



## NEWS FROM NATIONAL

- ▶ [BMW CCA Home](#)
- ▶ [Forward to a Friend](#)
- ▶ [Unsubscribe](#)



### 2015 NATIONAL CONFERENCE

Make plans to join us in Dallas, Texas, Friday, March 13 through Sunday, March 15, 2015 for a combined Chapter Congress and Club Racing Stewards Conference along with a BMW CCA Board Meeting and Annual Meeting.

#### **BMW CCA Board Meeting and Annual Meeting**

Date: Friday, March 13, 2015

Location: The Westin Dallas Fort Worth Airport, 4545 W. John Carpenter Freeway, Irving, TX 75063

#### **Chapter Congress and Club Racing Stewards Conference**

Dates: Friday, March 13, 2015—Sunday, March 15, 2015

Location: The Westin Dallas Fort Worth Airport, 4545 W. John Carpenter Freeway, Irving, TX 75063

[Register Now >>](#)

#### **Travel Policy**

BMW CCA will provide travel, meals and lodging (based on shared double occupancy) for the Chapter President (or President's designee) and Treasurer (or Treasurer's designee).

Please note: travel to the airport, parking, checked bags, meals in route, and any other charges will not be covered by BMW CCA, only room and flight. Additional attendees are welcome, but will not be reimbursed for associated expenses. Chapters are welcome to invite other officers at their own expense. Chapters may request those expenses to be withheld from their Chapter

rebate. Rooms are based on double occupancy, and each attendee must let the National Office know with whom they will be sharing a room. If you do not have a roommate, the office will choose for you. Attendees requesting private rooms will be required to pay \$106.00 for two nights.

All travel costs must be approved by Lindsey Branston, Director of Financial Operations, [lbranston@bmwcca.org](mailto:lbranston@bmwcca.org) or (864) 438-0961

### **Flight Arrangements**

The National Office will publish a maximum reimbursement list on January 15 for flights. This will be the reimbursement amount. Reimbursements will not be increased for late bookings.

### **Driving Arrangements**

Chapter President (or President's designee) and Treasurer (or Treasurer's designee) who drive to the conference will be reimbursed at a rate of \$0.56 per mile round trip (not to exceed the maximum flight reimbursement).

### **Guests**

You may bring a guest. If your guest wishes to attend meal functions the cost is \$165.00 which includes the Friday reception, two Continental Breakfasts, Lunch and Dinner.

### **Hotel Reservations**

Hotel fees are being paid by the National Office for the Chapter President (or President's designee) and Treasurer (or Treasurer's designee). Rooms for additional attendees are \$212 for two nights, and reservations must be made through the National Office by Thursday, February 19. Charges will be accepted at the National Office, not at registration. Please call 864-250-0022 x225 to arrange payment. You will need a credit card to cover incidentals.

### **Questions?**

If you have questions or would like to request additional information about the upcoming National Conference please contact Steven Schlossman at [sschlossman@bmwcca.org](mailto:sschlossman@bmwcca.org) or (864) 438-3399.



## **REMINDER FOR CHAPTER TREASURERS**

The year is quickly coming to a close, so please keep track of the paperwork necessary to apply for charity matching funds at the start of the year. Also, if your chapter has paid a contractor \$600 or more during the year, you will need to obtain a W-9 from them, so you can timely prepare 1099's in January.

**Accounting Questions?** If you have questions as you begin closing the books, working on a budget, etc. you are welcome to call or e-mail Lindsey Branston,

Director of Financial Operations, at (864) 438-0961 or [lbranston@bmwcca.org](mailto:lbranston@bmwcca.org).

## IRS FILING REQUIREMENTS

All chapters are required to submit a tax return to the IRS and send a copy to the National Office along with the chapter financial statements being submitted. If any questions arise, please feel free to contact Lindsey Branston ([lbranston@bmwcca.org](mailto:lbranston@bmwcca.org) or 864-438-0961) at the National Office.



## CHAPTER ADMIN FORMS

Chapter PDF forms are being phased out and replaced with online forms. These forms are available only to those listed as your chapter's board, and you must be logged in.

You can access the [Chapter Admin Forms](#) here.

### **Chapter Report—DUE JANUARY 15**

Email addresses for whom to send electronic chapter reports to.

<https://www.bmwcca.org/reports>

### **Printed Label Request**

Please keep in mind that printing and shipping labels that are not required each month is both time consuming and costly. Mailing labels will be sent on request as needed.

### **Chapter Comp Listing Request—DUE JANUARY 15**

Please use this form to assign the individuals or businesses of your choice to the *Roundel* complimentary mailing list. The listings you include will receive a free copy of *Roundel* each month for one year. Keep in mind that all BMW dealerships currently receive a complimentary issue. The number of listings allotted to each chapter is based on one (1%) percent of your membership as shown on your monthly membership report.

<https://www.bmwcca.org/chaptercomp>

### **2014 Charity Matching Funds Program Application—DUE JANUARY 31**

BMW CCA chapters that conducted charitable or public service activities in 2014 may request matching funds in 2015. Please note that eligible activities include not only fund-raising events, but other activities in which the chapter provided service involvement and assistance to a worthwhile cause or community activity, including donations to registered charities. This packet contains the application form and instructions. Please limit your submissions to the information on the application form.

Applications must be received at the BMW CCA National Office, Attn: Lindsey

Branston, no later than January 31, 2015. They will be checked for completeness.

**Update 12/8/14:** 2014 Charity Matching Funds Program applications are now due on January 31 instead of April 15. The date has been moved up in order to allow the newly formed recognition committee to award the efforts of our top performing chapters at the National Conference in Dallas, Texas on March 13-15.

[Download the Charity Matching Funds Application.](#)

#### **Chapter Administration—DUE MARCH 15**

**This form is MANDATORY and MUST be submitted each year** to the National office by March 15. Please list all officers and chairs, even if there are no changes from last year. Afterwards, anytime there is an update to your chapter, this form must be updated. Only changed information should be resubmitted.

<https://www.bmwcca.org/chapteradminform>

#### **Chapter Financial Statements—DUE MARCH 31**

This form is no longer a PDF file and is now a module on the National website. You can access it by visiting [www.bmwcca.org/chap\\_fin\\_stmt](http://www.bmwcca.org/chap_fin_stmt).

#### **Chapter Tax Returns—DUE MAY 15**

All Chapters are required to submit a tax return to the IRS and send a copy to the National Office along with the chapter financial statements being submitted. If any questions arise, please feel free to contact Lindsey Branston ([lbranston@bmwcca.org](mailto:lbranston@bmwcca.org) or 864-438-0961) at the National Office.



## **OKTOBERFEST 2015 PRESENTED BY MICHELIN IN NEW JERSEY | SEPTEMBER 21–26**

The jagged peaks and brilliant desert vistas of Colorado made a stunning backdrop for 2014's Oktoberfest show, but on the horizon, the latest chapter of the show's story has been unveiled—the 46th Annual BMW CCA Oktoberfest Presented by Michelin. Hosted by the New Jersey Chapter and held from the Stockton Seaview Hotel and Golf Club venue, next year's Oktoberfest trades the high-altitude adventure of Colorado's Beaver Creek resort for the oceanside experience—and trackside thrill—of Absecon, New Jersey and New Jersey Motorsport Park.

[Read More >>](#)



## VIDEO: OKTOBERFEST 2014 PRESENTED BY MICHELIN IN BEAVER CREEK, COLORADO

We've all heard that a picture is worth a thousand words; well, a video at 30 frames per second equates to quite a few words, doesn't it? Our friends at Hitting Redline have finished this year's Oktoberfest video, and it's stunning! With gorgeous BMWs set in the beautiful Beaver Creek, Colorado, backdrop, this video truly makes us feel like we are back in the Rockies, having a good time with all the great members who attended this year.

Take a close look and you might spot yourself enjoying a beer in the Paulaner biergarten, navigating the Odometer Gears TSD Rally, rounding cones in the Bridgestone Autocross, or admiring the cars on the grass at the Pirelli Concours d'Elegance. Be sure to share it with all your friends who didn't go; maybe they'll join us next year!

[Watch the O'Fest 2014 Video >>](#)



## 2014 REGIONAL EVENTS NEWSLETTER SCHEDULE

If some of your chapter's events are missing from the National Calendar, please add those events at least one week prior to your region's next event newsletter release date.

We will deploy the newsletter to every member of your region. Chapters are required to have all event dates, descriptions, and links submitted to the National Events Calendar one week prior to the actual email send date. Events not entered into the National Calendar will not be included in the email.

To see an example of a Regional Events Email Newsletter [click here](#).

### How To Enter Your Chapter's Events

To enter events for inclusion in the e-mail newsletter, events app, National Calendar, and *Roundel*, please follow the link below. This link will bring you to a page with instructions after you login.

[Enter chapter events here >>](#)

**Fourth Quarter Schedule****North Atlantic**

Q4: Calendar Entry Deadline: Oct. 23 | Email Send Date: Oct. 30

**North Central Region**

Q4: Calendar Entry Deadline: Oct. 30 | Email Send Date: Nov. 6

**Pacific Region**

Q4: Calendar Entry Deadline: Nov. 6 | Email Send Date: Nov. 13

**South Atlantic Region**

Q4: Calendar Entry Deadline: Nov. 13 | Email Send Date: Nov. 20

**South Central Region**

Q4: Calendar Entry Deadline: Nov. 20 | Email Send Date: Nov. 27

**NATIONAL OFFICE CLOSED FOR VETERAN'S DAY AND THANKSGIVING**

The National Office will be closed November 11 and November 27-28 in observance of the upcoming holidays. As always, you can update or renew your membership online at [bmwcca.org](http://bmwcca.org).

All the best,

BMW Car Club of America  
640 South Main Street, Suite 201  
Greenville, SC 29601  
[www.bmwcca.org](http://www.bmwcca.org)

TEL: 864.250.0022  
FAX: 864.250.0038

© Copyright 2014 BMW Car Club of America

To ensure delivery of HTB Communications, please add '[bmwcca@bmwcca.org](mailto:bmwcca@bmwcca.org)' to your email address book or Safe Sender List. If you are still having problems receiving our communications, see our [white-listing page](#) for more details.

640 South Main Street, Suite 201, Greenville, SC 29601