

Quantico Orienteering Club, Inc.
Board of Directors
Meeting Minutes
September 12, 2019

I. Call to Order

President Landers called to order the regular meeting of the QOC Board of Directors at 7:40 on September 12, 2019 at the home of Kathleen and Greg Lennon. President Landers thanked them for hosting the meeting.

II. Roll Call

The following Officers and Directors were present for a quorum.

President Jody Landers	Vice President Tom Nolan
Vice President Charles Carrick	Vice President Bill Wright
Secretary Laura Linville	Treasurer Karla Hulett
Membership Greg Lennon	Publicity Kathleen Lennon
Immediate Past President Jon Torrance	Director at Large Dasa Merkova
Director at Large Don Fish	
Mapping Ted Good (by phone)	

Not present: Vice President Mike Newman

III. Appointment of Additional Director

Dasa Merkova – At Large

It was moved and seconded to appoint Dasa. The motion carried unanimously by a voice vote.

IV. Officers & Directors Reports

a. Secretary Report- Laura Linville

Minutes for the June 27 Board meeting and the Aug 15 Board phone conference meeting were circulated .

A motion was made and seconded to accept as submitted. Motion passed.

Laura will send copies to Greg after the meeting for posting on the QOC web site.

b. Treasurer Report- Karla Hulett

The treasurer went over the financial report as distributed to the Board. It was moved and seconded to accept the financial report as submitted. Motion passed.

Karla shared a draft 2019-2020 operating budget with the board. There was discussion around donations to USA teams, web maintenance, and other revenue and expenses.

There was a motion to approve the operating budget which reflects approximately a \$10K operating loss for the year. Karla will work on revising and updating the budget given input from the meeting prior to the next board meeting. It is expected that the a new fee structure will be adopted in the next several months that will help close the operating deficit.

c. MD VP Report- Tom Nolan

Tom Nolan reviewed the events so far this season:

Wheaton Intro to O 7/20 – Heidi and Dave Onkst’s annual intro. There were a lot of participants for a hot day and it went well.

Cunningham Falls 9/8 – Sam Listwak set courses, Mike Stasiowski made his successful debut as a meet director. We had 83 starts, which is respectable. It seems the courses were all a little long.

d. VA VP Report- Charles Carrick

There is a full slate of upcoming events scheduled for the fall in Virginia.

Fountainhead East on 9/15 will also be the location for the Northern Virginia Senior Olympics.

Everything is set for Occoquan on 9/21.

There are potential problems with Manassas on 10/13 due to stilt grass and permitting issues. Charles and Bill will attempt to set up a meeting with the park. We will trade out Manassas for a different event in Virginia, pending availability of other parks on that date (likely Gunston Hall or possibly Lake Accotink).

Balls Bluff on 11/10 will be the debut of Patrick Farley as course setter. We also expect a group from KPMG at this event.

Hemlock Overlook on 11/24 will be set by the team completing the fall course setter course taught by Andrew Komm. Permitting and shelter rental are complete.

Mason Neck permitting is in progress and awaiting course designs.

Bill and Charles have been trying to get a meeting set with PWFP to discuss use of Oak Ridge.

e. Membership- Greg Lennon

We have switched to groups.io and have the ability to add as many subgroups as needed. The calendar function in groups.io will be used to send out information at particular date/time in advance of events.

The website has transitioned.

f. Publicity- Kathleen Lennon

The social media presence over the summer was light (due to lack of events other than the summer for introduction to orienteering days). Now that the season is starting there will be more.

g. Mapping- Ted Good

Ted will work on creating an inventory of who has which licenses (OCAD licenses, Condes, etc.).

h. President- Jody Landers

Thanks to Ted for attending and representing QOC at the OUSA annual general meeting and voting on behalf of QOC.

Congratulations to Jon Torrance on being elected to OUSA Board and for being selected as the VP of Competition

V. Other Business

a. Consideration of Committee Report and Recommendations on Fee Structure

- Thanks to the group for the report and overview
- The group will continue to run projections based on discussions during the meeting. We will likely be increasing fees, and want to give people advance lead time to prepare for the changes.

b. Proposal to contract for mapping services

- Jon Torrance reported that he has run numbers on cost. Jon has been in contact with a Bulgarian mapper to map the Northwest corner of PWFPP during winter 2020 as a test. If the maps are high quality, we would consider using this contract mapper to create and/or update other maps.
- Several things need to occur for this to happen: 1) we need approval from the park; 2) Jon T. needs to check the references of the mapper; 3) Jon T. needs to draft a contract and have it approved by Tom Nolan. Tom Nolan and Francis Hogle would oversee the contract. The terms of a contract would be for one-third of payment up front, one-third after delivery and approval of initial maps, and one-third after delivery of the final OCAD files.
- There was a motion to authorize Jon to proceed with negotiations contingent upon approval from the park, and contingent upon Frances getting references from others who have used the mapper, and contingent upon a draft contract

approved by Tom. Motion was seconded. There was no further discussion and the motion passed.

- c.** Update on NJROTC Champs Spring of 2020
Charles Carrick provided an update that Mike Dvorsky is the meet director. QOC will be designing and setting the courses.
- d.** Status report on strategic planning group
Jon Torrance shared that the report is completed and will be distributed to the board.
- e.** Progress on map vault/repository
Greg reported that he has created a Groups.io subgroup for course setters. The maps that the course setters need are on the site. It has been tested and it seems to be working.
Course setters can note needed updates.
- f.** Financial review
Bill Wright will get with Karla to do a financial review upon her return.
- g.** Bus to Mid Atlantic
Greg Lennon will set up a bus this year similar to what has been done in the past (pickup in Virginia at metro, pick up in MD near metro), using the same bus company. Riders will be asked to contribute \$10 per person toward the cost of the bus.

Meeting adjourned at 10:43

Next meeting will be held at Karla and Gary's house on Wednesday, November 13th at 7:00 pm

Others in attendance: Frances Hogle, Daniel Heimgartener

Not present: Mike Newman

Minutes submitted: Laura Linville