

# Rocky Mountain Quarter Midget Association

P.O Box 306  
Dacono, CO 80514

## 2023 Club Rulebook



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| <b>2023 Contact Listing</b>  |                     |                               |                       |
|------------------------------|---------------------|-------------------------------|-----------------------|
| <b>Title / Position</b>      | <b>Member Name</b>  | <b>Member Email</b>           | <b>Member Phone #</b> |
| <b>President</b>             | Jennifer Quintrall  | president@rmqma.com           | 720-933-0846          |
| <b>Vice President</b>        | Melanie Wicker      | svaldi_3@hotmail.com          | 303-748-4247          |
| <b>Secretary</b>             | Abbie Bolton        | secretaryrmqma@gmail.com      | 818-307-7813          |
| <b>Treasurer</b>             | Krista Koenig       | treasurerrmqma@gmail.com      | 720-934-4758          |
| <b>Board Member</b>          | Jeff Bolton         | church720@yahoo.com           | 720-218-2803          |
| <b>Board Member</b>          | Matt Burton         | matthew_burton@engschools.net | 720-737-7245          |
| <b>Board Member</b>          | Kyle Clegg          | kclegg@dndmetal.com           | 720-273-8604          |
| <b>Board Member</b>          | Erin Botzum         | erin2martin@gmail.com         | 303-552-4235          |
| <b>Board Member</b>          | Kristi Kellogg      | kristimoekellogg@gmail.com    | 303-881-4727          |
| <b>Rookie Trainers</b>       | Cody Sipe           | Csipe1990@gmail.com           | 720-354-0024          |
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|                              | Matt Burton         | matthew_burton@engschools.net | 720-737-7245          |
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| <b>Safety Tech</b>           | Tom Wicker          | tkw65stang@comcast.net        | 303-229-6023          |
| <b>Tower / Head Stats</b>    | Erin Botzum         | erin2martin@gmail.com         | 303-552-4235          |
|                              | Kristen Joyce       | kjoyce87@gmail.com            | 818-635-6042          |
| <b>Marketing / Publicity</b> | Joe Joyce           | jddjoyce@gmail.com            | 818-307-6130          |
|                              | Kyle Clegg          | kclegg@dndmetal.com           | 720-273-8604          |
| <b>Trophy / Awards</b>       | Jennifer Quintrall  | president@rmqma.com           | 720-933-0846          |
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| <b>Arrive and Drive</b>      | Steve Koenig        | steveakoenig@gmail.com        | 720-934-4758          |
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|                              | Cody Sipe           | Csipe1990@gmail.com           | 720-354-0024          |

# **Rocky Mountain Quarter Midget Association, Inc.**

## **IMI Motorsports Park**

### **Mission Statement**

The purpose of the Association is to create and maintain a clean, safe, and healthy sport which may be enjoyed by father, son, mother, and daughter in close relationship with better sportsmanship. To acquaint the younger generation with the handling of mechanical devices, coordination, alertness, and the ability to handle motor-driven vehicles. To impress upon the younger generation the value of fairness, generosity, and a sense of responsibility without envy to others.

# CLUB RULES AND REGULATIONS

## ADMINISTRATIVE GUIDELINES and PROCEDURES

### PRESIDENT

- 1) The President shall be elected by the RMQMA general membership and shall be responsible to the membership and the Board of Directors.
- 2) The duties of the President shall consist of the following:
  - a) The President shall preside at all meetings of the club.
  - b) Shall have general supervision over the affairs and operations of the club and its property.
  - c) Shall be ex-officio member of all committees.
  - d) By and with the approval of the Board, shall make and execute all contracts for and on behalf of the club.
  - e) Shall serve as a member of the Board of Directors
  - f) Shall provide the necessary guidance, leadership, and supervision to promote the goals and objectives of RMQMA.
- 3) At the first meeting of the Board of Directors after the election, the President shall hold the organizational meeting of the following committees and/or offices:
  - a) Recording Secretary and Treasurer.
  - b) Technical and Safety Committee.
  - c) Marketing / Publicity Committee.
  - d) Arrive & Drive Committee.
  - e) Year End Banquet Committee.
  - f) Statistical Clerk / Tower.
- 4) The President shall prepare an annual calendar each year outlining the racing schedule, general membership meeting dates, Board meetings, special functions, etc. for the approval of the membership.
- 5) At the end of each season, the President shall submit a Guidebook, to be used by the incoming President to assist in establishing procedures for the upcoming season. The Guidebook will contain any useful information, which would assist the incoming President in accomplishing his/her duties in the upcoming year.

### VICE PRESIDENT

- 1) The Vice President shall be elected by the RMQMA general membership and shall be responsible to the President.
- 2) The duties of the office of Vice President consist of the following:
  - a) In the absence of the President, the Vice President shall perform the duties of the President.
  - b) Serve as a member of the Board of Directors.
  - c) Serve as a liaison between all committees and the President.

- 3) The Vice President shall maintain a file of duplicate Guidebooks from each officer and/or committee.
- 4) At the end of each season, the Vice President shall submit a Guidebook to be utilized by the incoming Vice President to assist in establishing procedures for the upcoming season. The Guidebook will contain any useful information, which would assist the incoming Vice President in accomplishing his/her duties in the upcoming year.

#### SECRETARY

- 1) The Secretary shall be elected by the RMQMA general membership and is responsible to the President.
- 2) The duties of the office of Secretary consist of the following:
  - a) The Secretary shall conduct all official correspondence of the club, subject to the general supervision of the President.
  - b) Shall keep the records of the meetings of the club and of the Board of Directors, and a list of the members in attendance.
  - c) Shall perform such duties as may from time to time be fixed by the Board of Directors and be required by the By-Laws, by the Club, and by the Laws of the State of Colorado.
  - d) Only drivers will be sent flowers or gifts while in the hospital, and a \$25.00 limit will be placed on the purchase. All other family members are to receive only a card.
- 3) At the end of each season, the Secretary shall submit a Guidebook, to be utilized by the incoming Secretary to assist in establishing procedures for the upcoming season. The Guidebook will contain any useful information, which would assist the incoming Secretary in accomplishing his/her duties in the upcoming year.

#### TREASURER

- 1) The Treasurer shall be elected by the RMQMA membership and shall be responsible to the President.
- 2) The duties of the office of the Treasurer consist of the following:
  - a) Shall collect and disburse funds as directed by the Board of Directors.
  - b) Shall receive and be responsible for all money, pay bills when properly approved by the Board of Directors, and preserve vouchers for all payments.
  - c) The books shall be at all times, open to the inspection of any and all club members.
  - d) Shall make a statement each month to the Board of Directors of the financial condition of the club, and a detailed report of the financial condition of the club, and a detailed report of the financial transactions of the club for the preceding year, to be embodied in the annual report of the Board of Directors. The books shall be kept on a fiscal year basis ending October 31st. The Treasurer's report may be audited at the request of the Board of Directors or the majority vote of the membership.
  - e) Shall be prepared to give a report of the club's financial condition at all general membership meetings, should he/she be requested to do so by the President.
  - f) Shall maintain a current membership roster on a continuing basis, at all times. Any changes in the ongoing roster will be forwarded to the President, Chairman Board of Directors, and any Committee head who requires an up-to-date roster for the efficient operation of that committee.



- 3) At the end of each season, the Treasurer shall submit a Guidebook, to be utilized by the incoming Treasurer to assist in establishing procedures for the upcoming season. The guidebook will contain any useful information, which would assist the incoming Treasurer in accomplishing his/her duties in the upcoming year.

#### BOARD OF DIRECTORS

- 1) The Board of Directors shall be elected by the RMQMA membership and shall be responsible to the RMQMA membership.
- 2) The duties and responsibilities of the Board consist of the following:
  - a) At the first board meeting following the Annual Meeting, the President shall conduct the organizational meeting of the Board. The Board shall elect their own Chairperson.
  - b) Shall govern the control and management of the club and its affairs.
  - c) To do all things deemed by the Board necessary and expedient to control and manage the property and affairs of the club consistent with the Charter and By-Laws thereof.
  - d) To construe the rules and By-Laws of the club, which interpretation shall be final.
  - e) To make rules for the conduct of the members and of the club property when considered necessary for consistency to the goals and objectives of RMQMA.
  - f) To fix and enforce penalties for the violation of the By-Laws and rules.
  - g) For the better execution of their powers and duties, to approve the appointment of committees by the President, to assist in the management of the club and to delegate to the said committees such of its powers as the Board may see fit.
- 3) Regular meetings of the Board of Directors shall be held at least once a month prior to the General Membership meeting as determined by the Board of Directors as to day, place, and time.
- 4) The Vice President and 5 Board Members shall serve as Race Director for one racing month as assigned by the President.
- 5) The Board shall approve all disbursements, transferring of funds from savings to checking accounts or vice versa, or any other financial obligation and/or commitment as prescribed by the By-Laws.
- 6) Any elected member of the Board of Directors who fails to attend more than two (2) meetings, either scheduled or special, in any one season, without a legitimate reason, will be asked to resign.
- 7) The Board of Directors shall have the right to establish rules and regulations to safeguard the Corporation in the event of the loss of the Sanctioning Certificate, and the demand for a reissue thereof.

#### BOARD OF DIRECTORS CHAIRPERSON

- 1) The Board of Directors at their first meeting after election shall elect the Chairperson of the Board of Directors.
- 2) The duties of the Chairperson of the Board of Directors consist of the following:
  - a) The Chairperson shall preside at all meetings held by the Board of Directors.
  - b) Shall have general supervision over the affairs and operations of the Board of Directors.
  - c) Shall be responsible to the President of the Association.
- 3) The Chairperson shall provide the necessary guidance, leadership, and supervision to promote the goals and objectives of RMQMA.

- 4) At the end of each season, the Chairperson shall submit a Guidebook, to be utilized by the incoming Chairperson to assist in establishing procedures for the upcoming season. The guidebook will contain any useful information, which would assist the incoming Chairperson in accomplishing his/her duties in the upcoming year.

#### MARKETING AND PUBLICITY COMMITTEE

- 1) The Marketing and Publicity Committee will consist of a Chairperson and a committee. The number of the Committee shall be at the Chairperson's discretion, as deemed necessary by the number of club activities and programs.
- 2) The Chairperson shall be responsible to the Board of Directors. Committee members shall be responsible to the Marketing and Publicity Committee Chairperson.
- 3) The duties of the Committee are as follows:
  - a) Arrangements for special club activities as directed by membership and/or club Presidents.
  - d) Maintain website, including but not limited to, the posting of race results, Arrive & Drive events, Track Records, and club photos.
  - e) Reporting news worthy articles to the Regional Publicity person for national publications.
  - f) Compose social media post on a regular basis and address online comments and questions.
  - g) Work closely with club President to prepare special publicity campaigns, such as but not limited to, brochures, decals, patches, badges, etc.
  - h) Help organize club sponsorship packages.
- 2) Public relations with local area race tracks for promotional RMQMA activities. Public relations with law enforcement agencies and high Government Officials for statements regarding official backing of RMQMA programs, youth training, etc. Annual Auto Shows, programs establishing club theme, etc.
- 3) At the end of each season, the outgoing Chairperson shall submit a committee Guidebook, to be utilized by the incoming Chairperson to establish procedures for the upcoming season. The guidebook will contain any useful information, which would assist the new Chairperson throughout the following year.

#### TECHNICAL & SAFETY COMMITTEE

- 1) The Technical and Safety Director shall be elected by the membership and shall be responsible to the Board of Directors and the Membership.
- 2) The duties of the Technical & Safety Committee are as follows:
  - a) Prior to the start of race season, all cars must receive a safety check by a member of the Technical & Safety Committee.
  - b) The Director will make periodic checks of all cars and driver equipment for safety. They will notify the owner of any repairs needed.
- 3) The Technical Committee shall have the authority to check any engine at any time for legality. Any entrant who is subject to an inspection shall have the following rights:
  - a) The right to a fair and impartial tech inspector who has no vested interest in the outcome of the inspection.
  - b) The right to have one or more representatives of his/her choosing present during the inspections.
  - c) The right to have only those persons responsible for teching the motor be present during the inspection.



- d) The right to allow the motor time to cool to room temperature before the inspection begins. Thirty minutes' minimum.
- 4) The Safety Director shall inspect cars for safety when they have been involved in damaging accidents.
- 5) Calibrate the club scales to assure correct weights at all times.
- 6) At the end of each season, the outgoing Chairperson shall submit a committee Guidebook, to be utilized by the incoming Chairperson to establish procedures for the upcoming season. The Guidebook will contain any useful information, which would assist the new Chairperson throughout the following year.

#### TROPHY COMMITTEE

- 1) The Trophy Committee will consist of a Chairperson and a committee. The number of the Committee shall be at the Chairperson's discretion, as deemed necessary by the number of club activities and races.
- 2) The Chairperson of the Trophy Committee shall be responsible to the President and the Board of Directors.
- 3) The duties of the Chairperson consist of the following:
  - a) Organize the Committee to perform the various duties deemed necessary.
  - b) Organize special theme races to occur during the regular race schedule.
  - c) Investigate and get at least two written quotes for any proposed trophy or trophy parts order, to present to the RMQMA Board for approval prior to purchase.
  - d) Be responsible for the organization of trophy presenters and trophy presentations.
  - e) Be responsible for the committee's timely presentation of the annual trophy budget to the Board of Directors.
- 4) The Trophy Committee's budget shall be submitted to the RMQMA Board of Directors for approval.
- 5) At the end of each season, the outgoing Chairperson shall submit a committee Guidebook, to be utilized by the incoming Chairperson to establish procedures for the upcoming season. The Guidebook will contain any useful information, which would assist the new Chairperson throughout the following year.

#### ARRIVE & DRIVE COMMITTEE

- 1) The Arrive & Drive Committee will consist of a Chairperson and a committee. The number of the Committee shall be at the Chairperson's discretion, as deemed necessary by the number of events and races.
- 2) The Chairperson of the Arrive & Drive Committee shall be responsible to the President and the Board of Directors.
- 3) The duties of the Chairperson consist of the following:
  - a) Organize the Committee to perform the various duties deemed necessary.
  - b) Organize a schedule of Arrive & Drive events.
  - c) Contact leads obtained through marketing events and online submissions.
  - d) Be responsible for the Arrive & Drive event.
- 4) The Arrive & Drive Committee's budget shall be submitted to the RMQMA Board of Directors for approval.

- 5) At the end of each season, the outgoing Chairperson shall submit a committee Guidebook, to be utilized by the incoming Chairperson to establish procedures for the upcoming season. The Guidebook will contain any useful information, which would assist the new Chairperson throughout the following year.

#### YEAR END BANQUET COMMITTEE

- 1) The Year End Banquet Committee will consist of a Chairperson and a committee. The number of the Committee shall be at the Chairperson's discretion, as deemed necessary by the number of members.
- 2) The Chairperson of the Year End Banquet Committee shall be responsible to the President and the Board of Directors.
- 3) The duties of the Chairperson consist of the following:
  - a) Investigate and get at least two written quotes for proposed year end banquet locations to present to the RMQMA Board for approval prior to booking.
  - b) Annual awards presentation banquet program and activities.
  - c) Collaborate with members to obtain pictures throughout the year for yearbook and banquet slideshow.
  - d) Investigate and get at least two written quotes for proposed year end trophies and or parts, to present to the RMQMA Board for approval prior to purchase.
- 4) The Year End Banquet Committee's budget shall be submitted to the RMQMA Board of Directors for approval.
- 5) At the end of each season, the outgoing Chairperson shall submit a committee Guidebook, to be utilized by the incoming Chairperson to establish procedures for the upcoming season. The Guidebook will contain any useful information, which would assist the new Chairperson throughout the following year.

#### MAINTENANCE MANAGER COMMITTEE

- 1) The maintenance manager committee will consist of a chairperson and a committee. The number of the committee shall be at the Chairperson's discretion, as deemed necessary by the number of members.
- 2) Summary:
  - a. The Chairperson provides leadership to the maintenance committee. This committee will continually evaluate processes and procedures to make recommendations for improvements that will increase efficiency and safety. Installations, repairs, and maintenance of all physical property (including machines and buildings) will be overseen by this committee. Grounds maintenance will also be evaluated by this committee.
- 3) Essential Duties and Responsibilities
  - a. Evaluates and recommends improvements needed to the grounds.
  - b. Recommend and implement processes that create a maintenance culture that is proactive/predictive in nature.
  - c. Ensure the optimal utilization of the organization's facilities and grounds.
  - d. Ensure proper functioning of facilities through ongoing inspection and maintenance - Communicate findings and recommendations to board.

## RACE DIRECTOR

- 1) The Race Director is the Senior Official in charge of all race meet activities, and as such shall have jurisdiction over all activities and personnel within the RMQMA facility.
- 2) The Race director shall be responsible to the Board of Directors.
- 3) The duties of the Race Director consist of the following:
  - a) Unlock the track and facilities prior to the race event practice period.
  - b) Make sure all fire extinguishers are in place, and a safety flag person is in the designated location, prior to the regulated hot lapping.
  - c) Coordinate and organize hot lapping at designated time periods as set forth in the RMQMA Rules and Regulations.
  - d) Oversee timing events to ensure sufficient pace is maintained and in compliance with RMQMA Rules and Regulations.
  - e) Oversee all racing events, providing necessary organization, leadership, firmness, and taking immediate command of any scenes and/or disturbances.
  - f) Provide supervision for facility security at close of day.
- 4) The Race Director shall have the authority to make a racing call.
- 5) The Race Director shall have the authority to re-schedule a race if he/she is notified two (2) races in advance.
- 6) The Race Director shall enforce all rules and regulations concerning the conduct of the membership, as set forth by the RMQMA, and the Sanctioning body Code of Conduct.

## FLAG PERSON

- 1) The Flag person is the senior official in charge of all on-track action and track officials (with the exception of the Race Director).
- 2) The Flag person shall be responsible to the Race Director.
- 3) The Flag person should be sixteen (16) years old, or older.
- 4) The duties and responsibilities of the Flag person are as follows:
  - a) Be present and take command of organized hot lapping prior to race events ensuring maximum safety precautions such as, but not limited to, the following:
    1. Track is cleaned of dirt and debris, ready for timing and/or race events.
    2. Caution is "out" when any car is stopped on track and/or any person is on track while cars are running.
    3. No more than twelve (12) cars on track at one time.
  - b) Removal of drivers from track who do not obey flags, flag person's signals, entrance line markers, unsafe exit speeds, etc.
  - c) Help timer set up timing equipment prior to timing, and secure at end of timing events.
  - d) Set pace of race events.
  - e) Shall not start races until safety persons are in place.
  - f) Make sure that no unauthorized persons are on track.

- g) Take charge of flags.
- h) Follow Sanctioning Body and RMQMA racing rules and procedures.

### PIT STEWARD

- 1) The Pit Steward will be responsible to the Race Director.
- 2) The duties and responsibilities of the Pit Stewards are as follows:
  - a) Report for duty thirty (30) minutes prior to starting race events for the scheduled race day.
  - b) Coordinate the days race activity with the Race Director.
  - c) Pick up head set to establish communication with the timing tower and Race Director.
  - d) Assist with hot lapping by classes.
  - e) Maintain order in the pit area.
  - f) Store head set after race meet in the tower.
  - g) Release waiting cars to enter track when signaled by the Flag person.
- 3) Keep all unauthorized persons out of the pit area. Appoint helpers as necessary.
  - a) Unauthorized persons include: Spectators, guests, girlfriend, boyfriend, persons who are not club members and/or handlers.
  - b) All unauthorized persons in the pit area must leave the pit area before racers will be allowed to move out onto the racetrack.
- 4) Insist and demand that your calls for pit area lineups are obeyed.
  - a) All cars called for race lineup will lineup in proper order and start from their ready line position.
- 5) The Pit Steward and/or Assistant Pit Stewards shall check each car and driver on the ready line for the following:
  - a) No foreign objects in the mouth (gum, candy, etc.).
  - b) Helmet secure with visor in place.
  - c) All hair secured in helmet or driving suit.
  - d) Driving suit zipped up or fastened.
  - e) Gloves on.
  - f) Seat belt, shoulder harness, arm restraints, and neck restraint on and properly adjusted.
  - g) Car has the correct number as indicated on line up or sign in sheet and if using paper numbers that they are positioned correctly.
  - h) Brakes are operational.
  - i) Steering wheel is secured.
- 6) Enforce the "NO SMOKING IN THE PIT AREA" rule. The responsibility of compliance of this rule is the obligation of all club members and handlers.

### STATISTICAL/TOWER CLERK

- 1) The Statistical/Tower Clerk shall be elected by the membership and will be assisted by a lap counter and scorers. The Statistical/Tower Clerk shall be responsible to the Race Director.
- 2) The duties of the Statistical/Tower Clerk are as follows:

- a) Supervisor in charge of tower timing records, setting up races and one set of points records.
  - b) Prepare in advance necessary forms for computing special event races as well as regular race events.
  - c) Make sure that all unauthorized personnel are kept out of the tower during race events.
  - d) Validate points with RMQMA president or designee prior to posting to the membership.
  - e) Post current point standings from previous weeks racing at the beginning of each race day.
  - f) Obtain and place lineups on the lineup board.
  - g) Assist the Race Director in establishing volunteers for the day's events.
- 3) The Statistical/Tower Clerk may appoint additional clerks as required to handle special event races.
  - 4) At the end of each season, the Statistical/Tower Clerk shall submit a guidebook, to be utilized by the incoming Clerk to assist in establishing procedures for the upcoming season. The Guidebook will contain any useful information, which would assist the incoming Clerk in accomplishing his/her duties in the upcoming year.

#### ROOKIE PROGRAM / TRAINING COMMITTEE

- 1) The Director of Training shall be appointed by the RMQMA Board of Directors, and shall be responsible to that Board, and the President.
- 2) The duties of the Director of Rookie Training consist of the following:
  - a) Hold weekly training classes during racing season.
  - b) Have new participants show proof of club membership thus assuring proper coverage of insurance.
  - c) Do not allow hot lapping or start training classes until fire extinguishers are in place.
  - d) Keep all unauthorized handlers, spectators, uninvolved drivers, etc. off track and out of infield when cars are in motion.
  - e) When Flag person, Assistant Flag person, spend adequate time practicing and explaining various racing principles relative to flagging and disqualifications. The ultimate goal is to achieve consistency between training techniques and actual flagging.
  - f) Hold a minimum of one engine tear down per season to aid new handlers and acquaint them with the Sanctioning engine regulations. Have Technical Committee instruct tear down.
  - g) Render all possible aid to Rookie handlers on purchase of cars, engines, and equipment to avoid pitfalls.
  - h) Monitor the progress of each driver, giving personal individual assistance as required, to develop their confidence in the sport.
  - i) Sign driver's logbooks when turned into Tower at sign-in. Current day's results should be recorded in log book.
  - j) Explain Sanctioning Body and RMQMA Rules and Procedures to all handlers and drivers.
  - k) Render assistance to handlers in methods and techniques to use in teaching their drivers racing principles, driving patterns, lineups, etc.
- 3) The Director of Rookie Training shall develop and/or improve present training curriculum for the following subjects:
  - a) Visual aids.
  - b) New Member packets explaining RMQMA training procedures and practices.
  - c) Driving drills to develop driver skills and motion awareness.

- 4) At the end of each season, the Director of Rookie Training shall submit a guidebook, to be utilized by the incoming Director of Driver Training to assist in establishing procedures for the upcoming season. The Guidebook will contain any useful information, which would assist the incoming Director of Driver Training in accomplishing his/her duties in the upcoming year.

## GENERAL RULES

- 1) Safety Person: There will be a minimum of 4 handlers to be safety persons, to handle all mishaps during a race. These persons will be stationed behind the wall at the four corners of the track.
- 2) Flagging Procedure: The flagger will follow all the procedures listed above under “Flag Person.” The flagger shall also follow these procedures per Sanctioning Body Rules.
- 3) Intermission: No cars will be allowed to hot lap during any intermission.
- 4) Tower: Only those officials required for the operation of the race program will be allowed access to the upper tower at any time. Entry will be for “Official Business Only”. All questions shall be taken to the Race Director, not the tower! Any infraction of this rule may result in the suspension of member’s driver(s) from the next race.
- 5) Disturbances/Code of Conduct: All disturbances/ code of conducts shall be addressed per the latest Sanctioning Body Rules & Guidelines.
- 6) Rain Outs: Season rained out events will only be made up when the number of rained out events *exceed two (2)*, to insure the full racing season. The only races that will be made up are any rain date that exceed two rain dates. Any rain date not made up will be considered as a “throw out” event when calculating the year-end points for the year. If any completed race set (i.e. All Heats, All Mains, or All of Timing) has run prior to a rain out, the race day will be considered complete for All Sets Ran. If Mains are started but Not Completed, no points will be awarded for those races as it is not a complete set. A “rained out event” shall include “any event unable to be started due to weather related issues.”
- 7) Visitors: Visitors in the first heat race will start according to the pill draw. No points or year-end trophies will be awarded to visitors.
- 8) Engine Protests: All engine claims and protests shall be per the Sanctioning Body Rules and Guidelines.
- 9) Complaints:
  - i) Any member wishing to file a complaint (not already covered by the Sanctioning Body or RMQMA rules) may do so by submitting the complaint in writing, to the Board of Directors, within 7 days of any incident.
  - j) Any complaint received by the Board of Directors will be acted upon at the following meeting of the Board of Directors, and the complainant advised in writing of the action taken.
  - k) All written complaints must contain complete details of the incident and be signed and dated by the complainant. The Board of Directors will not act upon unsigned complaints.
- 10) Rule Books: RMQMA race events shall be run in accordance with the RMQMA rulebook. If a situation arises that is not covered by the RMQMA rulebook or conflicts with the Sanctioning Body rulebook the Sanctioning Body rulebook will be used to resolve the situation.
- 11) Club Scales: The club scales will be calibrated throughout the race season by the Technical Director or Race Director, to assure correct weights at all times. Altering or adjusting scales by anyone other than the Technical Director or Race Director at any time will be cause for action by the Board of Directors.
- 12) Alcohol Consumption: Shall be regulated by the Sanctioning Body.



- 13) **No Smoking:** Due to insurance regulations, there will be **No Smoking** allowed in the Pit area, Scale area, Hot Chute, Line-up/Tunnel area, Tower, or Concessions stand.
- 14) **Work Days:** All RMQMA car-owning families are required to work (20) hours per year during scheduled workdays. A total of (10) hours shall be worked prior to June 30<sup>th</sup> and the remaining (10) hours prior to the end of the season. All members shall sign in and out on the workday to log hours worked. Work hours will be credited for all family members whose work time was productive and beneficial toward completion of assignments and/or projects scheduled for that workday. A fine of \$12.00 per hour (for hours not worked) will be imposed upon a member who fails to perform this requirement. **The track will be closed for practice during workdays.** If a member's work hours or fees are not met 7 days prior to the Annual Meeting the driver will NOT receive their year-end trophy. In the event there are not enough work days to allow 20 hours per family, the required hours will be 50% of the hours that were available.
- 15) Race and/or Timing days (schedule)
- The schedule can only be changed if the Board of Directors proposes a change to the schedule at any pit meeting to accommodate special events, circumstances, or scheduling conflicts. The majority vote on the proposal will determine if the schedule is to be changed.
  - If races run later than usual the Rookie Division A Mains must start by 8pm, Jr Division A Mains must start by 9pm and Sr Division A Mains must start by 11pm. If the A Mains are not started by the proposed times, then the races will be finished the next day if possible, if not possible then refer to "c" below.
  - If any completed race set (i.e. All Heats, All Mains, and/or All of Timing) has run prior to the curfew, the race day will be considered complete for All Sets Ran. If Mains are started, but NOT completed no points will be awarded for those races as it is not a complete set.
- 16) Car/engine tech shall be determined each race day by Pill Draw. Positions to go to tech shall be drawn before start of Mains. Class and items to be checked shall be drawn at Tech, after races have been completed.

### **DRIVER RULES AND REGULATIONS**

- Stay in pits
  - Stay near your car or on the benches.
  - No running around or horseplay** in pit area.
  - You may leave to get awards.
  - When you finish a race, and do not race for two (2) races, you may leave the pit area.
  - If you leave the pit area, tell your parent or handler where you are going. **We will not wait.**
- When you share your car and/or equipment, leave your safety equipment in your car before you leave the pit area.
  - Make your driver change fast.
  - Other cars will be pushed out to get warmed up and ready to run.
  - When you are pushed out, get into your position. You will have no warm up time. (Your car is still warm from the previous race).
- You will at no time leave the pit area and go out onto the track when a race has been stopped because of an accident. You will stay in the pits unless you are called out to bring something or try out a car.
- Do not let yourself be pushed out onto the track if any child is loose on the track, infield, or on the tires.

- 5) Do not pull into the infield for any repair work to your car. Go back to the pit area. No one will make any repairs on cars in the infield during practicing or timing.
  - a) Exceptions: Fire, Injuries, or another emergency.
- 6) When leaving track for any reason, go high up to the wall when safe to do so, holding your hand out as a signal to other drivers and handlers.
- 7) When entering the track, drive high near the wall and above the entry line, until you are on front straightaway before assuming racing pattern.
- 8) When leaving the track, you must stop at the STOP sign, or as far into the exit chute as possible. Do not drive your car into the pit area with the engine running at any time. **Do Not** get out of your car until it is safe to do so. When all cars have left the track, assist your handler in moving your car to the scale/pit area.
  - a) Exceptions: Fire, Injuries, or another emergency.
- 9) After a race day ends, do not go out onto the track, infield, or tires if a car is practicing. This also holds true before timing.
- 10) Be courteous at all times to spectators, other drivers, parents, and handlers.
- 11) Any Driver having questions should ask the Pit Steward and he/she will see to it that your questions will be answered, either by himself/herself, the Race Director, or the Flag Person.
- 12) Drivers must know positions by numbers. Have your handler work with you until you have absolutely no hesitation in creating a mental picture of positions by numbers.

### **ROOKIE RULES AND REGULATIONS**

- 1) Rookie Training:
  - a) The completion of Rookie Training is mandatory for all new drivers of RMQMA.
  - b) Any driver not trained by RMQMA designated trainer must pass a test given by a RMQMA trainer before he/she enters into the Rookie Class.
  - c) Any driver missing practice will not be allowed to race for that day.
  - d) The Rookie committee and all training shall be at the discretion of the regional director, National Rules.
- 2) Rookie Class Driver and Handlers:
  - a) The minimum age for all rookie students shall be four years and six months (4 1/2) to participate in drivers training and five (5) years to participate in racing.
  - b) Each rookie handler, upon joining RMQMA, shall present the drivers birth certificate to treasurer of RMQMA, and the Official Age shall be kept on record with RMQMA.
  - c) The rookie driver must be a RMQMA member during the training periods.
- 3) Rookie Program Racing:
  - a) The rookie class shall be divided into red rookie and Blue rookie, which may be combined if necessary, to make a class.
  - b) At the discretion of the Rookie Director, all rookies shall qualify for their racing positions as in other classes on timing days.
  - c) No more than 8 cars may be entered in any RMQMA rookie event.
  - d) No points will be kept in any rookie class.

- e) No track record will be kept in any rookie class.
- 4) Graduation of Rookie Drivers into Competitive Classes:
- a) Shall be regulated by the Sanctioning Body.
  - b) The rookie class is the learning class, and as soon as possible the rookie driver shall graduate into competitive class in order to avoid “Professional” rookie drivers.
  - c) A rookie must compete in at least three (3) race programs before graduation to a competitive class.
  - d) The rookie director shall hold a small ceremony to make the advancement of a driver into the stock classes, validate logbook and indicate class into which the driver is entering.
  - e) On the first day of competition in the graduated class, the new driver shall be entered in all events at the back of the field in the event for which he/she qualified, regardless of pill draw or qualifying position.
  - f) All graduating novice drivers shall be on probation for three (3) race programs, and will not be allowed to race in 160 or WF. In addition, you must have achieved the appropriate age to run these classes before competing in these classes.
  - g) Graduating rookies must display a red flag from the top of the roll cage for three (3) race events following graduation.

### FLAGS

- 1) Red
  - a) Stop with caution as quickly as possible.
  - b) If Flag person displays the rolled up red flag, and holds up one finger, complete the lap and stop at the start/finish line.
  - c) On a red flag, cars will be pushed to the start/finish line as soon as possible, where they may be observed by the judges
- 2) Yellow
  - a) Slow down, **do not pass**, and close up the gap to one car length.
  - b) Do not slow down to the point of causing your engine to die, or the cars behind you to die.
- 3) White
  - a) One more lap to go. Do not slow down until you have passed the finish line on the checkered flag.
- 4) Checkered
  - a) Race completed.
  - b) After you cross the finish line, go up by the tires and stay up until exiting from the track.
  - c) Line up at the pit entrance at the stop sign. There will be no driving into the pits.
- 5) Black
  - a) Disqualified: exit the track immediately, follow USAC procedures.
- 6) Green
  - a) Race is started. Race is in progress as long as the green flag is displayed.
- 7) Meatball (Black with Red Circle)
  - a) There is a safety issue, car should exit track to be looked at in the hot chute. Position will be maintained.

## **PIT MEETINGS**

- 1) Pit meetings will be held prior to each race day event but will be kept to a minimum.
- 2) During the racing season, the first pit meeting of each month will also be the monthly General Membership Business meeting.

## **RACE POSTPONEMENT**

- 1) A race may be postponed if a majority of the handlers in that race agree to a postponement, and the pit steward and the tower are informed of the postponement in advance. By “in advance”, that means 2 races. The next race, following the one on the track and the one in the chute, may then be postponed at the discretion of the Race Director.

## **TROPHIES**

- 1) Fast Time Trophies: Will be given to all RMQMA member drivers who set the fast time in his/her class on timing day.
- 2) Track Records: Each driver setting and holding a new track record will receive a trophy at the end of the season.
- 3) Year End Trophies: Drivers must run a minimum of five points race meets in a class during a season to be eligible for End-of-Year trophy. Ties for year-end awards will be decided first by the number of wins during the season, then by the number of better finishes. The driver having more wins for the season shall be the winner of the tiebreaker. In the event a tie still exists, the driver having the highest number of better finishes shall be the winner of the tiebreaker.
- 4) Race Day: Rookie classes will receive participation trophies only. Main event trophies will be given to the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place finishers in each Junior Class main event. Senior classes will only receive main event trophies during special races, not every race day.
- 5) Sportsmanship Award: Known as the “Josh Wolfe Award”, shall be presented to (1) Junior class Driver and (1) Senior Class driver. The recipients of the awards shall be determined by vote from RMQMA drivers.
  - a) The Josh Wolfe Award will be in the form of a baseball hat for the Jr. and Sr. Driver.

## **TRACK RECORDS**

- 1) An award will only be given for breaking an established track record. This record will only be official after the engine has been inspected for legality.
- 2) All timing records become official only when timed with an electrical device.
- 3) A track record will be kept for local and all-time records.
  - a) If a visitor sets a track record, his/her time will be posted as an all-time record. If a RMQMA member sets a track record it will be posted as a local and/or all-time record. Only an RMQMA member may hold a local track record.
  - b) An RMQMA member can establish records on both local and all time. Visitors or non-members can establish records on all time only.
- 4) Track records are open anytime the track is open for timing. A Track Records Board will be kept for local and all-time records.
- 5) When an engine has broken a track record or had a legal claim filed against it, the engine shall immediately be sealed.

## CLASSES

### 1) Classes Will Be:

- a) RED ROOKIE
- b) BLUE ROOKIE
- c) JR. HONDA
- d) SR HONDA
- e) HVY HONDA
- f) LT WORLD FORMULA
- g) HVY WORLD FORMULA
- h) JR. ANIMAL
- i) SR ANIMAL
- j) HVY 160
- k) LT 160
- l) JR 160
- m) UNRESTRICTED ANIMAL
- n) FORMULA MOD

### 2) Combining of Classes.

- a) If a combination of 2 or more classes do not have more than 4 cars, combining the classes may be possible if all handlers involved unanimously agree to this. Classes will be lined up according to the order of classes as noted previously. For line, up after a caution flag, all drivers will retain their position that they earned. The cars will not be split according to classes.
- b) Combining of LT's and HVY's will be allowed. LT's and HVY's will be combined as they draw or qualify.
- c) Points will be kept separately when classes are run together.
- d) If there is a minimum of four (4) light drivers and four (4) heavy drivers, that class will be split; a light and heavy division will be run the entire season.

### 3) Driver's Age Changes:

- a) Drivers who turn nine (9) prior to May 31st of a racing season must move up to the Senior Division. After May 31st the driver must remain in the Junior class until their 9th birthday. He or she may choose to remain in a Junior class for the remainder of that racing season.

## LINE UP

- 1) After the initial warm up period, if any, and the line-up signal has been given, all cars on the track and past the designated line will be lined up in order of their original starting position. All others will start at the back of the field – in the order they enter the racetrack.
- 2) All restarts will be started with the lead car at the front. No lapped cars will lead on any restart.
- 3) On a yellow or red flag if a car is dead on the track, unable to start, and is not disqualified, the car may be pushed or carried into the staging area and repaired. For re-starts, cars not on the track and not past the designated line when the green falls cannot go on the track unless there is a yellow flag before a complete lap is scored, at which time they are allowed to re-enter the race. Either way, they are required to go to the back of the field in the order they enter the track.
- 4) In the event a driver shows up after sign-in has been closed, that car will start at the back of the field. There will be no proxy sign-ins – the legal guardian must sign in the driver (to sign the release

waiver). If their class has already taken the track for a race, that car will start at the back of the lowest main.

- 5) If one car drops out, all cars behind this car move up one spot (ie: position). This may mean the outside car moves to the inside and the inside car moves up one row and to the outside.
- 6) Once the lineup signal or board has been displayed, all cars are to line up and fall into position. At that time all warming up of tires, swerving, swaying must stop, and all cars need to be nose to tail. Any driver that continues to warm up tires, swerve, or sway will be given one warning to stop. If driver continues, the driver will be sent to the rear of the field.

### **NUMBER OF LAPS**

- 1) Warm Ups
  - a) Controlled practice by division, with 5 cars max – 3-minute sessions, will be held prior to the pit meeting on each race day.
  - b) There will be no warm-up laps prior to any racing. Drivers will go out ready to race.
- 2) Lap counts may be reduced by unanimous vote of handlers of all drivers entered in that particular race.
- 3) Lap Counts by Class/Division:

| <b>Class</b>  | <b>Division</b> | <b>Main</b> | <b>Lower Mains</b> | <b>Heat</b> |
|---------------|-----------------|-------------|--------------------|-------------|
| Rookie        | Red             | 20          | 15                 | 10          |
| Rookie        | Blue            | 20          | 20                 | 20          |
| Honda         | Junior          | 30          | 20                 | 15          |
| Animal        | Junior          | 30          | 20                 | 15          |
| Animal        | Senior          | 40          | 25                 | 20          |
| Animal        | Heavy           | 40          | 25                 | 20          |
| Honda         | Senior          | 40          | 25                 | 20          |
| Honda         | Heavy           | 40          | 25                 | 20          |
| Honda 160     | Light           | 40          | 25                 | 20          |
| Honda 160     | Heavy           | 40          | 25                 | 15          |
| World Formula | Light           | 40          | 25                 | 20          |
| World Formula | Heavy           | 40          | 25                 | 20          |

### **TIMING**

- 1) Time Trials
  - a) Time trials shall be held on the second regular point race of the season and then every fourth regular race event thereafter at RMQMA (for example, the 2<sup>nd</sup> race, then the 6<sup>th</sup> race, then the 10<sup>th</sup> race, etc.) The Board of Directors may propose a change to the schedule at any pit meeting to accommodate special events, circumstances or scheduling conflicts. The majority vote on the proposal will determine if the schedule is to be changed. A rain out does not count as a race event unless points are awarded pursuant to “General Rules, paragraph 6”.
- 2) Timing events (excluding sanctioned events) shall have timing order determined by “pill” draw at sign-in. Lowest “pill” will time last, highest “pill” to time first.
- 3) Order of Timing



- a) The order of timing will be as follows shall match race order.
- 4) Tire rule, racers must qualify and race on the same right-side tires
- a) If between timing and mains, a tire is damaged, the damaged tire needs approval from 2 boards members and a person from the tech committee, and tire goes straight to tech.
  - b) If during the main event a tire gets damaged, you may change your tire and damaged tire goes to the race director to take to tech for impound.
  - c) Tires will be marked going through the scale house after qualifying.
- 5) Order of Timing
- b) The order of timing will be as follows shall match race order.
  - c)

### **RACE EVENTS - WITHOUT TIMING**

- 1) Race events shall be started according to a “Pill” Draw at Sign-In. If one heat race, the lowest “Pill” number to the front, 2<sup>nd</sup> lowest to the #2 position, etc. If 2 heat races, lowest pill to the front of the first heat, 2<sup>nd</sup> lowest to the front of the second heat, third lowest to the #2 position of the first heat, 4<sup>th</sup> lowest to the #2 position of the second heat, etc. This applies only to the first heat races.
- 2) Cars transferring from the Heat to the Main-
  - a) If no lower mains, inversion will be done by random
  - b) If lower mains exist inversion in the A Main will include only the top 6.
  - c) No inverts will occur in the lower mains.
- 3) Cars transferring from the lower mains to the next higher main transfer straight up.

### **CHAMPIONSHIP POINT SYSTEM**

- 1) The Qualifying (Timing) event points are the same as Main Event points.
- 2) Points earned in one class may not be carried over to another class.
- 3) Drivers who are disqualified for Technical infractions (typically end of day tech inspection) will receive no points for the day. However, drivers who receive a Technical DQ at the scale (ie: weight, muffler, wheelbase, etc.) or a Safety DQ (ie: loss of safety equipment for car or driver under green flag conditions as defined by the Sanctioning Body Rules) will receive no points for that race only. The provisions of (Point System, Rule #6) will still apply however.
- 4) Drivers who are disqualified for flagrant calls will receive no points for the entire race event for all classes they were entered in.
- 5) Any driver who earns a spot in a main event, and attempts to take the track, but is unable to start or does not finish that main event, shall be entitled to last place finishing points. If more than one driver does not finish that race, points will be awarded in the order of the cars leaving the race.
- 6) At the conclusion of the RMQMA race season, the statistical clerk will adjust each driver’s total championship points for each class competed in. The lowest two points meet totals (include races not attended and/or non-made-up rain dates) will be subtracted from the year-end total points to calculate final points for the year-end RMQMA awards.

- a. Exception: If a driver has been disqualified for any Technical or Safety infraction. Those race meets would not be subtracted from the total.
  - b. Once the finishes of the race week have been posted, you will have One (1) week to contest the finishing order. After that week, *ALL finishes will be Final.*
  - c. After the completion of (5) race event, the designated points auditor will be conducting an audit of each race day points for CLERICAL errors in the presence of a board member. After this audit the points will be final for those completed events.
- 8) In no event, shall the point system be changed during the course of the racing season. All changes to the point system must be made using the Club's standard Rule Change Proposal at the designated meeting.
- 9) When the race schedule is set for the year, the President will establish dates for all potential race days. Make up dates for races missed due to weather or other unforeseen circumstances will be set along with the normal race days. Once the scheduled end of season race date on the calendar is reached, the points racing season ends. Only non-point races, such as fun races, demo days, etc... can be added after that date.
- a. The Club shall have the ability to modify the racing schedule due to an unforeseen circumstance or conflict with other racing events. *Minimum* advance notice is one month prior to the previously set date.

10) Championship Points Schedule

| <b>Finish Place</b>                             | <b>1<sup>st</sup></b>  | <b>2<sup>nd</sup></b>  | <b>3<sup>rd</sup></b>  | <b>4<sup>th</sup></b>  | <b>5<sup>th</sup></b>  | <b>6<sup>th</sup></b>  | <b>7<sup>th</sup></b>  | <b>8<sup>th</sup></b>           | <b>9<sup>th</sup></b> | <b>10<sup>th</sup></b> | <b>11<sup>th</sup></b> | <b>12<sup>th</sup></b> |
|---|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|---------------------------------|-----------------------|------------------------|------------------------|------------------------|
| Heat Race Points                                | 14                     | 12                     | 10                     | 9                      | 8                      | 7                      | 6                      | 5                               | 4                     | 3                      | 2                      | 1                      |
| Main Race Points                                | 22                     | 20                     | 18                     | 17                     | 16                     | 15                     | 14                     | 13                              | 12                    | 11                     | 10                     | 9                      |
| B-Main Points<br><i>(Non-Transferring Cars)</i> | 8                      | 7                      | 6                      | 6                      | 6                      | 6                      | 6                      | 6                               | 6                     | 6                      | 6                      | 6                      |
| C-Main Points<br><i>(Non-Transferring Cars)</i> | 5                      | 5                      | 5                      | 5                      | 5                      | 5                      | 5                      | 5                               | 5                     | 5                      | 5                      | 5                      |
| D-Main Points<br><i>(Non-Transferring Cars)</i> | 3                      | 3                      | 3                      | 3                      | 3                      | 3                      | 3                      | 3                               | 3                     | 3                      | 3                      | 3                      |
| Timing Points                                   | 22                     | 20                     | 18                     | 17                     | 16                     | 15                     | 14                     | 13                              | 12                    | 11                     | 10                     | 9                      |
|   | <b>13<sup>th</sup></b> | <b>14<sup>th</sup></b> | <b>15<sup>th</sup></b> | <b>16<sup>th</sup></b> | <b>17<sup>th</sup></b> | <b>18<sup>th</sup></b> | <b>19<sup>th</sup></b> | <b>20<sup>th</sup> &amp; on</b> |                       |                        |                        |                        |
| Timing Points<br>(continued)                    | 8                      | 7                      | 6                      | 5                      | 4                      | 3                      | 2                      | 1                               |                       |                        |                        |                        |

**End of Document**