

QOC BOD Meeting Minutes 5/9/17

Board Members In attendance: Greg Lennon, Kathleen Lennon, Francis Hogle, Jon Torrance, Corinne Porter-Taugher, Tom Nolan, Vic Culp, John Baker, Jody Landers, Guests: Peggy Dickison, Sidney Sachs, Bill Wright, Gary Smith, Carla Hulett, Daniel Hiemgartner and Matt Rice

Absent: Don Fish and Charles Carrick, both notified the President in advance that they could not attend the meeting.

Minutes from previous BOD meeting were approved

Jody distributed proposed language for the member aid initiative

- Suggested changes include keeping the funds just to team trials and including consideration of the member's level of volunteer activity.

MD VP Report – Tom Nolan

- Meets held in MD since last meeting
 - Map printing at Wheaton was an issue
 - McKeldin
 - Lake Needwood – issues with control hanging, it appears that a wind storm that came through negatively affected
 - **EASTER WEEKEND – Catoctin Mountains – surprisingly good turn-out for a holiday weekend, advanced only event**
 - Clopper Lake – went fine
 - Granite – very low turn-out, which was probably a result of weather
- Tom suggests putting the map archive on the cloud somewhere to make it easier for course setters use the most recent version of the map
- Upcoming events:
 - No permits yet for Rosaryville or Jug Bay yet, however don't expect any issues
 - Weather for Rosaryville is questionable, so may need to postpone/cancel the MTBO and the entire event.
 - Greg will put a note on the website.
 - No meet director for Jug Bay yet, Peggy is course setting. Tom has some names, so not worried yet.
- Meet attendance, appears to be holding steady so far in MD and in VA it appears to be holding steady or are slightly lower.
 - Adventure racers don't come as often – calendar coordination with them would help turn out more
 - JROTC programs have also experienced changes in leadership
 - Starts have stayed fairly consistent between 2016 and 2017

VA VP Report – John Baker

- 3 events in VA since last meeting
 - Happyland Training weekend – went very well
 - Gunston Hall – good turnout, collecting fees for the park as part of event fees worked out really well
 - Mason Neck – wound up being a hot day, and ran through a lot of water
- Upcoming events

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- Manassas - Keg and Daniel are sharing course setting
 - May also need a shuttle
- Fountainhead Far West coming next
- Sept 10 Lake Accotink (NoVa Sr Olympics and National Orienteering Day) first event scheduled for next season

Treasurer's Report – Vic Culp

- For more information see Vic's report
- Vic will reconcile PayPal and Memberships asap
- The Club's Federal tax return for the year was filed– 990 postcard
- Vic included venue information in the treasurer's report
 - We are spending a lot more for permit fees (up \$3k from 2016) and park use fees off of gross income (minus permit fees and shelter fees)
 - Mostly, OK with fees, but cautioned that the club may need to charge more for certain parks if fees keep going up
- There have been issues with reporting revenues with meet directors
 - Vic distributed an updated proposed "Event accounting sheet" to be used beginning Fall 2017
 - Add note to "calculated revenues" that if the accounting yields a negative number then the club will reimburse the meet director for that amount.
 - Vic will send an electronic version around
 - We will proceed with this form beginning Fall 2017
 - Budget for the future should probably be July-June rather than January-December
- Financials were approved

Secretary's Report – Corinne Porter-Taugher

- It is Corinne's last meeting serving as club secretary. (The Board collectively thanked Corinne for her service to the club a Secretary for the past several years.)

Membership Report – Greg Lennon

- See Greg's report for latest membership numbers
- Kathleen will update white sign-in sheets, which she will periodically update going forward.

Publicity Report – Kathleen Lennon

- Kathleen is trying to really increase followers locally, so Kathleen will be doing an ad to boost followers.

Mapping Report – Francis Hogle

- Q3 field mapping complete – Francis currently proofing maps.

President's Report – Jody Landers

- Patapsco Volunteer Requirements – the current park manager requires .5 volunteer hours per start, which is quite a lot.
 - Jody spoke with him about alternative options (e.g. trail maintenance an invasive specie removal) along with possible dates

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- The club did trash removal at the Granite meet, which worked out well and helped to meet our volunteer hours obligation.
- Jody appointed Heidi and Dave as the nominating committee for next year's BOD and all seats are taken care of.
 - They will give a report at the annual meeting at Jug Bay.

[BREAK]

28th International Cartographic Conference ICC 2017 – Peggy Dickison and Matt Rice (Professor at GMU)

- It has been 39 years since the US has been the host country for this conference
- July 2 – 7, 2017
- Orienteering is a required part of the conference
- See handout for more information on this event
- Event will be held at Fountainhead Regional Park (Wolf Shoals?) or GMU
- Frank Boscoe (VP EMPO) will co-organizing
- Peggy Dickison is course setting
- Benefits to QOC:
 - International exposure
 - Networking
 - Friday lunch-time session on map production/QA
 - Complimentary attendance for some QOC members??? Probably.
- Planning
 - Permitting (QOC help)
 - Insurance – does QOC's insurance cover the event if co-sponsor it? ICC would reimburse.
 - Sponsorship – Pacers and a local hardware are potentially interested.
- Questions:
 - Electronic timing? What equipment will we be using?
 - That's QOC's determination to make
 - ICC will cover any costs associated
 - ICC should encourage attendants who are orienteers to bring their SI cards and collect information
 - Courses
 - Advanced (Green)
 - Intermediate (Orange)
 - Advanced Beginner (Yellow)
 - Insurance?
 - If we cover that, we will need to remit fees to OUSA (\$1.50/start)
 - Technical organization
 - Peggy will take care of technical organization
 - Peggy will need help setting out controls and help with control pick-up
 - Sponsorship
 - QOC doesn't have any conflict of interests, so shouldn't be a problem
 - REI might be a possible sponsor?
 - Day-of, on-site meet director?
 - Peggy, however she'll be on vacation for three weeks prior
 - Frank Boscoe can also help

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- Organize it as a training even free to volunteers (starts after the ICC people run)
- Decision: Approved. Peggy be day-of event coordinator and that we support the event to the extent that is feasible. Using QOC equipment (controls/SI cards/tents).

Bob Turbyfill's proposal re: Naval Academy event

- Next steps: Read Bob's proposal and raise and send any questions to Jody before voting.

Q3 Event – Bill

- Participant fees and deadlines
 - Feedback – bump up late fees and drop early fees
 - Change late register deadline to two weeks before event
 - Be sure to include a disclaimer about registration close and large fee hike for late registration
- Model location
 - Turkey Run Ridge using event controls (not permanent markers)
 - Will require a permit and will need a person on site
- Get website up with OUSA registration asap
 - Will need to modify form to collect SSN/Passport #, also need include space for non-competitor access. John will provide text explaining why we need to collect people PII.
 - Target live date for website with review? 2 weeks, drop dead is June 1 (with registration).
 - Domain will be uschamps.org
 - Bill will convey this information to Aaron.
- The Board Approval spending for ads in ONA
- All competitors are getting a buff emblazoned with the Q3 Logo.
- Awards
 - Jody and Kathleen will work on – estimate numbers from LDN
 - Will be giving out pint glasses
 - Will also be giving out OUSA medals for championships
- Social Event
 - American Legion Post - charge \$16/person @75 people
 - Possibly invite someone from USMC Museum to come and speak (for \$100 honorarium)
- Vendors
 - Would need to reserve a room at hotel – vendors would have to pay rental fee
 - Karla will contact vendors about interest and will follow up with Bill if they are to determine where they could set up shop
- Shuttle from Edward Kelly Building Parking lot on Sunday
 - Would be less than 2 miles, but gate may have to be open
 - Estimate \$500 for shuttle
- Approval by base and Aden Road gate
 - Need environmental impact study first, don't expect it to take too long
 - Haven't gotten any formal approval yet
 - John will get contact to Bill
- Start intervals – OUSA standard is 2 min
 - All starts leaving from the location for Sunday
 - Probably also leaving from the same location on Saturday

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- Final Budget approval
 - Bill will distribute budget spreadsheet, send any feedback to him asap
 - Will add in transportation costs
 - Port-a-pots are provided through contract with the base (should be a variable cost until they are purchased)
 - Needs final BOD approval
- Equipment
 - Valerie will take care of all of it
 - Bibs only need 17-day lead time to print personalized bibs
- Course/map completion
 - All courses will be complete by August 31
 - Follow up on map consulting with Jon, Francis, Bill
- Safety/EMS
 - Should probably book the local EMS sooner-rather-than-later since it's a holiday weekend
- Follow up
 - Bill will send out an email for updates on items remaining asking people whose names are next to a question to respond

Fall 2017/Spring 2018 Schedule – Jon will circulate the draft schedule, get comments back to him

Annual meeting is June 4, 2017 at Jug Bay

Next meeting: June 27 at Florence and Tom's house.

Respectfully Submitted by:

Corinne Porter-Taugher