

Quantico Orienteering Club, Inc.
Board of Directors
Meeting Minutes
November 18, 2020

I. Call to Order

President Fish called to order the regular meeting of the QOC Board of Directors at 7:03. The meeting was held via teleconference in accordance with CDC recommendations on social distancing. President Fish welcomed everyone.

II. Roll Call

President Don Fish	Vice President Craig Shelden
Vice President Charles Carrick	
Vice President Bill Wright	Treasurer Karla Hulett
Secretary Laura Linville	Mapping Ted Good
Membership Greg Lennon	Publicity Kathleen Lennon
Director at Large Dasa Merkova	Director at Large Aaron Linville
Immediate Past President Jody Landers	

Not in attendance: Vice President Michael Newman

III. Officers & Directors Reports

a. Secretary report- Laura Linville

Minutes were distributed prior to the meeting. Motion to accept the minutes was made by Jody and seconded by Bill. Motion passed unanimously.

b. Treasurer Report- Karla Hulett

Transferring \$ from PayPal into the checking account.

Karla recommends rolling over the CD into another short term 7 month. Jody made motion to approve, seconded by another board member. It was unanimously approved.

c. MD VP Report- Craig Shelden & Mike Newman

There was one event, Cunningham Falls, since our last meeting. Three other MD events were cancelled because we were not able to obtain permits.

Maryland and Mid-Atlantic Rescue Squad provided services for the Cunningham Falls, and noted that they are also certified in Virginia.

Monitoring Covid guidelines statewide and county by county.

d. VA VP Report- Charles Carrick & Bill Wright

There have been 3 Virginia events since our last BOD meeting. Pre-registration seems to be working well. There were some no shows at Quantico Beaver Dam Run and Balls Bluff (likely due to weather). The visitor control center worked well at MCBQ.

There is a new amended Executive Order 67 (VA) that has imposed new stricter COVID guidelines, but our events should meet the new requirements: "The total number of spectators cannot exceed the lesser of 30% of the occupancy load of the certificate of occupancy for the venue, if applicable, or 25 spectators per field. Races or marathons may have up to 250 participants, provided staggered starts separate runners into groups of 25 or less. Conduct screening of coaches, officials, staff, and players for COVID-19 symptoms prior to admission to the venue/facility."

Charles will check with the park superintendents to confirm QOC events meet each park's requirements and EO 67.

Fountainhead East will take place the first weekend in January using the mountain bike course. MORE (Mid-Atlantic Off-Road Enthusiasts) will make the same day a trail maintenance day and the park will close the MTB trails.

It does not seem feasible to have overnight training camp in March.

e. Membership, Website, Registration, & Communication- Greg Lennon

Both individual and family memberships have increased since the last BOD meeting.

Mandatory pre-registration continues for events, including the "who's registered?" report feature. Standard is to open registration at noon the Monday before an event and to close it at 6pm the night before the event or when the event is sold out.

Course setters and event directors should get stats and event description to Greg **at least 12 days** before the event so it can all be posted online by the Thursday before registration opens.

Following last BOD meeting, the WuFoo user number was increased to 20, allowing all event directors as well as the epunch team to export the pre-

registration data (i.e. that event's Event Directors Report) and reformat it for event check-in purposes.

Our events are generally selling out (i.e. reaching maximum capacity of 180 starts) within 36 hours of opening. Discussion of increasing capacity while staying within health department guidelines.

f. Publicity- Kathleen Lennon

We have more 5-star reviews on Google.

Lots of engagement in posts that include photos, especially photos of orienteers in action.

g. Mapping- Ted Good

Ted has drafted QOC mapping standards and sent them to mappers. Everyone was open to standards but there was little enthusiasm for applying them on the local maps they work on (i.e. anything that wasn't going to be used as a National Level Maps). No one wanted to change the status quo of what they use for non-standard symbols. Additional standards focused on the need for documented processes (like file names, course setting files).

There was a discussion of setting priorities for updating maps and using the increased revenue to pay for map updates.

h. President- Don Fish

Don provided an update on the OUSA meeting. Jon Torrance was a recipient of the Golden Service award; and Sandy Fillebrown was a recipient of the Silva Award.

Email from Vic Culp who is shutting down his race timing business because there are not races. He offered a set of 6 or 8 two-way radios and other event materials.

ARDF orienteering debuted at Glen Artney last year. Craig has been working with Mike Kholodov and will be holding an event at Rosaryville.

QOC now has a Zoom line which is used for the BOD meeting and on Tuesdays for the map talk. It is also available by BOD and other QOC members for official QOC business.

IV. Other Business

a. NRE

- i. How many cars can reasonably be parked there? 130 max
- ii. What time will timing start? 9am. Valerie and Amy will be ready at 8:30

- iii. Publicizing with DVOA, SVO, and CVOC- facebook and Instagram and messaging contacts at DVOA and SVO
- iv. When will registration open? Wednesday December 2.
- v. How many people can we open this up to? 195-210.
- vi. What is the estimated winning time for blue? 70 minutes.
- vii. What is the last starting time? Because it is an NRE, participants are entitled to 3 hours. No times after 12 noon for national ranking.
- viii. How can we incentivize people who don't care about the NRE to sign up for the later times? Charge \$5 more for the NRE and make starts after 12noon a regular meet (not NRE).
- ix. How many portopotties are needed? 2
- x. Should groups be allowed on courses? Yes on WYO. Encourage no groups on courses Brown and above.
- xi. How should starts be distributed? Evenly across times.

Don proposes that we charge \$5 extra for any start time prior to noon and close the courses at 3pm as normal. Craig seconded. Greg was opposed.

We will allow groups on WYO.

b. Review of COVID-19 protocols and registration practices

- i. The protocols are working well.
- ii. Could we increase the number of starts/registrations above 180, particularly for VA events.
 - We currently have about 10% no show, can increase registration to 210 and assume that people will not show, assuming there is adequate parking. We would also want to allocate some of those to volunteers. We will not increase the registrations in Maryland at this time.

c. Explore UsynligO alternative for Maryland events

d. Rick Oliver Junior Request

We discussed Rick's proposal and letter. We will allow any substitutions in who is running among juniors. Don will respond to Rick.

e. Next meeting Date and Location

- January 13 at 7pm. Will discuss training weekend and contributions to the National Team.

Meeting adjourned at 10:00.

Next meeting will be held on January 13, 2021 at 7pm via zoom.

Others in attendance: Francis Hogle, Jon Torrance, Sid Sachs

Minutes submitted: Laura Linville