

Board Meeting Minutes Buffalo Orienteering Club

7/22/2023 at Henry Davis' house

Attendees: Greg Hyatt (non-voting), Rod Cameron, Dave Reeves (non-voting), Rob Reeves, Phil Wolfling, Henry Davis, Steve Daly, Lynne DePasquale

Excused: David Cady

- The Board approved the 5/2/2023 meeting minutes and reviewed the outstanding action items
 - The map printer has provided an approximately \$2300 bill, going back to 2020, for map printing services. There are additional fees incurred for 2023 that have not yet been billed (about \$400). A discussion was held about asking for the printer to bill the Club more regularly as costs are incurred moving forward.
 - Rob reported that Jennifer has removed from the website the Emery Park clue-o's from previous annual meetings.
 - Phil reported that he has finished mailing the remaining 2022 map hike completion stickers and that he does not intend to mail the remaining 2021 ones. Rob suggested mailing the 2023 stickers as soon as possible in the spring even if it results in higher postage costs due to not including them with 2024 map hike orders.
 - **Phil to provide an itemized list of 2022 map hike kits returned from retail partners.**
 - Dave Cady has updated the paper event waiver form to include the information needed from walk-in meet attendees and it has been posted to the website on the "forms" page.
 - **Rob to prepare non meet-specific school-year waiver form for use by WNY Maritime.**
 - **Steve to create executive summary of OUSA rules for course designers and meet directors.**
 - **Phil to prepare a map hike kit cost analysis.**
- **Past Events Reports**
 - Emery Park Meet, 5/20 - Rod Cameron
 - 63 attendees (good attendance despite weather)
 - A lot of people signed up online were no shows
 - Weather was very poor
 - Allegany Nature Pilgrimage, 6/3 - Rob Reeves
 - Between 50-75 people participated
 - Feedback was positive from attendees
 - Some attendees expected a 90-minute map and compass use instruction
 - The volunteer instructors provided different amounts of instruction
 - Board discussed potentially giving out free memberships or certificates to attendees to such events in the future

- Scouting Program Launch, 6/10 - Phil Wolfling
 - Attendance was about 150 people; hoping for 300-400 next year
 - Distributed a lot of Club marketing material and old 2021 map stockpiles
- Rademacher Park Score-O, 6/17 - Peter Weber
 - 30 attendees
 - Sold 3 map hikes of Chestnut ridge
 - \$240 revenue but renting portable toilet was \$233
 - Peter not interested in continuing on as meet director
 - The Board held a discussion regarding how best to support meet directors and agreed there should be an assistant assigned for each event
 - Discussion on creating a one-page “backdater” document to help meet directors keep track of necessary tasks.
 - A discussion was held among the Board regarding how to accept electronic payment for walk-ins or on site map hike sales. Card payments in any amount may be made to the club using the following link: <https://paypal.me/BuffaloOrienteering>
- Learn & Practice event, 6/29 - Rob Reeves
 - Linc, Lynne, and Rob put together this event on a Thursday evening
 - 26 people signed up
 - 16 non-members
 - 6 juniors
 - 4 members
 - 20 people attended, with 6 no-shows
 - 5 instructors total, including Jackie Nand Doug Kennedy
 - Rob reported that Linc thought the event might have been scheduled a little too late in the day due to fading daylight
 - Air quality alert was in effect, which possibly affected attendance
 - Would like to do a similar event in late August or early September before the Masters event
 - Rob reported that a Facebook ad campaign in the amount of \$50 was used to promote the event
- Chestnut Ridge Park Meet, 7/16 - Henry Davis
 - 51 registrants but 40+ attended. Slightly disappointed in the attendance.
 - Made \$300+
 - 3 new members signed up
 - Sold a few six packs of maps
 - Steve Lakomy was unavailable as assistant meet director and Henry reported needing some additional support.
 - 4 courses -> used a true beginner and then an advanced beginner course, with good participation
 - Number of folks didn’t finish the red course
- Upcoming Events
 - Ellicottville Adventure Run, 8/26 - Greg Hyatt
 - Greg provided an update on the upcoming event

- Dave Reeves, Henry Davis volunteered to assist
 - US Masters Championships, 9/23 - Dave Cady
 - Phil has the courses all designed; they have been vetted twice.
 - Dave was unavailable to provide an update as he was traveling
 - Rob discussed promoting the recreational courses to beginners and club members for both Sprague Brook and Letchworth as part of the Masters Championship. **Rob to work with Dave and Jennifer to update language for the event on the BFLO Club website and subsequent emails.**
 - Dave circulated a preliminary proposed budget, which was approved by the Board
- Standing Committee Reports
 - Mapping - Dave Cady
 - Rob reported that NYS Parks purchased 20 Allegany Maps for internal use
 - Phil still has about 200 Allegany maps left in inventory
 - Town of Lewistown has opened the former BSA Camp Stonehaven property to the public.
 - Phil created a 1:7500 scale version of the Chestnut Ridge permanent course map. There exist different versions due to various edits made. **Phil to contact Dave regarding incorporating all edits into the new map scale before sending the map to Jennifer for posting to the website.**
 - Finance - Henry Davis
 - Now that Club is a 501c3, need to register with NYS charity bureau
 - Henry circulated among the Board a comparison of different options for dealing with the Club's cash reserves. A discussion was held among the Board regarding Henry's proposal, with some additional follow-up items identified for Henry to look into.
 - Map Hikes - Phil Wolfling
 - Sales have slowed down
 - Website - Jennifer Borowicz/Steve Daly
 - Steve reported that the website is progressing and that he intends to work with Jennifer on creating the events pages.
 - Membership - Rob Reeves
 - 31% increase in total club membership since April 2023
 - Marketing - Lynne DePasquale
 - Ad still up on Google, goes to main web page
 - Considering community calendars/newsletters, maybe for next year at beginning of the season, late winter
 - Rob reported on his presentation to ADK Niagara Chapter, map and compass clinic, but the event was a disappointment because he only spoke for a few minutes at the very end.
 - Equipment - Phil Wolfling/Rod Cameron
 - Wait until end of season to prepare inventory
 - Phil creating two meet equipment totes that are intended to be exact duplicates.

- Phil thinks we should get another box of controls/electronics/flags with extra cash reserves
 - Rod to look at what equipment is not in good condition when he does the inventory
- Old Business
 - Map licensing - Steve Daly
 - Nothing to report
 - Camp Scouthaven map & course - Phil Wolfling
 - Phil produced this map and put out controls for use by scouts during summer camp
 - Wants to put them in more difficult spots for use by scouts during year-round camping
 - Emery Park permanent course – Phil Wolfling
 - No update
- New Business
 - Fall Events schedule
 - A discussion was held among the Board regarding the timing of fall events, with Greg Hyatt recommending that the Club have more events after Labor Day. Greg noted that he was unsure if he was going to continue doing the Ellicottville event in the future.
 - Mentorship Program
 - Greg Hyatt proposed the idea of a mentorship program, to help new or intermediate level orienteers “level up” by orienteering with a more experienced person.
 - Erie County Parks Partnership
 - Phil and Dave were contacted by the Deputy Parks Commissioner to discuss some sort of formal partnership with the club. **Dave to follow up with the Deputy Commissioner and report back to the Board.**
 - Fall scout orienteering event at Burmaster Park (May 2024)
 - Rob proposed assisting with another event for the Scouts (similar to what was done in Fall 2022), and after a discussion was held, the Board agreed to loan electronics and electronics support for this event.
 - Proposal for permanent course at Burmaster Park - Dave Reeves
 - Dave outlined his proposal for the Board regarding a new permanent course at Burmaster Park.
 - A discussion was held among the members of the Board as to whether a map hike or permanent course should be the preferred course of action, with the Board deferring for now the creation of a map hike.
 - The Board agreed for Dave to move forward with creation of a permanent course and agreed to cover expenses.
 - Land Conservancies
 - Greg Hyatt raised the issue of whether local land conservancies might be willing to host an orienteering course on any of their preserves.
- The Board set the next Board meeting for Sept. 10 in person at Phil Wolfling’s house.