



BRITISH CAR COUNCIL

Bayview Village Post Office Box 91135

Willowdale Ontario M2K 2T6

To: The Member Clubs Of The British Car Council Inc

The **Annual General Meeting** of the members of the **BCCI** will be held at 11am on **Sunday, May 22nd, 2016** in the downstairs meeting room at The Ivy Arms Pub, 201 Main Street, Milton, Ontario. (see map below)

Agenda:

- 1) Roll Call (including proxies received)
 - a. Appointment of Auditor to review 2015 Fiscal Report
- 2) Review of minutes of the May 24th, 2015 meeting.
- 3) Business arising from the minutes:
 - a. Review of member club status in 2015
 - b. Other business as deemed necessary from the minutes
- 4) Reports from Officers & Directors & Auditors as available
 - a. Financial Position
 - b. Long Distance Awards 2015
- 5) Other business as identified during the meeting and/or from meeting announcement replies
 - a. A review of the BCCI Toy Drive of October 2015 & funding for 2017.
 - b. A presentation of the research, findings and recommendations of the BCCI Review Team:
 - * WEBSITE
 - * FOR SALE ITEMS
 - * SOCIAL MEDIA
 - * E-MAIL COMMUNICATIONS
 - * COORDINATED EVENTS CALENDAR
 - * NEWSLETTER
 - * MEMBERSHIP GROWTH
 - * REVENUE GROWTH
 - * AWARDS PROGRAM
 - c. A request from Headwaters British Car Club for BCCI to help fund member club events.
 - d. Other topics as they arise.
 - e. Changes to and/or confirmations of the BCCI Executive Committee
- 6) Adjournment

Please plan to attend the meeting or issue your proxy in a timely fashion.

Enclosed with this announcement:

* Proxy Form

(complete the form & mail/fax to BCCI if you are unable to attend)

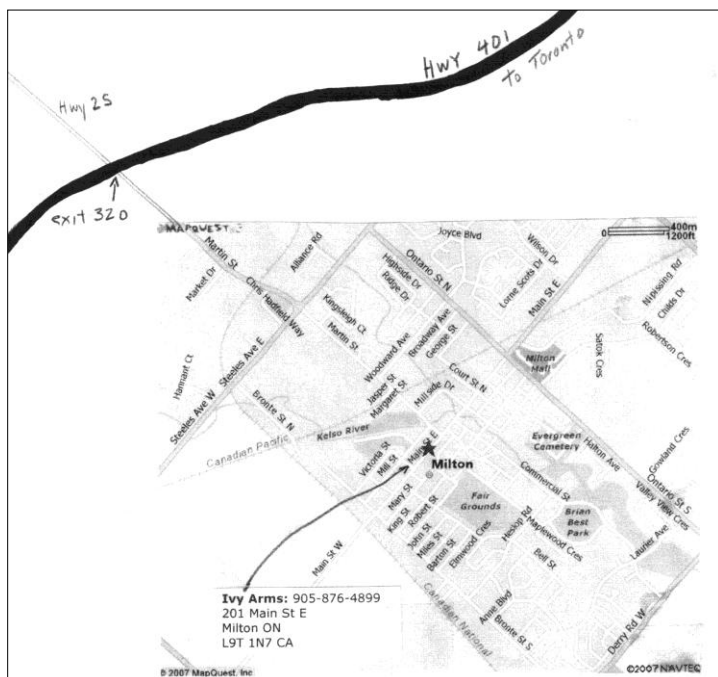
* BCCI Membership Renewal Form / Invoice

(complete the form & mail to BCCI with your cheque)

* Classic & Antique Auto Club Insurance Form

* Directors & Officers Liability Insurance Form

(complete the form & mail to BCCI with your membership renewal)





BRITISH CAR COUNCIL INC

Membership & Renewal Form / Invoice
(please print clearly)

May 22, 2016

[This Form Becomes Your Invoice Once Completed]

Club Name: _____

Club Mailing Address: _____

Club Telephone: _____ Fax: _____

Club Web Site: _____

BCCI Representative: _____

Rep Address: _____ Rep Phone: _____

_____ Rep Fax/Cell: _____

Rep E-mail: _____

Fee Calculation & Invoice Amount

Basic Annual Club Membership to BCCI (for the year May 2016 through April 2017) \$ **40.00**

Additional Insurance 'Per Club Member' Fee * _____ X \$1.50 per member \$ _____

(enter the number of members in the club at the end of the last calendar year here \uparrow then multiply by 1.5 and enter the amount here) \uparrow

* The 'CLASSIC & ANTIQUE AUTO CLUBS INSURANCE FORM' and the 'DIRECTORS & OFFICERS LIABILITY INSURANCE FORM' must be completed or adequate proof of insurance must be provided.

Total Amount Due: (add the basic membership & the additional fee & enter the total due) \$ _____

This Form Becomes Your Renewal Invoice Once Completed

Complete this form in black ink and return it along with your payment to:

(cheques payable to British Car Council Inc)

**British Car Council
Bayview Village Post Office
Box 91135
Willowdale, Ontario
M2K 2Y6**

AN ADMINISTRATION FEE OF \$50 WILL BE CHARGED ON LATE RENEWALS (after the Annual General Meeting)

CLASSIC AND ANTIQUE AUTO CLUBS INSURANCE FORM (2016)

Name of Club: _____

Club Contact Name: _____

Club Contact Address: _____

Year Club Started: _____ [YYYY] Current Number of Members: _____ [include all members, directors, officers]

List subsidiary clubs if any: _____ [subsidiary or other clubs that report to your club]

Types of Vehicles Unique to the Club: _____ [list Marques or generic groups included; not individual models]

Types of Events Attended: _____ [ie: automobile display, technical session, cruise night gathering, skills display, funkhana, club meeting, flea market, swap meet, hobby gathering, etc]

Number of Events Attended Annually: _____ Usual Location of the Events: _____ [meetings & other events] [restaurants, city parks, fairgrounds, parking lots, other]

Does the club host events outside the Province or outside Canada and do you host events there? Yes ___ No ___
If yes, describe in detail _____ [attending an event is NOT Hosting an event. Check Yes only if you actually Host an event outside the Province or country]

Does the club travel outside the Province? Yes ___ No ___ If yes, where? _____ [if yes, identify the Province and / or States]

Does the club have fundraisers? Yes ___ No ___ If yes, what kind _____ [other than annual fees or dues from members] [for charitable donations, for special programs, others?]

Does the club participate in other activities? Explain: _____ [as a club at sports events, charity support, auctions, volunteer work, etc, not related to the club automotive activity]

DIRECTORS & OFFICERS LIABILITY INSURANCE FORM

1) Legal Structure _____ [Corporation, Business Association, Not-For-Profit Group, Community Association, Not Incorporated, Foundation, other]

2) Limit of liability requested: \$2,000,000.

3) The officer designated to receive any and all notices from the insurer or their representatives concerning this insurance:

Name: _____
Mailing address: _____
Phone Number: _____

4) Size of operating budget (revenue plus cash assets)

Current year: \$ _____

Anticipated for next year: \$ _____

Annual Dues from members: \$ _____

Estimated donations/contributions from the general public: \$ _____

5) Number of: Directors _____ Officers _____ Volunteers _____ Members _____
[Executive group members] [non-Executive group officials] [non-paid / non-member] [identifiable members]

6) List all affiliated organizations & related groups: _____ [other clubs and organizations that your club reports to]

7) How frequently does the Board of Directors meet? _____ [weekly, monthly, quarterly, annually, other]

8) Does each Director have a formal job description, clearly defining their scope of duties? Yes ___ No ___

9) In the past 5 years, has similar insurance been declined, cancelled, non-renewed or refused? Yes ___ No ___

10) Does the organization or any other person(s) proposed for this insurance have knowledge or information of any actual or alleged negligent act, error, omission, misstatement or misleading statement or breach of duty which might give rise to a future claim? If yes, provide details on back. Yes ___ No ___

Club Representative
Name & Signature: _____ Date: _____

***** Complete This Form In Black Ink And Return It To BCCI *****