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## Board of Directors Report –Final

Report of the Board of Directors meeting, held at the MA offices, 147 Montague Street, South Melbourne on Wednesday 12<sup>th</sup> December 2012.

**PRESENT:** Stephen Foody            President  
              Bob Kershaw            Director  
              Lyal Allen                    Director  
              Stuart Strickland          Director  
              David White                CEO  
              Ray Jonkers                Director

**Partial attendance:** Jamie Nind            MFA  
                                 Cameron Cuthill            FCAI

**In Attendance:** Tina Alderman            Administrator

**Apologies:**            Nil

item No.	Issue	Raised By	Recommended / Proposed Action	Decision	Action Taken	Lead	Action Date
BR2195	Welcome/Apologies	SF	The President welcomed those present and opened the meeting.	Received	-	-	-

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BR2196	Confirmation of minutes	SF	The minutes of the 14 <sup>th</sup> November Board meeting and teleconferences from the 21 <sup>st</sup> and 27 <sup>th</sup> November 2012 were received.	Received	-	-	-
BR2197	Business Arising Junior Coaching 3.8 (MNSW revised proposal)	SF	Revised Junior Coaching 3.8 proposal provided.	The Board expressed concerns over the entire Junior Coaching program and has resolved to endorse the revised proposed rule change for a 12 month period only whilst a Coaching Committee be formed with a terms of reference to review and address all concerns. Board to form Committee at Decembers Board meeting	Board has resolved Coaching Committee comprise of Stephen Foody, Bob Kershaw, Lindsay Granger and Daniel Gatt. CEO to request L Granger and D Gatt to form part of the Committee. Discussion took place on having a professional coach and a club coach on the Committee. Board recommends CEO make contact with Lee Hogan to request his involvement in the Coaching Committee. CEO to contact states to enquire what is currently being done in each state.	CEO	February 2013
BR2198	Business Arising Licence Fees	CEO	Discussion took place on the need to increase prices to licence fees.	Board confirmed split MA /SCB's in relation to licence increases to be in accordance with the attached schedule.	CEO confirmed price increases with SCB Managers. Matter considered closed	-	-
BR2199	Business Arising: Review of all committees and commissions	BA	-	Meeting with NOC to take place on 10 <sup>th</sup> November 2012 CEO to request states to supply cost and services provided of training in each state and raise the possibility of a National training co coordinator being appointed	Board to address if Executive Committee is still required at the Strategic Forum. Board resolved to retain Executive Committee  L Allen to produce charter for Safety Committee. Charter document received. Matter considered closed.	-	-
BR2200	Business Arising:	BA	1) Once job descriptions	Board has approved that areas of job	CEO met with S Strickland	CEO	December

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	Position descriptions		completed by MFA and CEO, staff are to sign off on their agreements 2) CEO to report job descriptions to the Board. 3) Job descriptions will be uploaded on the MA website.	responsibility only will be uploaded to the web site due to privacy issues. An internal spread sheet of roles and responsibilities to be developed and sent to SCB's.	and S Foody on 1 <sup>st</sup> October. PD and flow chart to be posted on the website. CEO to organise with CO.		2012
BR2201	Business Arising: Succession Plan	BA	Board undertakes work on producing a position specification that details the necessary skills required for a replacement CEO when our existing CEO retires. Board has deferred this item to August 2012.	Board to review in conjunction with EX6011	S Strickland sent draft to Board members. S Strickland and CEO to review plan. Succession plan to be reviewed at Februarys Board meeting.	CEO & S Strickland	February 2013
BR2202	Business Arising: Helmet standards	BA	The matter of helmet standards is a relatively complex issue No helmet standards specify a "use by date", however one would think this is a significant factor in competition considering helmets do deteriorate in their protective qualities with age. Conforming to a standard or standards may not be sufficient for approval for competition. Quality of helmets within a standard could vary significantly. This is particularly relevant as our use of helmets is for competition. Many years ago MA then ACCA had a sticker system to approve helmets for competition use. It may be time to reconsider this. As well as qualifying helmets within an approved standard it could be a significant income stream.	Board resolved CEO to investigate further the issues of helmet standards along with the possibilities of a MA sticker system.	This should be considered as a long term proposal. A lot of work needs to be done in investigating the various helmet standards and what is going to work best for MA. CEO will gather further advice at the FIM meeting. Board has asked for a progress report by Next Board meeting	CEO	-
BR2203	Business Arising:	BA	Coolum	CEO to follow up with L Granger	CEO wrote to L	CEO	-

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	CEO Report		The CEO attended the final round of the Australian Motocross Championship held at Coolum. In the CEO's opinion there were deficiencies in both the track and operationally. A copy of the inspection report was received. Some remedial work has been undertaken.		Granger regarding a subsequent inspection at Coolum. CEO has advised that a copy of the last track inspection reports should be requested for all Australian Championships. CEO has received copy of report. Matter considered closed.		
BR2204	Business Arising: CEO Report	BA	National Officials Committee & Track inspectors	Urgent review is required	Addressed in items for information	Board & CEO	30 <sup>th</sup> December 2012
BR2205	Business Arising: Item for discussion: Logo Concepts	BA	Board has recommended option D be redesigned to have wings on both sides of MA logo. S Foody to organise draft design.	S Foody presented logos. CEO to refer back to the FIM	CEO will discuss with FIM at the February 2013 FIM meeting.	CEO	February 2013
BR2206	Business Arising: Replacement of Vice President	BA	Discussion and thought needs to take place on appointing a replacement for the unexpired term of the Vice Presidents position.	Board resolved R Jonkers be appointed Vice President. Subsequently the vacant Directors position will be addressed at Februarys Board meeting.	-	Board	February 2013
BR2207	Business Arising: Technical Officer	BA	Discussion took place on the possibility of employing a part time person as a Technical Officer. Discussion took place on required extra income from States, and the observation that they will not provide any income whilst the RD is still operating.	Board resolved CEO could make contact with third party to discuss the possibility of a position. Board resolved a detailed fully costed proposal would need to be completed before any position can be offered or considered. The CEO will have finalised budget ready by the 8 <sup>th</sup> November 2012 meeting.	In progress.	CEO	-
BR2208	Business Arising: Item for Information: OH&S policy	BA	OH&S Insurance policy provided at Novembers Board meeting	CEO to meet with Jeremy Grey and present an overview at Decembers Board meeting.	CEO presented overview document. CEO to clarify whether the policy includes SCB's or is limited to MA the company.	CEO	February 2013
BR2209	Business Arising: Items for information: Discuss the	BA	Board requested states to supply cost and services provided for training in each state.	Costs were provided at Novembers Board meeting To be discussed at Februarys Board meeting	-	Board	February 2013

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	possibility of a National Training coordinator						
BR2210	Business Arising: Item for information: Women s MX Championship 2012	BA	Written report provided	Board resolved CEO to contact Lynn Long.	CEO has responded to Lynn Long. CEO to contact L Granger re Queensland's Women's Series	CEO	December 2012
BR2211	CEO Report	CEO	<p><b>Budget</b> The draft budget you have as part of the agenda now shows a modest profit of approximately \$36,000. Further development of the budget will be presented at the February Board meeting.</p> <p><b>McAdam Park</b> To date there have been two meetings in relation to the Improvement Notice and the development of a Noise Management Plan. Considerable progress has been made. A further meeting is scheduled for Monday 17th December where hopefully the matter will be finalised. Failing resolution on the 17th December, the matter will be back in the Magistrates Court.</p> <p>A meeting with the clubs was held on Tuesday 4th December. It was primarily confined to updating the clubs in relation to the issues we are dealing with in relation to the Surf Coast Shire rather than decision making. The venue is now closed for the summer period and will re-open on the first of March 2013. This period will give an opportunity to hopefully finalise noise issues during the closure period in readiness for the re-opening.</p>	-	-	CEO	February 2013

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			<p><b>Database / Sporting Pulse</b> CEO is meeting with Ian Fullagar regarding exiting from the agreement with Sporting Pulse. This meeting is scheduled for Monday 10th December.</p> <p><b>IEG / Yarrive Konsky</b> CEO met with Yarrive Konsky last Saturday morning. Discussion took place regarding the Supercross Championship and the ASBK. He has given an undertaking to pay fees owed from the Supercross Championship as follows - \$7,000 to be paid this week and the balance \$23,000) in January. The calendar for the ASBK has finally been completed. In an attempt to try and keep things on track CEO has suggested weekly meetings for the foreseeable future.</p> <p><b>Junior Motocross Championship / Horsham Motorcycle Club</b> On Thursday 6th December the CEO met with committee members of the Horsham Club and visited their facility. The track and amenities are excellent. The track is located 5 minutes from an ambulance station and the hospital. The club appear to be getting significant assistance from the local council and the CEO met one of the Council Officers.</p> <p><b>Auditors</b> The audit has been commenced and the new firm seems to be</p>	-		CEO	-
				-		-	-
				-		-	-
				-		-	-

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			<p>very efficient and thorough. They have queried a number of matters particularly in relation to MAIL and have requested a number of documents to verify what has been told to them. This is comforting. At their suggestion Claire is working on a fraud policy. The audit is expected to be completed in early March for presentation to the March Board meeting. This will take considerable pressure off the process to provide the audit to members 21 days prior to the Annual Meeting.</p> <p><b>Matters from Board / Strategic Planning Meeting</b></p> <p>The matter raised in the CEO's report at both meetings which resulted in no action or result are listed below:</p> <ol style="list-style-type: none"> <li>1) Cheapest available airfares for everybody regardless of the airline.</li> <li>2) SCB's pay cost of attending meetings (airfares, accommodation).</li> <li>3) SCB's contribute to printing costs where applicable (logbooks, one event licences etc...)</li> <li>4) Board meetings – 8 face to face (2 teleconferences in months where there are no meetings.</li> </ol> <p><b>Arenacross</b></p> <p>Mark Gilbert a promoter from Adelaide has approached the CEO via Stephen Foody to conduct an Arenacross series. He has provided a very brief</p>	<p>Item 1 -Board has resolved to reject this proposal.</p> <p>Item 2 - Board has resolved CEO &amp; MFA to conduct an analysis on 2 options of cost sharing.</p> <p>Item 3 – Board has resolved SCB's to contribute to costing. CEO and MFA to compile a report.</p> <p>Item 4 – Board has rejected this proposal.</p>		CEO & MFA	February 2013

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			<p>proposal, the CEO has requested more detail – number of rounds, venues, dates etc. It would appear to be a lower level series and should be encouraged to develop and train potential Supercross riders.</p> <p><b>Membership/Licencing Committee.</b> CEO recommends taking some initiative in this matter and calling for a meeting of the committee for some time in January.</p> <p><b>Australian Sports Commission</b> The commission have recently announced the WINNING EDGE PROGRAMME. Whilst clearly aimed at Olympic Sports it has a target, in addition to more medals, of 20 World Champions in each year. It would appear funding, at High Performance level, is going to be result based. Where MA fits into the programme is, at this stage, unclear.</p> <p><b>February Board meeting</b> The CEO is scheduled to depart for a FIM Board Meeting and a MAIL meeting on the 20th February, the date for the next MA Board meeting. If possible the CEO suggests the meeting be brought forward one week.</p> <p><b>Motorcycling Tasmania</b> This SCB is struggling with decline in licences, decline in events and decline in participation at events. CEO has spoken to the President to see if</p>	<p>-</p> <p>-</p> <p>-</p> <p>Board has approved February Board meeting to be brought forward to the 13<sup>th</sup> February 2013</p> <p>-</p>		-	-

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			there would be any benefit in the CEO attending one of their executive meetings in the New Year. The President thought the idea had merit and will get back -to the CEO regarding a date.				
BR2212	Report – Risk & Compliance Manager	RCM	Written & verbal report provided.	Received.	Information only	-	-
BR2213	Financial Reports – Report Finance and Administration Manager	MFA	The following reports were submitted to the Board for review: <ul style="list-style-type: none"> <li>• Profit &amp; Loss with Budget Analysis to November 2012</li> <li>• Balance Sheet as at November 2012.</li> <li>• Accounts Payable/ Receivables as at November 2012.</li> <li>• Cash flow report</li> <li>• Financial overview draft document for 2012.</li> <li>• 2013 Draft Budget provided for perusal</li> </ul>	Received. MFA to supply report on free licences to the Board	-	MFA	February 2013
BR2214	Strategic Forum discussion	CEO	Leads were discussed and appointed for strategies.	The following leads were appointed Strategy 1 – R Gill as lead Strategy 2 – B Kershaw as lead Strategy 3 – Stuart Strickland as lead Strategy 4 – Bob Kershaw as lead Strategy 5 – National Development officer as lead Strategy 6 – CEO as lead Strategy 7 – RCM as lead Strategy 8 – S Foody as lead Strategy 9 – Bronwyn Sorenson as lead Strategy 10 – RCM as lead	-	Board	February 2013

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BR2215	Industry Meeting – Cameron Cuthill	SS	<p>S Strickland addressed the follow up meeting from September 2012. Discussion took place on the following</p> <p><b>Licence decline</b> MA primarily interested in chart sales for on and off road. C Cuthill advised they are looking at reviewing segmentation and new data should be available by end of March which needs to be treated with the strictest of confidence. C Cuthill suggested MA refine exactly what it is they require from FCAI.</p> <p><b>Budgets</b> C Cuthill advised budgets need to be worked out a year in advance.</p> <p><b>Minikhana</b> C Cuthill advised there should be no problems putting swing tags on bikes at point of sale but MA need to have a structured programme in place to advise where people can ride and where training can be provided. A trial state most likely NSW would be run initially. MA would need to create a template that could be rolled out nationally.</p> <p><b>Helmets</b> C Cuthill advised A review of helmet standards will take place next year with a 6 week consultation period in February. The revision is likely to take 3 years.</p> <p><b>Technical Meeting.</b> A meeting should be organised for April 2013.</p> <p><b>Noise control</b> CEO to send noise control information to C Cuthill.</p>	<p>MA to refine what is required.</p> <p>C Cuthill to provide dates of consultation period.</p> <p>MA to organise Technical meeting for April 2013.</p> <p>CEO to send noise control information to C Cuthill.</p>	-	CEO	-
						C Cuthill	-
						CEO	-
						CEO	-

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BR2216	Item for Decision: Future of the Riders Division	RDM	Written proposal provided.	Board resolved RD Manager to broaden report to include details on existing membership and financial position. CEO to make contact with Sean Lennard to develop strategy on an advocacy group.	-	RDM & CEO	February 2013
BR2217	Item for Decision: Electronic communications and social media policy	RCM	Written Electronic communications & social media policy provided.	Board endorses policy. Board recommends this policy be uploaded on the MA web site and a reference is included in every supplementary regulation that is sent out. It also needs to be included in the MOM's 2014. A press release and riders briefing needs to be organised.	-	RCM	December 2012
BR2218	Item for Decision: SCB Development Grants	MFA	MA introduced the initiative of development grants to the SCBs some years ago MA spends a significant amount on other development initiatives such as strategic planning, development of riders, coaching courses, officials training and venue inspectors seminars. All of these initiatives benefit the SCBs however the SCBs do not contribute to the costs of such initiatives. It is not feasible that MA continues to provide development grants to SCBs and fund additional development initiatives in the current financial circumstances	Board has approved recommendation to abolish the SCB grants.	-	MFA	-
BR2219	Item for Decision: 2013 budget	MFA	Budget Draft provided.	CEO to send acquittal statement that is supplied to the AIS annually to Board members. CEO and MFA to continue working on budget.	-	CEO & MFA	-
BR2220	Item for Decision: Changes to Noise emission rules for 2013 GCR's	OM	2013 rule change for board decision 12.10 NOISE EMISSIONS - ALL DISCIPLINES NOTE: From 1/7/2013 noise	Board has approved this rule change.	-	OM	-

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			<p>testing must be carried out at all permitted events however it is not mandatory to test all machines</p> <p>12.10.1 Specifications</p> <p>12.10.1.1 Noise emissions are set out in the tables below:</p> <p>30 meters (from side of track) ride by test</p> <table border="0"> <tr> <td>DISCIPLINE</td> <td>LIMIT dB(A)</td> </tr> <tr> <td>Road Racing</td> <td>95</td> </tr> <tr> <td>Historic Road Racing</td> <td>95</td> </tr> <tr> <td>Classic MX &amp; Dirt Track</td> <td>95</td> </tr> <tr> <td>Speedway (including Quads)</td> <td>95</td> </tr> <tr> <td>Dirt Track &amp; Track (incl. Quads)</td> <td>95</td> </tr> <tr> <td>Record Attempts</td> <td>No limit</td> </tr> </table> <p>2 Metre Max method</p> <table border="0"> <tr> <td>DISCIPLINE</td> <td>LIMIT dB(A)</td> </tr> <tr> <td>Motocross &amp; Supercross non Aust Championships (including Quads)</td> <td>112 with a 4dB/A allowance</td> </tr> <tr> <td>Motocross &amp; Supercross Aust Championships (including Quads)</td> <td>112 with a 2dB/A allowance</td> </tr> <tr> <td>Dirt Track &amp; Track (including Quads)</td> <td>112 with a 4dB/A allowance</td> </tr> <tr> <td>Moto-Trials</td> <td>TBA</td> </tr> <tr> <td>Supermoto</td> <td>112 with a 4dB/A allowance</td> </tr> <tr> <td>Enduro &amp; Reliability Trials (including Quads)</td> <td>112 with a 4dB/A allowance</td> </tr> <tr> <td>Minikhana</td> <td>112 with a 4dB/A allowance</td> </tr> </table> <p>12.10.1.2 Where government regulations or planning orders</p>	DISCIPLINE	LIMIT dB(A)	Road Racing	95	Historic Road Racing	95	Classic MX & Dirt Track	95	Speedway (including Quads)	95	Dirt Track & Track (incl. Quads)	95	Record Attempts	No limit	DISCIPLINE	LIMIT dB(A)	Motocross & Supercross non Aust Championships (including Quads)	112 with a 4dB/A allowance	Motocross & Supercross Aust Championships (including Quads)	112 with a 2dB/A allowance	Dirt Track & Track (including Quads)	112 with a 4dB/A allowance	Moto-Trials	TBA	Supermoto	112 with a 4dB/A allowance	Enduro & Reliability Trials (including Quads)	112 with a 4dB/A allowance	Minikhana	112 with a 4dB/A allowance				
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			<p>exist in relation to lower noise emissions testing, or where a permanent Road Race circuit venue has lower noise emission requirement is part of the circuit hire contract, the noise emission required will prevail over GCR 12.10.1.1.</p> <p>12.10.2 Use of sound level meters</p> <p>12.10.2.1 Sound testing apparatus must:</p> <p>a) Comply with international standard IEC 651, Type 1 or Type 2.</p> <p>b) Include a compatible calibrator, which must be used immediately before testing begins and always just prior to a re-test if a disciplinary sanction may be imposed.</p> <p>12.10.2.2 Sound testing apparatus must be set to:</p> <p>a) 'Fast response'</p> <p>b) 'A' weighted,</p> <p>c) Select range High 80-130 dB,</p> <p>e) Activate the function MAX MIN - set on MAX,</p> <p>12.10.2.3 '30 Meter ride by' test</p> <p>a) The sound levels will be measured with the sound meter/microphone fixed on a tripod, in the horizontal position, 30 meters from the edge of the track at a high speed point.</p> <p>12.10.2.4 '2 Metre Max' Set up of the sound meter and the motorcycle:</p> <p>a) The sound levels will be measured with the sound meter/microphone fixed on a</p>				

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			<p>tripod, in the horizontal position, at the rear of the motorcycle.</p> <p>b) For the place and position of the motorcycle, ensure that there are no solid obstacles within a 10 meter radius of the microphone.</p> <p>c) The sound meter will be positioned at a distance of 2 metre behind the motorcycle, with an angle of 45° away from the centerline, on the exhaust side and at a height of 1.35 metre above the ground, with the sound meter level.</p> <p>d) The 2 metre distance is measured from the point where the centre of rear tyre touches the ground.</p> <p>e) It is preferred that the tests are conducted on soft ground, to prevent reverberation, i.e. grass or fine gravel.</p> <p>f) In other than moderate wind, machines should face forward in to the wind direction.</p> <p>g) The ambient sound level must remain lower than 100 dB/A.</p> <p>12.10.2.5 '2 Metre Max' Positioning of the motorcycle: The reference points:</p> <p>a) For a motorcycle: the contact point of the rear wheel on the ground.</p> <p>b) For motorcycles fitted with 2 exhaust outputs, the measurement will be made on the side of the air intake. If a central positioned air intake is</p>				

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			<p>used, both sides will be tested.</p> <p>c) For Sidecars: the contact point of the side wheel on the ground.</p> <p>d) For Quad vehicles: the vertical line to the ground from the centre point of the rear axle.</p> <p>e) For Quad vehicles with exhaust outlet moved from the median axis, the measurement will be made on the offset side. To make repetitive measurements, all motorcycles can be positioned into a small frame fixed on the ground.</p> <p>12.10.2.6 '2 Metre Max' method:</p> <p>a) The measurement is made with the motorcycle on its wheels, with a hot engine.</p> <p>b) During a sound test, machines not equipped with a gear box neutral must be placed on a stand.</p> <p>c) The NCO should stand beside the motorcycles, opposite the microphone and not screen or stand between the bike and the microphone. An assistant, placed on the left side of the motorcycle, shall disengage the clutch.</p> <p>d) The NCO shall open the throttle as fast as possible until full open throttle (instantly, within 0.3 seconds). And keep at max engine 'rpm' for at least 1 second. To end, the NCO will release the throttle quickly.</p> <p>e) If the result exceeds</p>				

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			<p>the limit, including 'after fire', the Inspector shall test the motorcycle a maximum of 2 more times.</p> <p>f) For motorcycles equipped with an engine rpm limiter, opening the throttle will be made - instantly, within 0.3 seconds - and kept open until at least 1 second has evolved and/or when there is an audible sign of over revving the engine.</p> <p>g) For motorcycles without an engine 'rpm' limiter, the opening of the throttle will have to be lower than 2 seconds and/or when there is an audible sign of over-revving the engine.</p> <p>h) If the engine tends to suffocate, close the throttle slightly and re-open the throttle.</p> <p>i) If detonations appear, the measurement must be started again.</p> <p>j) The numbers obtained from the test shall not be rounded down.</p> <p>k) For the sound level measurement, the handling of the throttle is limited only to the NCO, who shall open the throttle himself in order to minimize the influence by another operator (for that, it is helpful to have the microphone equipped with an extension cable to the sound meter).</p> <p>12.10.2.8 Tests shall not take place in the rain</p> <p>12.10.3 Machine testing</p> <p>12.10.3.1 If a machine fails, it can be represented for re-</p>				

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			<p>testing.</p> <p>12.10.3.2 No person may compete in any event on a machine whose noise emissions exceed the prescribed levels.</p> <p>12.10.3.3 A machine which does not comply with the sound limits can be presented several times.</p> <p>12.10.4 Sound control during competition</p> <p>12.10.4.1 The Noise Control Officer (NCO) must arrive in sufficient time for discussions with the Clerk of the Course and other Technical Officials in order that a suitable test site and testing policy can be agreed.</p> <p>12.10.4.2 Machines can be tested before, or after competing in an event, chosen by ballot, or as required by a Steward, Clerk of Course or NCO.</p>				
BR2221	<b>Report – Operations Manager Report</b>	OM	Written report provided.	Received	Information only	-	-
BR2222	<b>Licence Statistics</b>	OM	Written report provided for November 2012.	Received	Information only	-	-
BR2223	<b>Website Statistics</b>	OM	Written report provided for November 2012.	Received	Information only	-	-
BR2224	<b>MA Insurance Limited</b>	CEO	<p>The following reports were submitted to the Board for review:</p> <ul style="list-style-type: none"> <li>Cash Statement Mail for November 2012.</li> </ul>	Received	Information only	-	-
BR2225	<b>General Business</b>	SS	S Strickland advised he had received positive news on the outcome from the Parliamentary	Board approved Press release to be sent out.	-	CO	December 2012

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		MSA	<p>enquiry; congratulations must go to R Smith and B Sorenson for their hard work and involvement. It was noted a press release should be released.</p> <p>MSA request for exemption for Riders Mitchell Simpson and Nic Liminotn to be given an exemption in relation to age to be coached and or race a Moto 3 machine</p>	<p>Board resolved not to approve this request as it would be setting a precedent which would make it difficult to favourably consider further requests. This request is considered particularly difficult as it involves Juniors. Board to look at FIM age limits and limits applying in other federations.</p>	-	CEO	February 2013

Meeting closed at 4.35pm  
Next Board meeting will be on the 13<sup>th</sup> February 2013

Distribution:  
Board of Directors

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