

## PRELIMINARY 2005 AGM AGENDA



## JAGUAR CLUBS OF NORTH AMERICA Regular Annual General Meeting Wyndham Palace Hotel, Orlando, Florida Saturday, April 2, 2005

### Call to Order

### Delegate and Proxy Roll Call \*

### Adoption of Agenda

### JCNA President's Welcome and Opening remarks

### Jaguar Cars' Welcome, Malcolm Oliver

### Reading and approval of the March, 2004 AGM. Minutes

\*Envelopes containing ballots for the election of officers will be distributed the voting delegates during the Roll Call. The procedure for election of three officers (president, vice president and secretary) is: There is one envelope for each delegate and proxy vote. Each envelope contains slips of paper—one for each candidate already nominated, and one slip per officer to be used for write-in candidates nominated from the floor. Each envelope shall be returned to the election judges, sealed, with three ballots for the candidates selected inside. Any ballot envelope deviating from this will be disqualified. Envelopes will not be collected until just before the luncheon break. Delegates will be asked to approve the election judges selected. Times are estimated.

### Item 1. Reports

JCNA Treasurer's report

Jaguar Journal report

Committee Reports

- |  |   |
|--|---|
| 1. Archives /Vehicle Data Certificates             | 13. JCNA High Performance Driver's Education (HPDE) – G. Hagopian |
| 2. Special Awards – Barbara Grayson                | 14. Jaguar Journal Newsletter Awards – Mike Cook                  |
| 3. Awards Management – Kurt Rappold                | 15. JCNA Membership / Roster – Nelson Rath                        |
| 4. Business / Insurance – Jim Hendrix              | 16. JCNA Trophies, Merchandise & Regalia – Dick Howe              |
| 5. Club News/Newsletter Awards – Mike Cook         | 17. Nominating – Brock McPherson                                  |
| 6. Communications – Pascal Gademer                 | 18. Protest – Randy Prine   |
| 7. Concours Advocate – Lisa Hendrix                | 19. Publicity – Candy Williams                                    |
| 8. Concours Judges Training – Gary Hagopian        | 20. Rally – Brian Blackwell                                       |
| 9. Concours Scores Recording – Bill Streitenberger | 21. Slalom – Steve Weinstein                                      |
| 10. Events Sanctions & Schedule – Lynn Cunningham  | Special Committees  |
| 11. General Counsel – Brock McPherson              | 1. JCRC – Dick Cavicke  |
| 12. JCNA Directories – Dick Deibel                 | 2. Passport to Service – Sue Hagopian                             |

Committee Chairs (not in attendance) are requested to arrange for a Director to present their report. The Secretary should receive a written report from all Committee chairs.

### 11:45 Collect ballot envelopes.

Break for Lunch

### 1:10 Reassemble

### Item 2 - OLD BUSINESS

- a) JCRC proposed split of XJS concours class (Ref 2004 AGM action)
- b) Rally Committee action on proposed new rally program (Ref 2004 AGM action)

## **PRELIMINARY 2005 AGM AGENDA**

### **Item 3 - New Business**

- a) Proposed bylaw revision enabling electronic meetings to be conducted – Steve Weinstein
- b) JCRC Proposed Revisions to Concours Rule Book Chapter 6
- c) JCRC Proposed Revisions to Concours Scoresheets
- d) Third JCRC New Business Proposal (title TBD)
- e) Proposed slalom rules changes – Slalom Committee
- f) Judge roster and reporting – Pascal Gademer
- g) Rally program proposed revisions – Rally Committee

### **Item 3 - OTHER BUSINESS AND ANNOUNCEMENTS**

- a) Presidential Announcements – Bill Streitenberger
- b) Announcement of 2006 AGM
- c) Update on the 2005 Challenge Championship – Dennis Eynon

### **Item 4 – ADJOURN**

## **Reports**

### **1 & 5. Club News / Archives – Nelson Rath**

The Jaguar Club of Victoria was sanctioned in March of 2004 to bring the total number of affiliate JCNA clubs to 61.

No update on Archives.

### **2. Special Awards – Barbara Grayson**

There are six members on the committee one from each region. Following is the list on the committee members.

NW – JERRY PARKHILL

SW – DICK FRANCE

NC – JERRY LITZ

SC – PEGGY THOMPSON

NE – MIKE COOK

SE – GEORGE CAMP

There were five nominations submitted for the Andrew Whyte Award and four for Dealer of the Year plus one submitted past the deadline. The Fred Horner Award is done by calculation; once again there was poor participation in the rally program with 11 contenders listed on the JCNA website, ten of which came from one club. There is a winner though for the Fred Horner Award. The Karen Miller Award is yet to be determined. As soon as the results were received Kurt Rappold was notified of the winners so that those names could be placed on the appropriate awards.

Respectfully submitted,

Barbara Grayson  
Special Awards Committee Chair

### **3. Awards Management – Kurt Rappold**

The new trophies are going to be great for the AGM and I'm sure all the winners will go home pleased with them. I only have 70 Work orders in here so far out of the 270 I expected so I will begin sending out the letters as soon as I can get moving on this. I will be in Daytona for 2 weeks for bike week so if I don't get done in time before I go maybe I can pick up the pieces when I get back, just before the AGM.

## **PRELIMINARY 2005 AGM AGENDA – Item 1, Reports**

### **4. Business / Insurance – Jim Hendrix**

#### **OPENING**

The Business Committee is charged with analyzing business related details of JCNA, with administering the JCNA Insurance Policies and with coordinating details of a limited audit.

Since JCNA's independence from Jaguar Cars the budget has grown from slightly over \$100,000 to approximately \$250,000 - \$400,000. This is serious cash flow that requires this organization to have fiscal responsibility to itself and the members of the affiliated clubs. The Bylaws, Corporate Policies and Corporate Procedures determine how the administration and the finances are handled with input from the Board of Directors. The Board of Directors is challenged with administration of this responsibility. Currently, with an Administrative Manager, this administration responsibility is in good hands. If you look in the mirror and ask yourself how you would want to control the flow of this much cash, you would agree that the JCNA BOD has made the right decision.

#### **DETAILS**

The areas that the Business Committee has been focused on are as follows:

- I. Administrative Manager / Treasurer/ Roster Maintainer. Nelson Rath continues to do a fine job doing all 3 duties.

Recommendation: Continued analysis concerning the possible implementation of a JCNA office in the future.

- II. Accrual Accounting

2004 was the 7th full year of accrual accounting. We have achieved more knowledge of current financial conditions on a quarterly basis. This basis continues for 2005. The treasurer continues to get timely inventories from our volunteers for the numbers to be meaningful and to provide an actual useful financial condition.

- III. JCNA Insurance

A) JCNA created the insurance program in '93/94. This was approved at that year's AGM. By consolidating the General Liability Coverage into a group, there was a large cost savings to the individual clubs. Over the years, the JCNA budget has added additional types of coverage needed for the operation of JCNA and the affiliated clubs.

B) We have again, along with J.C. Taylor, reviewed the companies that they place

our various insurance types with. These insurance types are:

- General Liability – provided for JCNA and affiliated clubs. This is the only coverage the affiliated clubs had when they contracted for their own coverage.
- Directors and Officers Liability / Publishers Liability – provided for JCNA and affiliated clubs. This coverage has been extended to the affiliated clubs effective 2003 with the January 2003 dues increase going into effect. We are working closely with JC Taylor to assure

## PRELIMINARY 2005 AGM AGENDA – Item 1, Reports

that all companies are being looked at for this coverage and that proper shopping for our needs is taking place. They are looking into this for many clubs that are in similar positions to us. This coverage amount has always been \$1,000,000 and will remain at that level.

- Inventory Property/Casualty – for JCNA only.

- C) Under General Liability there was a continuing discussion as to our coverage when non-member participation in competitive events such as concours, rallies and slaloms took place. JCNA created and implemented a special category named Event Membership. This is still an excellent way for JCNA to operate.
- D) Directors and Officers Liability / Publishers Liability Policy. This policy covers JCNA as well as the affiliated clubs. This coverage extension to the affiliated clubs has been implemented. Cost per year required a dues increase effective January 2003.
- E) We increased our insurance coverage amounts in 2002. This was due to requests from the affiliated clubs. The coverage for General Liability is:
- \$3mm per Occurrence
  - \$4mm General Aggregate
- F) Insurance costs increased due to the addition of the Directors and Officers/Publishers Liability coverage addition for the affiliated clubs. The other coverage types have also increased in cost. As JCNA has increased membership numbers we have had an increase of cost based on those totals. Again by shopping the insurance companies we do business with, our broker / agent, J.C. Taylor has kept the costs under some control but our coverage cost is growing. The program has held *initial* coverage costs for the *original coverage types* since the '93/94 inception. We will keep a close eye on cost increases. We must also watch our membership count. This affects the dollars available for insurance. **I am concerned as to this count.**
- G) A “certificate of insurance” describing coverage is available if desired. Contact me at [jhendrix@curtispack.com](mailto:jhendrix@curtispack.com) if you would like to receive one.
- H) Any questions can be directed to me at any time concerning insurance and are encouraged. Since October I have dealt with 5 situations and have responded with answers.
- IV. JCNA Budget
- The budget is based on last year’s actual expenditures of which we see fluctuation with the cost and services provided going up. Special projects such as the 2005 Challenge Championship are held accountable to the Board of Directors. When these situations occur, the Board of Directors look at each specific item and make changes as they see fit.
- The advantage of our budget process is being able to work off of a previous year’s numbers. Even though this is the case, JCNA has requested from all committee chairmen and directors a specific budget for their area of responsibility. This has proven to be enlightening and moved some of the

## PRELIMINARY 2005 AGM AGENDA – Item 1, Reports

responsibility and accountability to those individuals. This has allowed us to not only look at what was projected to the budget process but to also determined if the budget was adhered to. Analysis only needs to take place based on if we don't have the same expenditures in the current year as the previous year and what *new programs* have an effect on cost.

### V. JCNA Audit

The limited audit of 2003 is complete. The result indicated the same things that were suggested in the previous audit. The Board of Directors and Business Committee did not feel that those recommendations needed to be implemented and it was agreed that things would hold the status quo as it is now.

2004's limited audit will be scheduled for May 2005. The firm, R.L. Moore will again be used. They have experience with "not for profit" organizations like JCNA.

JCNA is a relatively simple organization. The audit time frame was set up to work around the tax season. It gives JCNA better focus and service choosing this time frame. This year an additional subject of the review is income taxes.

### VI. Administrative Manager (AM). This implementation and addition was presented and approved at the March 2000 AGM.

JCNA now has a face and clearing house where information is funneled. The purpose is to consolidate some of the efforts of JCNA into an office environment. Analysis of this job included many of the clerical duties currently done with the handling of checks as well as the same duties required for roster maintenance. JCNA has expanded this responsibility into a full time position that handles these items and more details and functions of what JCNA does. This helps JCNA control its functions easier. It also helps to identify future areas of attention. The 888 number is answered here. By the way it is answered at nearly all hours, very good service.

#### **Additional duties were added into the job of Administration Management in 2002, 2003 and 2004.**

The next area to consider is to look at the procedures of regalia, trophies and publications. We can start to detail what the procedures are with our volunteers to determine the amount of work that would be needed to accomplish each task. This will define the details now. It will allow us to plan for a time if volunteers no longer want to do those jobs. No change is currently anticipated.

Backup of records: . Back-up of records is done weekly with a CD. It was suggested that this CD be placed in a safety deposit box (in Stockyard Bank) and that it contain just JCNA records. Nelson has implemented this.

The AM contract is effective through 12-31-05.

### VII. Board of Directors-Executive Committee expenditure approval

background- It is the responsibility of the Board of Directors to run the details of JCNA. Currently expenditures of up to \$500.00 can be approved by the Executive Committee without the full Board of Directors approval for non-budgeted expenditures.

proposal- It is proposed that this amount be increased to an

## **PRELIMINARY 2005 AGM AGENDA – Item 1, Reports**

expenditure approval by the Executive Committee for non-budgeted expenditures of up to \$2,500 for any one transaction or up to a maximum per calendar year of \$5,000.00.

### **VIII. Event Membership**

The advantage of this program is to allow the local clubs the option of being able to have joint events with other organizations. The main reason is to spread out costs over more participants when rental of facilities becomes a major part of putting on that event. Event Membership fee is \$5.00.

Remember that if outside non-JCNA members participate in the events noted and are not signed up as an Event Member, the local club bears that liability if there is a problem.

### **IX. Multi year plan and JCNA Direction**

- Add an office of JCNA, its own address
- Continue guiding the financial goals with the Board of Directors
- Bring the volunteer services into the JCNA office as the job gets too large for them to do.
  - 5 – 6500 – 1 person, (we are at this level now)
  - 6501 – 12,000 – 2 people
  - 12,001 – 18,000 – 3 people
  - etc.
- Evaluate dues to cover costs.
- Create profit centers for all activities.
- Increase membership.
- Create greater control to the overall JCNA organization cost structure.

### **X. Jaguar Cars – JCNA Storage**

In 2002 Jaguar Cars informed JCNA that they would no longer be able to store the archival and other items they held. JCNA has contracted for a temperature controlled storage facility with full access. The transfer of items is complete.

### **XI. Jaguar Journal – Editor Contract**

A contract exists with Mike Cook of Plain English as Editor of the Jaguar Journal. The contract will continue to be addressed as directed by the Board of Directors. Editor succession is on the agenda of activities to be looked at with Mike Cook of Plain English participating in this function. Contract term is effective through 3-31-06.

### **XII. JCNA Dues**

Dues last increased in 2003. Dues are again being looked at for 2006 and 2007.

## PRELIMINARY 2005 AGM AGENDA – Item 1, Reports

History: JCNA had not increased dues since '93 when the JCNA Insurance Program went into effect. This changed the dues from \$15.00 to \$17.00. At the March 2000 Annual General Meeting (AGM) the Board of Directors and the Business Committee advised all delegates that this review of **dues would be evaluated every year**. JCNA is still a bargain compared to other car clubs that have dues of \$22.00 - \$30.00. The current dues amount is \$20. Effective date was January 2003.

For the last several years several members of the Business Committee have looked at the financial statements and expenditures of JCNA and has seen nearly all costs increase. These include: postage, insurance, Jaguar Journal printing costs (16 originally to 48 pages currently), Administrative Management position addition, committee costs, the Jaguar Journal redesign, special projects created by the BOD and many others. These costs have been somewhat offset by increases in membership from 3,500 – 6,400 members.

The tasks of a volunteer organization have been stretched due to membership size. This resulted in the addition of an Administrative Manager to run many of the daily tasks.

The success of the general operations as well as increased membership has allowed JCNA to hold its costs. When there are profits they have continued to be reinvested in JCNA by creating the new look and structures of the Jaguar Journal, the addition of an Administrative Manager and an increase in Insurance coverage to the affiliated clubs.

As JCNA continues to grow in size the requirement to continue with the proper administration and services provided also need to grow. This will require constant analysis of the dues structure to support this activity. 2001 was a pivotal year 2005 is also expected to be one. Many things were and will be going on at the same time, all are related to each other. The success of these and some of the continued related operations help with the ability to control dues. Since *membership* has not increased significantly in the last 3-4 years but cost of operations has increased the result is to look at the dues structure closely to make sure that JCNA does not become a negative cash flow organization.

The 2003 dues increase stabilized JCNA. This increase was partially earmarked for insurance coverage to add the affiliated clubs to the Directors & Officers / Publishers Liability policy. Due to the issues going on with how directors and officers have been handling themselves in private and public corporations, this coverage has increased in cost at an alarming percentage.

In 2004 JCNA again became a break even organization with profit from all operations totaling \$849.00. Spending cannot increase for 2005 or 2006. This situation will be watched closely in 2005.

At this time a dues increase is not expected for 2006. The Business Committee feels the success of operations in 2005 will determine the 2007 position on dues. **Future yearly analysis will continue to take place. If warranted, future increases will be recommended.**

### XIII. Old Business

#### *A-JCNA Lifetime Membership*

## PRELIMINARY 2005 AGM AGENDA – Item 1, Reports

background-suggested to be studied at the March 2004 AGM submitted by Dave Meck . Dave has been instrumental in the details discussed. The AGM approved further evaluation of this form of membership.

other clubs such as AACA and CCCA are 20 times the annual club dues. Many of these clubs are structured in a similar dues management as JCNA incorporates but they are on the subscription method of dues collection and administration. The latest addition to their dues structure is for the special cost associated with first year Lifetime Memberships. Thus the cost is 20 times plus that cost.

proposal: It is requested for approval that a new form of membership be adopted known as Lifetime Member. This form of membership will include: special membership card recognition, change the membership number to designate a lifetime member (LM designation), ribbons added to name tags at AGM's and Challenge Championships, recognition at awards presentations during AGM's and Challenge Championships, a unique car badge will be provided with the Lifetime Membership and a lapel pin will be available at extra cost only to those Lifetime Members, name to be periodically published in Jaguar Journal, static cling window decal to be available at extra cost.

details to be noted in dealing with this form of membership: a separate entry field would be created in the roster, price model of 20 X has a break even point of 19 years if 3% is figured for interest and an annual dues increase of 2%, break even point is 26 years if there is no dues increase.

recommendation-Dues of \$450.00 is established. As future dues increases happen and as the cost of first year Lifetime Memberships costs change these items will affect this figure.

### XIV. *Membership*

- JCNA needs to increase membership numbers.

Submitted by:  
James C. Hendrix

#### Business Committee Roster:

Jim Hendrix - Chairman  
Knick Curtis  
John Horen  
George Keller  
Mike Ksiazek  
Brock McPherson  
Nelson Rath

cc: Steve Averill, JCNA Secretary

## PRELIMINARY 2005 AGM AGENDA – Item 1, Reports

## **PRELIMINARY 2005 AGM AGENDA – Item 1, Reports**

### **6. Communications – Pascal Gademer**

It has just been 3 years since we moved JCNA.com to the current host, Carlc.com Inc, and I am pleased to report that things are running smoothly. Hosting costs are still \$250 a year and service has been perfect with no downtime. They are doing an excellent job staying on top of any security issues and using the most secure software. They are also providing hosting service to a few affiliate clubs for the same low price.

Traffic on the website is still growing, although at a slower rate than in the past. We've reached 2M hits a month for the first time (jan 05), average daily visits were 817 in January and 845 so far for feb.

summary of various features / services updates:

- member survey:

as of feb 10th, 130 members have filled out the online member survey. While it doesn't seem to be a large number, it is a significant number compared to the overall response rate. I do not have the latest total, but as of 3 months ago, 2/3 on survey response came from the website, vs 1/3 by mail/fax.

-award confirmations:

credit to Gary Hagopian for the idea... to simplify Kurt Rappold's job, award recipients were told to fill out an online form to confirm their award information instead of mailing a post card. About 100 winners have used the system so far. I do not have the total number of award recipients but this seems to indicate that this method works. Important note, since the Jaguar Journal isn't out yet, it's possible that a number of trophy recipients don't even know yet that they qualify, especially regional. In the end, the total number should be significantly higher. I tried to make it as easy as possible; recipients only had to click on a link next to their name on the result page to get to the form which was automatically emailed to Kurt.

- scoring system :

I'm reluctant to say that it was trouble free and 100% accurate in 2004 since as of this writing the Journal isn't out and we could have some last minute problems when non computer savvy members discover their scores... unlikely but always possible. This said, concours results were published on Dec 1st with rally and slalom also published within a couple of days. The online scoring system developed in 2002 is working fine and has been easily updated to keep up with rule changes. Most clubs are doing a good job posting their results in a timely matter.

- club services (websites / pages, calendar, membership etc...)

while many clubs are taking advantages of the offerings, some still don't despite the fact that it's altogether easy to use and very beneficial in term of exposure, new memberships, etc... I hope to work with regional directors in 2005 to continue our efforts to get more clubs on line; this is where both affiliates and JCNA can work together to grow.

Close to 700 online membership applications were submitted thru JCNA.com in 2004 (compared to about 430 in 2003). It is difficult to know exactly how many of these were

## **PRELIMINARY 2005 AGM AGENDA – Item 1, Reports**

## **PRELIMINARY 2005 AGM AGENDA – Item 1, Reports**

actually paid but I took a random sampling of online application and looked up the names in the JCNA roster. Out of 36 online applications filled between 7/15 and 7/31/04, 21 became paid members. That's 71%... This would indicate that almost 500 new members joined JCNA and affiliate clubs in 2004 thru the website.

- special sections

I've been working closely with various directors and committee chairs to use JCNA.com to improve communications and maximize exposure and publicity. The AGM section is a very good example since we now offer not only general information but also all proposals and reports to make sure members and club delegates get the information they need before the AGM. It is updated as soon as possible and AGM results are posted immediately. not quite live but almost...

- club archives

we are slowly building online club archives by keeping articles, AGM materials, etc... online "forever". I would like to try to build archives for the past as well but data is hard to get... which only shows the need to do it "right".

As usual, any suggestion or idea is welcome.

Pascal Gademer

JCNA Webmaster / Communication Committee Chair

### **7. Concours Advocate – Lisa Hendrix**

Concours Advocate, the committee of one is continuing to foster and encourage the concours program. Questions and comments go back and forth between the clubs in JCNA as needed.

As chair of the AGM Coordinator committee, the committee is continuing to assist the chairs of the AGM. I have already been in contact with the chair of the AGM 2006 in Seattle, answered questions, given advice and put her in touch with the committee chairs of 2005 and will continue to assist as needed.

***8. Concours Judges Training – Gary Hagopian – No report yet received***

***9. Concours Scores Recording – Bill Streitenberger – No report yet received***

### **10. Events Sanctions & Schedule – Lynn Cunningham**

There have been approximately sixty event requests processed in the last year. Nearly all clubs are using the on-line calendar and sanction request process with good proficiency and with only a few difficulties. Date request conflicts are rare, which I attribute to clubs using the calendar and being aware of what dates are already committed before entering a new request. In all, the process appears to be functioning smoothly.

### **11. General Counsel – Brock McPherson**

## **PRELIMINARY 2005 AGM AGENDA – Item 1, Reports**

The JCNA Legal Committee obtained club logos and forwarded them to the Jaguar Cars Legal Department for review and approval. To date, Jaguar Cars legal counsel has not replied to our request.

Copyright laws were researched for material prepared by Steve Kennedy and Stew Cleave to be republished. The committee researched the U. S. Copyright website database for formally submitted copyright material. The committee drafted a release to use for future republication of copyright material by a JCNA member.

The JCNA Legal Committee reviewed proposed Bylaw changes and Agenda items, together with proposed changes in policies.

Since the Fall 2004 Board meeting report, the JCNA Legal Committee has given input on the 2005 Challenge Championship and has reviewed the hotel contracts with input.

Since the Fall 2004 Board of Directors meeting, the JCNA Legal Committee has processed and prepared for an Administrative hearing concerning a complaint filed against a member.

The JCNA Legal Committee continues to answer inquiries regarding membership problems, dues, concours and concours scores. Questions concerning the JCRC Committee were discussed with some members.

The JCNA Legal Committee worked with the National Association of Parliamentarians and the Jaguar Club of Florida on obtaining and hiring a parliamentarian for the Spring 2005 AGM.

LEGAL COMMITTEE

By BROCK R. McPHERSON – Chairman

### **12. JCNA Directories – Dick Deibel**

The 2005 Directory will be completed by and distributed at the AGM meeting

### **13. JCNA High Performance Driver's Education (HPDE) – G. Hagopian**

The JCNA's HPDE program will be ready with an abbreviated schedule of events by AGM time. Because we lost three of the six previous Regional Coordinators, the Journal article with the names of the coordinators and the full schedule of events will not appear until the May/June issue, (which will probably be received in July) somewhat late to be fully effective.

We have Scott Young (S.C.) and Gary Hagopian, (N.E.) as repeat coordinators, and Mark Smith, (N.C.) who has recently signed on. We need coordinators for the N.W., S.E., and S.W. regions. Jerry Mouton, previous S.W. coordinator is working on that region's schedule only, after which the new S.W. coordinator must take over.

From the JCNA Regional Directors of the S.W., N.W., and S.E. regions, we need help in finding new coordinators to schedule and participate in events in their respective regions. Please help by either finding those individuals for me, or at least provide me with several names and contact info of individuals that I might contact regarding these positions.

For the JCNA to remain / become a vital and growing organization, we must find new / additional ways to provide services to our membership. If we concentrate on that goal,

## **PRELIMINARY 2005 AGM AGENDA – Item 1, Reports**

## **PRELIMINARY 2005 AGM AGENDA – Item 1, Reports**

membership retention and growth will take care of itself. I believe that HPDE, like Slalom, will prove to become such a service.

Gary Hagopian, NERD

*14. Jaguar Journal Newsletter Awards – Mike Cook – No report yet received*

### **15. JCNA Membership / Roster – Nelson Rath**

Will be a self explanatory attachment to the JCNA Financial Statements as presented in the Treasurer's Report and also included in the 4th quarter/year end material mailed to Directors on January 7, 2005.

*16. JCNA Trophies, Merchandise & Regalia – Dick Howe – No report yet received*

### **17. Nominating – Brock McPherson**

In accordance with the Bylaws, the Nominating Committee contacted interested members and sent letters to the editors and presidents of JCNA clubs regarding candidates for Regional Director.

Valid nominations for Regional Director for the 2005-2007 term were received for five. The ballots were published in the September/October 2004 issue of the Jaguar Journal, mailed to C.P.A., Ray A. Cheely, Chtd., and tabulated by said firm with the following results:

Northeast Region

The President has appointed Sherman Taffel to fill this vacancy.

Southeast Region

Pascal Gademer

North Central Region

Mike Ksiazek

South Central Region

Brock R. McPherson

Northwest Region

Phil Miller

Southwest Region

Bill Streitenberger

In accordance with the Bylaws, Article VI, Section 1, the newly elected directors began his/her term upon receipt of the election results by the President on January 26, 2005.

The JCNA Bylaws provide that the President, Vice-President and Secretary of JCNA will be elected by the delegates at the AGM.

The following directors notified the Committee of their desire to run for the offices, pursuant to Article V, Section 2 of the Bylaws. The list is as follows:

President: Bill Streitenberger

Vice-President Barbara Grayson

Secretary Vacant

On the day of the AGM, the list of nominees will be presented to the delegates.

Nominations of other Regional Directors may also be made from the floor. When all nominations have been made, the three officers consisting of President, Vice-President

## **PRELIMINARY 2005 AGM AGENDA – Item 1, Reports**

## **PRELIMINARY 2005 AGM AGENDA – Item 1, Reports**

and Secretary will be elected by majority vote of the delegates present in person or by proxy. The new officers will take office upon completion of the business of the AGM as provided in the Bylaws, Article V, Section 2.

### **NOMINATING COMMITTEE**

By BROCK R. McPHERSON – Chairman

## **18. Protest – Randy Prine**

There were six protests considered by the Protest Committee in 2004:

Protest No. 1 - 2004: 1962 3.8 E-Type Radiator - Concours Jaguar Society of SC Lowcountry Classic Jaguar Concours, May 1, 2004: A contestant received a 2.40 point deduction for a non-authentic radiator. He agrees that his car does not have an authentic radiator, however, even though several vendors offer a close replica, he contends that they are not truly authentic, and that there are no authentic radiators available for his 1962 3.8 E-Type. He also argues that in the same C5 Class, 1965 - 1967 4.2 Series 1 E-Types do not possess this handicap. Authentic replacement radiators are readily available for the 4.2.

The contestant's argument is that an original 3.8 aluminum radiator cannot be repaired to a reasonably usable condition, and is requesting that his 2.40 points be returned.

The protest was denied, the 2.4 point deduction stands. Some comments from the committee:

- a. Radiators have not been considered an expendable item, and there are many cars competing with original radiators.
- b. An <sup>3</sup>absolutely original<sup>2</sup> radiator could be accomplished by repairing the original at a considerable cost.
- c. Poor availability or high cost of quality parts has never been a reason for defining what is original. It actually separates the good cars from the excellent ones.

Protest No. 2-2004: 1963 E OTS, Class C-5, Mechanical Judging Procedures. A contestant filed a protest regarding the judging procedures at the subject concours. He stated that a mechanical judge in Class C-5 judged his own car entered in that class. He requested the disqualification of the entire class C-5 in the subject concours. Because of the complicated circumstances surrounding this protest, it was presented to the Executive Board of JCNA for their review. The Executive Board of JCNA has taken the appropriate steps with the club in question to assure that this oversight does not happen in the future.

Protest No. 3-2004: 1991 XJS, Class C-15, Unreasonable Deductions on Chrome Rocker Panels/Covers. A contestant was penalized 12.0 points for non-authentic two-tone pattern or color on the Rocker Panels. The Chief Judge reduced the deduction to 3.0 points per side, or 6.0 points total. The contestant protested this deduction and requested his penalty be changed to 0.6 points per side, for a total of 1.2 points. A majority of the

## **PRELIMINARY 2005 AGM AGENDA – Item 1, Reports**

## **PRELIMINARY 2005 AGM AGENDA – Item 1, Reports**

Protest Committee voted to deny the protest and accept the decision of the Chief Judge. The deduction of 6.0 points stands.

Protest No. 4-2004: 1969 Series II E 2+2, Class C-6: Exhaust Manifolds Finish. A contestant was marked down 6.0 points for wrong finish on the exhaust manifolds of his car. His finish is black enamel, and the judges contended they should be porcelainized. The contestant believed the manifold finish is correct and requested the return of the 6.0 point deduction. A majority of the Protest Committee voted to deny the protest. At the last AGM, the JCNA Series II E-Type Judge's Guide was approved by the membership, and by approving, it's use is mandatory. (See page 13 of the Judge's Guide). The committee members based their decisions on this guide. The deduction of 6.0 stands.

Protest No. 5-2004: 1968 Model 340 4-Door Saloon, Jaguar Club of Florida Concours d'Elegance August 21, 2004: Contestant received 1.6 point deduction for Missing or Non-Authentic Items (Tool Kit Tray 1.2 points and Pliers--not stamped with manufacturer's name) and 2.4 points for Exterior, Missing or Non-Authentic Items--Earred Knock-Offs for wire wheels, for a total of 4.0 point deduction. Results: No deduction for the tool box and pliers. According to the Committee and Steve Kennedy there were plastic tool boxes for that model. Deduction for non-authentic knock-offs stands. Earless knock-off wheel lugs were a U.S. Government requirement at the start of the model year 1968 for anything sold in the U.S.A. Contestant's car should have the earless lugs. Total deduction reduced to 2.4 points.

Protest No. 6-2004: 2005 S-Type, Class C17, Jaguar Club of Florida, 8-21-04 at Orlando, Florida: Contestant felt he was treated unfairly when he received a cleanliness deduction of 0.1 on door panels and arm rest on his S-Type 2005. The Committee was unanimous in denying this protest. The deduction stands.

cc: Bill Streitenberger

*19. Publicity – Candy Williams – No report yet received*

### **20. Rally – Brian Blackwell**

The Rally Committee consists of:

Name	Region	Phone	Email
Brian Blackwell	SC	210-695-8504	<a href="mailto:blackwbg@msn.com">blackwbg@msn.com</a>
Kurt Rappold	NE	610-358-4055	<a href="mailto:kprappoldxksp@snip.net">kprappoldxksp@snip.net</a>
Dave Meck	NC	270-352-1212	<a href="mailto:jagdoc@msn.com">jagdoc@msn.com</a>
Phil Miller	NW	503-291-1159	<a href="mailto:plmkmm@comcast.net">plmkmm@comcast.net</a>
(no representation)	SW		
Dick Deibel	SE	834-886-5880	<a href="mailto:jddeibel@worldnet.att.net">jddeibel@worldnet.att.net</a>

Rally committee remained unable to progress toward re-writing the JCNA rally program for some period after the August report, mainly due to lack of consensus as to the basis for a JCNA scoring system. Staying with the average of the lowest number of points, i.e., seconds, for a number of rallies was believed too fraught with the relative difficulty issue to be viable for a national rally program. As this was voted in two AGM's ago, we were

## **PRELIMINARY 2005 AGM AGENDA – Item 1, Reports**

## **PRELIMINARY 2005 AGM AGENDA – Item 1, Reports**

also reluctant to move away from that direction of the membership. Posted website forum item under the JCNA Rally section on October 26th asking for anyone with any input, issues, or questions, to please use that vehicle to start a conversation, and got one post.

Due to the inability to resolve the relative difficulty issue, the Rally committee decided in mid-November to recommend a return to a points scoring approach at the next AGM. There would be no limit on number of rallies for a club, or for an entrant team. Just like any motorsport series, overall best results at the most events will win a rally team the JCNA Rally Championship. Other types of rallies are allowed, but places for JCNA will be based on lowest total elapsed time over a minimum of three stages. Gimmick and poker rallies could be run and scored for trophies and prizes on one basis, but JCNA rally place points would be based on lowest total deviation from ideal time.

The ‘Great American Race’ style rally rules where only a speedometer, and not even an odometer, is allowed as voted in last year at the AGM, were considered by most of the committee to be unhealthy to the future of the rally program. Increasing the math required over a rally does not increase the enjoyment. Overall agreement by the committee to go forward with a class and division structure as defined below progressed on through a complete reorganization of the prior Rally rules to support the new structure. This would permit the rules as voted in last year, but provide for classes that allowed more instruments.

Division	TSD	Monte Carlo
Class		
Great American Race Style Rules (Speedo only)	T1	M1
Speedo/Odometer	T2	M2
Stock Trip Computers	T3	M3

The entire rally rule book has been rewritten for posting, review, and hopefully voting at the next AGM. It is being circulated among the committee at this writing. Certain chapters are applicable to either Time-Speed-Distance, or Monte Carlo, and but most of them are applicable to both.

All rallies eligible for inclusion in the national rally program would be required to conform to the following requirements:

Minimum Rally distance: 50 miles  
Minimum Rally elapsed time: 2 hours  
Maximum Rally elapsed time: 4 hours (incl breaks)  
Minimum timed legs: 3 timed legs  
Minimum odometer check distance: 10 miles  
Minimum of two persons per car: Driver and Navigator  
Minimum cars entered 5

**NO SOLO TEAMS PERMITTED FOR THE NATIONAL RALLY PROGRAM.**

## **PRELIMINARY 2005 AGM AGENDA – Item 1, Reports**

## **PRELIMINARY 2005 AGM AGENDA – Item 1, Reports**

Respectfully submitted,  
Brian Blackwell

### **21. Slalom – Steve Weinstein**

The year 2004 was another successful year for the JCNA slalom program nationally. Twenty separate slalom events were held all across the US, and in Canada, with over 170 participants, many of whom participated in multiple events and some even participating in several different cars. As in the past, JCNA slalom events welcomed participants from outside the Jaguar community, and we saw other cars ranging from Ferraris to Audis to Subarus.

The new slalom rules worked well, as did the realignment of classes that were made at the 2004 AGM. Even though we were working with a major re-write of the rules, things ran smoothly with no major issues arising from the new rules. Only two issues came before the Committee in 2004, neither of which was presented as a formal “protest”. One involved issues related to the cancellation of an event and the award of local prizes. The slalom committee ruled against the protest, upholding the decision of the local steward and the local club. The other issue involved the use of non-standard, oversized tires in a stock class. The slalom committee ruled that the use of oversized tires beyond those in a range “appropriate” to the class properly placed the car in question into “street prepared” class, as the oversized tires contributed to improved handling and performance. Again, the action of the local steward was upheld.

The slalom committee considered but rejected several suggestions for modification to the rules, including one that would allow the use of polyurethane suspension bushings in stock classes. The committee wished to avoid going down the “slippery slope” of making exceptions to the rules that would erode stock classes.

The one modification that the committee has considered and is proposing for a vote of the AGM involves adding a formal protest procedure to the slalom rules. In light of the issues raised last year, it became clear that there was no “official” rule allowing protests or setting forth a procedure to handle them. Using the concours rule as a model, the committee has developed a protest procedure that will be presented to the AGM for consideration that sets up a methodology for members to raise formal protests related to the slalom rules and for the committee to deal with such protests.

### Special Committees

#### **1. JCRC – Dick Cavicke**

1. General: Since the Fall 2004 report, JCRC has been fully involved in:

- Revising Chapter VI of the Rule Book, "Judge's Guide for Scoring Non-Authenticity".\*
- Renaming Mechanical Checks to Operation Verification, simplifying their deductions and revising how they are to be judged.\*
- Re-formatting the scoresheets so as to provide space to identify the location of C&C deductions.\*
- Supporting authenticity and protest inquiries and responding to Forum questions.

\* To be presented to the 2005 AGM delegates for ratification.

## **PRELIMINARY 2005 AGM AGENDA – Item 1, Reports**

2. Positive Feedback to the 2004 Rule Changes: As reported previously, the 2004 class and rule changes appear to have had a positive effect on the JCNA Judging and Concours participation.

3. Judging Inconsistency: Complaints of judging inconsistency between clubs have persisted. Some of the problems may be attributed to the subjective nature of portions of the judging, but others are a reflection of inadequate judge training and a lack of knowledge of the class being judged. Greater emphasis needs to be placed on the importance of Judge training and the responsibilities of the clubs' Chief Judges.

4. Judging Standardization: Additional Judging Guides are in the process of being prepared:

Model	Author	Status
Pre-war/SS -	Brian Beni	In progress
XK120 -	Godfrey Miller	In progress
XK140 -	Gary Hagopian	Video/DVD?
Series 1 E- type -	Bob Stevenson	Complete
Series 1.5 E- type -	Stew Cleave	Being prepared for Forum comment
Series 2 E- type -	Stew Cleave	Complete
Series 3 E-type -	Stew Jones	In progress
MK2 - comment	George Jones	Near Completion, posted for Forum
XJ6C/XJ12C -	Steve Averill	Prepared but held in abeyance
Series 3 XJ6/12 -	Gregory Andrachuk	In progress
XJ40, X300 -	Daniel Arsenault +	Just started
Cleanliness & Condition -	Mark Roberts +	In progress
Early Air Conditioning	George Camp	In progress

5. JCRC 2005 Goals:

- Immediately update and publish a new Judge's Test
- Complete the Rule Book review by rewriting and updating Chapters V and I
- Support Judge Training initiatives
- Examine Cleanliness and Condition scoring alternatives

Respectfully submitted,  
Dick Cavicke, Chair, JCNA JCRC

## **2. Passport to Service – Sue Hagopian**

This year I processed 968 inquiry cards of which 257 paid the requested \$5.00 for a copy of the Jaguar Journal making revenue of \$1,285.00. I billed JCNA for \$250.00, my expenses.

I asked each of my contacts to report how many of the names I gave them actually joined their clubs. I didn't hear from all of the people on my listing, but of those that did respond there were a total of 26 new members.

## **PRELIMINARY 2005 AGM AGENDA – Item 1, Reports**

## **PRELIMINARY 2005 AGM AGENDA – Item 1, Reports**

The cards directed to Jaguar Cars in Mahwah, NJ are mailed to me in batches making the requestor wait while those cards are processed by me and the membership chair. It can be weeks to months before they are contacted or receive a copy of the Jaguar Journal. The moment is lost!

I spend many hours as I'm sure the membership chairs also do on this program. It seems to me that the effort does not warrant the time and money spent to continue this program in its current format. I believe the cards should direct the new Jaguar buyer to look at the JCNA website for club information and at that same time they could request/pay for a copy of the Jaguar Journal. This would make for quicker contact giving them immediate gratification, not having to waiting several weeks to months.

As I stated to President Bill Streitenberger some months ago, I have done this job for several years and am retiring from this position. It is up to the Board of Directors to find a replacement to fill the position of "Passport to Service" chair. I will be happy to give all the records I've accumulated to the next PPS chair. New blood is always full of new ideas and this program needs new blood.

Respectfully submitted,

Sue Hagopian, PPS Chair (retired)

### *3. Challenge Championship – Dennis Eynon – No report yet received*

Added Report – Publications – Nelson Rath

For fiscal 2004 JCNA recorded sales of \$504.05. This includes Technical Seminar Material from the Charlie Morgan inventory.

**PRELIMINARY 2005 AGM AGENDA – Item 2 and 3, Business Items**

**Item 2 - OLD BUSINESS**

**a) JCRC proposed split of XJS concours class (Ref 2004 AGM action)**

At the 2004 AGM, the following motion was passed:

Jerry outlined the basis for splitting the XJS class and so moved. Steve Averill offered an amendment to strike the 2nd sentence and leave particulars of the split to the JCRC. The amendment passed. The amended main measure passed.

**The JCRC proposal of the particular XJS split follows:**

Following extensive input and suggestions of possible ways and criteria for splitting XJS's into two classes, the predominant recommendation, and one that was statistically supported, was to divide them into the: "1976 -1991 Pre-Facelift" and the: "1991 -1996 Facelift" models. (The hyphen between the XJ and the S has been correctly omitted in the 1991-1996 model designation.)

The Chapter II, Champion and Driven Divisions Class, listings will be changed to include the following:

---

**CHAMPION DIVISION**

C15A: XJ-S/SC (1976 - 1991 Pre-Facelift) Coupe, Cabriolet, H&E Convertible, Convertible, XJR-S Le Mans, XJR-S Jaguar Sport.

C15B: XJS (1991 - 1996 Facelift) Coupe, Convertible, XJR-S Jaguar Sport.

---

**DRIVEN DIVISION**

D8A: XJ-S/SC (1976 - 1991 Pre-Facelift) Coupe, Cabriolet, H&E Convertible, Convertible, XJR-S Le Mans, XJR-S Jaguar Sport.

D8B: XJS (1991 - 1996 Facelift) Coupe, Convertible, XJR-S Jaguar Sport.

---

Thank you,  
Dick Cavicke  
Chair, JCNA JCRC

## **PRELIMINARY 2005 AGM AGENDA – Item 2 and 3, Business Items**

### **b) Rally Committee action on proposed new rally program (Ref 2004 AGM action)**

At the 2004 AGM, the following transpired:

Proposed revision and restructuring of rally program rules – Steve Averill

Steve noted the proposal represented a total redirection of the rally rules and an all-new rally program. He moved that the rules be referred to the rally committee to be used as the basis for a new rally program commencing in 2005. The motion passed. The proposed rules as presented at the 2004 AGM follow.

### **JCNA Rally Program Rules**

#### **Rally Characteristics**

1. JCNA-sanctioned rallies shall consist of road-based competitive driving contests in which some pre-established means of determining team rank based on team skill is used.

These include:

- Time-Speed-Distance (TSD) rallies
- Gimmick rallies
- Modified Monte Carlo rallies using minimum mileage to travel between points
- Modified Monte Carlo rallies using set time to travel between points
- Regularity runs, including runs in which comparative times in the JCNA slalom course are used as a portion of the otherwise qualifying rally
- Combinations of the above

2. JCNA-sanctioned rallies shall share the following characteristics

- JCNA sanction requested prior to the event
- Minimum distance of 20 miles
- Minimum driving time of 1 hour
- Driving conducted in accord with local traffic laws when entrants follow the event instructions
- At least a portion of the event shall be conducted on public roads
- Events shall not be conducted on sump-busting, destructive roads
- Events shall not be conducted on unpaved roads except where conduct would not cause damage to the car of any entrant driving in accord with instructions
- Driver and navigator present in the car (no solo drives)
- Event instructions shall be provided to each entering team before the start of driving, including the criteria by which placement will be established

3. Multiple sanctioned rallies may be concurrently run over the same course as long as a separate sanction is requested for each type of rally. For example, organizers may choose to hold a TSD and a gimmick rally using the same course as long as entrants can enter one, the other, or both events. In such cases, the characteristics outlined above are NOT additive for the two rallies (i.e. minimum distance and time are not doubled).

4. Clubs may collaborate on staging joint rallies as long as the section for which each club is responsible meets all the mandatory minimum requirements above, as long as sanctions and results are requested and reported separately.

**PRELIMINARY 2005 AGM AGENDA – Item 2 and 3, Business Items**

5. For purposes of the JCNA rally program, “Jaguar” shall mean Jaguar, Daimler, or Lanchester cars; and cars powered by Jaguar engines. Determination of eligibility for entry as a “Jaguar” shall be the sole responsibility and prerogative of the rally master.

**Sanctions**

6. Rallies shall be conducted under a sanction requested by a JCNA club through the JCNA website. Each club may request sanctions for up to four rallies per year. A club may request a sanction for an event hosted by a non-JCNA organizing entity but is responsible for reporting JCNA results on all events for which it requested sanctions. Acceptance of the sanction request will be based on publication on the JCNA website.

7. Regional sanctions shall be granted for up to two “regional” rallies each year in each region. A regional sanction shall be granted upon the endorsement of both regional directors of the region applying for a regional sanction. A regional sanction request must be made at least two calendar months before the event.

8. JCNA shall, upon the majority affirmation of the JCNA Executive Committee, also grant up to three “North American” sanctions each year. A “North American” sanction request must be made at least four calendar months before the event. A “North American” event must include at least one TSD leg as part of the rally.

**Results**

9. There shall be two classes in JCNA-sanctioned rallies. The first, entitled “Novice” shall consist of entrants that have not previously achieved a first, second, or third placing in JCNA North American Rally Championship standings and whose cars do not include navigation systems or rally equipment listed below. The second, entitled “Open” shall consist of entrants that have previously achieved a first, second, or third placing or whose cars include navigation or rally equipment. The class of both entrants making up a team shall determine the class of the entry. For example, if a “Novice” driver enters with an “Open” navigator (or vice versa), both entrants shall be classified as “Open” in that event. Novice and Open results shall be recorded separately for purposes of JCNA awards, except that any team qualifying in both “Open” and “Novice” shall also have “Novice” results considered for purposes of determining the entrant’s “Open” placing for North American awards.

10. Championship placements are determined jointly for navigator and driver teams.

11. In each result, the club shall indicate the driver and navigator’s JCNA number, the model of Jaguar competing, and the class under which each entrant is competing.

12. Driver and navigator team scores shall be reported via the on-line JCNA score reporting system as follows:

First place Jaguar	100
Second place Jaguar	90
Third place Jaguar	85
Fourth place Jaguar	82
Fifth place Jaguar	80
Below fifth place Jaguar	70

It should be noted that ONLY Jaguar placing shall be considered for the above standings. Other marques are not considered for purposes of JCNA results, though they may be

**PRELIMINARY 2005 AGM AGENDA – Item 2 and 3, Business Items**

## **PRELIMINARY 2005 AGM AGENDA – Item 2 and 3, Business Items**

treated however the organizers see fit for local award purposes. In the case of Jaguar placing, first place goes to the team finishing best, regardless of whether that team qualifies for “novice” or “open.” Similarly, the team finishing second, third, and so on is awarded points regardless of “novice” or “open” status. As in the case of other marques, novice versus open versus whatever classes organizers see fit is entirely a local award option.

13. Only results reported via the on-line reporting system prior to the end of each calendar year shall be considered for North American Rally Championship standings.

14. Competition in sanctioned rallies shall be required of entrants competing for JCNA North American Rally Championship results. At least one of the events must have at least five Jaguars entered. At least one of the events shall be entered under a sanction requested by a club other than the entrant’s own club.

15. North American Championships shall be determined via a comparison of the average score of the best three results obtained by each team in sanctioned events. In the event of ties, the team obtaining the best result in head-to-head competition shall be awarded the higher placing. In the event that two tied teams did not compete head-to-head, the tie shall be broken based on which car achieved the most number of its qualifying results in TSD rallies. In the event that both teams also achieved results in an equal number of TSD results, the final standings shall be accepted as a tie by JCNA. In determining placing, teams that entered less than three events shall record a score of 70 for each event less than three if not acting as a rally master sometime during the competition year or 80 if the team also acted as a rally master during the course of the year. As an example, a team that entered a single rally and won it would be awarded an equivalent score of  $(100 + 70 + 70)/3 = 80$  points. It should be noted that in the example, the team would only qualify if a club other than the team’s own hosted the event, and if at least 5 Jaguars entered (rule 14). In the example above, if the navigator additionally acted as a rally master at another, sanctioned event during the course of the year, the navigator’s equivalent score would be  $(100 + 80 + 80)/3 = 86.7$  points.

16. Local trophies are the responsibility of the rally organizers and are distributed at their option. JCNA will accept no protests regarding local trophies.

### **Protests**

17. Protests shall be made to the Rally Chair no later than two weeks after results are posted on the JCNA website or within one month of the completion of the event (whichever comes last) and in no case later than the end of the calendar year in which the event is held. Protests may be made only based on reporting errors or omissions (including failure to post results), or based on the organizing entity non-compliance with a JCNA rally rule. Protests based on rule violation by another entrant (as opposed by organizer non-compliance) will only be accepted if the event rally master was notified on the day of the event and confirms that he/she was notified. Except in cases of reporting errors/omissions, protest will only be considered if the entrant includes a copy of the driving instructions given to teams and clearly outlines the basis of the complaint. Upon receipt of the request, the Rally Committee will request a response from the club submitting the sanction request. Failure to submit a response may be considered as acceptance of the protest by the club. The rally committee reserves the right to conduct

## **PRELIMINARY 2005 AGM AGENDA – Item 2 and 3, Business Items**

## **PRELIMINARY 2005 AGM AGENDA – Item 2 and 3, Business Items**

additional investigations in order to provide a ruling. Rulings may be made available in JCNA print and/or electronic publications.

### **Equipment**

#### **18. Equipment Prohibited for use in “Novice” Class:**

- Programmable calculators and computing equipment
- Global Positioning System (GPS) Navigation systems (INCLUDING original Jaguar on-board navigation systems – see exception below)
- Teams MAY enter in Novice Class in a car containing an original Jaguar on-board navigation system only if the sponsoring club/organizing entity provides some means/method by which the system cannot give advantage to the team.
- Aftermarket Electronic and Electro-Mechanical and Mechanical Rally Odometers
- Aftermarket On-Board Trip Computers (Original Jaguar on-board trip computers in the models they were designed for are OK)

#### **19. Equipment Prohibited for use in “Open” Class:**

- None, though event organizers may restrict the use of any equipment at their option as long as such restrictions do not adversely affect safety

## PRELIMINARY 2005 AGM AGENDA – Item 2 and 3, Business Items

### Item 3 - New Business

#### a) Proposed bylaw revision enabling electronic meetings to be conducted – Steve Weinstein

The following proposal is made to allow the Board of Directors, the Executive Committee of the Board, and other JCNA committees, Regions and operating groups to conduct official JCNA business by way of telephone conference calls, email or “net-meetings”, as an alternative to face-to-face meetings. Because of the wide dispersion of members across North America, JCNA is hindered in conducting business where in-person meetings are required. With electronic meeting alternatives readily available and accessible to virtually all members, the use of such alternatives will allow JCNA to move into the 21<sup>st</sup> Century and facilitate more rapid action and more effective communication.

The proposal maintains the requirement for at least one “in-person” meeting per year for the Board, which would likely be in conjunction with the AGM. However, if these alternative forms of meeting prove to be effective, they may eliminate the need for a semi-annual meeting of the Board, thereby substantially reducing the financial and time commitment of persons interested in serving on the Board. It should be noted that the current by-laws require only one meeting of the Board per year, although the Board has for many years met twice, on a semi-annual basis.

In order to assure that the JCNA membership is fully informed of any meetings or actions of the Board, the Executive Committee or any committees or groups, the minutes of all meetings and the results of any action taken shall be posted on the JCNA website. The only exception to this rule would be, as currently exists, executive sessions of the Board or Executive Committee involving legal matters that require the maintenance of attorney-client privilege, which would not be posted or published.

Proposed Modifications to JCNA By-Laws  
Article IV. Meetings, Sections 4 and 5 and new Section 10.  
(Note: New language shown in italics)

Section 4. Board of Directors Meetings: Except as otherwise provided, meetings of the board of directors will be called by the president or board when necessary or suitable to the activities of JCNA. All meetings shall be held at such place *or in such manner as provided herein* as the board of directors ~~by resolution~~ shall determine. The board will meet no less than once per year. Special board meetings may be called by the president and shall be called by the president or other officer performing his duties upon the written request of six (6) directors. Notice of special board meetings shall be given by the secretary or other officer performing his duties, orally, by telegram, by electronic means, or by mail, not less than five (5) days before the meeting. Meetings may be held at any time without notice if all the directors are present or if those not present waive notice before the meeting in writing. *Board meetings (other than the annual meeting which shall be held in person) may be held in person, by telephone or other electronic conference call or electronic on-line conference meeting, by email or in such other manner as the Board may approve in corporate policies, provided that notice of the*

**PRELIMINARY 2005 AGM AGENDA – Item 2 and 3, Business Items**

*meeting is given to all Board members and a quorum of the Board participates in such meeting. The minutes of all Board meetings, except executive sessions, shall be published on the JCNA website.*

Section 5. Executive Committee Meetings: The executive committee will meet at such times and locations as they may determine by vote or at the call of the president. *Executive committee meetings may be held in person, by telephone or other electronic conference call or electronic on-line conference meeting, by email or in such other manner as the Board may approve in corporate policies, provided that notice of the meeting is given to all executive committee members and a quorum of the executive committee participates in such meeting. The minutes of all Executive Committee meetings, except executive sessions, shall be published on the JCNA website.*

Section 10. *The Board of Directors may authorize, by corporate policy, meetings of any or all JCNA committees, Regions or other operating groups to be held in person, by telephone or other electronic conference call or electronic on-line conference meeting, by email or in such other manner as determined by the Board to be appropriate. All such meetings shall be subject to any notice, quorum or other requirements as may exist under applicable corporate policy or rules governing such committee, Region or other operating group. Any official action taken and/or minutes of meetings by any committee, Region or other operating group shall be published on the JCNA website*

## **PRELIMINARY 2005 AGM AGENDA – Item 2 and 3, Business Items**

### b) JCRC Proposed Revisions to Concours Rule Book Chapter 6

The following has been received by the Secretary Pro Tem. Also received are actual rules changes in an 89k pdf file dated January 31, 2005.

JCNA, JUDGE'S CONCOURS RULES COMMITTEE, JCRC  
2005 AGM, Proposed Revision of JCNA Concours Rule Book, Chapter VI,  
Judge's Guide for Scoring Non-Authenticity

1. Chapter VI of the JCNA Rule Book, Judge's Guide for Scoring Non-Authenticity, has been rewritten to:

- include common items not previously listed,
- to correct the imbalance in many existing deductions
- to clarify the authenticity or non-authenticity of many accessories.

2. In that authenticity is regarded as the most important part of a restoration, some of the minimum deductions have increased.

3. Most of the text changes are within the hi-lighted areas of the document.

PLEASE FORWARD CONSTRUCTIVE COMMENT DIRECTLY TO JCRC  
CHAIRMAN, DICK CAVICKE, AT [dcavicke@jcna.com](mailto:dcavicke@jcna.com) . Recommended changes to applicability should be accompanied by supporting Jaguar Cars or JCNA documentation.

4. Notable among the changes are the following:

---

#### A.2. Jaguar Authenticity.

The definition of an authentic Jaguar has been clarified in specific recognition of the fact that the cars' equipage differed according to the countries to which they were being delivered. The same model cars did not all leave the factory in the same configuration. This new definition will require changes on some models in order for them to retain their authenticity.

#### A.3. Authenticity Documentation, and A.4. Jaguar Cars Inc.

The very important distinction between Jaguar Cars Ltd. and Jaguar Cars Inc. is made and related to the accessories (Leapers, etc.) available to North American buyers and owners.

#### C.1. Basis of Points Allocated Each Item.

The rationale used in assigning new (deduction) values to each of the components is explained.

#### E.1. Deductions for Common Items.

Common items found throughout the cars are listed along with their individual deductions and the maximum deductions they may receive in each of the component areas.

#### F. Interior.

Note h.

Steering wheels whose diameters are either larger or smaller than original will now receive a 6.0 point deduction.

#### G. Exterior.

There are numerous new and important notes in this component area covering: Antennas, Chassis/Body Posture and Ride Height, Door Edge Protectors, Headlights, Leapers, Luggage Racks, Side Protective Moldings, Tire Speed

## **PRELIMINARY 2005 AGM AGENDA – Item 2 and 3, Business Items**

## **PRELIMINARY 2005 AGM AGENDA – Item 2 and 3, Business Items**

Ratings and Pin Beading.

H. Engine.

Along with the listing of many new items, the notes are more specific regarding the requirements for: Exhaust Manifolds and Hose Clamps.

I. Boot.

Many new items are listed and notes have been added regarding low-profile spare tires and tool kit spark plugs.

Thanks for your time and interest.

Dick Cavicke

### **c) JCRC Proposed Revisions to Concours Scoresheets**

JCRC transmitted the following, along with actual score sheets 1 through 4 in pdf format, each of about 110k size on February 9, 2005:

Attached, for the appropriate AGM agenda location, please find the proposed 2005 Score Sheets. These score sheet have the following features:

1. Larger type and boxes.
2. Boot moved to the Interior Sheet.
3. A specific place to write major Condition and Cleanliness deduction descriptions and locations using a numbered line system.
4. Revised Operation Verification box.
5. Operation Verification box on separate sheet to facilitate use by a separate OV team, this sheet has a fold line that will facilitate placing all sheets in a windowed envelop so that the Entrant's address shows through, thus reducing the burden of sending them to the Entrant.

### **a) Third JCRC New Business Proposal (title TBD)**

Nothing received as of this date, though there are various guides floating around

## **PRELIMINARY 2005 AGM AGENDA – Item 2 and 3, Business Items**

### **b) Proposed slalom rules changes – Slalom Committee**

Part 1 was received from the slalom committee on February 10, 2005. Part 2 was received on February 23, 2005. Part 3 was received on February 23, 2005.

#### **PART 1 - Proposed Slalom Committee Protest Procedure**

The JCNA Slalom Committee proposes that the following “Complaints and Protests” procedure be approved by the AGM and added to the Slalom Rules as a new section at the end of the current rules. The Committee also requests that the AGM further approve the implementation of this new rule for the 2005 season.

##### **\_\_\_. Complaints and Protests**

###### **1. Protests**

The protest process is intended to allow Entrants to in a JCNA slalom to question their placement in a particular class or the manner in which the event is conducted to the extent that it may effect an Entrant’s times, including issues related to compliance with JCNA national slalom rules. All issues with regard to the award of local prizes, the local fees charged, decisions regarding cancellation or rescheduling of events or other matters of a local nature shall be within the sole judgment and discretion of the local slalom steward in charge of the event and shall not be subject to protest or review by the National Slalom Committee.

###### **2. Settling On-Site Complaints or Protests**

If, during a Slalom event, an Entrant voices a protest or complaint relating to any aspect of the running of the event, the local slalom steward involved must strive to settle the issue courteously and fairly on-site, prior to the completion of the event. If warranted, the local slalom steward may allow an entrant to make a “make-up” run or take other action to adjust the grievance, consistent with the National Slalom Rules. Decisions of the slalom steward regarding local matters shall be final and not subject to appeal. In the event that an Entrant disagrees with the local slalom steward’s ruling as to matter of interpretation or application of the National Slalom Rules, the Entrant may file a formal protest as provided herein.

###### **3. Filing Protests**

An Entrant’s written protest must be filed with the JCNA Slalom Committee Chair within 15 days of the occurrence or it will not be considered. The address for the JCNA Slalom Committee Chair is listed in the Jaguar Journal’s Club Page and on the CONTACTS page of [www.jcna.com](http://www.jcna.com). Protests may be submitted by electronic mail.

When an Entrant files the protest with the Slalom Committee Chair, a copy must also be sent to the local slalom steward of the event. Following this procedure will help expedite the protest resolution process.

###### **4. Slalom Committee Review of Unresolved Protests**

Only the JCNA Slalom Committee has the authority to rule on unresolved Entrant procedural or administrative protests, to the extent that they relate to the application or

## **PRELIMINARY 2005 AGM AGENDA – Item 2 and 3, Business Items**

interpretation of the JCNA National Slalom Rules only. Decisions of the local slalom steward shall be given great deference and shall only be overturned if it appears to the Committee that the local slalom steward acted arbitrarily, capriciously, or in clear violation of the National Slalom Rules. Within 15 days of receipt of a protest, the local slalom steward shall prepare a written report of the event and provide a copy thereof to the Slalom Committee Chair and the Entrant who filed the protest. Either party may submit statements from witnesses to the event. Upon receipt of the local slalom steward's report, witness statements and other evidence, if any, the Slalom Committee will review such evidence. In the event that the local slalom steward fails or refuses to provide a response within 15 days, upon due notice to the local slalom steward and the local club president, the slalom committee may, at its option, rule on the protest based upon the evidence submitted by the protesting Entrant. To overturn or change a local slalom steward's decision, a majority of the entire Committee must vote to take such action.

### **5. Protest Committee Responses**

As soon as the Slalom Committee reaches a decision, the Entrant filing the protest will be notified of the ruling by e-mail (if filed by email), or by a letter from the Slalom Committee Chairman. If the ruling results in a score or class change, the person in charge of recording scores for that event will be notified and must make the change on the JCNA website. The Editor of the Jaguar Journal will also be notified in order for the results of the protest to be published in the Journal.

## **PART 2**

JCNA Novice Slalom Championship.

Persons with no previous slalom / autocross experience, will compete in their initial year of competition for the Novice Slalom Championship. The novice competitors will have their performance rated against the fastest time in their individual class. The performance will be assessed as a percentage against the top time in each class. Thereby the 3 highest percentage resulting novice drivers, would be positioned at the end of the year in 1st 2nd and 3rd place in the Novice Championship. Entrants who wish to be considered for the Novice championship must indicate novice status on their entry form and reported as such by the local club sponsoring the slalom event to the JCNA Slalom Committee.

Background information:

JCNA has ran the current program for many years without a Novice Division. I believe the JCNA Slalom Program will increase in participation with the addition of this Novice Program. It will also give newcomers to the JCNA slalom program, a chance to achieve a National Award, in their first year of competition.

## **PART 3**

Parts 1 and 2 shall become effective for the 2005 competition season (Requires 2/3 majority for passage. If a 2/3 majority is not achieved, Parts 1 and 2 shall become effective in 2006 if passed)

## **PRELIMINARY 2005 AGM AGENDA – Item 2 and 3, Business Items**

### **c) Judge roster and reporting – Pascal Gademer**

**Background:** A frequent complaint about concours judging concerns the apparent lack of trained and certified judges. Despite changes made to training and testing requirements, there is currently no transparency to the certification and reporting process; Entrants and other interested parties do not know which Judges are officially certified or if they are in training. In recent years, the Judge's Concours Activity Report has only been maintained at the local club level and very few clubs have been properly updating their Judges' certification when submitting their annual JCNA Rosters.

**Online Reporting Benefits:** Regular online reporting of Judges' training, certification and experience would greatly improve the visibility of Judge training and validate the qualifications of those clubs that regularly seek concours sanctioning. The online forms have been designed to minimize the data entry effort. The program automatically looks up the Judges' names once the JCNA numbers are entered. The online system will also make judging history available to help Chief Judges plan judging assignments for their own club members and for Entrants from other clubs who volunteer to help.

#### **Proposal:**

##### **1. The Judge Roster**

The Chief Judge, responsible for training the Judges and prospective Judges of his own club, or of a neighboring club, must enter the JCNA numbers of all the JCNA members (and MAL's) who participated in the official training process, in the online Roster along with their Judge status:

- "J" for Certified or
- "A" for Apprentice/In training and
- the date on which they last took the mandatory Judge's Test.

(Chapter III of the Rule Book contains the details of how Judges are to maintain their certification currency.)

##### **2. For 2005 and Beyond**

If feasible, each club's online Judge Roster should be filled in prior to their region's first concours. In following years, updates should be made:

- before Feb 28th so that the certification data can be included on the JCNA roster and appear on the members' JCNA membership cards and
- following each Judge training session.

##### **3. The Judge Report**

After each concours, Chief Judges will be responsible for filling out the online Judge Report by entering the Judges' JCNA numbers for each judged class. The system will automatically enter the individual Judge's name and certification status. For the most complete record, the Chief Judge should then also enter the component judged, by each Judge, (Eng, Ext, Int or Int+Boot) in the column provided. The Judge Report must be filed within the same 3 week period as the concours scores report.

##### **4. Compliance Benefits**

**PRELIMINARY 2005 AGM AGENDA – Item 2 and 3, Business Items**

Clubs that comply with these Judge Roster and Report requirements should discontinued filing a hard-copy (post-concours) Judge's Report. Judge certification data will no longer be required to be submitted with the clubs' annual JCNA rosters.

## **PRELIMINARY 2005 AGM AGENDA – Item 2 and 3, Business Items**

### **d) Rally program proposed revisions – Rally Committee**

#### **Rally Committee Action On 2004 Revitalization Proposal –**

A rewritten Rally Program Manual has been drafted using many of the words from the prior manual set with a reorganized structure and clarifications included. That proposed manual draft was posted on March 5th near the very bottom of the Rally page on [www.jcna.com](http://www.jcna.com). It was circulated among the Rally Committee during its development, but the draft largely represents the work of the chairman, with input from Dave Meck of North Central. Please review those drafts so as to understand what is being proposed.

As the committee does not want to put up a ‘take it or leave it’ proposal, and start another one year cycle of the same thing, it is proposed that the Rally Committee recommendations for major aspects of the program be voted on first, then to vote on the new Rally Program Manual incorporating the results of the votes on the major aspects of the program. Voting down the Manual would result in the existing manual being retained, and only the voted changes incorporated in it. Major Aspects to be voted on: (suggested voting options, or as amended) (\*denotes recommendation of committee)

indicates the current manual requirement as posted on [www.jcna.com](http://www.jcna.com) or as recently voted at the AGM)

**1. Basis of JCNA Rally Championship Scoring** – Issue basically hinges on concerns over the relative difficulty of rally routes and requirements, making winner not necessarily the person with the best overall rally skills. Various options were considered, with result that committee recommends a return to points based on place in all rallies participated in during a competition year. Options to be voted on to include:

A. Lowest two times in all sanctioned rallies participated in

B. Points given for each place, and total points on all rallies participated in that competition year\*.

**2. Rally Divisions Creation** - Currently, Monte Carlo rallies are allowed, but are scored equally to Time Speed Distance rallies where overall stage length is unknown. As Monte Carlo rallies are easier to organize, and require less math, it is proposed to create divisions among the Rally Championship participants and award national trophies for winners in each division. The proposed divisions are:

A. Monte Carlo and Time-Speed-Distance Divisions - Monte Carlo rallies are where time and checkpoint location are given, but you must use rallymaster provided maps to determine your route yourself. TSD rallies describe every turn and mileage of that turn, and average speeds to maintain over entire route. Ideal time to checkpoints is not provided.\*

B. Monte Carlo allowed and all scored together with TSD - All types of rallies are scored equally in the JCNA Rally Championship.

**3. Rally Classes Creation** - The 2004 AGM voted in a rule that only the

**PRELIMINARY 2005 AGM AGENDA – Item 2 and 3, Business Items**

speedometer needed is allowed to be used in JCNA sanctioned rallies. Odometers have to be taped over for the rally. As not many participants are believed to want to run that type of rally despite it being voted in, it is proposed to retain the speedometer needle only class, but add an additional class for vehicles using stock odometers and trip computers. No additional equipment is to be permitted, and grounds for disqualification. The proposed choices are:

A. Only Speedometer needle available to rally team (odometer taped over)

B. Same as A, but with addition of a Class for stock speed and distance equipment, including stock trip computers delivered on their vehicle from Jaguar Cars\*

**4. Novice Program** - Existing novice program is defined by Appendix B to the online rally manual. Does not define when novice phase ends, and allows shorter rallies for novices. Would propose a maximum of two (2) years for someone to be in Novice status before one must progress to Open status.

The novice program options for consideration include:

A. Novice Winners for all divisions and classes

B. No novice program\* or

C. Novices with no Championship winners

Based on the above votes, classes and divisions could look like:

Division TSD Monte Carlo

Class

Great American

Race Style Rules

(Speedo only)

T1

Open

M1

Open

Speedo/Odometer

and other stock

trip computers

T2

Open

M2

Open

Great American

Race Style Rules

(Speedo only)

T1

Novice

M1

Novice

Speedo/Odometer

and other stock

**PRELIMINARY 2005 AGM AGENDA – Item 2 and 3, Business Items**

## **PRELIMINARY 2005 AGM AGENDA – Item 2 and 3, Business Items**

trip computers

T2

Novice

M2

Novice

**5. Rally Team Member Qualification Requirements** - Currently, both team members are to be JCNA members, either regular or special event members per a recent AGM vote. Special event members are not eligible for JCNA Rally Championship awards. Proposed change and current status includes:

- A. JCNA member and immediate family allowed to be a team\*
- B. Both halves of team members of JCNA or special event members

**6. Minimum Number of Cars in a JCNA Sanctioned Rally** - No minimum number of car requirements exists in the program. A rallymaster and one team would constitute a valid rally. Time versus points scoring has an impact on the importance of this aspect. Proposed change and current status includes:

- A. Minimum of 5 entries to qualify as a sanctioned rally for JCNA Championship.\*
- B. No minimum number of cars required.

### **Rewritten Rally Program Manual -**

In addition to the major aspects described above, the manual has been reorganized and revised to:

- Established Protest Procedures in agreement with Concours system.
- Clarify what rally masters provide to teams,
- Reinforce safety requirements,
- Provide flexibility in types of rallies, and
- Provide consistent guidance to rallymasters in planning and conducting events.

Vote on acceptance or rejection of rewritten Rally Program Manual.  
Rally Committee – Brian Blackwell