

## Meeting Minutes Buffalo Orienteering Club

7/8/2021, via Zoom

Members present: Jennifer Borowicz, Dave Cady, Henry Davis, Lynne DePasquale, Jennifer Fiegel, Greg Hyatt, Dave Reeves, Rob Reeves, David Stewart, Peter Weber, Phil Wolfling

### ***\*Action items in bold***

#### Special Membership Meeting

- Rob reported that Club membership stands at 83 members and that the 10% quorum needed has been met with 11 current members present. Rob called the meeting to order at 7:05pm.
- Update on efforts to obtain 501c(3) tax-exempt status
  - Dave Cady reported that the lawyer we are working with has suggested changes to the third clause of our Articles of Incorporation filed with New York State in order to better define the purpose of the Club.
  - Section 2 (Object & Purpose) of the Club Bylaws would also need to be changed to match the new wording in the Articles of Incorporation.
  - New wording proposed for Article X of the Bylaws to clarify the majority needed to make changes to the Bylaws.
  - The above proposed changes were communicated in an email to the membership on June 24<sup>th</sup> and reviewed again by Dave with those present.
- Vote on amendments to the Bylaws via Google Forms
  - Approved unanimously (10 votes)  
[https://docs.google.com/spreadsheets/d/1AY\\_5vSyYBbLKR8TQvdZbTmmvZ6IYIUASIfDU\\_8Zyc9Q/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1AY_5vSyYBbLKR8TQvdZbTmmvZ6IYIUASIfDU_8Zyc9Q/edit?usp=sharing)
- Vote on amendment to the Articles of Incorporation via Google Forms
  - Approved unanimously (11 votes)  
[https://docs.google.com/spreadsheets/d/1iuD8vV9\\_gATrdHlrMfuJnmEfzFA30D8U1ipayy4AFo4/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1iuD8vV9_gATrdHlrMfuJnmEfzFA30D8U1ipayy4AFo4/edit?usp=sharing)
- **Dave to communicate with the lawyer the results of the votes and next steps.**
- **The approved version of the Bylaws to be posted on the website.**
- Rob called for a motion to adjourn the special membership meeting and invited all to stay on the call for the Board Meeting. Meeting adjourned at 7:25pm.

#### Board Meeting

- Rob reviewed the action items from the 5/7/2021 board meeting minutes
  - Phil reported that he has received the permit from Knox Farm State Park for the 2021 Map Hike course.
  - Phil reported that he has received the event permit for the Ellicottville Adventure Run.
  - Dave is still interested in conducting a map design lesson in the future.
  - **Phil to update the Map Hikes cost analysis document.**
  - Rob reported that the 2020 Map Hike results have been posted to the website.

- Rob reported that the 2020 Map Hike finisher decals and prizes have been distributed. Thanks to Phil for handling the mailing.
- **Phil to find out about the status of the 2020 Hunters Creek and Emery control markers.**
- Rob called for a motion to approve the May meeting minutes. Motion approved.
- Past Events
  - Chestnut Ridge Solo Event, 5/15—5/23
    - 35 registered attendees, \$215 in meet fees, 22 finisher results reported
  - Emery Solo Event, 6/5—6/13
    - 26 attendees, \$145 in meet fees, 15 results reported
  - Hunters Solo Event, 6/19—6/27
    - 19 attendees, \$105 in meet fees, 9 results reported
- Upcoming Events
  - Learn & Practice In-Person Event, 7/17
    - Greg reported that there are 44 paid or free participants registered, plus 5 non-members who have not yet paid. Reminders sent.
    - Registration is now closed due to reaching the 50 person capacity
    - Greg expressed a possible parking capacity issue near shelter #23. **Rob to follow up with Linc.**
    - Phil reported that he only has small quantities of Map Hikes to make available for sale.
    - Dave Reeves asked if we could accommodate a youth group at the event if he volunteered to instruct them. **Dave to contact Linc to see if this is possible.**
    - Rob reported that he set up a Facebook advertisement. Results below:
      - 77 event responses, 2,464 reach, 3,679 impressions, \$17.51 spent, \$0.23 per event response
      - **Rob to submit receipt to Henry for reimbursement.**
  - Ellicottville Adventure Run, 8/28
    - Greg reported that all control locations have been visited and ribboned
    - Over 30 controls vetted. Vetting expected to be done approx 7/24
    - Possibly subtracting three controls due to recent logging
    - Controls will start to be placed the Sunday prior to event
    - Permit received with a new requirement to post signage at trailheads describing the event
    - Covid safety changes currently posted on the event page will be maintained
    - Discussion of possibility of organizer of Ohio and Pittsburgh events sharing our EAR email announcement. **Greg to follow up.**
    - Discussion on promoting the event to Club members and others with beginner or intermediate orienteering experience. (Not generally suitable for first-timers.)
      - **Jennifer to send future emails to both EAR email list and club list**
      - **Greg to write email text describing event for club promotion**
  - Fall events
    - Discussion on whether fall events will be in-person or solo

- **Phil to decide how to run the Sprague Brook event by 8/1**
    - **Lynne to decide on Sardinia by 9/1**
    - Possibility of continuing with online registration but would need a backup registrar to be trained by Greg
- Standing Committees
  - Mapping
    - Dave is continuing with field checking at Sprague Brook Park
    - Organizing surveys of three potential new areas to map has not occurred yet
      - Need a set of people to go to the areas
      - Need to create survey maps of the proposed areas
      - Goal to start new map project next spring
  - Finance
    - Henry reported that Map Hike sales have dropped off since the spring
    - **Henry and Rob to visit Citizen's Bank to update the checking account signers**
  - Map Hikes
    - Rob reported that Walt & Patty Lyons have had to replace several controls already this year. **Phil to follow up.**
    - Lynne suggested including a link to the Map Hikes Facebook group on the website.
  - Communications
    - Nothing to report
  - Membership
    - Rob reported that there are 83 total members, 58 single and 25 family, representing a greater than 100% membership increase in 2021.
  - Marketing
    - Lynne has created a list to track possible places to distribute the Club rack cards and whether a volunteer is in place to replenish them
    - **Phil or Dave R. to install a new rack card holder at the Chestnut Ridge permanent course kiosk so the wind won't take them**
    - **Henry to send more rack cards to Dave R**
    - Rob reported that Jane Brennan represented the Club at a recent Scouting event. Many positive interactions were made with the leaders present and information on our programs was distributed. Rob asked the group to brainstorm additional community events where a member could be present to promote the sport of orienteering.
    - Jennifer reported that the Club geocache at Chestnut Ridge Park is missing. **Dave R to follow up.**
- Old Business
  - Sales tax
    - Henry described what he has learned about NYS sales tax requirements for groups such as ours when selling merchandise.
    - Rob suggested that we move forward with collecting and paying sales tax on Map Hike kits and maps sold through our website and by mail order. No dissenting opinions were offered.

- **Henry to research what we would have to do to begin paying sales tax**
  - Club History/Archives
    - tabled
  - Website search engine optimization
    - tabled
  - Future Projects
    - Holiday Valley Clue-O
      - Tabled
    - 2022 mini-ROGAINE location/map
      - tabled
    - Emery Park permanent course
      - tabled
    - Buffalo Map Adventure
      - tabled
- New Business
  - Environmental impacts
    - Rob discussed a complaint that we received about an inappropriately placed control and led a discussion on how we can minimize the environmental impacts of orienteering.
      - Suggestion to create training or other guidance for course designers, volunteers and members.
      - Suggestion to work with the county parks, state parks or a friends group on a service project, trail adoption, donation or conservation project.
  - Equipment
    - Greg discussed the need for additional 14" x 20" 4 mil. plastic bags. **Phil to order.**
    - Greg discussed whether we will need to borrow or rent additional high-capacity dibblers for the EAR event. **Greg to follow up with Doug Kennedy.**
- **Next Meeting: September 2<sup>nd</sup>, format to be determined**