

**Quantico Orienteering Club, Inc.**  
**Board of Directors**  
**Meeting Minutes**  
January 17, 2024

**I. Call to Order**

President Don Fish called the meeting to order at 7:03 pm.

**II. Roll Call**

President **Don Fish**

Vice President **Charles Carrick**

Vice President **Craig Shelden**

Secretary **Beàtri Bennett**

Membership **Greg Lennon**

Mapping **Ted Good**

Immediate Past President **Jody Landers**

Vice President **Matt Smith**

Vice President **Michael Newman (absent)**

Treasurer **David Levine**

Publicity **Sharmagh Yepremian**

Director at Large **Aaron Linville**

Director at Large **Michael Dickey (absent)**

Others in attendance: Dennis Doherty, Francis Hogle, Jane Leggett, Amy Loudon, Sidney Sachs, Mihai Sirbu, and Jon Torrance.

**III. Officers & Directors Reports**

**1. Status of 20 January event – Don Fish**

The first order of business was to discuss whether the 20 January event should be cancelled due to the extreme cold and predicted snowfall. Following a discussion of advantages and disadvantage of cancelling the event, the decision was made to cancel. Concerns include the wind chill, amount of ice on the ground, unsafe driving conditions, and the danger of falling tree limbs. Full refunds will be made to all participants who have registered and paid. The club will work on re-scheduling the event.

*Charles Carrick made a motion to postpone the 20 January event to 3 February if possible. The motion was seconded by Craig Shelden.*

*1 abstention (Ted Good). 1 opposed (Greg Lennon). The rest of the board members were in favor. The motion carries.*

**ACTION:** Greg Lennon will update the QOC website stating that the event has been postponed. **15 Apr update: Completed.**

## **2. Secretary report – Beàtri Bennett**

The meeting minutes for the 4 October meeting were distributed prior to the meeting. A minor change was requested and included. The change was to add Little Bennett to the list of permanent courses discussed during the 4 Oct meeting.

*Jody Landers made a motion to approve the 4 October meeting minutes with the correction. The motion was seconded by Craig Shelden. There were no objections. The motion carries.*

## **3. Treasurer report – David Levine**

David Levine shared the treasurer's report with expenditures and revenue reconciled through 31 December 2023.

In lieu of opening a Fidelity account, the certificate of deposit (CD) was rolled over - 4.89% with a yield of 5% for a 7-month term. Next roll-over will be in June.

Money from PayPal was transferred to the checking account to cover upcoming bill payments.

David is exploring whether to use some of the money in the savings account to buy another CD.

Most of the admin costs in December are for the Drupal website rebuild. Jody Landers asked if the club is capitalizing the website rebuild. David Levine explained that we're on a cash basis so we're not capitalizing the cost.

Harry Jones donated \$2000 to be earmarked for new loaner compasses and QOC logoed pens.

*Jody Landers made a motion to approve the treasurer report. The motion was seconded by Charles Carrick. There were no objections. The motion carries.*

### **ACTION:**

- David Levine will prepare a 1099 (for 2023) for Jon Torrance for any payments over \$600. **17 Apr update: Completed.**
- David Levine will pay OUSA for 2024 Recharter fees.
- David Levine will remove Karla Hulett as a signatory and add Beàtri Bennett. **27 Apr update: Completed.**

## **4. Maryland VP report – Craig Shelden**

Craig Shelden shared his report and gave updates on past and upcoming events. LiveLox demonstrations are being incorporated into a couple of events.

### **Past events:**

*Wheaton* – 223 Starts.

*Seneca Creek (Clopper Lake)* – 199 Starts. This was the first time using the Doe Pavilion.

*Patuxent* – 78 Starts.

- The low turn-out is attributed to a very rainy day as well as the NJROTC event the day before.
- This event offered a LiveLox demonstration.
- An injury required a trip to the local ER. Thanks to Don Fish for being back-up on the Meet Director duties and Jody Landers for supervising the event clean-up.
- The Ranger from Bacon Ridge was in attendance. Thanks to Ted Good for yielding his course time to host him on a short tour of the Orange course.

*Patapsco Avalon* – 91 Starts. The event was limited to 100 individual registrations. Greg Lennon mentioned that 30 out of 100 registrations were NJROTC or Boy Scouts and the Boy Scouts had no prior orienteering experience. Does this need to be addressed for future events to ensure participants have advanced orienteering skills?

Jody Landers commented that the NJROTC cadets were not an issue; they followed the instructions - each cadet registered individually, and they arrived as a group (on a bus).

Although the event description mentioned that only advanced courses will be available, the Boy Scout group had no orienteering experience.

Recommendation for future events:

- emphasize that the event is for advanced orienteers only,
- have a mechanism to alert wait-listed people if there are cancellations.

**Canceled Event:**

*Patapsco Granite* – the event was planned for 3 February, but the club was notified on 4 January that the parking lot was not available. With less than a month to re-work the schedule and lack of alternate parking options, the decision was to postpone the event.

**Challenges/Long lead for upcoming events:**

*Little Bennett* – weather concerns (as of 15 Jan) were discussed at the start of the meeting.

*Bumble (Rosaryville)* – relocated to Rosaryville since the preferred venue was not available. The park has been in communication to ensure that the entry and fee collection runs smoothly.

*Kings Landing* – there will be a surcharge for the shuttle for the Brown through Blue courses. LiveLox demo will be available.

*Rogaine (Gambrill State Park)* – 3- and 8-hour options will be available. Austere Medical Professional / MMWRES will provide support. Don Fish mentioned that food needs to be available for the 8-hour event. Consequently, the event cost needs to accommodate the food expense.

*Susquehanna Stumble (Lake Needwood)* – in communication with Brad Whitmore about the design for the towels which will be used as swag. Estimated cost is around \$550. Need to factor this into the event fees. If using Red Gate Park area, we'll need to submit the request to the city of Rockville in January.

Greg Lennon mentioned a Washington Post article (in Section B1) about acreage that was added to the Charles Stream Valley Branch Park in Prince George's County which is designated for recreational use. He recommends that the club explore this for possible future usage.

**ACTION:** Matt Smith, Charles Carrick, Don Fish, Michael Dickey, Greg Lennon, Kathleen Lennon will meet to discuss how to promote the training weekend and the Rogaine event. **15 Apr update: Completed.**

## **5. Virginia VP report** – Charles Carrick

Charles Carrick provided updates on past and upcoming events.

### **Past events:**

*Fountain Head West* – 180 Starts.

*Ball's Bluff* – 284 Starts.

- Almost record number of starts thanks to four JROTC units' final prep for regional champs.
- Thanks to Lexie and Justin Brown (as a resident of Loudoun County) for volunteering to be the QOC point of contact and providing justification for using the parking lot at Ball's Bluff Elementary School.
- Confirmed permission from landowner, Rene Dennis, to use the trail near one of the houses on the family compound property.

*Prince William Forest Park (Turkey Run)* – 85 Starts (Night O) / 90 Starts (Day O).

- Nice to orienteer on the updated Turkey Run map.
- Nice to use the campground parking for free.

*Fountain Head East* – 190 Starts.

### **Upcoming events:**

*Mason Neck* – resolving the “don’t run along roads” guidance in approved permit.

*Pohick Bay* – using Gunston Hall terrain and there will be a map flip as the two maps are incompatible.

*Combat Village* – Aaron Linville is updating the map. Bob Fawcett will be an assistant event director.

*Training Weekend* – the aim is to re-establish the competitive youth cadre.

Matt Smith provided an outline of the Training weekend purpose and schedule.

**ACTION:**

- Don Fish, Matt Smith and Charles Carrick will meet to discuss training track descriptions, how to set up registration and publicity for the event. 15 Apr update: Completed.

**6. Publicity** – Sharmagh Yepremian

*Social Media* – Facebook and Instagram posts are picking back up due to the 2023-2024 season start.

*Post event meet-ups/Mappy Hour* – events are well attended and will continue for this season.

The 11 November Mappy Hour in Bethesda was well attended, and everyone enjoyed the event.

The next Mappy Hour is TBD. Exploring options to have a movie watch party to see the “Arthur the King” movie.

*Volunteering Outreach Program* – the Volunteer banner is on display at all events and a couple of people have signed up to volunteer.

Thanks for Harry Jones’ donation, Kathleen Lennon ordered QOC-branded pens and the pens are being distributed during events.

Kathleen Lennon also ordered QR code stickers to place on the QOC rack cards, allowing easier access to QOC information. The cards are displayed at each event.

Don Fish thanked Francis Hogle for the successful implementation of the Course Setting Clinic at Fountain Head East. The club is very appreciative of his expertise and time.

Participants included Justin Brown, David Cynamon, Justin Green, Mike Mantueffel, Parker Nevenglosky, Scott Sharp, and Bill Wright.

Laura and Aaron Linville graciously hosted the event at their house.

Jody Landers applauded the effectiveness of using the tool that Craig Shelden developed to recruit for volunteers. He was able to recruit two new people for control pickup.

Don Fish confirmed that Heidi Onkst is available to run an Event Director's clinic at an upcoming event.

Francis Hogle requested additional resources for the course consulting committee for OUSA since he is currently the only member. The committee provides course consulting for NREs.

Matt Smith is interested.

Selected candidates need be good course setters with experience in setting NRE and International courses.

**ACTION:**

- Don Fish and Ted Good will discuss and suggest candidates for the course consulting committee.

**7. Mapping – Ted Good**

Jon Torrance is finishing up his mapping tasks from last year.

Ted Good provided an update on other current mapping updates.

Key updates:

- Fountain Head has been converted to the new symbol set.
- Working with UMD to map any garden areas that were not included before.
- Updated the Prince William Happyland area.
- Bacon Ridge sensitive cultural areas have been updated.
- Nadim Ahmed is updating maps for the Susquehanna Stumble and Seneca.
- Matt Smith will merge the maps for Pohick and Gunston Hall.
- David Cynamon will map a new area of Patapsco – Freedom area. Craig Shelden will assist as needed.
- The Avalon area needs a vegetation update due to increased green areas.

The Izaak Walton League of America reached out to Don Fish. They own 600 acres of land in the Poolesville area. Don Fish invited them to attend a QOC event and asked if there is interest in having QOC map their 600 acres. Initial feedback is favorable. Since the club has lost some venues (e.g., Great Falls), it will be good to have new venues.

**8. Membership, Website, Registration, & Communication – Greg Lennon**  
*Membership* is flat.

*Website* – Drupal 10 website work continues.

SignUpGenius is available and being used by roughly 50% of Event Directors.

Reminder that Event Directors can request volunteering slots to be setup in SignUpGenius; and that it's the Event Directors responsibility to let volunteers know when an event has been cancelled.

*Registration* – transitioned from WUFOO to JotForm. The latter eliminated the problem with unpaid registration.

The \$33 late walk-up fee has been introduced and seems to be successful in deterring late registration.

#### IV. **Other Business**

##### **1. OUSA Charter (Don Fish)**

Don Fish worked on the re-charter for OUSA. We now only pay a fee for the total number of starts instead of paying for total members and starts in the past. QOC had 4155 starts in 2023.

OUSA charges \$2/start and a \$20 fee. David Levine will send a \$8330 payment to OUSA.

##### **2. Hunting Conflicts with QOC events (Don Fish)**

New hunting areas have been opened and some areas conflict with QOC events. Craig Shelden is aware of this issue since Patapsco has a concern with hunting conflicts.

##### **3. Status of QOC Website Update (Greg Lennon)**

Greg Lennon's updates are included in the Membership section of the notes.

##### **4. LiveLox Discussion (Matt Smith)**

Kings Landing will be the second opportunity for a LiveLox demo. OUSA has purchased a federation license of LiveLox. Consequently, all OUSA clubs have full-featured club membership. LiveLox cannot be used as a navigational aide; only to record your track.

Reception has been positive by members. The club needs to determine to what level we adopt LiveLox. If we adopt LiveLox, need to decide whether we run this in parallel with RouteGadget or discontinue the latter.

##### **ACTION:**

- Charles Carrick will send the necessary info for Mason Neck to Jon Torrance who will set up LiveLox.
- Matt Smith will draft a 'how to' guide and engage a few LiveLox Administrators.

##### **5. 2026 US Nationals (Ted Good)**

*Bacon Ridge* – Craig Shelden is working with Nick Sherman from Anne Arundel County Park to obtain the permit. Nick came to the Patuxent event and accompanied Ted Good to a couple of controls on the Orange course to gain a better understanding of the courses and what the controls look like in the woods. Working through a couple of easement issues but the venue is looking favorable.

*Bowie* – David Linthicum might have a point of contact to start discussions.

*UMD* – a lot construction due to purple metro line. All construction areas have been added to the map.

Kim Jepsen as possible Event Director.

Don Fish added the event to the official planning OUSA calendar.

#### **6. Complaint about Registration Window (Don Fish)**

Don Fish received a complaint about registration closing at 12 pm the day before registration with a recommendation to move the deadline to 3 pm.

The Board discussed the recommendation at length with a conclusion to keep the registration at 12 pm. Deciding factors included map printing and delivery logistics, event director logistics and the fact that most members manage to register before the 12 pm deadline.

*Craig Shelden made a motion to adjourn the meeting. The motion was seconded by Jody Landers. There were no objections. The motion carries.*

Meeting adjourned at 9.46 pm.

Next meeting will be held on Wednesday, 17 April 2024 @ 7 pm via Zoom.

Minutes submitted: Beàtri Bennett