

## Board Meeting Minutes Buffalo Orienteering Club

3/11/2022, via Zoom

Attendees: Jennifer Borowicz, Dave Cady, Rod Cameron, Steve Daly, Henry Davis, Lynne DePasquale, Dave Reeves, Rob Reeves

### \*Action items in bold

- The group reviewed the outstanding action items from the 1/14/2022 board meeting minutes.
  - **Jennifer to make a Map Hikes submission page on the website and a Google Form for the 2022 season. Rob and Phil to discuss including the submission page link on the 2022 Map Hike kit postcards. Rob reported that one person submitted the form for 2021 so far and it worked well.**
  - **Phil to finish the Map Hike cost analysis document and share it with the board.**
  - **Henry to set up a time to visit Citizen's Bank with Rob to update the checking account signers.**
  - The Chestnut Ridge permanent course kiosk needs a new rack card holder. **Dave to get a sample to Phil and discuss the possibility of adding a lid.**
  - **Rob to create Facebook events for the 2022 schedule.**
  - **Henry to follow up with WNY Maritime Charter School regarding participation in 2022 Club events.**
  - **Rob to discuss with Phil about including the sales tax costs in the price of 2022 Map Hike kits to be sold on the website and by mail.**
- Past Events Reports
  - Emery Park Winter-O, 2/12
    - Dave reported that the event was a success with 15 participants attending.
    - Total revenue of \$130, total expenses of \$53.
    - Use of synthetic map paper worked well. Approximately double the cost or \$1 per map for 8 ½" x 11".
    - Live, real-time results reporting was used and worked well.
    - Rob completed the meet report and shared it with the board.
- Upcoming Events
  - Annual Meeting, 4/16
    - Rob suggested an in-person meeting at Emery Park Stohrer Lodge. After discussion, a Zoom meeting was decided on. 10:00am start.
    - **Rob to set the agenda and email the details to the membership.**
    - **Jennifer to update the website.**
    - **Henry to provide a Treasurer's Report.**
    - **Greg to conduct the board and officers election.**
    - **Rob to compile the 2021 Map Hike finisher results and order the recognition stickers.**
  - Cherry Blossom Challenge, 5/1
    - Event details have been posted to the website.
    - Dave and Rob have been working on online registration set up. Registration to open in mid-March.
    - **Dave to recruit event volunteers.**

- Chestnut Ridge Meet, 5/15
  - Henry has rented a shelter and begun designing three courses.
  - **Henry to recruit event volunteers and contact Linc regarding offering a Learn & Practice session at the event.**
- Emery Park Score-O, 6/4
  - **Rod to recruit event volunteers.**
- Standing Committee Reports
  - Mapping
    - Desire to map a new park this year—either Bond Lake or Franklin Gulf. **Mapping Committee to make a recommendation to the Board at the May meeting.**
  - Finance
    - Henry discussed 2021 revenue and expenses and will **share the multi-year comparison document with the board.**
  - Map Hikes
    - Lynne is working with Walt and Patty on Emery Park.
    - Sardinia is up.
    - Phil is currently designing Chestnut Ridge.
    - **Phil to follow up on Sprague Brook, Hunters Creek and Knox Farm.**
    - **Phil to give the finisher cards received to Rob for compilation.**
  - Website/Communications
    - Discussion of the possibility of creating a new website on a different platform such as Weebly/Square or Wordpress that would make updating and maintenance simpler.
    - Rod, Steve, Lynne and Phil all expressed a willingness to help with the process. **Rob and Jennifer to follow up.**
  - Membership
    - Rob sent email reminders and postcards to lapsed members.
  - Marketing
    - Discussion of marketing the Club and orienteering to passersby at the Cherry Blossom Challenge.
    - Discussion of press coverage at the event. **Dave to work on a press release.**
  - Equipment
    - Dave discussed the possible need for a new Club laptop. **Dave to follow up with Phil and Doug Kennedy and make a recommendation to the Board.**
  - Nominations
    - Rob agreed to be nominated as President for a fourth two-year term.
    - Steve Daly nominated to fill the board seat to be vacated by Jennifer. Steve to take minutes at future board meetings.
- Old Business
  - Tax-Exempt status application
    - **Dave to follow up with the lawyer.**
  - 2023 National Ranking Event
    - The OUSA board approved the 2023 US Masters Championship bid.
    - **Dave to coordinate with ROC on the next steps in the planning process.**
    - Phil is the course designer and will be assigned a course consultant by OUSA.

- The Sprague Brook Map Hike needs a disclaimer regarding the park embargo.  
**Dave to provide text of disclaimer to Phil and Jennifer.**
- New Business
  - The group reviewed Dave's proposed revision to the "General Event Info" to be posted on the website.
    - Further clarifications were suggested. **Dave to provide an updated copy to the board.**
    - The board approved the proposed changes to the youth and group fees.
  - Rob suggested that all meet directors serve as registrars for their event. **Rob to set up a Zoom training session on how to use the EventReg system for all who are interested.**
  - Rob discussed that there is a new gift shop vendor at Allegany State Park and that we will need to contact them to see if they are interested in selling our Allegany maps. **Volunteer needed to reach out.**
  - Rob discussed the need for meet directors to provide registration data to Jennifer after each event so that she can add the registrants to the Club Mail Chimp email list.
  - Next board meeting set for Wednesday, May 11<sup>th</sup>. **Rob to create the agenda and send an email reminder and Zoom link.**