

**Board Meeting Minutes
Buffalo Orienteering Club**

3/7/2023, 7:00pm via Zoom

Present: Phil Wolfling, Dave Cady, Rob Reeves, Lynne DePasquale, Rod Cameron (joined meeting in progress), Henry Davis, Steve Daly, Dave Reeves (non-voting), Gregory Hyatt (non-voting)

-Action items in bold

- The group identified outstanding action items from the 1/10/2023 board meeting minutes:
 - **Phil to reach out to map printer as the map printer has not been charging the Club for map printing**
 - **Phil to finish mailing the 2021 map hike completion stickers**
 - **Phil to provide a map hike kit cost analysis to the board for review**

- Past Events
 - Emery Park Winter-O, 2/12 Dave Cady
 - 17 entries (5 groups, 12 individuals, 1 walk up)
 - 26 participants in all
 - Had to switch shelter at last minute, but was able to email update to group through Event Reg easily
 - Might not mention a skiing option next year

 - Burmaster Park Winter-O, 3/4 Dave Reeves
 - Event went very well for first at Burmaster and first with Dave as meet director
 - It was easy to coordinate with Niagara County and we were able to use the warming shelter building
 - 22 participants in all
 - There was a lot of snow for the event

- Upcoming Events
 - Annual Meeting, 4/15 Rob Reeves
 - **Rob to prepare and circulate agenda**
 - **Jennifer to send out invitation email**
 - **Rob to compile and circulate the 2022 Map Hike results**
 - **Rob to order the 2022 Map Hike finisher recognition stickers**
 - **Henry to purchase prize for the Map Hike finishers drawing**
 - **Rob to purchase the hot dogs and veggie burgers and contact Linc regarding paper products and cooking utensils**
 - **Rob to contact Doug Kennedy to see if he has the club propane grill**
 - **Rob to prepare "State of the Club" report**
 - **Henry to prepare Treasurer's Report**
 - **Phil to have 2023 Map Hike kits ready for sale at the event**

 - Cherry Blossom Challenge, 4/30 Dave Cady
 - Two courses planned

- **Dave anticipates needing instructors for the event given the typical amount of newbies that usually attend**
- This is first time this event has been held in April, as Club is trying to keep it aligned with Buffalo Cherry Blossom Festival
- Emery Park Meet, 5/20 Rod Cameron
 - **Rod to set the start location and coordinate with Henry and Phil regarding the shelter reservation and park permit**
 - **Rod to communicate the event details to Jennifer for posting on the website and email promotion**
 - **Rod to set up online registration by “cloning” and editing the Cherry Blossom Challenge event and communicate with Jennifer when ready**
- Standing Committee Reports
 - Mapping Dave Cady
 - **Dave to mentor Rod Cameron in preparing a small map for Allegany State Park near Camp Allegany area for use at the Allegany Nature Pilgrimage event in June.** Targeting May 1 completion date.
 - Dave delivered final Burmaster map to the Club and submitted his travel expenses for reimbursement
 - A discussion was held regarding designing an updated full Alleghany State Park map as a potential action item for the mapping committee in 2024. Some future considerations were identified, including whether we want to update the map (there was a consensus that we should not reprint the map without updating it), whether the map should be geo-referenced for use with phone apps, and what level of field checking would be necessary.
 - Rob reported that he was contacted by someone who is interested in purchasing geo-referencing maps from the club.
 - Finance Henry Davis
 - The Club filed 990 form with IRS for 2022
 - Henry provided an update to the Board regarding his evaluation of options for investing the cash the Club has in its bank account. Based on his review of interest rates, he recommends the Club invest its cash reserves in a CD or multiple CDs. A discussion was held among those present regarding the parameters for investing in a CD. Greg recommended laddering the investments and potentially using a brokerage account to streamline the process. **Henry to evaluate options for selecting CD(s) and submit a proposal to the Board for consideration.**
 - Map Hikes Phil Wolfling
 - Phil reported that he has coordinated with the map hike volunteers about placing the 2023 courses
 - The sale of 2022 map hike maps to end. **Phil to remove maps from Gear For Adventure and Hyatt’s.**
 - New map hikes out by end of April; **Jennifer to send out an email to members when ready**
 - Website/Communications Jennifer Borowicz

- Rob reported that there were a number of broken links of historical documents from the Club website dating back from 2006-2011 (meet results, minutes, newsletters). Jennifer has been working with Greg on restoring the links.
 - A discussion was held among the Board regarding the preservation of historical records for the Club.
 - Membership Rob Reeves
 - Rob to hold off on training Lynne regarding membership duties until the new website is ready
 - Marketing Lynne DePasquale
 - Lynne reported on the process for Google Ads. After a discussion was held, **the Board agreed to authorize Lynne to use up to \$250 as a “test run” of Google Ads to promote the spring events.**
 - Youth Development Steve Daly
 - Steve reported that he has been in communication with Bruce Morrison regarding licensing the Club’s maps and sought guidance from the Board regarding terms for licensing the maps. A discussion was held regarding potential terms for licensing the Club’s maps to Bruce’s organization. **Steve to finalize draft terms and approach Bruce with proposal for licensing.**
- Old Business
 - Learn & Practice Events/Training Rob Reeves
 - Rob reported that, for now, the Club will rely on meet directors to coordinate new orienteer training at events. **The Club is looking for a long-term replacement for Linc to organize formal Learn & Practice events.**
 - It was noted that during online registration, we can now see whether this is a person’s first time orienteering when they register.
 - For most events, the Club will usually have only a few “new” orienteers, who can usually be brought up to speed by the meet directors or their delegates before going out on a course
 - New Website Steve Daly
 - Steve provided an update regarding the new design of the website and showed the Board a “sneak preview” of what it might look like. A discussion was held regarding accessibility requirements for website design. **Steve to coordinate with Jennifer to bring her up to speed on current redesign of website.**
 - OUSA Rechartering Phil Wolfling
 - OUSA Rechartering paperwork and payment has been submitted
 - Masters Championships Dave Cady
 - Dave reported that registration for the national event went live on March 3
 - **The masters’ website still needs to be updated to reflect accommodations**
 - **Dave still needs to find volunteers for certain activities**
 - New Laptop/Software Dave Cady

- The laptop that Greg donated to the Club has been loaded with the necessary software and was used successfully at the two winter events.
 - Rack card update Dave Cady
 - A brief discussion was held regarding replacing the tag line on the rack cards. Some options included “An outdoor sport for everyone,” or “Cunning running.” The Board did not reach a consensus on this item.
 - Equipment inventory Rod Cameron
 - **Rod still intends to develop a master list of the Club’s equipment.**
 - Camp Scouthaven map Phil Wolfling
 - Phil has been working on this in order to help Camp Scouthaven have an orienteering map
- New Business
 - Website FAQ page
 - Rob reported that he, Dave, and Jennifer have updated the FAQ page on the Club website as a resource for potential new orienteers
 - Allegany Nature Pilgrimage program
 - Rob is working with Rebecca Wightman and Katy Carrier to offer a Learn & Practice orienteering program at this event on June 2-4
 - New Permanent Courses
 - A discussion was held regarding whether a new permanent course at Burmaster Park should be developed by the Club. A concern was raised that the Scout permanent course at Emery is in disrepair which reflects poorly on the Club. The Club will continue to evaluate the need for and feasibility of new permanent courses moving forward.
- Set May board meeting date & location
 - The Board set the next meeting for May 2, 2023 via zoom at 7:00 PM, **Rob to create the agenda and Steve to circulate the Zoom link**