

Board Meeting Minutes Buffalo Orienteering Club

Date: 5/7/2021, via Zoom

Attendees: Jennifer Borowicz, Dave Cady, Rod Cameron, Lynne DePasquale, Dave Reeves, Rob Reeves, Peter Weber, Phil Wolfling

***Action items in bold**

- The group reviewed and approved the minutes from the 3/12/21 meeting
- Past Events Report
 - Annual Meeting, 4/17 – Rob reported that the meeting went well
- Upcoming Events
 - County event permits
 - Phil reported that he has been in touch with the Erie County Parks department. In-person events can occur with fees waived if a shelter is rented. Use of Hunter's Creek would require us to rent a port-john.
 - **Phil to contact Knox Farm**
 - Rob reported that solo courses have already been designed for the Chestnut Ridge and Emery Park events and that we will move forward with solo events for the spring. Discussion the suitability of Hunter's Creek for future in-person events focused on the lack of sufficient parking.
 - Event fees
 - Rob discussed the plan to continue to charge \$10 for non-members and \$5 for Club members for all events, solo or in-person. No objections were raised.
 - Discussion of groups participating in solo events. The board was okay with multiple people participating together with one registration for solo events. (\$2 per additional group members/maps will continue to be charged for in-person events.)
 - Proposal to allow each registration access to all of the courses offered for a solo events was approved. Participant can choose which course after registration or complete multiple courses.
 - Phil informed the group that the OUSA insurance fee (due at the end of the year) is \$1.25 per paid start.
 - **Greg to adjust online registration info.**
 - Chestnut Ridge Solo Meet, 5/15
 - Henry has designed short, medium and long courses.
 - Suggestion to send the link to the maps to all registered participants at a set time the day before the event start.
 - **Rob to contact Greg about registration**
 - When to email maps
 - Where to post maps (Google Drive or Club website)
 - Rod volunteered to pick up the controls.
 - Emery Solo Meet, 6/5
 - Rod reported that he is planning possibly three courses, with one white course and two intermediate courses.
 - Rod to vet controls

- **Rod to send Jennifer course details when ready**
 - **Rod to contact Peter regarding control pickup**
 - Hunters Creek Solo Meet
 - **Peter to try designing a long and short course**
 - **Phil to help Peter with course design**
 - Learn & Practice Event
 - Rob reported that Linc is planning a traditional three-control Learn & Practice course at Chestnut Ridge followed by white and “white plus” course.
 - Tentatively planned for July 17th
 - Discussion of online registration and limiting attendance based on number of instructors. No fee for Club members and \$5 for non-members was proposed. **Rob to follow up with Greg.**
 - Possible instructors: Henry, Rob, Rod, Lynne, Linc
 - Phil suggested holding event at Knox Farm instead.
 - **Rob to follow up with Linc on what was discussed above.**
 - Ellicottville Adventure Run, 8/28
 - **Phil to submit event application to the NYS DEC.**
- Standing Committee Reports
 - Mapping
 - Dave reported that the Sprague Brook update continues.
 - Possible parks for new map in 2022
 - Bond Lake – LIDAR is out of date
 - Steiglemeier Park – Dave working on survey map
 - Franklin Gulf – Rod working on survey map
 - Dave is interested in teaching others how to use OCAD and do field work. **Dave to come up with lesson plan.**
 - Finance
 - Rob reported that we have resupplied the Allegany State Park concessioner with 100 Allegany maps and they expect to place another order this summer.
 - Henry reported that we have sold approximately 215 Map Hikes and 124 Allegany maps since the start of year.
 - Map Hikes
 - 2020 Season
 - Cost analysis
 - Phil discussed the various costs associated with the Map Hike kits. **Phil to send email with summary to the board.**
 - Results
 - Rob reported that 50 people have submitted cards, representing 138% increase over 2019.
 - 163 total cards submitted, 109% increase
 - **Rob to send final results to Jennifer for posting/email**
 - Finisher recognition/prizes
 - Rob suggested mailing a decal to all finishers – possibly this year, maybe next year
 - Drawing to be held for finishers for a \$25 gift card to Hyatt’s or Gear for Adventure, winner’s choice

- Two gift cards to be awarded
- Number of entries in the drawing determined by number of parks finished
- For next year – possible map hike finisher Google Forms self-submissions
 - Collect name, addresses, parks finished, course comments
 - Upload picture of completed control card
 - Easier to compile finisher info
 - Easier to mail out finisher recognition
- Possibly mail out decals with next season's Map Hike order
- **Rob and Phil to pursue finisher decal/drawing for this year**
- Control pickup
 - Phil, Katy & Doug are coordinating in control pickup to rotate controls
 - **Phil to talk to Patty about Hunters Creek and Emery**
- 2021 Season
 - Member discount
 - Henry reported that 21 people have used the member discount to purchase Map Hikes so far.
 - Rob reported that the process has allowed us to correct a number of email address errors and other errors with the membership list, as well resulting in several new memberships and renewals.
 - Season end date
 - Discussion on whether to continue with the extended season implanted this year. Decision to keep controls up until end of March 2022, with new courses available in mid-April.
 - Sale of 2021 Map Hike kits to cease at the end of February.
 - Need to pick up maps from Hyatt's and Gear at end of February 2022
 - Website will redirect to page stating sales have ended
- Website & Email Communications
 - Jennifer reported that an email to go out when registration for Chestnut Ridge is ready to open
- Membership
 - Rob reported that we currently have 62 total members (38 single/24 family), up 10 from last month
 - Several members have renewed or joined recently and are not included in the above totals.
 - Discussion of membership duties and succession planning.
- Marketing
 - Lynne working on list of possible places to place racks/brochures
 - Dave Reeves reported that Chestnut Ridge is stocked at the permanent course board
 - Rob reported that the Boy Scout Council Service center is stocked

- Lynne to send list to board email group
 - Suggestion to include the Club business cards in Map Hike kits.
- Old Business
 - Club History/Archives – no discussion
 - Geocache
 - Dave Reeves reported that the “Orienteering 101” geocache at the Chestnut Ridge permanent course has been published and that one person has found it so far. Details at https://www.geocaching.com/geocache/GC9533J_orienteering-101?guid=9873e4fa-4c2a-400a-bba2-2add90bba386
 - Search engine optimization – no discussion
 - Chestnut Ridge permanent course
 - Rob reported that Dave has completed field checking the area and that the new map has been posted at <https://buffalo-orienteering.org/chestnut-ridge-beginner-permanent-course/>
 - Club Tax-exempt status
 - Discussion of Dave’s conversations with the lawyer and continuing to pursue tax-exempt status for the Club.
 - **Rob to call special membership meeting for the purpose of amending the Club’s Articles of Incorporation and Bylaws.**
 - Future Projects – no discussion
 - Holiday Valley Clue-O
 - 2022 mini-ROGAINE location/map
 - Emery permanent course
 - Buffalo Map Adventure
- New Business
 - **Henry to look into requirements for paying sales tax and process involved**
- Set July board meeting date: July 9, 2021