

TENNESSEE REGION SPORTS CAR CLUB OF AMERICA

OPERATING PROCEDURES

Revised July 7, 2020

I - GENERAL PROCEDURES

- A. Regional meetings may be conducted according to Robert's Rules of Order. The Regional Executive should be familiar with these rules in order to be able to interpret them.
- B. Preceding each general meeting there may be a meeting of the Officers and interested Board members to establish an agenda for the business portion of that meeting.
- C. All non-elected officers must clear all actions involving TRSCCA time, resources, or image with the RE or the BOD.
- D. Each Regional Executive shall be presented with a gavel at the beginning of his or her term to be used by him or her and retained at the end of the term.

II - MONETARY PROCEDURES

- A. The Regional Executive and the Treasurer are authorized to spend up to \$200.00 for any single purchase without approval of the membership. Any expenditure by any other Regional officer or member, as well as any expenditure by the Regional Executive or Treasurer for amounts in excess of \$200.00, must have approval of the membership.
- B. The outgoing Treasurer shall fill out all bank forms necessary for the transfer of signatory authority to the new Officers.

- C. Non-member fees will be higher than those charged to members at Tennessee Region events. However, entry fees for first-time entrants may be lower than those charged to members. Entry fee changes for a given event may be voted on and passed by a majority of members present at a meeting prior to that event.
- D. The Region will decide whether to help defray the expenses of the Regional Executive or his or her designated representative when attending the SCCA National Convention and/or the Area
- E. Convention. The Board of Directors and the attendee will agree upon the amount before either Convention. The attendee is required to make a written report on the meeting, which shall be published on the TRSCCA website and filed in the permanent records maintained by the Secretary. Convention Registration and Travel to and from the Convention will be covered by club expenses. All other expenses (food, drinks, tourism, & any travel cost not for convention activities) will be covered by the attendee and not by TRSCCA.

III - JOB DESCRIPTIONS

- A. The duties of the Directors, Regional Executive, Competition Director, Secretary, Treasurer, and Webmaster are contained in the Bylaws.
- B. All officers should familiarize themselves with the duties of the other officers and call on them for help when appropriate. Avoid duplication of effort.
- C. The Board of Directors may create other offices as needed.

IV - POINTS SYSTEMS AND AWARDS

1. SOLO CHAMPIONSHIP

- A. Only TRSCCA members are eligible for year-end autocross awards.

- B. A TRSCCA member must display a TRSCCA logo on his or her competition car to be eligible for points.
- C. Points accumulate under current procedure for all TRSCCA club autocrosses.
- D. Championships are awarded in each class with eligible competitors.
- E. Points are awarded based on finishing position and level of competition, as determined by the BOD.

2. ROAD RACING CHAMPIONSHIP

- A. Only TRSCCA members are eligible for year-end championship awards.
- B. A TRSCCA member must display TRSCCA logo stickers both sides of his or her competition car to be eligible for points
- C. Event results must be furnished by the competitor to the Regional points keeper.
- D. Points are awarded based on finishing position and level of competition, as determined by the BOD.
- E. Participation in club racing and pro racing at the Divisional and National level is eligible for points.

3. ROAD RALLY CHAMPIONSHIP

- A. Only TRSCCA members are eligible for year-end rally awards.
- B. Points are accumulated for all contestants.
- C. Points are awarded to driver and navigator in accordance the current TRSCCA procedure for rallies.

B. POINTS DISTRIBUTION

1. SOLO, ROAD RALLY, AND ROAD RACING POINTS

Solo, Road Racing, and Rally competitors are assigned points based on finishing position in events as follows:

1 st	20 points
2 nd	16 points
3 rd	13 points
4 th	11 points
5 th	9 points
6 th	7 points
7 th	6 points
8 th	5 points
9 th	4 points
10 th	3 points
11 th	2 points
12 th +	1 point

C. YEAR END AWARDS

1. The CD is responsible for organizing the purchase of the Year End Awards.
2. Awards are given to all Championship winners as well as to runners up and 3rd place finishers if class size warrants.
3. The Region may give a trophy to the event chairman who planned the best event of the year as judged by a committee consisting of the elected officers.
4. Special distinction awards are encouraged.

D. PROCEDURES

1. The CD is responsible for administering the entire points system.
2. A Points Chairman for each Championship Area may be appointed to assist the CD.
3. Up-to-date standings for each Championship area should be published on the TRSCCA website.
4. In the event of a tie for SOLO championship points, one event will be added to the tied competitors cumulative points. If the tie continues, more point events will be added until the tie is resolved.
 - a. If the tied competitors agree and are attending the final points event of the season, a "runoff" may be used as the deciding factor after normal competition commences. Runoffs are at the discretion of the CD.