

**CAL CLUB COMP COMMITTEE BASIC WORK PLAN BY MONTH
AND DUE DATE:
2009**

Purpose: To provide the Cal Club Comp. Committee with a basic outline for major work elements with time lines for the year's activities. It is not intended that this is all inclusive nor is it expected that it is comprehensive or in anyway limiting for the Committee and its activities – merely the known and routine activities which are required for the committee to complete.

JAN. Review the first race of the year and make recommendations for the following year's first race.

FEB. Review the race and make recommendations for the following year.

MARCH Review the race and make recommendations for the following year calendar.

APRIL: Complete a basic calendar for the following racing year with recommendations on configurations at the race tracks recommended. Outline special events desired and provide to both the Assistant RE for Competition and the RE so it might be directed to the Board of Governors. The B of G will then approve, modify and approve or return for additional work. If approved, the schedule will be forwarded by the B of G and RE to the Division Scheduling Official.

The schedule must be approved (by the B of G) for the following year by June 1 with a preference for May, to allow ample time for all that must be included to be included. As the committee works with the schedule it is important that they coordinate with the Assistant RE for Admin, the Assistant RE for Solo and the Club Manager/Race Chair to insure there is maximum opportunity for successful events and limited conflict between the elements of the club.

MAY: Review the Supp Regs (all elements of it) to determine if it remains suitable for the following years activities. Report to the B of G any changes desired via the RE with copies to the Club Manager.

JUNE: Review the total events thus far and make recommendations for changes in the Fall Series. First Discussion on the Annual Awards needs to take place in June with final recommendations or selections (as the case maybe) by Sept.

JULY – no meeting

AUG: Final recommendations or selections for Annual Awards should be completed and forwarded to the RE for the Board of Governors with copy to the Club Manager.

SEPT: Final recommendations or selections for Annual Awards **MUST** be completed and forwarded to the RE for the Board of Governors with copy to the Club Manager.

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OCT: Review supp regs and modify as appropriate for the following year and send to the RE for the B of G by the end of Oct.

NOV: Review the year and make recommendations for any changes necessary for the following year to the B of G via the RE or other elements of the club. Continue review of current year Supps. Final recommendations for changes must be made in early Nov. so that the B of G can complete and approve and forward to Topeka not later than the second week in Dec.