

BMW Car Club of America Hawaii Chapter

Board of Directors Meeting Minutes

Tuesday, May 25, 2021

LOCATION: BMW of Honolulu, 777 Kapiolani Blvd, Honolulu, HI 96813

ATTENDEES:

President, John Bigay

Vice President, Tim Palms

Secretary/Treasurer, Richard Gaitley

Tom Hamilton, member

Eric Chow, member

Keith Ogasawara, member

Ed Hawkins, member

Ramin Jamm, recruit

I. Call to Order and Discussions: meeting opened at 6:00 pm

A. Purpose of the meeting was to follow up on letter received recently by several members of the BMW Car Club of America Hawaii Chapter (henceforth referred to as Hawaii Chapter) from BMWCCA Executive Director Frank C. Patek, III expressing concern of the Hawaii Chapter not maintaining a minimum standard of compliance and that the Hawaii Chapter was therefore in danger of losing its club status.

B. Following the receipt of this letter from BMWCCA, several members met for a virtual Zoom session on May 18, 2021 to discuss the state of the Hawaii Chapter and agreed to meet on May 25 at BMW Honolulu to discuss a way forward face-to-face.

II. Discussions:

A. John Bigay, current President of Hawaii Chapter, explained that the COVID-19 Pandemic and its immediate and lingering impacts were likely the major causes of the interruption of Hawaii Chapter activity in the past year. With the Pandemic now seemingly on its way to being coped with effectively through a vaccination program and other public health measures, Hawaii Chapter activities could return to its pre-Pandemic level.

A. Tim Palms, General Manager of BMW of Honolulu and current Hawaii Chapter Vice President who hosted the meeting went over the list of required Chapter requirements to maintain its accreditation, as received from BMWCCA. These included the following items provided by Jeff Cowan that he suggested the Chapter focus on:

- 6.5.1 - review your bylaws
- 6.5.2 - decide on a cadence of meetings for the remainder of the year
- 6.5.5 - come up with a plan to stand up a website--this is a primary reason for revoking the charter. Whatever John had plans for failed, do not submit his plan. This needs to be a fast response and should speak in single-digit weeks (not 10+).
- 6.5.8 - take stock of chapter financials and understand who has signatory authority
- 6.6 - chapter officers - establish who can fill the necessary board positions
- And finally, talk about how you can invigorate member engagement across the islands by way of events--a chapter is nothing in the eyes of its members without events.

B. Each of these points were reviewed and discussed, with inputs made by attending members. The following actions were taken.

1. Bylaws: The bylaws were reviewed and was determined they were still applicable and effective.

2. Meeting Cadence for the Remainder of the Year: It was decided to hold monthly meetings (in-person preferred with option for virtual if required) on the fourth Tuesday of each month beginning June 22, 2021.

3. Website: Tim Palms has set up a website at [Home | BMW CAR CLUB OF AMERICA HAWAII CHAPTER \(808bmwcca.com\)](http://Home | BMW CAR CLUB OF AMERICA HAWAII CHAPTER (808bmwcca.com)) that supersedes the old Chapter site ([Hawaii Chapter | BMW Car Club of America \(bmwcca.org\)](http://Hawaii Chapter | BMW Car Club of America (bmwcca.org))) and will be updated and kept current, including a calendar of events and notification of upcoming meetings as well as a possible new URL. Tom Hamilton has maintained a Hawaii Chapter Facebook page at BMW Car Club of America Hawaii Chapter - Home | Facebook which he agreed to continue maintaining and use as a vehicle to share information and news about the Chapter.

4. Chapter Financials: Treasurer Richard Gaitley reported on the status of financials and indicated that the Hawaii Chapter is financially solvent at the moment (approx. \$20,000 in cash, likely as a result of a long period of essential inactivity). Funds are maintained in a special account at American Savings Bank. President Bigay will transfer signature authority to a new President (covered later) and pass the key for the Post Office Box for Chapter correspondence to the new President. Treasurer Gaitley agreed to continue acting as Hawaii Chapter Treasurer and signatory authorities will continue to be followed in accordance with bylaws.

5. Chapter Officers: New Temporary Chapter officers were voted on (to be confirmed by a membership vote at a later date), upon confirming that officers can also act as Board of Directors (according to Chapter Bylaws). The following new Temporary Chapter Officers were elected:

President, Tom Hamilton; Vice President, Tim Palms; Treasurer, Richard Gaitley; Secretary, Ed Hawkins

C. Chapter Events and Activities: attendees discussed various ways to reinvigorate Chapter events and activities, including holding tech sessions at BMW of Honolulu, various types of driving events, and potential collaboration with other car clubs such as Cars and Coffee Club of Hawaii.

D. Collaboration with Neighbor Island Enthusiasts and Club Members: although interest was expressed, it was decided to table this for a later date after the local Oahu Club has been reinvigorated.

ADJOURNMENT: made at 8:00 pm, May 25, 2021

NEXT MEETING: June 22, 2021 at BMW of Honolulu