

**OHIO VALLEY KARTING ASSOCIATION  
BOARD MEETING MINUTES  
TUESDAY, APRIL 4, 2023**

**CALL TO ORDER:** President Aaron Banfield called the meeting to order at 7:00 p.m. and explained that when Michael Lewis signs on, he will be carrying the agenda this evening.

**SECRETARY'S REPORT:** Lynda Coombs made a motion to accept the March 7, 2023 board meeting minutes as published. The motion was seconded by Rick Coombs and passed unanimously.

**TREASURER'S REPORT:** On behalf of treasurer, Jason Gregg, Lynda Coombs provided bank balances. Aaron Banfield reported on the Square account and said he will get with Gary Osterholt to transfer the keys. Ted Cradlebaugh inquired about the status of reconciliation with the tracks. Gary Gregg reported on the status of the paperwork. There was discussion of outstanding and paid bills. Michael Lewis asked about allocation of track clean-up day funds. Lynda Coombs responded \$1,500 was allocated.

**COMMITTEE REPORTS:**

**TRACK IMPROVEMENT:** Ted Cradlebaugh inquired about crash bags to which Gary Gregg said we have some to be filled. Ray McKibben discussed restuffing of the bags. Ted Cradlebaugh noted Aaron Banfield and his father took charge of raising the stand in turn three. He added we would like to put roofs on the stands. McKibben reported wood will be installed in the tech barn to aid with insulating it and said putting roofs on the stands will be discussed at the track on Saturday. Cradlebaugh offered shingles for the roofs. Brian Schroder, along with several others, discussed addressing the scale house. Schroder raised the question if the current scale could be moved temporarily while repairs are made. He added it all needs to be assessed. McKibben said Gary Gregg needs to approve it because it is his scale. Elliot Bokeno offered to address the scale first thing Saturday and said we can get a plan from there. Purchase of paint was discussed; McKibben will get with Banfield about this. McKibben reported he sent an email to the board about transponder chargers and reviewed options for adding chargers. Michael Lewis and McKibben discussed building a charger box. Schroder shared that the current charger box was built by his father and explained how it was built. He and Lewis suggested getting the 3-D printed charger. Following further discussion, Ray McKibben made a motion to appropriate \$410 for one twelve-slot charger inclusive of shipping and tax. The motion was seconded by Ted Cradlebaugh and passed with nine in favor, three opposed, and one abstained (roll call: Boles-yes, Coombs-yes, Cradlebaugh-yes, Gregg-yes, Holliday-yes, Johnson-no, Landes-abstained, Lewis-no, McKibben-yes, Schanie-yes, Schroeder-no, Wyke-yes, Bokeno-yes). Dylan Cradlebaugh asked if the vehicles are ready for race day. McKibben reported on the status of the vehicles, all of which he said are ready to go. Dylan Cradlebaugh stated he thinks the tires on the golf carts are old; Ted Cradlebaugh said we will check that Saturday. Lewis suggested looking at the wheels on the golf carts as well. He extended thanks to McKibben for all he has done.

**SHOWS & PROMOTIONS:** Don Boles stated right now there is not a whole lot going on and noted there may be some car shows going on.

**SPONSORSHIP / PIT SPOTS:** Michael Lewis reported on payments for pit spot renewals, new pit spots, and sponsorships. He will be finalizing the list of sponsors matched to classes then provide it to Lynda Coombs for race day use and the Bokeno's for publication on the website.

Lewis reported the online interactive pit spot map shows the spots that are open. Elliot Bokeno will publish pit spot information. Brian Huntsbarger, Cory Albright, and Lewis discussed specific pit spot needs. Lewis asked that an email be sent so he has a record. Lynda Coombs asked if a pit spot form is required as has been the practice or if a reservation can be made by email request. Lewis responded if people are able and willing to, they send the pit spot reservation form which is on the website but he can't force them to fill it out so because of that, he asks for any communications to be sent to his email so there is transparency and because they are marked with a time stamp. Lewis explained he has a list of everyone's wants and needs on an Excel sheet in the order in which he has received them. Huntsbarger stated he thought talking with Lewis about it was enough; Lewis provided his email address. Ted Cradlebaugh said Lewis is doing a great job.

**MARKETING & DIGITAL COMMUNICATIONS:** Ethan Bokeno reported the website was transferred to a GoDaddy account and said we have control of the site now. He extended thanks to Ray McKibben, Brian Huntsbarger, Elliot Bokeno, Bruce Wyke, and Gary Osterholt for helping him do that. Ethan Bokeno shared that he and Elliot Bokeno have been going through and updating the content and learning the back end of the WordPress to see how the content is managed. He and Elliot are building a new page with a potential title of "How to Get Started in Karting" so as to have space where people who are interested in sprint karting can know what it is, what classes we offer, what equipment and tools are needed, and how the race day goes. Ethan added they want to do something about the race day process, such as getting a wrist band, where to go to register and enter, where painting is done, where the fuel is located and things like that. They are looking at whether it will be a video or document. Ethan reported in conversation with Shelley Powers, there was discussion about a Kings Island-style map where we map out the facility and locate where things are. With the GoDaddy account, we got three Microsoft 365 accounts that we can look at whether the tower or Aaron Banfield needs one and we can divvy them up. He thanked everybody for their help and said he will be reaching out to people with expert knowledge, such as Brian Huntsbarger. Ethan Bokeno would like to talk through what it would take to get connected to a marketing automation tool like MailChimp where we could send out mass email communications to club members and add a subscription form on our site so when we have a rain cancellation, we can just send out a mass email to everyone and don't have to play phone tag and rely on social media. Elliot Bokeno thanked Ethan for all his work and said everything looks great. He noted they are only about halfway through the site. Lynda Coombs said if the Microsoft 365 can provide Word and Excel, she would like to have those on laptop number three as the club does not currently have those programs. Bruce Wyke discussed ways the three accounts could be utilized, such as for the Swap Meet and info at OVKA; he said it is definitely worthy of discussion and he thinks it is absolutely the right direction. Ray McKibben shared about a service where when an email comes in, it goes to a couple of different people automatically on the back side; that way the communication is covered by somebody. Brian Schroeder suggested looking at [thompsonkartraceway.com](http://thompsonkartraceway.com) near Cleveland. He said it's very clean, has a getting started section, race information section and walks through what a typical race day looks like; there is also a section about racing fees. Huntsbarger offered his help for onboarding and said he is always willing to help; he said his area is always open and offered tools. Elliot Bokeno said there was talk at one point about getting a couple of flags or banners that people could have as club ambassador flags that people like Huntsbarger and McKibben could stick in the ground outside their pit spot that new people who show up can ask some questions of. Huntsbarger suggested having a more formal conversation in new business. Don Boles stated this is something to look into and get it done right.

**TECH DEPARTMENT:** Ted Cradlebaugh reported the search for a tech director continues. Josh Johnson asked why we are having such a difficult time filling this position. Michael Lewis discussed barriers and said other series are five or six races a year, not fourteen races a year. He said it's a hard job and a huge commitment. Lewis explained if you get somebody that's an engine builder and those engines are out there, it raises a red flag with competitors. He said for-profit karting tracks don't have those kind of issues as they are a business and it's much more attractive. Lewis noted we pride ourselves on teching and we do some extensive engine checks at times. Bruce Wyke said we know there are a lot of challenges and he thinks it's going to be difficult to grow this club without tech. Lewis replied we tech more than some others. Gary Gregg stated the better tech you have, the more karts you will have to which Wyke agreed. Dylan Cradlebaugh reviewed travel expenses noting the cost of gas and said expenses could include putting them up in a hotel. He further stated we as a club need them there just like the race director, head flagman, and tower coordinator. Lewis said it helps to have conversation to understand the roadblocks and move past them. Wyke reported he had a conversation with Ray Carlson who runs the tech class during the Swap Meet where people are getting certified. He said we could start developing a list of guys that would be qualified that we want to reach out to. Wyke asked Ted Cradlebaugh if Briggs is really the focus and if it is impossible to find someone to do both. Ted replied both of them are needed and said it is not impossible. He discussed people that he had brought in previously and said it was successful. Brian Huntsbarger asked if it all has to be the same person to which Ted Cradlebaugh replied no and explained how it could be shared among four people over four weeks. Elliot Bokeno discussed finding a good force of two-cycle and four-cycle people and have them work together for a few weeks to where they could cross-pollinate knowledge and one can take over for the other if one is not available in some cases. He added it helps us if we try to spread it out to more than a single person. Ted Cradlebaugh agreed and suggested having a conversation with Aaron Banfield what we're going to have to do rather than in the board meeting. Ray McKibben discussed the tech director making calls in the same way the race director controls the track. He noted there are protest procedures that should be followed and said we have to respect any tech director that we get. Johnson asked if Banfield is the only one looking for a tech director or are there multiple people. Dylan Cradlebaugh explained Banfield is leading the charge for the tech director and Dylan is taking care of the other workers throughout. He added if anyone knows of someone with the knowledge to please send them to Banfield. Johnson stated it may be worth reaching out to Ray Carlson to see if one of the new tech people might be interested. Ethan Bokeno asked if we are good on corner workers. Dylan Cradlebaugh replied he would like to have more turn marshals; he can get through the race day right now but he isn't utilizing everything. Elliot Bokeno will continue to publish the need and keep Dylan informed. Lewis noted there is something in the rulebook to fall back on in regards to corner workers if absolutely needed. Dylan replied he has that option if needed and said these people are there to race. He discussed his plan for positioning the track workers.

#### **OLD BUSINESS:**

**TECHNOLOGY / COMPUTERS:** Lynda Coombs reported that Aaron Banfield is partnering with the software provider, Lori Richardson, to get the new laptops up and running. Brian Schroeder shared he turned the new laptops over to Banfield on Tuesday and said they are fully functional; they just need the data that Lynda uses. Michael Lewis asked about progress in porting over the data. Coombs explained Richardson sent her the 2023 file which Coombs has been using to enter memberships and kart numbers on a previous laptop then once Banfield has the new ones ready, the data will be transferred.

**CLEAN-UP DAY:** Michael Lewis noted we talked about clean-up day briefly in earlier conversation.

**NEW BUSINESS / OPEN DISCUSSION:**

**BOARD MEMBER FUTURE PLANNING:** Michael Lewis reported many board members felt the future planning meeting held on March 21<sup>st</sup> was a good working session. He said there were a lot of takeaways; his only question is was anything coalesced that we can bring up and talk about at this meeting. Lewis added he is not sure if there was a lead person for gathering all of the thoughts and ideas to create action items to move forward in the future planning of the Ohio Valley Karting Association. Ethan Bokeno said he is not going to let that die and will bring it up next month and email Aaron Banfield about it because he thinks it's important and he thinks we need to look at those visions and take those as action items to improve on as a club. Elliot Bokeno shared they have it all documented and they will get a summary out that can be shared around so we can talk more about the actual concrete things that we discussed. Bruce Wyke said his discussion with Banfield was if those were really concrete things or was this a pilot for how we can do this in the future; he thinks a lot of those need Banfield involved in the discussion about was this worthy and should we involve more membership. Lewis stated he thinks it was definitely positive in moving forward and in having another working session. He discussed getting the summary and deciding about disseminating it further. Wyke responded that he doesn't think we can make that call right now until we have had a chance to dissect it and discuss it. Lewis said there are a lot of good thoughts and ideas that are paramount to growing the club and making the club a better place for every racer and members. He suggested we keep this on the agenda moving forward; Ted Cradlebaugh agreed.

**CHAMP RACE:** Dawn Schroeder asked if the board wants her to coordinate the Champ Race again or if someone else wants to take it over. She noted it takes a lot of planning and shared that last year \$10,000 was allocated with \$9,800 having been spent; she thinks that is good place to start financially. Schroeder explained she has not done any research yet to see how much trophies have gone up, as well as other things for the event. Ray McKibben asked if the numbers would be a good starting point barring any cost increases and said she can always come back if she runs into that. Schroeder replied she thinks it's a good place to start and reported she does not have any leftover prizes from the banquet this year. She said we don't necessarily have to do a 50/50 like we've done in the past; we can just do games and jumpy things and do it cheaper. Michael Lewis asked what Schroeder's desire is as far as coordinating the Champ Race and if the answer is yes, would she like a committee or have the ability to handpick people that she can utilize as a resource to help move the process forward. Schroeder replied she would be happy to do it again and would also be happy if someone else really wants to do it then she would hand over what she has done in the past. She explained it tends to be a one-person job as it can be worked on a little at a time so a committee is not necessarily needed and she has had people, such as Jeanette Holliday and others, who have volunteered to help as needed. Holliday offered to provide assistance and shared we can still get tires based on what we did for the banquet. She asked that when Lewis is matching sponsors, to be aware that it is very expensive to get long names, such as multiple sponsors, on the trophies; it ends up being a big deal. Schroeder explained last year the fireworks were not in the budget and she does not know if we want to have them this year. Elliot Bokeno said it would probably be worthwhile starting at the beginning of June to allocate \$100 to \$200 to do some targeted ads on Meta and YouTube and share information with the people that run WKA's site to get the word out about the Champ Race that it is a two-day event with trophies. Don Boles made a motion for \$11,000 for the Champ Race. The motion was seconded by Ray

McKibben and passed unanimously. Lewis extended thanks to Schroeder for speaking up on behalf of the Champ Race.

**WKA GOLD CUP:** Dylan Cradlebaugh asked who is in charge of the workers for the Gold Cup. Don Boles reported he and Shelley Powers are already working on that. Cradlebaugh offered to work and said he doesn't know what positions they will want. Boles said he will give all of our track workers first pick.

**100cc MASTERS CLASS:** Cory Albright asked if the 100cc Masters class can get a full lap on the initial pace lap and said the R-70s are sketchy. Dylan Cradlebaugh responded that it will be a race day decision and right now he's not going to tell Albright yes; we're going to see how it goes. He added if it's 54 degrees and it's not raining, he will probably give everybody a full lap and come the summer months, that's not going to happen.

**FUEL:** Brian Huntsbarger shared he tunes cars for a living and said we don't need 110-octane for the displacement of the motor. He suggested the club consider finding the octane rating of the engines we're using. Following discussion, Elliot Bokeno asked Huntsbarger if he wants to browse the Sunoco offerings and get a couple of options then email them to all of the board; Huntsbarger agreed to do so.

**ADJOURNMENT:** Don Boles, seconded by Rick Coombs, motioned to adjourn the meeting at 9:19 p.m. Motion carried.

#### **UPCOMING EVENTS & MEETINGS:**

- OVKA Monthly Board Meeting – 7:00 p.m., Tuesday, May 2, 2023, via Microsoft Teams virtually (link on the OVKA website).

#### **SUMMARY OF COMMITMENTS:**

- Elliot Bokeno – Assist with scale repairs; publish pit spot information; publish the need for turn marshals and keep Dylan Cradlebaugh informed; provide a summary of the future planning meeting.
- Ethan Bokeno – Email Aaron Banfield and follow up next month regarding future planning.
- Ted Cradlebaugh – Check golf cart tires.
- Brian Huntsbarger – Provide board with information regarding fuel options.
- Michael Lewis – Finalize list of sponsors matched to classes then provide to Lynda Coombs and the Bokeno's for publication on the website.
- Ray McKibben – Reach out to Aaron Banfield about paint for clean-up day.

**BOARD MEMBERS PRESENT:** A. Banfield, Elliot Bokeno, D. Boles, R. Coombs, T. Cradlebaugh, G. Gregg, J. Holliday, J. Johnson, R. Landes, M. Lewis, R. McKibben, K. Schanie, B. Schroeder, and B. Wyke.

**MEMBERS / VISITORS PRESENT:** M. Abel, T. Abel, C. Albright, R. Beaman, Ethan Bokeno, L. Coombs, D. Cradlebaugh, D. Fiehrer, B. Huntsbarger, C. Jackson, D. Jennings, C. Moore, T. Myers, R. Neuzel, R. Pansch, D. Schroeder, and D.C. Shappard.

Respectfully submitted by Lynda Coombs, OVKA Secretary, 4/29/2023