional JNR Challenge which we believe to be unfair to our JNR Challenge which has been a named event for the pass 7 years. We as a club were made to jump through hoops and had to change the naming of our event three times before we could advertise this event as a JRN Challenge.

So does this now mean that any club in NSW can do a flyer and name an event as they wish and take names from other clubs annual named events i.e.; can PMKRC Inc now name an event as the Ladies Day, City Cup, Over 40s, Young Guns, the Yamaha, MTA etc etc.

Thank you for taking the time to hear our request,

Yours truly,  
The Committee PMKRC Inc

Liana Stewart

**Motion:** Reply to be sent to PMKRC pointing out the differences. Request declined.

Moved: Bob Baker  
Seconded: Tony D'Annibale  
Motion: Carried

**Agenda Item 21 – Financial Update  
Insert**

<b>KARTING NSW FINANCIAL POSITION-MARCH 2012 TO MARCH 2013</b>		
	<b><u>Mar-12</u></b>	<b><u>Mar-13</u></b>
<b><i>General Account</i></b>	\$ 25,317.76	\$ 26,147.53
<b><i>Business On Line Saver</i></b>	\$ 80,632.14	\$ 98,845.22

<i>Accounts Receivable</i>	\$ 28,940.75	\$ 60,717.70
<i>Term Deposit</i>	\$ 162,137.53	\$ -
<i>ASSET-12 Macquarie Ave-Funds from Karting NSW Term Deposit</i>	\$ -	\$ 163,272.80
<b>TOTAL INCOME</b>	<b>\$ 297,028.18</b>	<b>\$ 348,983.25</b>
<i>Accounts Payable</i>	\$ 104,013.82	\$ 137,316.03
<i>Pre Approved Payment due to Unit Trust</i>		\$ -
<b>TOTAL EXPENSES</b>	<b>\$ 104,013.82</b>	<b>\$ 137,316.03</b>
<b>KARTING NSW FINANCIAL POSITION</b>	<b>\$ 193,014.36</b>	<b>\$ 211,667.22</b>
<b>INCREASE IN FUNDS FROM MARCH 2012 TO MARCH 2013</b>		<b>\$ 18,652.86</b>
<i>Refund of GST from Unit Trust Approx \$25,000.00 to follow - This will not make a difference to the outcome as above as the Asset of the property will decrease and the bank account will increase.</i>		
<i>Please note also that Karting NSW paid out \$21,104 for surrender of the lease at the St Mary's State office therefore Karting NSW financial situation could have been a further \$21,104.00 increase in funds.</i>		

**Motion:** Accept the Financial Statement supplied.

Moved: Tony D'Annibale

Seconded: Bob Baker

Motion: Carried

### **GB1 – CMS Timing Training at PMKRC**

Forwarded to Philip Naughton, training will be at the clubs expense.

### **GB2 – Level 4 Steward TAFE Training Proposed by Bob Baker**

**Recommendation:** That we accept the quote for the TAFE Moodle Project for the sum of \$8,500.00. Seek funding from National for the trial.

Moved: Bob Baker

Seconded: Tony D'Annibale

Motion: Carried

**GB3 – Technical Training at Canberra  
Proposed by Steve King**

Training date to be followed up with Canberra.

**GB4 – Fundraising Training  
Proposed by Bob Baker**

Postpone to 2014.

**GB5 – Live Credit Card Payments  
Proposed by Bob Baker**

Discussed.

**GB6 –Constitution Review Process  
Proposed by Bob Baker**

Bob Baker and Steve King to review within two weeks, then to be released to the other Board members.

**GB7 – Risk Management Updates from Sport and Recreation  
Proposed by Bob Baker**

Discussed.

**GB8 – Directors Briefing Reputation Risk  
Proposed by Bob Baker**

**Motion:** Bob Baker's attendance approved.

Moved: Tony D'Annibale  
Seconded: Ian Saville  
Motion Carried

**GB9 – Breathalysers  
Proposed by Ian Saville**

Work in progress.

**GB10 – Closed State Titles  
Proposed by Ian Saville**

Discussion on Technical officers.

**GB11 – 2013 Southern Zone Junior Development Camp**

**Proposed by Russell Grimson**

Update on the Junior Development Camp.

Discussion on the buddy systems and karters clinics for new karters.

**GB12 – Race Paperwork**

**Proposed by Tony D’Annibale**

Queries on content in race paperwork are to be to the Chief Steward instead of Club committee members.

**GB13 – Officials Training**

**Proposed by Philip Naughton**

Update on officials training schedule.

**GB14 – NKC Agenda Item – 1<sup>st</sup> May 2013**

**Proposed by Steve King**

**Motion:** NSW do not support Go Kart Club of SA’s application on all grounds except for the spacing of events. Agenda item 11 Nationals – 1<sup>st</sup> May 2013 NKC Meeting.

Moved: Bob Baker

Seconded: Ian Saville

Motion: Carried

**GB15 – Chairperson Position**

**Proposed by Steve King**

The Board is now considering the situation of splitting the combined role of CEO/Chairman to two separate positions of CEO and Chairman.

Meeting closed 1.54pm