

Minutes of the USOF Board of Directors' Meeting

1 August 2000

USOF CONVENTION - Truckee, CA

- I. **Call to Order:** President Charles Ferguson called the USOF Board of Directors meeting to order at 3:10 PM with a roll call.

Officers present:

Charles Ferguson - President

Liz Kotowski - VP Marketing and PR

Eric Bone - VP Competition

Michael Schneiderman – VP Club Services

Linda Ferguson - Secretary

Robin Shannonhouse, Executive Director (non-voting)

Board members present:

Alan Petit, Mid-Atlantic

Bill Cusworth, NW

David Irving, SW

Gary Kraght, Pacific (alt)

Barbara Sleight, A/L

Nancy Koehler, A/L Competition

Robert Buraczynski, NE

Others present:

Steve Shannonhouse (Facilitating), Joanne Sankus (BOD alt, NE), Karen Dennis, Glen Cafferty, Catherine Yekenevich, Sherry Litasi, Mikell Platt, Robert Turbyfill, Chuck Spalding, and Chris Cassone

(Attendees not on the sign-in roster may not be recorded as present)

1. OPEN FORUM:

1. David Irving requested that the president assemble a committee to reform outdated bylaws to reflect how USOF conducts business, including E-mail and mail voting procedures.
2. Barbara Sleight asked if it was possible to approve the minutes before all errors were corrected. If the content is correct, minor corrections can be made later.
3. The *ANNUAL USOF YEARBOOK* committee, headed by Nancy Koehler, is considering inclusion of a Section about the USOF Board of Directors, as well as directors' photos.
4. Michael Schneiderman requested that future BOD/AGM meetings at USOF conventions be moved closer together, making it more efficient for BOD members to attend all meetings. Presently, directors without enough vacation time to attend the entire convention must choose which meetings to attend.

III. **Minutes:**

It was moved and seconded that the minutes of the April 1, 2000 BOD meeting be approved as corrected:

VOTE: Yes – Unanimous

THE MOTION PASSED.

IV. **FINANCIAL REPORT:** None

1. AGENDA ITEMS:

1. BOARD APPROVAL OF CREDENTIALS COMMITTEE – Chuck Ferguson

President, Chuck Ferguson entertained a motion to approve appointment of Joanne Sankus, Catherine Yekenevich, and Robert Buraczynski (chair) to the Credentials Committee for the Annual General Membership meeting.

It was so moved by Barbara Sleight.

SECOND - Alan Petit

DISCUSSION: None

VOTE: Yes – Unanimous

THE MOTION PASSED

B. **PROPOSAL: 2001 INTERSCHOLASTICS BID – Eric Bone**

PROPOSAL: Eric Bone made a motion that the BOD approve a bid by DVOA for the 2001 Interscholastic Championships, March 31-April 1, 2001, at Elk Neck State Park & Camp Rodney, Northeast, Maryland.

SECOND - Michael Schneiderman

DISCUSSION:

- o A straw poll taken by E-mail vote was unanimous.

VOTE: Yes – Unanimous

THE MOTION PASSED

C. **PROPOSAL: E-MAIL VOTING POLICY - Robin Shannonhouse for Laurie Searle**

PROPOSAL: (attached)

Robin Shannonhouse asked that a motion be made on her behalf for Laurie Searle - Chair, to approve the Policy for E-mail Voting

It was so moved by Michael Schneiderman

SECOND – Eric Bone

DISCUSSION:

- o The proposal was developed based on Roberts Rules of Order and Virginia Law.
- o Rob Wilkerson is researching a question raised as to who would sign a consent form required by Virginia law, in the event that an alternate BOD member votes.
- o A question was raised concerning the amount of time allowed for debate and voting. The consensus was that more time should be permitted due to possible delays in receiving e-mail when directors are traveling.
- o AMENDMENT: David Irving made a motion to amend Section C-7 to read:

FROM: The Moderator opens the second motion for debate on the BOD-net with a stipulated date/ time/time zone deadline for debate, usually 5 calendar days from the posting date, and a stipulated date/time/time zone for voting, usually 10 calendar days from the posting date...

TO: The Moderator opens the second motion for debate on the BOD-net with a stipulated date/ time/time zone deadline for debate, usually 10 calendar days from the posting date, and a stipulated date/time/time zone for voting, usually 15 calendar days from the posting date...

SECOND: Nancy Koehler.

VOTE: Yes - 9

No - 1

Abstain –1

THE AMENDMENT PASSED

- o AMENDMENT to Section C-7: by Eric Bone

Eric Bone made a motion to change Section C-7

FROM: Shortened or lengthened timelines must be approved by 2/3 of the BOD

TO: Timelines shortened or lengthened from those set by the moderator, must be approved by 2/3 vote of the BOD.

SECOND: Gary Kraght:

VOTE: Yes – 10

No – 0

Abstain - 1

THE AMENDMENT PASSED

- o AMENDMENT to Section C-14: by David Irving:

David Irving made a motion to amend Section C-14 to include:

In the event that e-mail is not available to the director, he/she may telephone their vote into the moderator.

SECOND: Bill Cusworth

VOTE: Yes - 9

No - 1

Abstain: - 1

THE AMENDMENT PASSED

o AMENDMENT TO Section C-1:

David Irving made a motion to amend Section C-1, last sentence

FROM: The president may vote only to make or break a tie.

TO: The president may vote only to make or break a tie vote, when it makes or breaks a vote.

Gary Kraght made a FRIENDLY AMENDMENT to strike the last sentence in Section C-1, in its entirety, eliminating the sentence. *The president may vote only to make or break a tie.*

The friendly amendment was accepted.

DISCUSSION:

- o As a point of clarification, "the president" refers to USOF presidents and not to the moderator.
- o E-mail voting should be conducted much the same as a regular meeting.
- o The policy was developed so that all components can stand alone without having to refer to Robert's Rules of order or Virginia law.
- o USOF is not the UN and rules must be common sense.

VOTE: Yes – 7

No – 1

Abstain – 3

THE AMENDMENT PASSED AS AMENDED

David Irving called a vote on the proposal as amended.

SECOND: Eric Bone

VOTE: Yes – Unanimous

THE MOTION PASSED AS AMENDED

D. **RULES COMMITTEE PROPOSALS – Steve Shannonhouse for Frank Kuhn**

1. **RULE PROPOSAL: USOF Rules for Night Orienteering**

PROPOSAL: (attached)

A motion was made by Eric Bone to approve the proposal.

SECOND: Michael Schneiderman

DISCUSSION:

- o Article 2.2 refers to "area lighting" not flashlights or headlamps.
- o In a grammatical correction in Section 4.2, effected should be changed to read affected.

VOTE: Yes – Unanimous

THE MOTION PASSED

1. **RULES PROPOSAL: Special Rules for Rogaine Events**

PROPOSAL:

A motion was made by Eric Bone to approve the proposal.

SECOND: Liz Kotowski

DISCUSSION:

- o AMENDMENT: David Irving made a motion to amend Section 3, by adding to **SECTION 3. Respect for Land and Property** the following sentence:

Unless stated specifically by the organizers, the following shall apply:

SECOND: Bill Cusworth

VOTE: Yes – 9

No – 0

Abstain –2

Liz Kotowski made a motion to accept the proposal as amended.

SECOND: Eric Bone

VOTE: Yes – Unanimous

THE MOTION PASSED AS AMENDED

1. RULES PROPSAL: Modification of Dual Citizen Eligibility

PROPOSAL: The Rules Committee proposes to modify Rule 5.6 concerning dual citizenship eligibility. (Changes in Italics)

TO: The title of U.S. Champion in any class as determined at an officially designated U.S. Championship Orienteering "A" meet shall be limited to USOF members in good standing who meet one of the following criteria:

a. Are U.S. citizens and citizens of no other country

b. Are in a permanent residence status commonly referred to as "green card carriers"

1. *Hold dual (U.S.) citizenship and reside primarily in the United States.*

d. Hold dual (U.S.) citizenship, reside primarily outside the United States, and have not yet and agree not to compete for a championship in another country during the current calendar year

Requests for clarifications or rulings based on these criteria may be submitted to the USOF Headquarters in writing, 30 days prior to the championship.

Eric Bone made a motion to accept the proposal.

SECOND: Nancy Koehler

DISCUSSION:

- o Currently foreign citizen, permanent U.S. residents are eligible for championship titles immediately, while dual U.S. citizens must wait 12 months after moving to the U.S. to be eligible.
- o Members ask that this to be changed to allow participation that is more equitable.
- o AMENDMENT:

Eric Bone made a motion to amend Section 5.6 to read:

5.6 The title of U.S. Champion in any class, as determined at an officially designated U.S. Championship Orienteering "A" meet, shall be limited to USOF members in good standing who meet one of the following criteria:

1. Is an U.S. citizen

b. Is in permanent residence status, commonly referred to as "green card carriers"

Requests for clarifications or rulings based on these criteria may be submitted to the USOF Headquarters in writing 30 days prior to the championship.

(Subsections c and d are eliminated in their entirety.)

SECOND: Nancy Koehler

DISCUSSION:

- o The amendment was withdrawn and sent to committee for study as a separate proposal.

ORIGINAL PROPOSAL VOTE:

Yes – Unanimous

THE MOTION PASSED

4. RULES PROPOSAL: Interscholastic Events Rules

(New Interscholastics large-attendance format)

PROPOSAL: (attached)

Eric Bone made a motion to approve the Interscholastic Events Rules

SECOND: Nancy Koehler

DISCUSSION:

- o AMENDMENT:

Eric Bone made a motion to amend Section 7.2-second sentence:

FROM: In the event the class fills up the start window even with a separate course, application can be made to the Sanctioning Committee for reducing the start interval to one minute or a qualifier/final may be used.

TO: In the event the class fills up the start window even with a separate course, a one minute start interval or qualifier/final may be used.

SECOND: David Irving

VOTE: Yes – 9

No – 0

Abstain – 2

THE MOTION PASSED AS AMENDED

1. RULES PROPOSALS: Eliminate Champion Club at U.S. Individual Champs

PROPOSAL: The Rules Committee proposed to eliminate Current USOF Competition Rule: 5.8 and 5.8.1 concerning championship club competition.

Barbara Sleight made a motion to approve the Proposal.

SECOND: Alan Petit

DISCUSSION:

VOTE: Yes – Unanimous

THE MOTION PASSED

1. RULES PROPOSAL: Elimination of the Mandatory two-day Format at the U.S. Individual Champs

PROPOSAL: The Rules Committee proposes that the format of the U.S. Individual Championships be a two-day, individual, combined time event, commonly known as the two-day, A-meet format

Eric Bone made a motion to approve the proposal.

SECOND: Gary Kraght

DISCUSSION:

- o "Championship" is assumed to refer to the Individual Championships, using standard length courses. However, it is not stated as such, in the rules.
- o A two-day event is optimal to maximize marketing, sponsorships and public relations. The format needs to be consistent, allowing sponsors to know what to expect from year to year.
- o To benefit the host club, a two-day event is needed to attract the greatest number of participants and spectators. A one-day event may limit the number of people who are willing to attend due to travel expense.
- o A specific two-day format may be too restrictive, hindering innovation.
- o Premier individual events should be specified and tightly controlled, as in IOF events.
- o AMENDMENT:

Eric Bone made a motion to amend the rules to include:

The Rules committee recommends that the Individual championships be a two-day event (see Rules) except for the M-21 and F-21 classes.

SECOND: Bill Cusworth

DISCUSSION:

- o A one-day championship event prevents learning the terrain on day one and taking day two to apply that knowledge.

- o Averaging two days of competition may be more indicative of total championship Orienteering, whereas a win in one day may be more luck than skill.
- o Sponsors must know that the format is consistent. A two-day format a stronger negotiating point with sponsors looking for the most for their investment.

AMENDMENT VOTE:

Yes – 5

No – 6

Abstain - 0

THE AMENDMENT FAILS

ORIGINAL MOTION VOTE:

Yes – 2

No – 7

Abstain –2

THE MOTION FAILS

The proposal is returned to committee.

1. RULES PROPOSAL: Eliminate Condensed Class Option from Course/Class Structure

PROPOSAL: The Rules Committee requests the condensed class option be eliminated from the course/class structure of the USOF Rules, eliminating excessive explanation for a structure not longer in common use.

Nancy Koehler made a motion approve the proposal.

SECOND: Bill Cusworth

DISCUSSION:

- o Most clubs are not using the option.
- o Eliminating the condensed class option will not influence the number of courses offered.

VOTE: - Unanimous

THE MOTION PASSED

1. PROPOSAL: FINANCIAL ASSISTANCE FOR THE 2000 NORTH AMERICAN CHAMPIONSHIPS – Robert Buraczynski

PROPOSAL/motion: A proposal in the form of a motion was made by Robert Buraczynski on behalf of HVO, requesting that: The USOF Board amend the budget to include an expenditure from the "Operating Fund" in an amount not to exceed \$1000, reimbursing HVO for the costs associated with the travel expenses of their IOF Controller.

SECOND: David Irving

DISCUSSION:

- o HVO was asked to host this as an IOF event after the BOD approved the original bid for the 2000 North American Championships.
- o The IOF assigned controller for this event must come from Ireland, as there are no North American IOF controllers available.
- o Funding of this type may become a precedent to encourage IOF/USOF events.

AMENDMENT:

David Irving proposed that USOF match HVO's expenses with an amount not to exceed \$1,000.

SECOND: Linda Ferguson

AMENDMENT VOTE:

Yes - 4

No - 5

Abstain –1

THE AMENDMENT FAILS

Gary Kraght called for a vote on the original motion.

VOTE: Yes - 8
 No – 0
 Abstain – 2

THE MOTION PASSES

F. PROPOSAL: REVIEW SANCTIONING FEE STRUCTURE – Robert Buraczynski

PROPOSAL/motion: Robert Buraczynski moved that the USOF Board assigns a person or persons, to examine the Sanctioning Fee structure and to report back to the USOF Board at its fall meeting with a recommendation changing the structure to one where the clubs hosting Championship events pay the same as, or less than, clubs hosting non-championship events.

SECOND: David Irving

DISCUSSION:

- o Higher fees for championship events were introduced to offset the cost of fees services provided by USOF for sanctioned events.
- o The USOF operating budget in the 80s did not have the reserves that today's budget carries and required reimbursement for controllers, etc.
- o Bid events are prestige events, bringing in more revenue and should cost more for sanctioning.
- o AMENDMENT: Gary Kraght made a motion to amend the proposal, striking everything after "...fall meeting..."

FROM: ...the USOF Board assigns a person or persons, to examine the Sanctioning Fee structure and to report back to the USOF Board at its fall meeting with a recommendation changing the structure to one where the clubs hosting Championship events pay the same as, or less than, clubs hosting non-championship events.

TO: ...the USOF Board assigns a person or persons, to examine the Sanctioning Fee structure and to report to the USOF Board at its fall meeting.

SECOND: Liz Kotowski

AMENDMENT VOTE:

Yes - 9
No – 1
ABSTAIN – 0

THE AMENDMENT PASSES

PROPOSAL VOTE:

Yes - 9
No – 1
ABSTAIN – 0

THE PROPOSAL PASSES

G. PROPOSAL: TO PERMIT USOF TO ENTER A THREE-YEAR SPONSORSHIP AGREEMENT WITH ACTIVE.COM – Liz Kotowski

PROPOSAL: Liz Kotowski moved that the USOF Board authorize an ad-hoc committee, under the direction of the President or his designee to seek a marketing concept, services, relationship, and a contract proposal with Active.com.

Prior to signing, the BOD will have opportunity to review the three-year sponsorship agreement. Said agreement would provide a range of free on-line services intended to improve competition management, enhance member services, and further USOF's marketing and public relations program. Additionally, an attorney must approve the terms of any agreement by the President or his designees prior to signature.

After execution of the agreement, the type, scope and priority of specific services would be recommended by a committee appointed by the President, in consultation with the Executive Director. Decisions about which services to pursue would be made periodically by the Executive Committee or referred to the Board of Directors as appropriate. The appointed committee would be responsible for working with Active.com, the Executive Director, and the USOF webmaster to implement those services. SECOND: Eric Bone

DISCUSSION:

- o There are no hard costs to USOF
- o Costs to USOF involve time spent in developing products and responding to inquiries resulting from Active.com marketing

- Questions to Active.com from the Executive Director have not been handled well or answered thoroughly.
 - Those (within USOF) designated by the President may be allowed access to pertinent portions of the Active.com data-base for purpose of determining demographics, finding solutions to membership problems, marketing Orienteering to the general public, etc.
 - It is in the interest of Active.com to maintain the privacy of USOF members and its database, to retain the organization's trust or risk losing USOF's business
 - Risks:
 - Disruption of traditional procedures
 - Rapid growth that the organization is not prepared to handle
 - Risk of offending individuals/clubs who feel high tech approach not for USOF
 - Possible loss of some USOF Federation privacy (not individual)
 - An escape clause is built into contract if Active.com does not provide services as contracted for, however the contract cannot be voided otherwise
 - Benefits:
 - Higher profile image, visibility, awareness brought by Internet accessibility
 - USOF will look like a more serious organization to sponsors
 - Increase in growth possible through higher visibility
 - Access to publicity through regional magazines
 - Expanded role for Executive Director
 - Club/data entry will be automated
 - Donations/fund raising will be available on the website
 - Possible USOF catalog
 - Provides better opportunity to work with other sports for mutual promotion
 - Highlights and articles from ONA will be available directly on Active's site
 - Adjustments to products take aprox 6 weeks for functionality
 - Information will be updated daily, directly to the USOF server
 - Active.com will pay for a consulting trip and for training, or come to GA to conduct training
 - AMENDMENT:
 - David Irving made a motion to amend the proposal by striking USOF lawyer and replacing with a lawyer in the second sentence of the proposal.
 - Second: Eric Bone
- DISCUSSION:
- USOF does not have an attorney on retainer
 - An attorney specializing in Internet and dot.com operation will be needed to review the contract
 - Any attorney retained, must be approved by the Executive Committee

AMENDMENT VOTE:

Yes – Unanimous

THE AMENDMENT PASSES

VOTE

Yes – Unanimous

THE MOTION PASSED

The USOF President will appoint an ad-hoc committee under VP Marketing and Public Relations, Sherry Litasi as chair, to seek a marketing concept, services, relationship with Active.com, and a contract proposal for BOD approval.

1. ADJOURNMENT:

Eric Bone made a motion to adjourn

SECOND: Michael Schneiderman

The meeting was adjourned by unanimous vote at 6:45 p.m.

VII. USOF BOD MEETINGS:

The next USOF BOD meeting will be August 4, 2000, following the AGM

VIII. TASKINGS from meeting:

WHAT	WHO	WHEN
<i>Fall Agenda Deadline</i>	<i>All BOD</i>	<i>31 Sept</i>
2001 USOF Budget posted	David	NLT 31 Sept
Two-day Ind. Champs Format posted	Steve	31 Sept
Vote: 2-day Champs Format proposal	BOD	Fall BOD meeting
Dual Citizen Eligibility Proposal posted	Steve	31 Sept
Vote: Dual Citizen Eligibility	BOD	Fall BOD meeting
Sanctioning Fee Restructure Report	Robert	Fall BOD
Active.com Ad-hoc Comm. appointment	Chuck/Sherry	NLT 31 Aug
Begin Active.com Committee	Sherry	ASAP
Active.com Interim Report	Sherry	Fall BOD meeting

Respectfully submitted,

Linda Ferguson

Secretary

Board of Directors

United States Orienteering Federation

Attachments:

E-Mail Voting Policy

USOF Rules for Night Orienteering

Special Rules for Rogaine Events

Interscholastic Events Rules

Attachments:

USOF Board of Directors Policy for E-Mail Voting

A. Action without meeting of Board of Directors (BOD)

1. Any vote that is permitted at a board of directors' meeting may be taken without a meeting if the provisions of this policy are met.
2. Each BOD member must print and sign the consent form and send it to the Executive Director to finalize the vote.
3. Action taken under this policy becomes effective when the last BOD signs the consent form, unless a different effective date is specified in the motion.
4. Any vote taken using this policy has the same effect as a vote taken at a BOD meeting and becomes a part of the recorded minutes of the federation.

B. E-Mail Etiquette

For the procedures that follow, the BOD will observe the following e-mail etiquette:

1. All communications will be via the USOF BOD-net.
2. Each sender of an e-mail message will include his/her name at the end of a message.
3. When referencing other e-mail messages, specific passages shall be quoted prefaced by the originator's name, [John Smith wrote]. Full-text e-mail messages should not be quoted or resent.

C. E-Mail Voting Procedure

For issues requiring Board of Directors (BOD) decisions or actions that could not be completed at scheduled meetings, or which the president feels would require resolution before the next scheduled BOD meeting, the following procedures will be followed:

1. Those eligible to vote include vice presidents, secretary, regional representatives, and the at-large representatives. Alternate regional representatives may vote, however their vote will only be counted in the event that no vote is received from their regional representative.
2. Any BOD member who has voting rights under the USOF bylaws may make a motion.
3. Motions should be worded as such and sent to the President.
4. The President designates a Moderator - either himself/herself or a VP.
5. The Moderator posts the motion to the BOD-net and assigns a "Subject" to it so that the debate and subsequent votes can be associated with the motion. The form of the subsequent e-mail subject lines will be Motion: Header (for example: Motion: GAOC Long-O Bid).
6. A "second" of a motion should be sent to the BOD-net within 72 hours.
7. The Moderator opens the seconded motion for debate on the BOD-net with a stipulated date/time/time zone deadline for debate, usually 10 calendar days from the posting date, and a stipulated date/time/time zone for voting, usually 15 calendar days from the posting date. Timelines, shortened or lengthened, from those set by the moderator must be approved by 2/3 of the BOD.
8. Only one motion may be debated during the timeline, unless approved by the President. On-line debate should include the text of the motion with each posting.
9. Amendments may be posted to the BOD-net any time during the debate period. The form of the subsequent e-mail subject line will be Amendment#: Header (for example: Amendment #2: GAOC Long-O Bid).
10. A second to the amendment should be sent to the BOD-net within 72 hours.
11. The Moderator opens the seconded amendment for debate and re-issues a timeline, if necessary.
12. Debate and voting are not concurrent. Extensions of debates can be requested. The Moderator or any BOD can call to table a motion for further debate, or postpone a motion to in-person meetings.
13. At the beginning of the voting period, the Moderator posts the motion, including any amendments, with the message subject header: "Motion Vote: Header" or "Motion as amended # Vote- Header." (Example: Motion as amended #3 Vote: GAOC-Long-O bid.)
14. Votes will be sent to the Moderator, and/or BOD-net if desired, to approve, oppose, or abstain. If no vote is received from a voting BOD, that person is recorded as "not voting." In cases where no vote is received from a regional representative, the alternative representative's vote shall count. In the event email is not available to the director, he/she may telephone his vote.
15. The Moderator shall send confirmation back to each voter.
16. At the end of the voting period, the Moderator tallies the votes. A majority of the BOD must vote to constitute a quorum.
17. The Moderator may announce the result of the vote before the deadline if the outcome has been decided. The Moderator sends the results to the BOD-net in "roll-call" fashion, stating the BOD and his/her vote.
18. When a motion passes by e-mail vote, the Moderator sends a consent form to the BOD-net with the subject line, Motion Header / Consent Form. The message begins, "I, the undersigned member of the US Orienteering Federation Board of Directors, agree to the implementation of the following board action approved by vote of the USOF Board of Directors;" the message should include the motion, a signature line and a date line. Each board member should make a copy of the consent form, sign it, date it, and mail the copy with original signature to the Executive Director. The motion is not considered passed until all consent forms have been received.
19. The Executive Director compiles all the consent forms and files them in the USOF records. The Executive Director then notifies the Secretary that motion is passed, and then adds any policy changes to the USOF binder.
20. The Secretary records the wording of the motions, voting results, and date of the final vote in the formal minutes.

D. Sample E-Mail Motion

The following example follows a (complicated) proposal from the motion to the vote. The underlined text is the e-mail subject line.

1. Motion: Night-O Rule. I propose a new USOF Rule that Night-O headlamps cannot exceed 20 watts. Motion Seconded: Night-O Rule. I second the motion.
2. Amendment #1: Night-O Rule. I propose to amend the motion to say Night-O headlamps cannot exceed 10 watts.
3. Amendment #1 dies for lack of second (72 hour time limit)
4. Amendment #2: Night-O Rule. I propose to amend the motion to say Night-O headlamps cannot exceed 15 watts.
5. Amendment #2 Seconded: Night-O Rule. I second amendment #2. Debate on amendment #2 follows.
6. Amendment #3: Night-O Rule. I propose to amend amendment #2 to say Night-O headlamps cannot exceed 18 watts.
7. Amendment #3 Seconded: Night-O Rule. I second amendment #3.
8. Amendment #3 Vote: Night-O Rule. I call for a vote... Vote on amendment #3 failed. Results are sent and motion is restated as amendment #2.
9. Amendment #2 Vote: Night-O Rule. I call for a vote... Vote on amendment #2 passed. Results are sent and motion is restated with amendment #2.
10. Motion as amended #2 Vote: Night-O Rule. Restate motion as amended #2. Vote on motion as amended #2 passed. Results are posted. Policies updated.

1. E-Mail Consent Form Sample
Subject: Motion Night-O Rule / Consent Form

I, the undersigned member of the US Orienteering Federation Board of Directors, agree to the implementation of the following board action approved by vote of the USOF Board of Directors.

The USOF Board of Directors directs the implementation of a new provision in the USOF Rules of Competition as follows:

"USOF Rule 5.6 Night-O headlamps cannot exceed 15 watts.

Signed: _____

Date: _____

Director – please submit the above to the USOF Office immediately after notification of passage of the vote indicated.

Approved 08/01/00

H. USOF Rules for Night Orienteering

1. DEFINITION

1.1 Except where specifically noted in this section, the rules covered by the United States Orienteering Federation (USOF) RULES FOR ORIENTEERING shall apply to all NIGHT ORIENTEERING events sanctioned by USOF.

2. HOURS OF COMPETITION, AND SITE LIGHTING.

2.1 The course of a night event shall be run entirely in the dark. The first start shall be at least 1 hour after sunset, and the last at least the time limit plus one hour before sunrise.

1.2 Ideally, artificial lighting in any area of the competition other than areas designated by the event organizers as necessary for the successful and safe completion of the event will not be used. The organizers shall make the competitors aware of such areas.

3. COMPETITOR'S EQUIPMENT

3.1 Equipment for night orienteering includes that allowed by the USOF RULES FOR ORIENTEERING, SECTION B.36, plus the competitor is also required to carry a light source. A backup light source may be carried in case of failure.

3.2 In a NIGHT ORIENTEERING event, artificial illumination carried by the competitor shall be subject to the following limitations.

- a) If the light source is an incandescent bulb, its maximum wattage shall be 20 W.
- b) If the light source is a neon lamp, its maximum wattage shall be 20W.
- c) If the light source is a chemiluminescent light source, any brightness may be carried by the competitor.
- d) A secondary light source that does not consume electric power greater than 1.0 VA, and may be used as needed to read the map and other associated materials and devices. A second chemiluminescent source may be used for this function.
- e) No open or contained flame shall be used by a competitor, except in the case of emergency. In the event of such an emergency, the competitor will be given a SPW finish.

4. SITE MARKING EQUIPMENT

4.1 The control site marker may be illuminated, carry a reflective device, or neither, as the event organizers shall decide and publicize.

4.2 No control site shall be placed in, or close enough for the control site to be effected by any area using fixed point, artificial lighting, when the fixed point, artificial lighting in that area varies in an unpredictable manner.

5. SAFETY

5.1 In a NIGHT ORIENTEERING event, the event officials shall take due care to minimize the hazards and risks to the competitors, spectators, and those assisting with the event, and to publicize, in a suitable manner, those risks and hazards specific to the event site.

5.2 Any routes or crossings which require marking to direct the competitor along a fixed route or direction, or to warn them away from a hazard, shall not be part of a NIGHT ORIENTEERING course. Exceptions to this rule shall be the start and finish chutes.

5.3 Any hazardous, impassable, or uncrossable feature, other than fences, shall not be used as a control site, or probable route choice.

F. SPECIAL RULES FOR Rogaine Events

1. APPLICATION OF RULES

1.1 Except where specifically noted in this section, the rules covered by the United States Orienteering Federation (USOF) RULES FOR ORIENTEERING shall apply to all ROGAINE ORIENTEERING events sanctioned by USOF

2. Definition OF ROGAINE

2.1 Rogaines are classified by USOF as group team events that use a score course format.

2.2 Rogaine events are conducted as long distance cross-country navigation for teams traveling on foot. The object is to score points by finding checkpoints located in the rogaine area within a specified time (24 hours for championships). Checkpoints may be visited in any order.

2.3 "On The course" means anywhere a team travels during the time of the rogaine but specifically excludes areas in the proximity of an administration area designated for non-competition use by the competitors, for example parking or camping areas.

2. ENTRIES

2.1 A team shall consist of two, three, four or five members.

2.2 A team that has a member under fourteen years of age shall also have a member eighteen years of age or over.

2.3 Competition placing may be awarded in several categories based on the age and gender composition of teams. Each team shall be deemed to be entered for all categories of the competition for which it is eligible.

2.4 No member of a team shall have been involved with the organization of the rogaine so as to have a prior familiarity with the rogaine course, fieldwork or map.

2.5 Recreational entries will be open to people who are by virtue of one or more of these rules ineligible for placing in the competition. The organizers must determine that violating the rule/s will not disqualify or interfere with the eligible competitors. All other rules must be followed.

3. Respect for Land and Property

- 3.1 Competitors shall not cross newly sown ground, growing crops or any area deemed out-of-bounds by the organizers, without specific permission by the organizers.
- 3.2 Competitors shall keep a reasonable distance from dwellings and stock with young.
- 3.3 Competitors shall take due care when crossing fences, crossing at corner posts, solid posts or between wires wherever possible. Each team shall leave gates in the same state as they were found.
- 3.4 Competitors shall carry out or discard litter in appropriate containers.
- 3.5 Competitors shall not light fires on the course. Fires may be lit in the administration areas if expressly allowed by the organizers.
- 3.6 Competitors shall not smoke on the course.
- 3.7 Competitors shall not unduly damage or disturb native flora or fauna.
- 3.8 Dogs, firearms, and weapons of any kind are prohibited.

4. Conduct of Competitors

- 4.1 Competitors shall not enter the course, after obtaining map and checkpoint information, until the official start is signaled.
- 4.2 The only navigational aids that may be carried on the course are magnetic compasses, watches and copies of the competition map. The possession of other navigational aids, including pedometers, altimeters and GPS receivers on the course is prohibited. The use of relevant maps other than those expressly sanctioned by the organizers is prohibited.
- 4.3 Computers may not be used by competitors for planning their strategy.
- 4.4 Competitors shall travel only on foot unless otherwise specified by the organizers.
- 4.5 Members of a team shall remain within unaided verbal contact of one another at all times while on the course. A team shall demonstrate compliance with this requirement to any event official or other team on request.
- 4.6 A team shall surrender its score card to any event official, and shall advise their team number to any event official or other team, on request.
- 4.7 A team shall not accept assistance from, nor collaborate with, other people, nor deliberately follow another team.
- 4.8 No food nor equipment shall be left on the course before the event for a team's use, and any food or equipment cached on the course by the team during the event must be brought back by the team with them to the finish.
- 4.9 Each competitor shall carry a whistle at all times on the course.

5. Checkpoints

- 5.1 All team members shall simultaneously approach to within 20 meters, and within sight, of each checkpoint for which points are claimed.
- 5.2 In order to gain points for a checkpoint teams must punch the scorecard provided by the organizers in the correct square with the punch at the checkpoint marker and fill in any intention sheet at the checkpoint with the time of arrival, the team number and the number of the checkpoint that they intend to visit next. If a team punches an incorrect square, they must notify the organizers of the details of this immediately upon returning to the administration area to be eligible to be credited with that checkpoint.
- 5.3 In the event of the scorecard being lost, a team may record punch marks on any single sheet. The organizers will accept this so long as the punch marks are discernible, and the team can identify to the organizers the checkpoint number for each of the punch marks.
- 5.4 Competitors shall not deliberately rest within one hundred meters of a checkpoint unless the checkpoint is also a water drop.
- 5.5 Competitors shall not adversely interfere with a checkpoint, water drop or any other facility

6. Administration Areas

- 6.1 Whenever a team visits an administration area, all team members are required to report together to the organizers and surrender their team's scorecard. The team shall only collect its scorecard immediately prior to leaving that administration area.
- 6.2 A team shall finish by all of the members reporting together to the designated finish administration area and surrendering their scorecard.
- 6.3 If a competitor wishes to withdraw from a team for any reason the entire team shall return to an administration area and notify the organizers. The original team shall be deemed to have finished the event. If a new team is formed it may be admitted to the competition at the discretion of the organizers but no points shall be credited for checkpoints already visited.

7. Penalties and Protests

- 7.1 The penalty for breaching these rules is disqualification except for rules 5.2 and 5.4. Any team disqualified under this rule shall be recorded as disqualified (DSQ).
- 7.2 A team that breached any rule for any reason, may voluntarily withdraw by advising the organizers immediately upon finishing. The team will be recorded as withdrawn (W/D).
- 7.3 Within forty-five minutes of finishing, a team may report in writing to the organizers about any team thought to have breached these rules, or may protest in writing to the organizers about any actions of the organizers that they consider made the competition unfair. Protests will be ruled on by a protest committee formed by the organizers.
- 7.4 A team that is not satisfied with any decision of the organizers protest committee, may appeal in writing to the USOF grievance committee within seven days of the publication of the official results. This committee shall have the power to overrule the organizers and to amend the results accordingly. Appeal of the grievance committee's decision may be made to the USOF Board of Directors.

8. Scoring

- 8.1 The event shall end at precisely the set number of hours after the actual starting time, both times as defined by the organizers' clock. Teams finishing late will be penalized at the rate per minute or part thereof specified in advance by the organizers. Teams finishing more than thirty minutes late shall be deemed ineligible for a placing and their result shall be recorded as overtime (OVT).
- 8.2 A team score shall be the value of the checkpoints visited and correctly verified in accordance with these rules, less any penalties. The team with the greatest score, or in the event of a tie the team that finished earlier shall be awarded the higher placing.
- 8.3 In the event of a checkpoint being damaged or deemed misplaced or missing by the organizers, teams shall be awarded the checkpoint score.
 - a) If the punch is missing or damaged but the team has a correct record on the intention sheet.
 - b) If the punch is missing and there is no intention sheet, but the team can satisfy the organizers that they visited the correct site.
 - c) If a checkpoint is missing or misplaced but the team can satisfy the organizers that they visited the correct site.
 - d) For a correctly recorded visit to a misplaced checkpoint.

9. Safety

- 9.1 In an emergency the distress signal is 3 short blasts of the whistle repeated at intervals.
- 9.2 In the event of an emergency, a team shall give any assistance asked for. In such a case the assisting team shall not be penalized for any rules

broken in the course of giving assistance.

10. Organizers

10.1 Organizers are responsible for preparing for all aspects of conducting the event to permit compliance with all applicable USOF Rules and requirements specific to rogaines.

10.2 Questions about organizing rogaines shall be directed to the USOF Rogaining Committee.

10.3 The organizers shall at all times be guided by a sense of fair play.

11. Maps

11.1 Rogaine maps may be IOF standard or may be other types of maps adapted for use in rogaines. Questions about the suitability of a map shall be directed to the USOF Rogaining Committee.

I. Interscholastic events

1. Application of the rules

1.1 Except where specifically noted in this section, the rules covered by the United States Orienteering Federation (USOF) RULES FOR ORIENTEERING shall apply to all interscholastic orienteering events sanctioned by USOF.

2. definition

2.1 The Interscholastics competition is defined as a modified team competition. Each member competes as an individual and some or all members contribute to a team score. Interscholastic competition is gender neutral.

3. competition

3.1 The Interscholastics will have three team competitions; Varsity, Junior Varsity and Middle School.

3.2 The Interscholastics will have individual competitions in the Varsity, Junior Varsity and Middle School Classes.

3.3 The winning team is determined by adding the lowest three times from among the eligible team members each day. The team with the lowest total time over the day or days competition is the winning team.

3.3 The winning individuals are determined by lowest individual time over the day or days competition.

3.4 The **Interscholastics Team Championships** are awarded for interscholastic team competitions, individual interscholastic competition is not a championship competition.

4. Eligibility

4.1 teams

4.1.1 Interscholastic High School Varsity Teams shall consist of 3 to 5 competitors who attend or are directly affiliated with the same private or public school and meet the following criteria:

- a) Are full time high school students, 9th - 12th grade, as defined by the respective school board.
- b) Are 19 years old or younger as of December 31st of the current year.
- c) Have competed in three or fewer previous Interscholastics at the Varsity or Junior Varsity levels.
- d) Are competing in the HSV class on the brown course.
- e) Team members in the **Interscholastics Team Championships** competition, must meet eligibility requirements for U.S. Champion Rule A.5.6.

4.1.2 Interscholastic Junior Varsity teams shall consist of 3 to 5 competitors who attend or are directly affiliated with the same private or public school and meet the following criteria:

- a) Are full time high school students, 9th - 12th grade, as defined by the respective school board.
- b) Are 17 years old or younger as of December 31st of the current year.
- c) Have competed in three or fewer previous Interscholastics at the Varsity or Junior Varsity levels.

d) Are competing in the HSJV class on the orange course.

e) Team members in the **Interscholastics Team Championships** competition, meet eligibility for U.S. Champion Rule A.5.6.

4.1.3 Interscholastic Middle School teams shall consist of 3 to 5 competitors who attend or are directly affiliated with the same private or public school and meet the following criteria:

1. Are full time high school students, 9th grade or below, as defined by the respective school board.
2. Are 16 years old or younger as of December 31st of the current year.
3. Have competed in three or fewer previous Interscholastics at the Middle School level.
4. Are competing in the MS class on the yellow course.
5. Team members in the **Interscholastics Team Championships** competition, meet eligibility for U.S. Champion Rule A.5.6.

4.2. Individuals

4.2.1 To be eligible for the individual competition, in Varsity, Junior Varsity and Middle School competition, the competitor must meet requirements a, b, c, & d for competing on a Varsity, Junior Varsity or Middle School team.

5. Courses & Classes

5.1 The following classes will be added for Interscholastics competitions. These classes will be used in individual and team Interscholastic events. These classes are gender neutral.

- a) High School Varsity (HSV) on the Brown course.
- b) High School Junior Varsity (HSJV) on the Orange course.
- c) Middle School (MS) on the Yellow course.

5.2 The Orange course used for Interscholastic competition shall not exceed the length of the Brown course used for Interscholastic competition.

5.3 A second course for the interscholastic class alone should be prepared. See **START I.7.2**.

6. Awards

6.1 Interscholastics awards:

- a) The top three High School Varsity, High School Junior Varsity and Middle School teams shall receive an award, totaling nine team awards.
- b) The top three finishers from the High School Varsity, High School Junior Varsity and Middle School classes shall receive an award, totaling nine individual awards.

7. START

7.1 Start intervals shall be 2 minutes. (Rule A.13.6) Special care needs to be taken when assigning start times for interscholastic classes. Students from the same school on the same course shall be started a minimum of 6 minutes apart. All students from the same school should be started as close together as possible to assist their chaperones with logistics. Having large numbers of students waiting throughout the whole start window may cause headaches for the chaperones as well as the organizers.

7.2 In the event an Interscholastic class fills up the maximum start window on a course, (Rule A.3..3.1), it can be moved to a separate course. In the event the class fills up the start window even with a separate course, application can be made to the Sanctioning Committee for reducing the start interval to one minute or a qualifier/final may be used.

8. qualifier/final

8.1 Qualification races for interscholastic events may be used if offering separate courses for each class still fills the start window. First day will be a qualifier and second day a final

8.2 Each interscholastic class that has qualification races requires two courses for that class on each day. Special care needs to be taken when vetting the two qualifier courses for each class to insure that the winning times for each are as equal as possible.

8.3 Start intervals for the qualifier and final will be as explained in I.7.1.

8.4 Team scoring for the qualifier will be based upon the top three finishers from the team. Members of the same team will be evenly distributed between the two courses of the qualifier. In the event one of the qualifier races is thrown out the times from the remaining course will be used. If a team does not have three members on the course, the average of the members on the remaining course will be used to bring the number of finishers up to three as needed.

8.5 For the finals, teams will be divided into A and B finalists. The highest scoring teams from the qualifier will be put on the A final course until the start window fills. All other teams will be put on the B final course. All members from a team will be on the same course with the winning team being determined by adding the lowest three times from among the eligible team members. The winners from the A final will be the winners of the competition.