

# QOC Board Meeting Minutes - March 7, 2019

Thanks to Don and Sarah Fish for hosting the meeting.

Attendance: Francis Hogle, Greg & Kathleen Lennon, Jon Torrance, Vic Culp, Corinne Taugher, Tom Nolan, John Baker, Jody Landers, Don Fish, Charles Carrick, Gary Smith, Karla Hulett, Sidney Sachs.

VP MD - Tom Nolan

- Bumble at Smith Center worked out well. Blooming algae issue bigger problem in summer. Also a problem at Needwood.
- Patapsco meet - Orange grove would have been nice to start at.
- Wheaton will be at the train station. Mihai has draft courses and has sent to Greg for comments.
- McKelden - Jan and Dasa map updated
- April – Lake Needwood - Russ Damtoft working on courses
- Easter Sunday Cunningham Falls event – Apr 16 advanced only single course Kathleen Lennon meet director. Jon Torrance course setter. All controls charcoal platforms, advance registration required. Up to 60 people.
- Clopper Lake – Patti and Mark doing courses and meet director.
- Rosaryville Virginia De Bons meet director, Tom Nolan course setter. Bike O
- Jug Bay – Kris Beecroft?
- Kathleen wants event directors to send updates to her as early as possible. VPs can tell her about start and finish, etc.
- Valerie out in New Zealand for 2 weeks. Need to check on e-punch coverage and map production.

VP VA - John Baker

- Pine Grove went well except complaint from private property owners near course.
- Pohick Bay went well - 229 starts with camp Wilson for start. Road crossing worked well. Both parks together was a little expensive. Pohick map out of date, needs updating.
- Possibility of large event using Pohick, Meadowwood, Gunston, part of Mason Neck, although archeological concerns limit access into Mason Neck
- Training weekend next weekend. Things tracking well. Courses not finalized with park, but permit in hand. Jon handling camp 5, 103 beds will be occupied. Hannah sent out note on training contingencies concerning the weather.
- Gunston Hall contract in hand. Gary & Karla course setters, no meet directors yet. No controls near bluebird boxes. Kite fest on Saturday. \$5 per vehicle charge, includes tour of mansion. Sign up in advance (on arrival). Will have porta johns.
- Mason neck date OK. Pavilion not reserved. Still working on date for fountainhead or might swap with mason neck.

#### Treasurer – Vic Culp

- Financial report posted. Got Balls bluff. Missing several others. Missing revenue at 3 meets. Moving \$12,000 from paypal turned out to be difficult, since we hadn't moved a large amt recently. Needed to verify 501c3 status, etc. (12k mostly pre-registration).
- 2016 990N Filing – had major shortfall on a couple meets. Lost money on Hemlock Overlook and the Stumble. Next time we do a Stumble, need to adjust the fees. In future may not want to do a multiple-day meet at Hemlock (Day/Night-O) due to facility fees.
- For the future, we should provide guidance to Meet Directors concerning supply and refreshment expenses. Decision: Inform Meet Directors to keep expenses at or below \$150-175 for water/food/Gatorade (excluding water on courses).
- Financials approved.

#### Secretary

- Previous meeting minutes were approved.

#### Membership – Greg Lennon

- Memberships are stable (see Greg's report for numbers.)
- Remind meet directors that membership renewals at events are only being done online at meets, not by paper anymore.
- Club members with 30+day expired memberships currently show up on the member sign in list in red. Decision: Should remove those members from list entirely to prompt them to renew their membership. VPs should communicate this to meet directors.

#### Publicity – Kathleen Lennon

- Instagram doing quite well.
- Facebook posts with more likes/comments get shared more on people's Facebook walls. Kathleen requests that BOD members like and comment whenever possible from their personal accounts.

#### Mapping – Frances Hogle

- Focusing mostly on mapping Quantico Marine Corps Base. In good shape in terms of the amount of mapping left to complete.
- Frances will provide estimate on map sizes to Kathleen.

#### President – Jody Landers

- Jody signed Q3 Sponsorship agreement - \$2500 split between OUSA/QOC. Jody has sponsorship letter with list of obligations. Who is responsible for ensuring that these are met? Will discuss with Bill. Jody will share contact information for the sponsor.

- Posting meeting minutes – all of 2016 Board Minutes are posted on QOC website under the Administrative Information drop down box.

### Q3 Update

- Event plan:
  - First Day will be operating out of Basic School Area
  - Second Day planning on opening of gate on Aiden Rd (?) at powerline area that would be ideal for parking/finish. If not we'll need to use a rough gravel rd that runs a couple of miles in base.
  - Third Day
- Model Area options: Pine Grove or Turkey Run Ridge, Happyland isn't available. Decision: Turkey Run Ridge will be model area. There isn't much parking, but should be fine for model. We'll need to ask permission and will use controls.
- Campsites - Oakridge A & B loops will have running water. Possibly power (TBC?)
- Last week sent out update on 55 item checklist.
  - Babysitting? Decision: No, inform competitors to make their own arrangements.
  - Beginner Instruction? Decision: No.
  - Rest of the items Bill put a person's name next to for answers, let him know if his assumption about who can answer is correct.
- If anyone is planning to take photos for website, need to take them soon because leaves are coming out. John B will send some photos from past Scout meets to Bill.
- Budgets (?) from chiefs are overdue for Bill to combine for Vic. Vic and Bill will meet on March 21 or 22
- Chief of Operations – includes Safety Officer, who needs to contact Fire/Ambulance company for event. Bill will cover a lot of it for now till person is identified for the event.
- John has heard that the whole agreement package will go before base commander sometime this week and that the feedback on the agreement looks good.
- Event Advertising – most is free, except for ONA page adds. Decision: Go for full page color add.
- Proposal for free buff with each registration (no t-shirt) – budget for 500 is \$2.49 ea. Decision: OK.
- Awards? Decisions Pint Glasses. Gary and Kathleen will talk about his source for LDN glasses.
- Revenue projections assumptions OK? Not the race-day registration assumption. Adjust the adult-children ration from 70/30 to 80/20.
- OUSA vs non-OUSA/non-competetive fees to encourage members? Decisions: No.
- Draft website is up. Greg sent out invite. If you didn't receive it, contact him.
- Need to pull together final details for event bulletin. Get your info to Bill for pulling it together
- Publicity has permission to use MailChimp to blast members with info about event.
- Will also look into creating a poster advertising Q3 on foam core board to display at local events.

### Other business

- Fund for members to compete at trials/championships? Decision: Yes, but with a deadline stipulated for applying for a grant and a limit to how much they're eligible for each year. Will be evaluated by need and eligibility. Vic and Jody will work out the finer details. Total of \$1000 for the year with a \$250/person max benefit.
- Jon brought up the idea of having a SCORE-O option at all local events. Jon will follow up with Valerie to explore

Next meeting: May 9, 2017 at Gary and Karla's