

**Quantico Orienteering Club, Inc.**  
**Board of Directors**  
**Meeting Minutes**  
August 25, 2021

**I. Call to Order**

President Fish called the meeting to order at 7:05.

**II. Roll Call**

President **Don Fish**

Vice President **Craig Sheldon**

Vice President **Charles Carrick**

Vice President **Bill Wright**

Secretary **Laura Linville**

Membership **Greg Lennon**

Publicity **Kathleen Lennon**

Immediate Past President **Jody Landers**

Mapping **Ted Good**

Director at Large **Dasa Merkova**

Director at Large **Aaron Linville**

Craig joined at 8pm.

Not in attendance: Treasurer Karla Hulett, Vice President Michael Newman

**III. Report from nominating committee**

Jody thanked everyone for agreeing to serve another term.

Results of the election were distributed via email by Jody.

First order of business is for the officers to appoint the board members to the appointed roles.

*Jody made a motion to submit the following list for the Board's approval. Bill Wright seconded the motion.*

*The vote was unanimous.*

Ted Good - Mapping

Greg Lennon - Membership and Website

Dasa Merkova - Publicity

Aaron Linville - At Large

There is a remaining open at large seat. Jody has received 4 names (Michael Dickey, Justin Green, Boryana Peeva, and Keg Good). The Board discussed getting Justin Green involved with course setting and getting Boryana involved in youth program development.

*A motion was made for Jody to approach Michael Dickey to fill the at-large seat, it was seconded by Bill Wright. Amendment to approach Justin Green if Michael Dickey is not interested. The Board unanimously approved this.*

#### **IV. Officers & Directors Reports**

##### **a. Secretary report-** Laura Linville

The meeting minutes were distributed prior to the meeting.

*A motion to approve the minutes was made by Jody, seconded by Bill. No objections. Minutes approved.*

##### **b. Treasurer report-** Karla Hulett

Karla shared the treasurer's report prior to the meeting and requested any questions or clarifications in writing as she would not be present at the meeting.

*Treasurer's report was accepted as submitted.*

##### **c. MD VP report-** Craig Shelden

Discussion of whether to try to do anything Thanksgiving weekend. Consider a MapRun event on the National Mall for the week. Open the Monday after MidAtlantics and keep it open until the next event opens.

##### **d. VA VP report-** Charles Carrick

Charles reviewed the upcoming events and Covid-19 guidance in Virginia. We will need to increase course setters in Virginia. Jon Torrance is available to serve as a course setter in the winter if needed.

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

There are currently 246 active family memberships and 204 individual memberships. This is a slight decline since the last board meeting, but in line with usual summer drop offs. This is normal, and expected to pick back up through the fall. The event schedule is posted on the website through end of 2021.

The default for event registration is to open at 6pm the Monday before an event. This means that all event information needs to go to Greg no later than the weekend prior to the event. The course setter should send the courses and any course notes. The meet directors should check with the VP of permitting and confirm permit, include venue notes, pictures (if possible), directions and other pertinent event information.

##### **f. Publicity-** Dasa Merkova

Dasa will work with Kathleen on updating our social media presence weekly. Justin Green is also a person who we should leverage.

##### **g. Mapping-** Ted Good

Jon Torrance has finished the mapping 1.3 square kilometers in PWF near Pine Grove and sent an estimate for the cost for completing a map in the upcoming off-leaf season.

ACTION ITEM: Jon, Ted, and Don will meet and create a proposal for the rest of the mapping.

Greg asked if any of the maps that will be needed for the upcoming year's events will need updating.

ACTION ITEM: Ted will look into the upcoming events to make sure that any needs for updating are addressed. Ted will convene a group of Charles, Bill, Craig, Don and others who know the status of the parks and can make sure the maps that are out of date are updated before course setters need them.

UPDATE: Following the BOD meeting, on 8/27 Ted sent an email to the BOD outlining the condition of the maps for the parks on our schedule this year. The following maps may need updating:

- Lake Accotink- the map is 12 years old, but area around the shelter was updated a few years ago
- Cunningham Falls- this map has not yet been finished
- Greenbelt- Ted is working on redoing this map
- Balls Bluff- needs updates
- Hemlock Overlook- vegetation needs to be updated
- Patapsco Glen Artney- vegetation in north part is constantly changing and needs to be updated
- PWF Happyland- Ted is working on redoing this
- University of Maryland College Park- Needs to be updated

All other maps for this season are in good shape.

Bill Wright will confirm the LZ Canary map.

**h. President-** Don Fish

All of the President's issues are covered in other business.

**V. Other Business**

**a. Covid-19 policy for 2021-22 season**

Don raised the question of whether we need to change our policy and if so, why. To our knowledge, no one contracted Covid from participating in a QOC event.

Don's recommendation: Don't change our policy. Masks for volunteers, no masks for running. Keep other things the way we had them last year: preregistration, no food/water, no beginner instruction.

Valerie's recommendation: We need to have a volunteer who shepherds new orienteers through the registration process including punching start. "Newbie ambassador"

Greg's recommendation: All "at-event/public-facing" event volunteers must be vaccinated. All volunteers and all participants must wear masks when interacting with event volunteers (i.e. at registration and epunch).

Charles went through each of our policies from last year.

Jody's recommendation: Keep everything the same from last year; add "Newbie ambassador", do not ask about vaccination status.

There was a discussion of whether or not masks should be required at check in and check out.

The discussion included citation of the OUSA guidance and lack of masks and distancing at Jug Bay and one other event last year.

*Jody made a motion to keep the policy as adopted last year of masks for participants at check in and check out, no masks for running; pre-registration required; no food/water; with the addition of having a "Newbie Ambassador" to help people through the registration process through punching start. This motion was seconded by Bill Wright.*

*One member opposed this motion, everyone else agreed. The motion carried.*

#### **b. Event registration procedures for coming season**

Greg's recommendations: Advance registration is required for all events (i.e. no day-of, at-event registration). For windows, use what (mostly) worked last season. So, unless there are unusually high or low capacity limits, total registration should be capped at 210 starts, divided into eight 15-minute, 15-start windows from 9:45-11:45am and two 45 minute, 45-start windows from 11:45-12:30 and 12:30-1:15pm.

For JROTC and large scout groups, they should be encouraged to register in advance using the system in place. We should reach out to coaches in advance to encourage them to select the 45-minute windows (rather than the 15 min windows) to minimize stress for everyone.

Valerie does not think it is feasible to have JROTC participants individually register. She thinks we should reach out to the leaders/coaches.

Charles's recommendation for capacity limits: Use advance registration. Total limit 260-270 by raising the maximum window size while allowing as many people as want to come.

Greg's recommendation: Set up a separate registration system for JROTC with a separate capacity limit.

Craig's recommendation: Set human tolerable limits, and if there are jurisdiction imposed limits use those.

ACTION ITEM: Don will reach out to the JROTC coaches to find out how many teams and cadets will be coming this year. Once information is gathered, we can make a decision on a system for registration. He will also ask the coaches/leaders for their recommendation on a liaison for the board.

#### **c. PWF A Meet in Fall 2022**

No one is bidding for the 2022 Master's Championship that we know of. GAOC is not planning to bid. There was discussion of whether QOC should try to bid. The upside for the club is to have a championship rather than just an NRE.

This would be dead in the water if we cannot use Oak Ridge. After December 1, the concept approval is to shuttle people to the small lot and the bus can turn around in the campground. We can use the campground for parking after December 1.

Ted is not convinced that one year is enough time to plan for a national meet when we do not have a meet director or course setter.

Jody agreed that there is not a map, missing logistics, no leadership team, etc. Also given Virginia's lack of course setters, it does not seem worth it to consider a bid.

Spring of 2023 seems more feasible (leaf off). Everything would need to be shuttled out from Pine Grove.

Don summarized the discussion and decided to table the discussion for now. Fall 2022 is too soon for QOC to try to hold an A meet at PWF.

#### **d. ARDF national event**

QOC received a request to be a sponsoring club to hold a national ARDF event. If QOC agrees, would need to submit a sanctioning request in September 2021.

It might be a rather large lift:

- 4 different venues
- Volunteers for the 4 days of events, and days leading up to the event
- Venue permitting

- Maps
- Identifying suitable lodging and meal options

*Jody made a motion to not commit to this. Seconded by Greg. The board voted unanimously (one member abstained from voting) to not commit to taking this on. QOC is happy to help promote the event if they find a sponsor. It is possible that in the future if more QOC members are involved with ARDF that we decide we can stage a national event.*

ACTION: Craig will reach out and let them know QOC is declining the request to sponsor a USA ARDF Championship.

[Note: Craig corresponded with Charles Scharlau 8/29 letting him know QOC voted against hosting the championship. He noted that the QOC board is favorably disposed towards ARDF activities, but interest in ARDF is low and staffing the 4-day event is not feasible.]

**e. Brainstorming possible Eagle Scout project for Emme Lundblad**

Emme wants to do something that benefits the orienteering community.

Charles can contact NoVa parks about courses at Fountainhead, Burke Lake, and Hemlock to see if there is an opportunity.

Greg proposed creating a virtual permanent course. USinlygo.

Producing an intro to orienteering video from the perspective of a young person to give the presentation. Coordinating the videographer, etc.

Meeting adjourned at 10:04.

Next meeting will be held at 7pm October 13. We will discuss potential of holding an A meet at PWFP in winter 2023.

Others in attendance: Sidney Sachs, Amy Loudon, Jon Torrance, Francis Hogle

Minutes submitted: Laura Linville