

Board Meeting Minutes Buffalo Orienteering Club

11/5/2021, via Zoom

Attendees: Linc Blaisdell, Jennifer Borowicz, Dave Cady, Rod Cameron, Henry Davis, Lynne DePasquale, Greg Hyatt, Dave Reeves, Rob Reeves, Phil Wolfling

****Action items in bold***

- The group reviewed the action items from the minutes of the 9/2/21 board meeting.
- Past Events
 - **Henry to look up meet expenses for the 2021 in-person events and send the information to Rob.**
 - **Rob to update the Meet Report Totals document and share with the group.**
 - Sprague In-Person Brook Meet, 9/11
 - Phil reported that there were approximately 32 registrations.
 - Results posted at <https://buffalo-orienteeing.org/wp-content/uploads/2021/09/2021-SBP-Results.html>
 - **Phil to turn in the cash received for walk-in registrations and Map Hike sales to Henry.**
 - Sardinia Solo Score-O, 10/2-10/10
 - Lynne reported that there were 33 registrations.
 - Results posted at <https://buffalo-orienteeing.org/wp-content/uploads/2021/10/Sardinia-Solo-Event-Results-2021-Responses-For-web.pdf>
 - The weather was very rainy for a lot of the week.
 - The decision to extend the end date through the holiday Monday backfired when it was discovered that Walt and Patty took the controls down early that day.
 - There was some confusion with a registration for WNY Maritime Charter. **Henry to contact them in the spring to coordinate participation in 2022 meets.**
 - Rob suggested that we start referring to the location as “Erie County Forest” in Club communications.
- Standing Committee Reports
 - Mapping
 - Dave reported on the status of the new potential areas to map.
 - Bond Lake Park—has been visited
 - Stiglmeier Park—to be visited
 - Franklin Gulf Park—survey map needed
 - Approximately 10% of the field checking work remains on the Sprague Brook Park map update, with work paused for the winter. Dave is working on combining the new and old portions of the map before the 2022 Map Hike season.
 - Finance
 - Henry reported that event fees received are in line with pre-pandemic levels, minus the trail runs.

- **Henry to set up a time to visit Citizen's Bank with Rob to update the checking account signers.**
 - Map Hikes
 - **Phil to finish his cost analysis document and share with the board.**
 - Phil has started to receive some completion cards.
 - Season will conclude on March 31, 2022.
 - **Phil to contact Lynne regarding the possibility of helping with the 2022 Emery Park course.**
 - **Rob and Phil to decide on recognition items for 2021 finishers.**
 - Website/Communications
 - **Jennifer to work on the Google Form to collect Map Hike completion info.**
 - Membership
 - Rob reported that there is a total of approximately 90 current members.
 - **Rob to take on the membership coordinator duties while Jane is out of town over the winter.**
 - Marketing
 - Lynne led a discussion on the list of potential locations to place rack cards and shared a chart tracking the progress so far.
 - **Phil to visit the permanent course kiosk at Chestnut Ridge Park to determine what sort of rack card holder is needed.**
 - Equipment
 - **Lynne to drop off control flags to Phil.**
 - **Phil to inventory all control flags to determine which ones need to be repaired or replaced over the winter.**
 - Nominations
 - Greg reviewed the discussions so far.
 - Rob and Jennifer to come off board in 2022.
 - Henry and Phil are willing to stay on as officers.
 - Lynne, Dave & Rod are willing to stay on the board.
 - The group reviewed the membership list to identify possible new board members.
 - **Greg to call another nominating committee to plan the next steps.**
 - Old Business
 - Tax-Exempt Status
 - Dave reported that we have received approval from New York State to amend our Articles of Incorporation.
 - Dave has inquired with our lawyer on the status of the IRS application.
 - Sales Tax
 - Henry reviewed the process to set up an account with New York State to begin paying sales tax.
 - **Henry to inquire as to whether meet fees and memberships are taxable.**
 - Greg discussed the possibility of using Hyatt's or another third party to process Map Hike sales and handle sales tax. **Greg to do further research and report at the next board meeting.**
 - Club History—no report
 - Website search engine optimization—no report

- Emery Park permanent course—no report
- New Business
 - OUSA Annual General Meeting
 - Dave attended the meeting via Zoom. No new initiatives were announced.
 - Future National Ranking Event
 - The group discussed the possibility applying for a fall 2023 two-day Championship NRE event with ROC.
 - Dave Cady is willing to serve as meet director.
 - **Dave to contact ROC and coordinate a preliminary planning meeting with all of the folks interested in helping.**
 - Winter-O
 - Rob proposed a winter orienteering event at an Erie County park in January or February of 2022 that wouldn't necessarily include skiing.
 - Dave C, Dave R and Henry volunteered to help.
 - **Rob to set up a meeting to decide on date, location and format.**
 - 2022 Event Schedule
 - Rob reported that Camp Scheollkopf is planned to be sold within the next one to three years.
 - **Greg to put together a draft event schedule based on the 2019 schedule and email it to the group for comments.**
- Next board meeting set for Friday, January 14th via Zoom. **Rob to send out the agenda.**