

AI-Prepared Meeting Minutes and Action Items

AROC 2027 Convention Planning Meeting

04 August 2026

(Note: These minutes were prepared by an Artificial Intelligence (AI) agent. AIs are inherently stupid and do not understand everything we spoke about. Please use this document as a rough guide to our discussions. Do not take irrevocable action based on these minutes; first confirm with Chapter/ Convention leadership.)

Meeting summary

Quick recap

The meeting focused on planning updates for the upcoming AROC national convention. Peter led the discussion, covering the agenda, budget development, and the need for a rational budget and agenda to access seed money. Mary reported on successful publicity efforts, including a photo shoot and upcoming articles in Alpha Owner, as well as plans for social media outreach. Jeff presented detailed plans for track and autocross events, discussing potential venues like Summit Point and Dominion Raceway, and the need to resolve insurance issues. The group also discussed the concourse event at Sully Historic Site, pre-convention tours to Monticello and Gettysburg, and the importance of having a professional event website ready by October. Sponsorship levels and benefits were identified as a topic for further discussion. The conversation ended with a reminder of the next Zoom meeting and the need to prepare for the AROC Board of Directors presentation in September.

Next steps

Jeff

- [Resolve the insurance issue for the track and autocross events, then sign contracts with the chosen venue \(preferably Summit Point\).](#)
- [Send Peter the financial information, especially deposit requirements, for Summit Point and Dominion Raceway.](#)
- [Develop a tentative schedule for the track and autocross day, and consider creating a beginner package.](#)

Larry

- [Continue planning the pre-convention tours to Monticello and Gettysburg, and coordinate with Andy Kaufman for the Gettysburg tour.](#)
- [Work with Gina to research and report on additional tour options \(wineries, museums, etc.\) for the next meeting.](#)

Mary

- [Follow up with Megan Hashashian to ensure she's satisfied with the convention graphic.](#)
- [Send Brewster a draft of the convention article for the October issue of Alpha Owner by next Monday.](#)
- [Email Enrico about potential New Jersey businesses for sponsorships.](#)

Peter

- [Submit the application to Fairfax County Parks Authority for use of Sully historic site for the Concorso within the next 7 days.](#)
- [Work with Pete Bechet to develop a preliminary budget and agenda for the convention, to be ready for the September AROC Board meeting.](#)
- [Make the master agenda visible to all committee members, possibly using Google Docs.](#)
- [Ensure the convention website is ready to go live by October 1st.](#)
- [Prepare for the AROC Board of Directors presentation in September.](#)
- [Reach out to David \(photographer\) tomorrow to discuss the draft statement of work for website development.](#)
- [Identify and assign a lead for the Concorso planning at Sully historic site within the next couple of weeks.](#)
- [Work with the future Concorso lead to resolve details with Sully historic site, such as food trucks and vendors.](#)
- [Send out an email blast with the meeting slides over the next couple of days.](#)

Collaboration

- [Peter and Mary: Form a subcommittee to define sponsorship levels, benefits, and pricing, and create a sponsorship packet.](#)
- [Peter and Mary: Discuss sponsorship details over the next day or so, before Mary leaves for Monterey.](#)

Summary

Brief Setup and Connection Meeting

Frank and Peter connected for a meeting, with Frank confirming audio connection and Peter working to organize his setup. The conversation was brief, with Frank expressing satisfaction about completing something and Peter indicating he was still setting up his equipment.

Meeting Attendance and Updates

Peter conducted a meeting check-in, taking attendance and welcoming participants including Ken, Mary, Roger, Frank, Mike, Thomas, and Larry. He noted that Louise was unable to attend due to illness, and confirmed that most attendees had received the email announcement about the meeting. Peter also mentioned that Brewster had sent a note indicating he couldn't attend due to a conflicting commitment, though there was some uncertainty about whether Brewster had informed Thomas of this.

Vehicle Picture Sharing Discussion

The team discussed sharing vehicle pictures, with Mary suggesting a separate meeting for participants to review photos and potentially work with David on acquiring additional pictures of their vehicles. Peter experienced technical difficulties sharing his desktop, and Mary offered to help by taking control of the presentation instead. The meeting was still in its early stages as other team members were joining.

Screen Sharing Technical Discussion

Peter and Mary discussed sharing a screen during a Zoom call, with Peter initially experiencing technical difficulties. Peter apologized for not testing the screen sharing functionality in advance. Mary provided guidance on how to share the screen and suggested Peter could share his PowerPoint presentation.

Convention Planning Progress Update

Peter provided an update on the convention planning progress, highlighting successful publicity and advertising efforts led by Mary, including a successful photo shoot. He outlined key upcoming priorities including developing a rational budget and agenda for AROC national funding, making the master agenda visible to all team members through Google Docs, and preparing the website for October 1st launch. Peter also shared the detailed convention schedule running from July 25th to August 1st, with pre-convention drives, various events including a track day and Moonlight Car Show, and concluded by introducing Frank Salemi as the vendor room coordinator.

Event Budget and Sponsorship Planning

Peter discussed the budget planning for an upcoming event, estimating 350 registrations and 400+ attendees. He noted that final pricing for the hotel and track has not been published yet, though room rates are similar to Utah's event. The team agreed to establish sponsorship levels (bronze, silver, gold, platinum) with corresponding benefits like program ads, signage, and potentially reception tables or event sponsorships, with Mary suggesting they use prior convention data as a reference point. Peter proposed forming a subcommittee with Mary to develop the sponsorship structure offline.

Convention Publicity and Marketing Updates

Mary provided an update on convention publicity efforts, reporting that hundreds of photos from the hotel photo shoot are being processed and will be featured in Alpha Owner magazine with a save-the-date piece in September and a convention introduction article in October. She mentioned that Megan Hashashian is working on convention graphics and that Mary is working on securing social media presence across approximately 25 Alfa Romeo Facebook groups. Peter noted that he is waiting for David the photographer's response regarding a website development statement of work, and Mary indicated she would follow up with Enrico about potential New Jersey business sponsors.

Convention Track Activities Expansion Plans

Jeff presented plans to expand track activities at the convention, proposing various options including time trials, open lapping, demo laps, and classroom sessions. The team discussed potential venues including Summit Point Motorsports Park and Dominion Raceway, with Summit Point being the preferred location due to its ability to host both track and autocross events. They identified potential instructors from car clubs like BMW and Porsche, and discussed pricing structures and event formats, with the goal of making track activities accessible to both beginners and experienced drivers while managing budget considerations.

Time Trial Event Planning Discussion

Jeff discussed the logistics and requirements for time trials and autocross events, including the need to rent timing equipment and safety gear. He explained the differences between two SCCA-approved tracks, Summit Point and Dominion, and outlined the safety measures provided by the tracks. Jeff also covered pricing structures and additional activities like parade laps and demo rides, emphasizing the importance of proper equipment and inspections for at-speed events.

Track Event Planning Discussion

Jeff presented plans for an event with approximately 400 people at the track, seeking feedback on what activities to offer and what would constitute success. Mary suggested comprehensive photography coverage to document the event and create a visual record for attendees, with the ideal of displaying photos at the hotel. The group discussed creating separate packages for beginners versus experienced participants, with Peter expressing interest in a structured beginner package and M. sharing insights about autocross processes including course walkthroughs and available instructor support.

Event Venue Planning Discussion

The team discussed venue options for an upcoming event, with Jeff recommending Summit Point over Dominion Raceway as a better racetrack for learning and featuring a dedicated autocross facility. Jeff agreed to provide information about deposit requirements for the venue contract, which Peter noted needs to be factored into their budget planning. Peter also announced that the concourse event will be held on July 31st at the Sully Historic Plantation in Chantilly, pending approval of their application, and emphasized the need to identify a leader for the concourse organization to ensure smooth execution.

National Convention Planning Updates

Peter provided updates on the upcoming national convention planning, estimating 70-80 cars total including 20-25 judged cars and 50-60 people's choice vehicles. The pre-convention tours will visit Monticello and Gettysburg with two groups of 30 cars each, and Larry Groves is leading the planning for these tours. The team discussed website development needs with a target launch date of October 1st, and emphasized the importance of preparing materials for the September AROC Board meeting, including budget, agenda, and registration details.