

Conference Call
Monday, January 25, 2010
1:00 pm Mountain Time

In Attendance:

Carol Thurn
Andy Krajewski
Ken Kiphart
Ray Pierce
Louie Kyler
Bob Secrest

Ron Thompson
Ruth Wilson

Excused:

Tim Becker
Joan Rasmussen

APPROVE AUGUST MEETING MINUTES

- *Andy Krajewski moved to accept the August minutes as presented, Ken Kiphart seconded. Bob Secrest moved to amend the minutes as follows: change the statement that says Ohio would pay \$100 towards registrations to Ohio would like to pay the registration fee for each Ohio instructor who attends the conference, up to 200 instructors, Ray Pierce seconded. Motion carried unanimously.*

Ruth Wilson will correct the minutes and post on the website.

APPROVE OCTOBER MEETING MINUTES

- *Andy Krajewski moved to accept the October minutes as presented, Ken Kiphart seconded. The motion carried unanimously.*

Ruth Wilson will post minutes on the website.

FLORIDA – LOUIE KYLER

The state of Florida is facing budget issues and will not be paying SMSA membership dues for 2010. They may consider re-joining in 2011. Because Florida will not be paying 2010 dues, Louie is no longer eligible to serve on the SMSA executive committee.

Ruth Wilson will update the committee roster and website.

AAMVA – Andy Krajewski

Andy Krajewski has been asked to serve on the Stakeholders Advisors Group – SAG. Andy will be serving on this group as a representative of SMSA. SAG will be working on a new Motorcycle Operations Manual (MOM) and testing. NHTSA has providing funding for this project. It is not clear what role MSF will have in the process at this time.

HELMSBRISCOE CONFERENCE ASSISTANCE

Discussed information received. Ruth Wilson will get referrals from those who have used the services in the past and report back to the committee during the March committee meeting.

PDW – TOPICS AND PRESENTERS

Carol Thurn asked the committee for ideas and suggestions for PDW topics for the 2010 conference.

- Discussed presentation on Standards as requested by Diane Wigle and Brett Robinson from NHTSA. This session would be geared towards Administrators and Instructors/RiderCoaches and committee agreed it would fit best as a general session vs. a PDW. Andy Krajewski has a list of rules for this presentation and will forward those to the SMSA executive committee, project manager and business manager.
- Discussed PDW on the NTSB Culture Change for Motorcycle Safety. Andy Krajewski has requested information and is currently waiting for a response.
- A PDW on Mandatory Training was recommended.

Carol Thurn asked the entire committee to come to the March 2010 meeting with recommendations for 2010 PDW sessions.

BUSINESS MANAGER’S REPORT

- Discussed on-line data back-up of SMSA files. Committee agreed Ruth Wilson will place SMSA files on a CD once a week and mail to the current SMSA Chair.
- Discussed survey done regarding advertising on SMSA website. This discussion was tabled until the March 2010 committee meeting.
- 2010 membership dues invoices were sent out in November 2009. To date, we have received dues for four Corporate Members, 4 Professional Members, 23 Voting Members and one Supporting Associate Member.
- Discussed new look and updates for SMSA website. After discussion, committee agreed we will remain with Hurtdidit as our provider. The next step in this project will be:
 - Ruth Wilson will check out other state websites etc. for design ideas and report back to the committee during the March 2010 committee meeting.

- Ray Pierce recommended a banner of rotating photos. i.e., conference photos, range photos etc.
- SMSA accountant has been contacted in regard to the 2009 annual financial review and taxes. Ruth Wilson has a list of documentation the accountant needs to get started and will be pulling that together and sending to the accountant during the week of January 25-29, 2010.
- 2009 Annual Report is in the process of being finalized and will be available to the membership by the January 31, 2010 due date.
- Discussed mission statement for future committee meetings.
 - Received estimate for a banner size mission statement from 4G Enterprises for \$95.90.
 - Carol Thurn will check into another option and report back.
- Updates to the conference planning documents are in progress.
- Discussed Russell Coyne email regarding service to raise funds for SMSA. This ties in with our discussion on SMSA website advertising which will be discussed during the March 2010 committee meeting. This issue has been tabled until the March 2010 committee meeting.
 - Ruth Wilson will email Russell Coyne and let him know this is in the discussion phase.
- Conference information is now on the website including; information we have to date, registration forms and vendor information.
- We should be receiving a proof of the motorcycle jersey next month.
- Asked Ken Kiphart if he had any more information on the MIC report.
 - Ken Kiphart reported he has inquired and received no response. He will continue to research and report back to the committee.

COMMUNICATIONS COMMITTEE REPORT

Carol Thurn reported on behalf of Tim Becker.

- Tim Becker has discussed the website and conversations with Ruth Wilson and Pat Hahn with Carol Thurn.
- Tim Becker is drafting an article for AAMVA Move magazine in regard to what SMSA is about etc. Hopes to be able to provide future articles for this publication.
- Tim Becker is working on getting best practices from other states.
- Tim Becker is working on pulling together a networking list.

PROJECT MANAGER REPORT

- Thumb drive project is ready to go, data is complete. Michael Jordan from NHTSA is currently performing a final review. Once approved, final order will be placed and thumb drives will be shipped to Ron Thompson for distribution.
- Self Assessment Project – Ron Thompson has made updates provided by Andy Krajewski. Ron and Andy will work together to reconcile changes over the next couple of weeks.
- SMSA Business Plan – This project is at a stand-still at this time. Waiting for input from Tim Becker on the Public Information/Communications side of the business plan.

- SMSA Solicitation Letter – Lost contacts when computers crashed. Working on re-creating the list so letters can start going out in early February.

SMSA SURVEY –SUB-COMMITTEE

Carol Thurn reported on behalf of the committee.

- Louie Kyler was chair of this committee, the position is now vacant. Joan Rasmussen has agreed to chair this committee. Joan Rasmussen and Pat Hahn are currently reviewing the questions and will report back to the committee.

CALL FOR PAPERS

- Call for papers request was sent December 4, 2009.
- To date we have no submission.
- Ruth Wilson will send out a 2nd request for submissions.

ACTION ITEMS

- Carol Thurn asked everyone to inform Ruth Wilson when action items are completed.

OTHER

- Carol Thurn asked if it was time to review the bylaws again. Committee agreed this will be discussed during the March 2010 committee meeting.
- Committee discussed training numbers. They seem to be down in many of the states.

Meeting adjourned at 2:30 pm Mountain Time.