

Bob Smethers
TC Race Chairman
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TO: TC Race Committee

March 24, 2011

RE: TC Race Chair Status Report – March Committee Meeting

Hello Fellow Race Fans – Thank You for volunteering your time, expertise & dedication !

TC Race Committee – Set next TC Race Committee meeting date/location ?

TC Race Chair status – ORP worksheet submitted, need to send deposit; need to confirm flags/trophies/decal pricing, submit announcement to ICSCC, request copy of insurance policy, coordinate to purchase budget items/supplies, generate press release for May event;

Committee action items –

- Announcer/Publicity: identify/schedule contacts for race announcement, press releases
- Base Comm: submit rough budget for clocks, timers, etc.
- Driver Services: submit rough budget for supplies, copier ? staffing backup ?
- Equipment/Logistics: determine schedule for equipment transfer at PIR
- Flagging: announcement, reach out to contacts list via email
- Hot Pits: cones needed for blend lines ?
- Merchandise (need to staff): 2010 inaugural event tshirts, 2011 event decals
- Pace Car: communicator rotation w/ F&C ?
- Paddock: establish process for space allocations
- Pregrid: supplies purchased, numbering stand fabrication w/ Dave
- Radios: request to SCCA, space allocation for charging, logistics at PIR
- Registration: MSR setup, discuss payment option to enable immediate payment option
- Safety: staffing locations, response vehicles ?
- Scales: location has been determined
- Sponsorship: determine list of potential sponsors to approach, equipment needs
- Starter: supplies ? concerns ?
- Tech: staffing, review schedule and location, signage needs ?
- Timing: ORP pc testing needed ? Orbits, MSOffice applications installed/tested ?
- Scoring: results formats ok ? communication with Driver Services ?
- Worker Food: review menu, expenses needed, discuss Pavilion options

Q&A/Discussion –

THANKS IN ADVANCE FOR YOUR SUPPORT !

Bob Smethers, TC Race Chair

"To Promote Interest & Enthusiasm in Automobile Road Racing and Associated Events."