



🏠 Location: Virtual via Zoom

📅 Date: 19th August 2026

🕒 Time: 1800-1900

Canberra Kart Racing Club Executive Committee Meeting Minutes

Attendees: Bob Harnas (P), Brian Gahan (S), Karla House (ML), Michelle Stephenson (Committee Member), Robin Mules (FO)

Apologies: Tahn Eather (VP)

Meeting opened at 1800.

The previous meeting minutes were from the June Committee Meeting (2026016_CM_Minutes). These have already been accepted and published to the club website.

P – Opened the meeting and thanked attendees for their ongoing engagement and assistance with the running of the club.

P – With reference to Round 3, thanks to everyone for their assistance in running the race. The format was well received, with a few points of feedback from members/entrants via email. The committee will continue to pursue different styles of events to keep club racing interesting for entrants. The points allocation for the different races worked well.

P – The racing went well and was on time. There were a few on track incidents noted, but nothing major.

S – Raised that the club currently has no defined process, instructions or restrictions in place for the release of footage from its camera systems. The club has, in the past and on request provided footage from the tower camera system to members where an issue has occurred on track, and from the CCTV system in support of inappropriate behaviour complaints. An issue has now arisen and this lack of process needs to be formally addressed.

The committee discussed the above point.

DECISION: From this meeting forward (19th August 2026), camera footage from the tower and/or CCTV systems at the track will only be released:

- *Tower Footage* – Upon request from and only to KNSW Officials and Stewards for the purposes of Stewards Hearings or KNSW event-related investigations.
- *CCTV Footage* – At the discretion of the Executive Committee only after the request has been reviewed and raised at a committee meeting (or by way of agreement through informal communications channels (e.g. Committee Group Chat or in person)).

P – Led a round table discussion about the upcoming Round 4:

P – Karla will run the timing for the race, assisted by the most able Kath Finney from SCKC.

FO – Has collected the trophies.

S –

- The interest in the 4SS Combined “Novice/Rookie” has been really positive, with currently 8 entries. A set of trophies has been identified from our “left overs”, with plaques made up for them by TrophyLink.
 - Full procedures have been written up on the build and running of a race, including all steps – registration, timing, processing, random grids. All procedures have been laminated and are in the tower.
 - Tracking the entries, and upon close, will build the race in preparation for Karla and Kath.
 - Attended the track last weekend and ran a full system test (testing the procedures), including a “test race” with an active transponder. It all went well and S is fully confident.
 - Held a 1.5 hour Zoom training session with Karla to run through the system. Karla is now highly confident on the use of the system. S will pit at the bottom of the tower and be available as required to assist if there are issues.
 - 2x Random tyre draw lists are built and just need to be populated upon close of entries.
 - Tower requires some supplies after last race – Box of A4 paper, toner for the main printer (2530/XL) and some new mice as the current ones are not suitable. S will grab from Officeworks and send receipt to FO for reimbursement.
 - To facilitate the full ‘end to end’ of someone else building the race, S will request access for Karla as “Club Admin” so she can download Entries, reports, etc. P advised S to contact KNSW to arrange.
- P – Advised that Jackie may not be back in the Canteen as she only flies back in on Friday, but Bridie and her friend, along with Paige G will staff and run the canteen.
 - P – Advised that our Maintenance Guru has the track ready to go for the weekend.
 - MS – Advised that all officials are locked in and ready to go. Her daughter will act as runner between the tower and grid for run sheets.

General Round the Table (AOB)

S – The remainder of the rounds (5, 6 and 7) have been created in the KNSW Portal. All draft supp regs have been written, with the only variables being Officials, and the Type of Racing (random, qualifying, etc). Once this weekend is over, S will submit Round 5 for approval. A conversation was held about what type of race Round 5 would be.

DECISION: Round 5 will be a standard “Qualifying, 3x Heats and Final”, with Final only counts. Given the successful uptake from the 4SS Novice/Rookie class – we will include it in Round 5. P will see if he can rustle up a sponsor for the class, similar to the others.

****Update – Southern Rock Oysters has come onboard as class sponsor for the 4SS Combined Novice/Rookie class****

S – Advised that we need to get in contact with the noise monitoring company (Gazbox?) and arrange for them to monitor, per compliance requirements for the ACT Government. S to email seeking a quote for the activity.

P – Advised that the dirt level is getting quite close to where it needs to be for the next round of track development. Restated that the next stage will put the track in a really good standing, compared with other tracks and will be amazing.

FO – Advised that he is continuing to contact the Auditors with respect to the annual audit of the clubs financials. He will advise once the contact him back.

Current Status of bank accounts:

Maintenance - \$638.25, **Canteen** - \$4,877.20, **Transaction Account** - \$23,129.63, **Cash on Hand** - \$200, **Online Saver** - \$46,655.34, **Term Deposit** - \$200,000.00.

P – Thanked, in his absence, our RD for the amazing efforts over the years as he has chosen to step aside. His work and ideas have always been an asset to the club.

S – Raised the timing of the AGM. If we are to hold the AGM on the Saturday Evening of the Canberra Cup (14th Nov), then the financials and other documents need to be distributed to members 21 days out – which makes the deadline for those documents the 24th October.

P – A draft 2027 KNSW calendar has been circulated. We will try and get the first round of KartStars again (given the track will close at some point), and see if we can get that, along with ACT Titles in prior to the closure. We may also be able to get another round or two in as well.

S – We have 2x upcoming hires – 4SKA on the 29/30th August and ERC on the 12th/13th September. These need to be invoiced, with agreements sent out. This will be 4SKA's second hire for the year, so they will receive a discount hire rate. ERC to be charged full rate.

Closed at 1900.

Upcoming Meeting Schedule:

TBA September 2026 – Executive Committee Meeting

TBA October 2026 – Executive Committee Meeting

14th November 2026 – Club Annual General Meeting (AGM)