

## Board Meeting Minutes Buffalo Orienteering Club

January 17, 2020

- The group enjoyed dinner and fellowship at Greg's house.
- The group reviewed and approved the 11/14/2019 board meeting minutes.
- Standing Committee Reports
  - Mapping
    - **Rob and Dave to update the Club Map Inventory document with current revision dates.**
    - Dave reported that the Sprague Brook park update to commence in the spring.
  - Map Hikes
    - **Jennifer to send an email blast noting that the Map Hike season ends at the end of February.**
    - **Phil to get the completed cards to Rob for compilation.**
  - Communications
    - Discussion on changing our website hosting service from Linode to WP Engine at the suggestion of our freelance IT professional in order to improve security.  
**Jennifer to contract with Brett on Upwork to complete this task.**
  - Marketing
    - Linc showed the finished proof of the rack card design. Discussion on whether the photos used are appropriate. The group agreed to not change the photos.
    - The group approved the purchase of 2000 rack cards and 500 business cards.  
**Linc to place the order.**
    - Discussion on what type of holders to purchase. **Dave and Linc to coordinate.**
    - Discussion on where to distribute the cards. **Board members are encouraged to identify several locations where they can request permission to place cards.** Ideas include: country parks, libraries, local outdoors-related businesses and at Club events. Suggestion to include the cards with each Map Hike kit. Suggestion to have them available at the Annual Meeting so that Club members may take some with them. **Greg to update a list of possible rack card locations and the Club member responsible for each.**
  - Membership
    - **Jane to provide an updated membership list when she returns from out-of-town. Rob to send out email membership renewal reminders.**
  - Equipment
    - Discussion on the location of one of the Club EZ-Up tents. It is believed to be with the Lyons.
    - **Phil to determine how many new Map Hike controls need to be ordered.**
    - Greg discussed ordering additional large capacity dibblers at an expense of approximately \$650. No objections raised. **Greg and Dave to coordinate ordering.**

- JROTC
  - Bruce discussed via phone his idea to host several high school JROTC programs at an event in the fall. Rob suggested holding this in conjunction with our scheduled September meet at camp Schoellkopf.
  - **Bruce to apply for a Wilson grant from OUSA to help fund this.**
- Ellicottville Adventure Run
  - The group discussed creating a promotional flier for the event that could be placed under windshield wipers at the Raccoon-GAINE event in PA. **Lynne volunteered to design the flier.**
  - Greg reported that he and Jacky are in agreement to keep the 3-hour event and add additional short controls.
  - Seneca CCC Camp to again serve as the base area and start location.
  - Jennifer reported that the event webpage has been updated and registration is now open. Day-of registration will not be accepted this year.
  - Linc volunteered to coordinate hospitality again and will recruit volunteers.
- Nominating
  - Peter offered that he would like to step down from the board. Jennifer volunteered to handle the board meeting minutes going forward in exchange for Rob agreeing to stand for election for another term as Club President.
  - **Greg to meet with the Nominating Committee to determine the 2020-2021 nominations slate in advance of the next board meeting.**
- Old Business
  - Historical Documents
    - **Rod to get the DVD with the scanned Club historical documents to Jennifer for posting on the website.**
  - Buffalo Map Adventure
    - Phil showed a draft map for the event that he has been working on.
    - **Linc and Phil to get basic event info to Jennifer for posting on the website.**
  - Intermediate Training Program
    - **Dave to propose a spring training program that involves other experienced instructors from the Club.**
  - 2020 Meet Schedule
    - The group reviewed the final ROC schedule and agreed to change a couple of events from Saturday to Sunday in order to avoid conflicts.
    - **Jennifer to send out the final schedule for review. Meet directors are asked to fill in missing information so that the entire schedule can be imported to the website at once.**
- New Business
  - OUSA Charter Renewal & Insurance
    - **Phil to submit insurance requests for 2020 events.**
    - **Phil to calculate the OUSA charter renewal fee and communicate to Dave for payment.**
  - Annual Meeting
    - **Rob to contact Jackie about organizing the orienteering activity.**

- Chestnut Ridge Permanent Course
  - Rob discussed the need to monitor and maintain the Chestnut Ridge permanent course that was originally built as an Eagle Scout Project.
  - **Phil to create a color version of the map and send to Jennifer for posting.**
  - **Jennifer volunteered to visit the course and keep the kiosk stocked with maps.**
- Women in the Outdoors event
  - Rob discussed a request received to provide orienteering instruction at this event. **Lynne to follow up with the event organizers.**
- Club tax status
  - Discussion on earlier efforts to apply for 501c(3) status for the Club. **Volunteer needed to take on this effort.**
- OUSA Club Services
  - Changes to the Event Registrar program allow for free use at local events going forward.
- **Next meeting set for March 13<sup>th</sup> at Phil's house.**