

Quantico Orienteering Club, Inc.
Board of Directors
Meeting Minutes
August 14, 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 **Matt Smith**

Vice President **David & Reiko Rager**

Secretary **Beàtri Bennett**

Membership **Greg Lennon**

Mapping **Ted Good**

Immediate Past President **Jody Landers**

Vice President **Dennis Doherty**

Vice President **Michael Newman**

Treasurer **David Levine**

Volunteer/Social Outreach **Sharmagh Yepremian**

Director at Large **Aaron Linville**

Director at Large **Craig Shelden**

Others in attendance: Amy Loudon, Sidney Sachs, Francis Hogle, and Keg Good

III. Officers & Directors Reports

1. Approval of Appointed Positions on the Board of Directors

Don Fish proposed approval of the appointed position on the Board: Aaron Linville and Craig Shelden as At Large Directors, Ted Good as Mapping Director, Greg Lennon as Membership Director, and Sharmagh Yepremian as Volunteer/Social Outreach Director.

Jody Landers made a motion to accept the appointed positions to the Board of Directors as named in the nominating report. The motion was seconded by Beàtri Bennett. There were no objections. The motion carried.

2. Secretary report – Beàtri Bennett

The meeting minutes for the 17 April meeting were distributed prior to the meeting.

Greg Lennon sought clarification on the minutes about Keg Good's proposal for course consultants to review courses at local events to enhance design and safety.

A discussion followed resulting in a decision to defer approval of the meeting minutes until updates have been made. The revised meeting minutes will be presented at the upcoming budget meeting.

ACTION:

- Beàtri Bennett will update the 17 April meeting minutes, circulate them for review, and present at the upcoming budget meeting.

3. Treasurer report – David Levine

David Levine shared the treasurer's report with expenditures and revenue reconciled through 31 July 2024.

Jody Landers made a motion to approve the financial report. The motion was seconded by Aaron Linville. There were no objections. The motion carried.

4. Virginia VP report – Matt Smith and Dennis Doherty

Matt Smith provided updates on past and upcoming events. Dennis Doherty provided updates on permitting for upcoming events.

Past events

Fountainhead Central – 202 groups/247 individual starts

- This was Justin Brown's first solo as course designer. He eagerly engaged with others for feedback and constructive input on the design and received great reviews on his set of 8 courses.

Quantico Marine Corps Base (MCBQ) DZ Raven – 119 groups/140 individual starts

Upcoming events

Lake Fairfax and Intro to O

- This event will be stacked as it is opening event of the season, an Intro to O, and the Northern Virginia senior Olympics event. Course designer, Justin Brown, is working with Don Fish, Tom Nolan, Keg Good, and Ted Good on course design elements.

Gunston Hall

- Event Director volunteer position has not been filled yet.
- Don Fish asked for a site check due to a tornado. Matt Smith will perform a field check.

Prince William Forest Park

- NRE is scheduled at Pine Grove. Don Fish reminded that we need OUSA sanctioning for the event.
- Entire Turkey Ground campground is reserved for the scheduled night-O. Suggestion is to also reserve a discount block of rooms at nearby hotels to attract orienteers travelling to the event.

Addition Notes and Challenges

- Ted Good hosted a successful OCAD Class to 40 participants.

- Storage unit has been rented in Virginia to store the meet kit. Craig Sheldon has both VA and MD SI Control kits.
- Mike Dvorsky replaced the batteries. Valerie Meyer and Amy Loudon will time-sync them closer to the start of the season.
- The Event Director's Clinic was very successful with several new meet directors prepared for the next season.
- Dennis reported that permits are going well. Meadowood permitting had significant requirements before approval was received.

5. **Maryland VP report** – David and Reiko Rager

David and Reiko Rager shared provided updates on past and upcoming events.

Past events

Lake Needwood (24th Susquehanna Stumble) – 237 Starts.

- Record number of starts for a Stumble event.
- Used Red Gate Park and portions of Lake Frank.
- Used Shelter B due to more grills and picnic tables to accommodate the barbeque/potluck.
- Brad Whitmore arranged and handed out the Stumble award towels.

Rosaryville – 124 Starts.

Swanson Road/ Marlboro Natural Area – 122 Starts.

Patuxent (Chase) – 166 Starts.

- Annual General Meeting was held before the event.
- First time venue for the Chase – very successful.
- Fun fact: QOC's Chase is now the longest US non-championship Orienteering event. We just completed our 48th year of the Chase (1976-2019, COVID, 2021-2025). Second is Baltimore Area Scout Orienteering event (1977-2024). Reportedly the Blue Hills Traverser (first held in 1973) is no longer being held. (Thanks to Dave Linthicum for the research.)

Upcoming events

Patapsco / Intro to O / CCBC Sprint

- Unable to find an Event Director, so David and Reiko Rager volunteered.
- This was Alex Azarov's first solo as course designer. In addition to the white and yellow intro courses, he designed a full slate of sprint courses.
- Overlaps with O on the Plat-O NRE event in Troy, NY.
- Contingency plan in case of rain: Intro course(s) in CCBC.

Cunningham Falls

Wheaton

- This is Parker Nevenglosky's first solo as course designer.
- Need to do vegetation checks before the event.

Patuxent (Barn area)

Additional Notes and Challenges

- Aiming for 15 December at Smokey Glen – Seneca Creek for Mid-Atlantics.
- DVOA is hosting Susquehanna Stumble – date TBD.
- Blockhouse Point will be new location for the upcoming season.

6. Membership, Website, Registration, & Communication – Greg Lennon

Membership – in line with previous years, we had fewer renewals and joiners due to the summer break.

Registration – nothing to report due to the summer break.

Groups.io E-Forum – Peggy Dickison has been using the groups.io subgroup for the summer, with great success. Quite a few new people have joined. A live calendar with upcoming events is planned for next year through groups.io.

Merchandise – those who ordered QOC jackets will receive them before the next season starts.

Greg Lennon reminder the new Vice Presidents that course setters must notify him in advance about the courses being offered, ideally at least 10 days before registration opens, which is typically the Monday before an event.

7. Publicity – Sharmagh Yepremian

Post event meet-ups/Mappy Hour – will start up again when the season starts. The Volunteer Only Mappy Hour was very well attended.

Social Media – we've gained a few new followers even though social media posts were reduced over the summer break.

Volunteering Outreach Program – the volunteer 'booth' will be set up at one event in MD and VA each (TBD) to attract more volunteers.

A few new event directors have signed up for the upcoming season resulting from the Event Director's clinic. Discussions are on-going as to how often this clinic should be presented. The end-of-the-year volunteer recognition was very successful. Lexie Brown designed an awesome shirt. There will be a new shirt design each year, making them a 'collector's item'.

8. Mapping – Ted Good

Mapping Updates – local mappers have been busy with updates for various events.

OCAD Drafting Class

- Ted Good taught an in-person OCAD class on 2 June. Linnea Morres is the only person working on drafting since the class.

Additional Notes

- Nadim Ahmed took part in the reimbursement program for field checking.
- A storage facility for MD has been procured as well.

IV. **Other Business**

1. 2026 US Nationals Update (Craig Shelden/Ted Good/Don Fish)

Craig Shelden provided an update on the planning for US Nationals.

2. Donations to QOC Traveling Athletes / Club Contributions to OUSA National Teams

Don Fish received requests from Samantha Walker, Diana Aleksevia, and Alex Merka for contributions. Joe Barrett did not submit a funding request. Matt Smith proposed that donations to OUSA should be ear-marked for National Foot-O.

Greg Lennon made a motion to approve a \$2000 total amount with \$500 per person.

Jody Landers amended the motion to \$700 for each person of the junior team who have requested it.

Jody Landers made the motion to provide \$2000 to the OUSA National teams. The motion was seconded by Matt Smith. There were no objections. The motion carried.

Jody Landers made a motion to provide \$2000 to the Foot-O teams and to split the other \$2000 between the three athletes. The motion was seconded by Matt Smith. Ted Good objects. The motion carried.

ACTION:

- Don Fish will let Samantha Walker, Diana Aleksevia, and Alex Merka know they will receive a contribution.

3. Memorial Donations in honor of Julie Whitmore and Clinton Morse

Brad Whitmore's wife (Julie) passed away. He has been a long-time friend of QOC and major player in SVO. Don Fish stated that it is appropriate for the club to [make a donation for a small grove of trees](#).

[Clinton Morse](#) died of a sudden heart attack. He was a regular presence at national events and a big promoter of Orienteering.

[Marit Davis](#) also passed away. She was a prior QOC President. The family has requested that donations are sent OUSA.

Jody Landers made a motion to donate \$100 to each of the memorial funds in those people's names. The motion was seconded by Beàtri Bennett. There were no objections. The motion carried.

4. Status on Website Update (Greg Lennon)

Drupal 11 was released in August. Development to date has been in 10.1 but the migration path requires 10.3. Automated update functionality will be available in January 2025 for security and other updates, but the site needs to be ready. Greg Lennon will complete the updates as part of next year's budget.

Craig will test the volunteer recruiting tool against the new site.

5. Action Items from Previous Meetings

- *Ted Good and Greg Lennon will discuss logistics of posting the Mapping Reimbursement Policy on the QOC website.*

The policy has been posted to the website. Matt Smith suggested updating the wording 'An individual cannot pre-approve their own request so pre-approval for the Vice Presidents or Mapping Director' to 'An individual cannot pre-approve their own request so pre-approval for the Vice Presidents or Mapping Director requires **independent approval by the other approvers.**'

Jody Landers made a motion to adopt the revised language in Matt Smith's proposal. The motion was seconded by Craig Shelden. There were no objections. The motion carried.

ACTION:

- Greg Lennon will update the website with the revised language.
- *Discuss whether to keep/adjust/rescind the \$33 Late Walk-up Registration policy. Keep the policy for the upcoming season and review before next season.*
- *Discuss the best approach for a consultant team that can provide optional services to course setters when needed.*

The Board agreed there is interest in the proposal, but the group is hesitant to adopt a policy making course review mandatory. In addition, the reviewer(s) should not be a single, individual person.

ACTION:

- VPs will let course setters know that the service is available and encourage them to use it.
- Don Fish will share a list of 4-5 proposed consultants for Keg Good and Ted Good's review.

- *Matt Smith will draft a 'how to' guide and engage a few people as LiveLox Administrators.*
This effort was de-prioritized due to Matt Smith's mapping work. QOC engaged experimentally in LiveLox when OUSA was exploring the federation license, which they've now purchased. While QOC is covered under this license, we haven't revisited our approach. The board should discuss whether to adopt LiveLox as a standard tool, either alongside or instead of RouteGadget, and whether it will be part of every event or used on an ad-hoc basis.
- *Update the Member Aid Fund policy to clearly define the eligibility criteria for aid.*
No updates are needed.

6. Fill-in for Don Fish during Asia travel from 18 October – 19 November

Matt Smith will be in charge during this period and will ask board members for help as needed.

7. 2024/2025 Budget

David Levine mentioned that we need to review and approve the budget.

ACTION:

- David Levine will re-send the draft 2024/25 Budget to all board members.
- Board Members to send outstanding budget requests to David Levine and review the budget in preparation for the budget meeting scheduled for 28 August 2024.

V. Adjourn

Jody Landers made a motion to adjourn the meeting. The motion was seconded by Matt Smith. There were no objections. The motion carried.

Meeting adjourned at 10 pm.

Next meeting will be held on Wednesday, 4 December 2024 @ 7 pm via Zoom.

Minutes submitted: Beàtri Bennett