

## 2021 Committee Members

President	Tony Gibb
Vice President	Grant Thomson
Secretary	Anne Heinrich
Treasurer	Claire Thomson
Nomination Secretary	Peter Reichstein (assisted by Rob Reichstein)
Committee Members	Barry Heinrich, Chris Heinrich, Rob Reichstein, Bayden Biddell, Mick and Sue Stott, Belinda and Gavin Diener, Brenton Aplin, Liz Cortolezzis
Publicity Officer	Josie Magro
Track Safety Officer	Mick Stott
Club Technical Officer:	Bob Morrison
Canteen Managers	Sue Stott, Anne Heinrich
Bar Managers	Grant Thomson
Scrutineer Coordinator	Brenton Aplin
Track Maintenance Team	Brenton Aplin: Track Manager; Track Team: John Collins, Simon Reusch, Scott McDonald
Child Protection Officers	Kathrine Biddell
First Aid Coordinator	Julie Stott
AIDKA Delegates	Brenton Aplin assisted by Tony Gibb
Sign-in and Scorers	Wendy Short, Liz Cortolezzis, Kerry Stott, Kelly Bailey, Peter Reichstein
Stewards	Tony Gibb, Mick Stott, Kerry Stott, Julie Stott, Chris Heinrich, Brenton Aplin, Chris Rae, Kathrine Biddell, Liz Cortolezzis, Grant Thomson



# Members Handbook

## Annual Membership

**Family \$90 per annum** for 2 adults in family relationship and any dependent children up to the age of 18 years they may have

**Single \$65 per annum**

Membership is valid for one calendar year 1<sup>st</sup> February until 31<sup>st</sup> January the following year.

## General Meetings

General Meetings of the committee are held monthly, usually first Monday of the month, although the dates may negotiated to meet committee members other commitments. Meetings are usually held centrally for committee members to attend ie in or near Gawler.

ALL MEMBERS ARE INVITED TO ATTEND our regular general meetings at which you are welcome to discuss and vote on agenda items and other business that arises. The committee is elected annually at the Annual General Meeting of the club- usually held in November each year.

## Club Constitution

Available from the club secretary and our website.

**COVID-19** Our club has a COVID Safe Plan in place. Please follow all directions from Covid Marshals, practise good hand hygiene and social distancing at all times. DO NOT ATTEND race meetings or events if you have any covid symptoms however mild or are otherwise unwell.

## Grievance Procedures

The club's committee asks all members and guests to our club to please follow our grievance procedure for any concerns or complaints you would like addressed. The club's elected committee will work with you to resolve all complaints and concerns as soon as possible so our club can continue to improve.

### *If you have a grievance, complaint or concern:*

- Contact the President, Vice President or Secretary.
- provide information about your concern and what you would like to happen (preferably in writing, but verbally is OK).

### *The President, Vice President or Secretary will*

- raise your grievance with the MDKC committee at our next meeting

### *The MDKC Committee will*

- discuss your concern and options on how best to improve and resolve the problem/s.
- identify best course of action to take
- advise you of the committee's decision on how best to resolve and improve, what action we will take and when you can expect this to happen.
- confirm with you that you are satisfied your concern has been resolved.

## Hot Weather Policy

Executive committee will cancel a meeting no earlier than 9am on the Wednesday prior to a race meeting when the Bureau of Meteorology forecast is **38° C or above** for the Riverland (nearest station is in Waikerie). The decision is made at this time because we need to order canteen stock and trophies and prepare the track from Wednesday morning.

## Kart Numbers

Kart numbers are assigned to drivers (one per member) for the duration of their membership with Morgan Dirt Kart Club. From 2018, numbers have only been assigned to one single driver regardless of which class they race. This enables drivers to move between classes without having to change their kart numbers. Please see Anne to check what kart numbers are available. If your membership lapses through non-payment of membership fees, your number may be allocated to another member.

## Licences and Logbooks

AIDKA licence applications are available at [www.aidka.com.au](http://www.aidka.com.au)

When doing your online application at, upload all documents ie: photos, proof of age, and medical clearance.

Licence queries must be directed to the secretary of Morgan Dirt Kart Club (not AIDKA).

The MDKC secretary will send confirmation you are a financial member of our club to AIDKA and then your digital licence will be activated by the AIDKA secretary.

Logbooks are prepared by the MDKC club' secretary and will be brought to the track for you to collect unless you request it is posted to you. (postage payable).

AIDKA rule: you cannot nominate for a race meeting until you have received your licence. NB: Don't nominate, and do your licence then expect a rush job to process your licence and logbook.

### AIDKA Licences and Licence Upgrades

When your logbook is signed-off by a Chief Steward for three meetings, send Anne Heinrich a copy of your logbook (a photo via your phone is fine). This will be forwarded to the AIDKA secretary who will upgrade your digital licence to a full licence or higher-grade licence. Please advise what licence classification you are upgrading from and to.

**Probationary Drivers:** 3 signatures are required for all probationary drivers in the top section of the relevant log book page.

**Licence Endorsements:** If going from one grade to another grade ie: C grade to B Grade then 3 signatures are required in the bottom section of the relevant log book page.

**Single Event Licences:** minimum time for application of these is 7 days. You can only apply for two in a 12-month period. The club licence secretary will receive a copy of the application. Drivers are asked to print up the copy of the application and bring it with them on the day they have nominated.

**THE ONLY TIME that a licence is required BEFORE going to a higher grade is JUNIOR TO SENIOR.**



### Member Protection Policy

The AIDKA Member Protection Policy clarifies responsibilities for AIDKA and club officials in protecting members including Child Protection; taking images of children, anti-discrimination and harassment, social networking and Codes of Conduct for all persons, drivers, crew, officials and spectators.

We ask all our club officials (executive, committee members, stewards, drivers' reps and our child protection officer) to have a current Working With Children screening clearance. Please refer to AIDKA website if you would like to see the Member Protection Policy.

### Pits and Shelters

Available for lease of \$40 per annum: see Peter Reichstein regarding which shelters are available. Pit shelters not leased may be rented for single race meetings at a cost of \$10 per day.

**If there is an emergency that requires a vehicle to be moved, please see the Chief Steward on the day. Once racing has commenced, no cars are permitted to be moved in in the pits until the race meeting is finished without the direct approval from the Chief Steward.**

### Race Meeting' Program

See the following timetable for our general race meetings.

Occasionally, times may be brought forward to enable us to fit in all races at a large race meeting.

### Sign-in and scrutineering

**DRIVERS AND CREW SIGN-IN IN THE CLUBROOMS 11:30am to 1:30pm**

*- late scrutineering & sign-in by prior approval only- please call Tony to arrange.*

*- sign-in and pay in the clubrooms prior to scrutineering.*

**DRIVERS BRIEF 2:00 to 2:30pm (mandatory)**

**RACING STARTS 2:30 pm.**

**PRESENTATIONS 10pm'ish**

Race-direction changes after each round.

Race order is displayed on the blackboard outside the clubrooms.

Rookies and Midgets heats and finals are scheduled within the first 3 rounds when possible

### NOMINATION FEES FOR RACE MEETINGS:

**Senior Driver: \$25, additional classes \$15ea**

**Junior Driver: \$20 class.**

### NOMINATIONS close 9pm on the Monday prior to each race meeting.

- Nominations must be made via our website: [www.mdkc.com.au](http://www.mdkc.com.au) or via the nomination secretary's phone: 0487 434 793 or by email to [nomsecretary@hotmail.com](mailto:nomsecretary@hotmail.com).
- Due to technical difficulties, we cannot accept nominations via facebook or messenger.
- Late nominations are usually accepted but may be rear of field if you miss the cut-off time.
- Please let us know if you are not able to attend when you have nominated.

### Rule Book

The AIDKA rulebook can be accessed from the [www.aidka.com.au](http://www.aidka.com.au) and a copy is in your phone App. A printed copy is available in the clubrooms.

### Scrutineering

From 11:30am until 1:30pm. You must call I Peter Reichstein or Tony Gibb for approval for late scrutineering

### Sign-In at Race Meetings

**You MUST attend driver's briefing or you cannot race.**

Please sign-in in our club rooms before scrutineering.

If you have an official, crew or driver AIDKA licence, you only need to sign the indemnity form.

There is no insurance/indemnity for accident or injury to persons under the age of 5 years and over the age of 90 years

## Sportsmanship

Morgan Dirt Kart Club tries to provide a family friendly environment in which all drivers, crew and spectators can enjoy dirt kart racing.

Unfortunately, from time to time, drivers may experience racing incidents on the track that upset them, their family, friends or support crew. Please remember unsportsmanlike behaviour is not acceptable and do not swear at, threaten or abuse other drivers, crew or officials over racing incidents. Abuse and aggression towards others will be dealt with according to AIDKA Rules.

If an incident occurs on the track please go through the right channels- see one of the drivers' reps who will then take you to the chief steward of the day to follow up on the incident.

Verbal abuse and threatening or violent behaviour are not acceptable in our club and sport and will lead to severe penalties for drivers and crew members and or spectators including loss of points, licence suspensions and bans from attending all AIDKA sanctioned race meetings/events.

- **Remember that children participate in sport for their enjoyment** - not yours.
- **Encourage children to compete according to the rules** - settle disagreements without resorting to hostility or violence.
- **Never ridicule or yell at a child** - for making a mistake or not winning.
- **Respect officials' decisions** - encourage children to do likewise.
- **Show appreciation for volunteers and race officials**
- **Applaud good performance and efforts** from all individuals.
- **Congratulate all participants**- regardless of the race outcome.
- **Condemn the use of violence, verbal abuse or vilification in any form** – regardless of whether it is by spectators, competitors or officials
- **Support all policies and practices (lead by example)**. - This includes responsible alcohol and drug use and support of child safe strategies.
- **Respect the rights, dignity and worth of every person** -regardless of their gender, ability, cultural background or religion.
- **Ensure you are aware and follow the correct processes to follow if you have an issue or complaint** – do not perpetuate issues with gossip or general criticism.



## Sponsorship

The club is very grateful for the generous support of our sponsors. Sponsors help us provide trophies for our race meetings and with improvement projects at the club.

There are a number of projects on our wish list. If you or someone you know is able to help with financially or with goods, labour/skills and or in-kind donations of materials please contact Tony Gibb.

## Stewards and Scrutineers

If you are interested in helping out as a steward or scrutineer please see Tony Gibb who can advise you regarding updating or new training. It's a great way to brush up on the rules of racing as well as help the club out.

## St John's Attendance

The club endeavours to have St John's Ambulance officers in attendance with a first aid unit at all our race meetings for the wellbeing of all drivers, crew, supporters and others attending our race meetings. The committee believes this is necessary due to our distance from the nearest hospital and the potential for serious injury in our sport. Julie Stott is our club's first aid officer. If you require any first aid help please see St Johns next to the Judges Box. Band aids etc are available in the canteen.

## Volunteers

There are lots of jobs to be done not only on actual race days, we need help with general house-keeping jobs, canteen and bar, race officials, cleaning-up rubbish and recycling, track maintenance.

Other jobs include publicity and publishing, shopping and picking up supplies, building maintenance and repairs and grounds maintenance.

As you can see from the list of officials and volunteers, many people are doing multiple jobs. We'd love to help spread the load further to make it easier.

When completing your membership application form, please indicate which jobs you would prefer to take on. We will publish the roster prior to our 2021 race season commencing. We expect every member/family will assist with one of the jobs at a minimum of one race meeting during the year.

Morgan Dirt Kart Club is a registered Volunteer Organisation with Centre Link and therefore, you can perform volunteer hours with us to meet volunteer requirements. See Anne.