

Riesentöter Region, Porsche Club of America, Inc.  
(a Pennsylvania Nonprofit Corporation)

Minutes of a Meeting of the Executive Board  
Held  
5 June 2009

A meeting of the Executive Board of Riesentöter Region, Porsche Club of America, Inc. was held on Friday, June 5, 2009, at 5:00 PM EDT at the home of Tom Zaffarano. The voting members present in person or by conference telephone were Graham Knight, Joe Asher, Chris Karras, Robin Zelinskie, Marty Kocse, Maureen Sangiorgio, Steve McMorn, Myles Diamond, Larry Herman, Francine Knochenhauer, Peter Majka and Brian Minkin, constituting a quorum. No voting member was absent. Allison Dollery, a member of the Club, also attended at the invitation of the Board.

Graham Knight called the meeting to order and welcomed the members.

Chris Karras moved the adoption of the minutes of the Board Meeting held May 9, 2009, which had been distributed to the Board in advance of the meeting. Graham Knight seconded the motion and it carried unanimously. (Knight, Asher, Karras, Zelinskie, Kocse, Sangiorgio, McMorn, Diamond, Herman, Knochenhauer, Majka and Minkin in favor; no one opposed; no one abstained)

Noting that the Club's Treasurer position has been vacant since May 18, 2009, when Steve Mankowski resigned that position, Graham Knight introduced Allison Dollery, a certified public accountant currently working at one of the Big 4 accounting firms, as a candidate for Treasurer. Following discussion, Joe Asher moved that Allison assume the office of Treasurer. Francine Knochenhauer seconded the motion and it carried unanimously. (Knight, Asher, Karras, Zelinskie, Kocse, Sangiorgio, McMorn, Diamond, Herman, Knochenhauer, Majka and Minkin in favor; no one opposed; no one abstained)

Graham Knight then reviewed a number of transactions in the Club's finances that appeared to be for the personal benefit of Steve Mankowski and that had not been authorized by the Board. Following discussion, Graham moved that Steve Mankowski, formerly Treasurer of the Club, be suspended from membership in the Club in accordance with Section 3.2 of the Club's Bylaws until such time as the Board completes a review of the Club's financial records for the period during which Steve served as the Club's Treasurer. Peter Majka seconded the motion and it carried unanimously. (Knight, Asher, Karras, Dollery, Zelinskie, Kocse, Sangiorgio, McMorn, Diamond, Herman, Knochenhauer, Majka and Minkin in favor; no one opposed; no one abstained)

At approximately 6:00 PM EDT the following Board members joined the meeting: Bill Cooper, Debbie Cooper, Paul Walsack, Katherine Weber and John Heckman.

Peter Majka and Brian Minkin reported on the preparation of the new web site. There has been a further delay, but some thorny technical issues have now been solved and about 20% of the site is done. Peter asked that events to be noted on the web site be sent to him as early as possible, preferably not less than three weeks before the event.

Myles Diamond reported on the status of DE events and current registrations. The Pocono event was a bit better than breakeven, but not enough to offset a loss on the Lightning advanced day. If the Thunderbolt advanced day event is not better subscribed it may be necessary to cancel it. The Board discussed the lower turnout for DE events across the region.

Maureen Sangiorgio noted that Mike Andrews has the details, but that in her view the current Der Gasser advertising rates could be increased modestly. Following discussion of the per page costs and the Club's finances, Graham Knight moved that Der Gasser's page count be limited to 28 until further Board action. Joe Asher seconded the motion and it carried. (Knight, Asher, Karras, Dollery, Zelinskie, Kocse, McMorn, Diamond, Herman, Knochenhauer, Majka and Minkin in favor; Sangiorgio opposed; no one abstained)

Chris Karras then asked the Board to consider the revised Document Retention Policy previously distributed to the Board. In particular, there are six categories of documents that account for most of the documents produced by the Club. At the April 5, 2009, Board meeting there was consensus for how long documents in the six categories should be kept and there was also consensus for who should keep the documents in five of the categories:

1. Organizational documents. Permanently. Held by Secretary.
2. Tax records. 7 years. Held by Treasurer.
3. Board meeting materials. 3 years. Held by Secretary.
4. Bank records. 7 years. Held by Treasurer.
5. Contracts. Life plus 3 years. Held by Secretary.

The sixth category is:

6. Insurance certificates, event reports and waivers. 4 years and 1 month.

Joe Asher reported on the committee structure the Northern New Jersey Region used to collect and file these documents. Joe also suggested that an assistant secretary might take on this responsibility for the Club. Graham Knight and Larry Herman volunteered to make a proposal for the management of these papers.

Larry Herman reported on storage options for Club papers. A 5 x 5 facility costs about \$45/month and a 5 x 10 facility costs about \$72/month. The Board deferred action on renting storage space.

Larry Herman then reported on the planned tech sessions, including on where members would be able to see a frame being straightened. Larry is considering holding as many as two or three more sessions this year, which would be a total of four or five.

Steve McMorn reported on the Planes and Porsches autocross event to benefit the ALS charity, including the participation of a number of vendors.

Robin Zelinskie reported on her plan for a survey of the members that would help guide the planning for the December member dinner. Robin also described the Club's participation in a social event to be held in the Valley Forge Park on June 20<sup>th</sup>.

Graham Knight reported on the lack of response to the advertising intended to attract a volunteer to assist with marketing the Club's various activities.

Marty Kocse reported on the member breakfasts.

Joe Asher is scheduled to host the next Board meeting on July 3 at a time in the late afternoon to be determined.

The meeting adjourned at 7:15 PM EDT.

Submitted:

A handwritten signature in black ink, appearing to read "Chris Karras", with a long, sweeping underline that extends to the right.

Christopher G. Karras  
Secretary