



**QUEENSLAND SALOON CAR ASSOCIATION INC.
COMMITTEE OF MANAGEMENT MEETING MINUTES
NOVEMBER 2013**

*Held on Saturday, 30 November 2013 from 9:00am
Residence of Allan Jennings*

Meeting Opened: 9:20am

1. Welcome by State President

The President welcomed everyone to the meeting, particularly the two new members of the Committee of Management. They were invited to ask questions as required. Information concerning 'housekeeping' was provided.

2. Attendance/Apologies

Chair:	Jim Cowley	President
Minutes:	Dianne McKeiver	Secretary
Attendance:	Allan Jennings	Vice-President / State Chief Steward
	Pam Franz	Licensing Secretary / Treasurer
	Bill Peall	State SSA Technical Representative
	Tony Cornelissen	State QSCA Technical Representative
	Klaus Weber	Northern Zone Representative
	Kaye Arthur	Central Zone Representative
	Patricia Writer	Southern Zone Representative

3. Correspondence

The Secretary explained that it was difficult to provide a formal list as previously supplied, as it was hard to determine whether or not some items constituted formal correspondence or not. Many items were obviously formal, but a great deal could be considered as informal or 'email discussions'. It was agreed that all such correspondence would be kept for future reference.

The Secretary invited questions and concerns be raised as required.

A recent issue arose very recently when the President shared some information provided to him as a Board member of the SSA to the rest of the QSCA Executive. The QSCA Vice-President sought clarification what could be considered a discrepancy with the accuracy of the information and was asked to provide information about how he obtained a copy of the information.

The Committee of Management supported the idea that information still be shared as appropriate at this level. Outgoing correspondence, other than basic information, was generally checked by members of the Executive prior to distribution.

MOTION: That incoming correspondence be accepted and outgoing correspondence be endorsed.

Moved: Pam Franz Seconded: Allan Jennings No objections

4. Financial Report

MOTION: That the Financial report be adopted.

Moved: Pam Franz Seconded: Bill Peall No objections

The Treasurer tabled the financial report and copies were distributed. Pam Franz spoke to the document and provided some critical statistics regarding the status of our organisation. Whilst the financials were reflecting a steady situation, it was explained that car counts were down within QSCA divisions. The numbers of nationally registered cars were about the same, but during the previous year, there were an additional 65 cars (QSCA registered). The numbers of licenced drivers has also dropped.

It is recognised that many factors contribute rises and falls in numbers (e.g. family/personal situations, state and national title events). It would be interesting to compare the data from over recent years to look at the rise and fall in numbers.

Everyone is asked to take any opportunity to encourage participation in our sport – from spectators to competitors. It was suggested that events like ‘come and try’ days (if possible?) and that people who have cars with passenger seats could provide the experience to people who are interested. Targeting schools was considered a good opportunity to promote our sport too!

At this point, it was decided to draft a document to provide information to people (within and outside) our organisation about what the QSCA actually does! It was suggested that this be provided to drivers as Infringement Cards are issued.

5. Committee of Management Reports

5.1 President

Jim Cowley advised that he would not be nominating for the role of QSCA President at the next AGM. However after consideration, he indicated that he might nominate for the role of QSCA Vice-President. Further, he also raised the idea of positions on the committee of management be paired as appropriate and be two year terms (e.g. President / Vice-President; Secretary / Treasurer). One benefit would be stability and support for new nominees if they were elected to such positions.

5.2 Vice-President

Allan Jennings reported that his off-season was the busiest ever with training and stewarding. Officials Seminars had been conducted in both Gympie and Mackay for Queensland officials and both were well attended. Seminars had also been held in New South Wales and Tasmania. With the first of the State Titles being held next weekend, this season was shaping up to be another busy one. As usual, there seems to be a lack of help at race tracks and many officials want to come and help, but not all currently registered officials were currently ‘active’.

5.3 State SSA Technical Representative

Bill Peall tabled a report that was read to the meeting. A copy is included as Appendix 1.

5.4 Northern Zone Representative

Klaus Weber indicated that he has not been stewarding in Mackay in recent months but has been attending as either a spectator or pit crew. He reported that the Moranbah club had been working tirelessly and that the facilities at the track continue to be updated. He had participated as Northern Zone Representative and Steward to a Cairns race meeting and this was received well. This included a visit to Mareeba and Herberton facilities – and photos of these two tracks and their facilities were presented to the meeting.

5.5 Central Zone Representative

Kaye Arthur highlighted the issue of getting more assistance to work at tracks for race meetings. Whilst some volunteers were coming forward to help out, many had not taken steps to gain registration.

5.6 State Secretary

Dianne McKeiver indicated that she had attended two race meetings in Rockhampton, and the family had three race cars that were in different stages of completion.

5.7 State Licencing Secretary/Treasurer

Pam Franz also attended the visit to Cairns, Mareeba and Herberton – details of this visit had been covered during report by the Northern Zone Representative.

The following information was provided for interest and information:

At 30 November 2013:

307 SSA Registered Cars and 9 QSCA Registered Cars – 269 Senior SSA Drivers and 67 Junior SSA Drivers and 9 QSCA Drivers. Made up of 61 Junior Sedans, 39 4 Cylinder Sedans, 93 Modified Sedans, 50 Super Sedans, 55 Production Sedans, 9 Street Stock, 9 Nostalgia Sedans.

47 Registered Stewards, 48 Registered Scrutineers, 14 Engine Sealers, 6 Lap Scorer/Transponder Operators, 9 Pit Marshalls, 3 Race Night Officials.

52 Registered Officials have been allocated a SA Red Card and 6 unregistered Officials have been allocated a SA Red Card.

6 applications are awaiting a Red Card to be allocated by SA.

Refunds have been prepared for the Street Sedan competitors who have returned their Log Books and Infringement Cards due to the division not having any racing programmed for them this season.

The process of registering Officials has been long and drawn out - some do not have current insurance when they apply, some do not have a current or in fact any Blue Card when they apply, some have not attended Accreditation, some want registrations that are above their level of previous activity.

Although this process is tiresome and drawn out we must continue to register Sedan Officials with our organisation. We need to know who our Officials are, where they are based, what level of capability they have and most importantly who to contact when we need to for many reasons. They must have an allegiance to the QSCA/SSA and Sedan racing and be dedicated to providing the best possible service to our members.

It was noted that some of the information regarding most of the different CTAC groups was not being communicated to the State and showed concern about the specification documents at national level.

Meeting adjourned for Morning Tea Break: 10:45am

Meeting resumed: 10:55am

6. ☐ Minutes of Speedway Sedans Australia Board Meeting (September 2013)

MOTION: That the Minutes of the Speedway Sedans Australia Board Meeting held during September 2013 be accepted for discussion.

Moved: Jim Cowley Seconded: Allan Jennings No objections

7. Committee of Management Shirts

It was noted that the Committee of Management shirts that had been previously supplied no longer available and that a new shirt needed to be sought. A sample shirt was presented to the meeting noting that it is difficult to obtain an 'off the peg' Maroon shirt – it was agreed that the new shirts would be Cherry as per the sample.

MOTION: That a new shirts for the members of the Committee of Management as per the sample be accepted.

Moved: Dianne McKeiver Seconded: Kaye Arthur No objections

8. Roof Number Plates / tracks north of Rockhampton

Attention was drawn to the fact that not all tracks north of Rockhampton are using transponders for lap scoring, and that these tracks still use manual lap scorers only. With roof number plates no longer being required on Super Sedans, this would mean that lap scoring may not be very accurate and that roof number plates would still be required. However, if roof number plates are not attached, the Committee agreed that it would support the lap scorers who could only do their best to record the cars as they passed the start finish line on each lap.

9. Speedway Australia / Infringement Process

After a recent occurrence, where an infringement issued to a One Day Licence holder had not been recorded on the Speedway Australia database it allowed this competitor to obtain a One Day Licence and One Day Infringement Card with their fine outstanding. The fine had been incurred in a division outside a registered sedan division but is still recognised by all divisions. An upgrade in the Speedway Australia database should prevent this from occurring in the future as long as all penalties are notified to Speedway Australia.

10. Speedway Australia / Issue of and Renewal Process for Officials 'Red Cards' for 2014/15

The members of the Committee reiterated that it was really important for officials get their log books signed when they perform duties at a race track. Activities need to be documented as required and all the relevant criteria needs to be fulfilled prior to registration being recognised for 2014/15 going forward.

It seems that officials of Speedway Queensland are informing people that the training provided by the QSCA is not recognised and that officials do not need to be registered with the QSCA. This is a QSCA requirement before officials will be recognised to conduct officials duties for QSCA/SSA divisions in Queensland.

Allan has been providing individual 'on line' training for officials who have had extenuating circumstances as to why they were not able to attend a face-to-face session.

11. Accreditation of Officials vs Training of Officials

Whilst accreditation sessions were being undertaken, it seems that actual training was not readily available. All officials are encouraged to provide support to new volunteers with such issues as car specifications and interpretation of racing rules.

Meeting adjourned for Lunch: 1:00pm

Meeting resumed: 1:40pm

12. Aggression from Competitors towards Officials

This issue continues to arise for discussion at every meeting. The meeting reiterated the use of a Driver's Representative and agreed that if one wasn't organised at the Driver's Briefing that drivers give up their right to approach the Chief Steward. Officials must start applying the appropriate penalties.

13. Queensland CTAC Street Stock Representation

After the last State Board Meeting, nominations were called for and received for CTAC membership. No nominations were received for Street Stocks. After discussion by the Committee of Management, Dave Arthur was invited and accepted.

14. Compliance of Production Sedan Specifications

With the State and National Titles for Production Sedans coming up, it was suggested that a meeting be held for competitors in Production Sedans to allow them to raise any concerns about the current specifications (e.g. fuel pressure regulators, fuel tanks, shock absorbers). It was noted that liaison with the Queensland CTAC Representative for Production Sedans was being shared with the QSCA Executive on a regular basis.

15. Accident Reports – Nil

16. Steward's Race Meeting Reports – for noting

17. General Business

17.1 Seat Belts

It was noted that the specification had not been formally indicated in writing in the new edition of the Australian Racing Rules and Regulations (p.55). The information refers readers to the SFI Foundation website and under 'articles' the relevant statements are provided.

The information from the SFI Foundation website has been included as Appendix 2!

Following a recommendation from the State Steward it was agreed that an implementation date of 15 December 2013 would be applied for all competitors to comply.

17.2 Mounting Go Pro Cameras (Australian Racing Rules and Regulations, p.8)

The Committee endorsed the idea that it was highly recommended that the correct mounting systems be used for mounting Go Pro Cameras to cars, and that where cameras are used on helmets that they be mounted as per the manufacturer's guidelines only.

17.3 Functions of QSCA

Information concerning what the QSCA does was going to be prepared, drafted and distributed for information.

ACTION: Kaye Arthur to prepare/draft the document and distribute to the members of the Committee of Management for perusal.

17.4 Issue of Paying Officials

This issue continues to be discussed by the Committee of Management with a view to seeking a solution in the future.

17.5 Up and Coming Title Meetings

Super Sedans at Kingaroy (7 December): Final arrangements were being made with regard to the supply of officials.

Four Cylinder Sedan at Lockyer Valley (8 February): Progressing and mostly in order.

At this point, the members of the Committee thanked Allan and Selina for the use of their residence for the meeting and the hospitality that was extended.

Meeting closed: 2:50pm

APPENDIX 1 (Agenda Item 5.3):

C.O.M. REPORT 30th November 2013

Since the start of the season most of my speedway time has been taken up with answering queries from car owners with relation to specifications and the uncertainty of what is required in mostly production sedans and street stocks.

I think in most cases I covered all their questions and everybody was happy.

There has not been an issue with the super sedan drivers or the modified sedan drivers.

Most trouble seem to be from the ctac in both the production sedans and the street stocks with people in other states not being certain what the specs really are and what they mean.

It seems like in street stocks one week foot pedals are to be oem standard and next week they don't have to be, and as for the final wording on these fuel tank protection bars for production sedans, I think it is an overkill and no other class wants anything to do with it.

In the 4 cylinder section I am dealing with the situation of Jack Kays car and what he was given as a work order in NSW.

Everything is going ok and Jack won't have to change anything.

Other than that everything is good and just waiting for the next challenge to arise.

Am looking forward to the National Production Title in Gympie as it will be very interesting.

Bill Peall

APPENDIX 2 (Agenda Item 17.1):

From <http://www.sfifoundation.com/article-2/>

SEAT BELTS Essential to Driver Safety

by Jennifer M. Faye

Updated June 14, 2012 – The primary goal of any race car driver is to be the best and cross the finish line first. This is achieved by putting long hours of hard work into the engine and tweaking the chassis just right. A lot of thought goes into shaving every fraction of a second off lap time in order to gain even the slightest advantage over competitors.

Hopefully just as much thought goes into driver safety equipment as into the engine. Using quality safety equipment can help a driver get to the finish line in one piece as well as first.

An integral part of safety equipment is the driver restraint assembly, or seat belts, to keep the driver inside the roll cage where the least amount of injury will occur in a crash.

The Anatomy of a Seat Belt

A restraint assembly consists of several components, each with a specific function. The shoulder harness is a belt assembly, one strap for each shoulder, intended to restrain movement of the upper torso and shoulder regions. An optional cross strap across the chest can be used to hold the shoulder harness together. The lap belt restrains movement of the pelvis and the anti-submarine strap prevents the pelvis from slipping forward from under the lap belt in the event of an accident.

The buckle which attaches the belts together should have a quick and easy release mechanism in the case of an emergency situation. There are three types of buckles to choose from: latch/lever, turn/push, and cam lock. All three can be opened in 1 or 2 motions.

A restraint assembly also utilizes two types of hardware. The adjustment hardware is used to alter the length of the individual straps to fit the driver. Mounting hardware secures each strap to the vehicle.

SFI Helps Maintain Quality Assurance in Seat Belt Performance

The purchase of belts should be based on more important criteria than whether or not the color matches the car. One way to tell if one manufacturer's restraint assembly is more reliable than another's is to look for belts that are certified to meet performance specifications. Manufacturers whose products pass the standard laboratory tests participate in the SFI Foundation, Inc.'s certification program.

What is SFI Foundation, Inc. and what do they do? SFI is a non-profit organization established to issue and administer standards for all kinds of specialty/performance automotive and racing equipment. Manufacturers of equipment are the primary users of SFI standards. Some standards are adopted as part of the rules of race sanctioning bodies. Ultimately, the consumer benefits from the program because it establishes recognized levels of performance or quality for a product such as driver restraint assemblies.

The specifications are created through a committee process. Technical committees are comprised of individuals from all facets of the industry who provide a comprehensive cross-section of knowledge. Such diverse expertise and open participation is the means by which standards are fairly established.

Participation in the program is purely voluntary, so this does not mean that all manufacturers not in the program produce inferior belts. Their restraint assemblies may be just as good as one that is certified, but they merely

choose not to participate in the SFI program. However, to ensure quality belts, it would be a good idea to look for the SFI label.

The standard that applies to safety belts is SFI Specification 16.1. The spec defines a driver restraint assembly and outlines basic design dimensions and requirements. It also explains the testing procedures in detail and how to interpret the test results to determine if the product meets the required criteria and thus passes the test.

Once a product is passed, the manufacturer installs SFI certification tags on the belts which display the date of manufacture. The purpose of the dated certification tags is to enable drivers and race officials to easily determine when the belts reach their 2-year life span. One of the most important requirements of the specification states that the useful life of the webbing in the straps of the restraint assembly shall not exceed two years and they must be replaced at or before that time. Only the original manufacturer can reweb an assembly prior to recertifying.

Seat Belts Should be Inspected and Recertified Every Two Years

Restraints must be maintained, inspected, and replaced or rewebbed every two years because they degenerate from exposure to the elements and over time. Prolonged exposure of seat belt webbing and thread to sunlight can cause degradation of the fibers and loss of restraint integrity.

The rate at which the breaking strength of the webbing decreases with outdoor exposure is illustrated in the graph below. The webbing used in motorsports restraints is typically made with DuPont Nylon 6-6 or a similar product. According to the data, the webbing loses about half of its strength in one year.

With this kind of rapid deterioration, it is obvious why replacing the webbing every two years is essential to driver safety. Old and weakened belts could easily snap under the loads imposed upon them in an accident situation. Failure to properly restrain the driver in a crash would have devastating consequences.

Proper Installation is Important

The effectiveness of a restraint assembly is also influenced by how its installation. It is important that the belts pull from a straight angle against the hardware. The assembly should be installed so that the straps do not rub against any surface that can cause the webbing to fray. The anchoring mechanisms should also periodically be checked so that they don't become loose or weakened.

Proper installation of the restraint assembly also means achieving the correct fit to the driver. SFI has published a Seatbelt Installation Guide for motorsports vehicles with upright seating. This guide can be used to help determine the optimum installation angles for lap belts, shoulder belts, and crotch belts. You can download the guide by clicking here: [SFI Seatbelt Installation Guide](#).

Always follow the installation instructions provided by the seat belt manufacturer, as well as sanctioning body rules. Also, the necessity of replacing or rewebbing seat belts every two years cannot be more important.

As cars become more advanced and consequently go faster, everything possible must be done to make the racing experience safe as well as fun. Failure to do so can cause serious injury, or worse. If there is anything that can be learned from the sport of racing, it's that anything is possible, and taking the attitude that "it won't happen to me" is risky, because it can and does happen.