

# SHORT CIRCUIT MOTOR SPORT ASSOCIATION INC

*Servicing motorsport in Queensland since 1977*



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## General Meeting Agenda – 15 June 2024

### Carnell Raceway

Canteen Area after Round 1 Concluded for the day – approximately 4:30 pm.

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**Attendance:**

**Apologies:**

**Interest Declarations:**

**Minutes of Previous Meeting:** 13 April 2024

**Business arising from previous minutes:**

### Tasks & Actions

| Timeline       | Who is Responsible           | Task/Action                                                                                                 |
|----------------|------------------------------|-------------------------------------------------------------------------------------------------------------|
| June 2024      | Dan O'Mara                   | Update any classes prior to first round in April 2024.                                                      |
| June 2024      | Dan O'Mara, Garry O'Halloran | Update the rules associated with Juniors prior to first round in April 2024                                 |
| June 2024      | Charlotte Kelly              | Compliance documentation including policies, procedures, role descriptions, blue card                       |
| Ongoing        | Maintenance Volunteers       | Organise fixing of issues on turn 2 & 3 and turn 3 & 4.<br>Other improvements to be listed and attended to. |
| April/May 2024 | Moss Lane, Charlotte Kelly   | Signing of Lease Agreement                                                                                  |
| April 2024     | Charlotte Kelly              | Constitution compliance with Office of Fair Trading.                                                        |

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## **1. Carnell Raceway Maintenance & Repairs**

A working bee was held during May 2024 that allowed for a few things to be ticked off the maintenance and repairs to do list. A report of the work that was conducted is attached.

Another working bee will be necessary on the weekend of 14 & 15 July 2024. Contact Brett Kelly on 0428 747 087 if you can help with the working bee. A big thank you to all the volunteers who assisted in the work completed. Acknowledgement is listed on the Report.

## **2. Lease Agreement & Other related matters**

The Lease Agreement was signed on Saturday 25 May 2024 in Warwick, Queensland. We needed a Justice of the Peace to witness the signatures and was able to organise that after the first half of the working bee during the weekend of 25 & 26 May 2024.

We are exploring how to move forward with Carnell Raceway and operation opportunities. Membership will be informed of any outcome.

## **3. Treasurers Report**

2023 Financial Report from Treasurer. The report requires membership acceptance to be submitted to the Office of Fair Trading.

Financial Report to date for 2024. Separate report on Round 1.

### **Bank Balances as of 4 June 2024**

|                  |            |
|------------------|------------|
| Savings Account: | \$ 188,618 |
| Running Account: | \$ 42,943  |
| Carnell Account: | \$ 43,142  |

## **4. Compliance with Legislation**

### **a. Constitution**

Office of Fair Trading was contacted on our requirements to submit our constitution to comply with the new legislation as was detailed in previous general meeting. Office of Fair Trading informed that if we are to

adopt the new legislation through the model rules, we did not require sending in an update on our constitution. Model Rules trumps any constitution as does the legislation. For the time being, the constitution has not been changed. Any changes to the constitution will be presented to the membership in a General Meeting for consultation.

**b. Policies, Procedures & Role Descriptions**

Policies, Procedures & Role Descriptions are still a work in progress.

**c. Workplace Health and Safety Audit**

Workplace Health and Safety is a top priority to complete as soon as possible. Len Falknau will be conducting a Workplace Health and Safety Audit on Carnell Raceway, and we thank him for volunteering to do this task. Further work will be needed, and membership will be kept informed of the progress.

**5. Media Officer**

We now have a new Media Officer that is going to look after all the merchandise, social media posts, advertising, flyers, etc. with a bit of fun to bring to the membership. Our new Media Officer is Christina Poole and she is very enthusiastic to get more involved with helping to promote the association and the track. Thank you Christina!