

Minutes of the USOF Board of Directors' Meeting

28 October 2000

Call to Order: President Charles Ferguson called the USOF Board of Directors meeting to order at 2:40 PM with a roll call. The following members attended the meeting:

Officers present:

Charles Ferguson - President
Eric Bone - VP Competition
Scott Drumm – VP Club Services
Frank Kuhn – VP Administration
Sherry Litasi - VP Marketing and PR
Mike Minium – VP Program Development
Linda Ferguson - Secretary

Board members present:

David Irving, SW (alt)
Clare Durand, Pacific
Frank Campbell, SE
Nancy Koehler, A/L Competition
Robert Buraczynski, NE
Randy Hall, A/L
Alan Petit, Mid-Atlantic

Others present:

Joanne Sankus (BOD alt, NE)

1. OPEN FORUM:

- SILVA AWARD - Chuck Ferguson** congratulated Frank Campbell on winning the Silva Award for 2000. A round of applause was given for a job well done!
- 2001 WORLD POLICE AND FIRE GAMES - Mike Minium** announced that the 2001 World Police and Fire Games would be based in and around Indianapolis this summer, June 8-16, with orienteering one of the events offered. Mike asked BOD and USOF membership offer local Fire and Police Departments assistance with their training and let them know their local meet schedules. There will be approximately 10,000 athletes with some 200 participating in Orienteering. Volunteers are needed to assist with the Orienteering event.
- IOF TRAIL O' CONTROLLERS - Frank Kuhn** notified the BOD that **Karen Dennis and David Irving** are official IOF Trail O' controllers and will serve as controllers for the US Trail O' Championships at the GAOC Georgia Navigator Cup in January, Bill Farrell - Director. Participation is open with qualifying USOF members eligible to participate in the Trail O' Championships in Finland, summer 2001. The 2003 World Trail O' Championships will be during WOC in Switzerland.
- NOMINATING COMMITTEE – Frank Kuhn** is seeking nominations for BOD 2001 elections. USOF Board positions up for election are president, secretary, one at-large member and the at-large vice president for competition. Regional elections will also be held in the Southeast and Midwest regions. Additionally, nominating committee chairs for the Heartland and Pacific regions are needed, along with several important committees' chairmanships, most notably, the Convention Chair vacated by Valerie Murray. Frank is also asking that someone take the chairmanship of the Nominating Committee, as soon as possible.
- MAP FUND POLICY - Scott Drumm** reported that the Map Fund Policy is in need of updating, and restructuring, which he has begun. Scott will serve as Temporary Map Fund Administrator until the restructuring is complete.
- JUNIOR MEMBERS – Frank Campbell** cautioned the board that the large increase in junior memberships, principally from JROTC, are members linked to one specific meet, such as the JROTC Championships. Often the driving force is one individual and if that person leaves, junior memberships may drop. Frank also said a primary concern in keeping juniors active is to increase intercollegiate participation, which has dropped off dramatically in the past few years. Without these programs in place, it will be difficult to keep active juniors involved. Sponsorship seems to be a primary handicap in maintaining college programs. David Irving and others have found that the opposite is true. Clubs with which they are familiar are actually seeing a substantial increase of JROTC and juniors at their local and A-meet events.
- ONA – Clare Durand and others** reported that clubs are having trouble getting their events into the publication. It was noted that the publisher is strictly adhering to her deadlines, but that the deadlines change and the clubs are not aware of new dates. It also appears that the previous publishers took club schedules directly from the club news letters, but now the requirement appears to be a separate schedule or an e-mail file; a requirement that most clubs did not know. A suggestion was made that the publisher may set up an online-interactive "meet schedule submission form" that would feed directly into her database.

1. Minutes:

Alan Petit moved that the BOD approve the minutes of the August 1, 2000 BOD meeting as corrected:

Second: Frank Kuhn

VOTE: Yes – 7

No - 0

Abstain – 2

THE MOTION PASSED (with 9 voting members)

Scott Drumm moved that the BOD approve minutes of the August 4, 2000 BOD meeting as corrected:

Second: Alan Petit

VOTE: Yes – 8

No - 0

Abstain – 2

THE MOTION PASSED (with 8 voting members)

1. FINANCIAL REPORT: (Budget proposal forthcoming)

2. AGENDA ITEMS:

1. FINANCE COMMITTEE REPORT- Chuck Ferguson

1. Nomination of Endowment Fund Board of Trustees: Nominations for the Endowment Fund Board of Trustees were open for five months earlier in the year to the USOF Membership. The nominees offered by the membership at the end of this period were ranked by closed ballot by the Finance Committee with five candidates accepting nomination to the Endowment Fund Board. They are (alphabetically):

Larry Berman

Sam Burd, Jr.

Charlie Dewesse

Mike Fritz

Mike Platt

MOTION: President Charles Ferguson entertained a motion to accept the Endowment Fund Board of Trustees as submitted by the Finance Committee. Mike Minium made a motion to accept the nominees as presented.

SECOND: Sherry Litasi

DISCUSSION:

- a. David Irving expressed a desire to know the names of all nominees, and to review the candidates' resumes. Frank Kuhn emphasized that the BOD voted to approve or not approve the Endowment Fund Board of Trustees as presented by the Finance Committee, not to vote on or approve individuals.
- b. Nominations were open and well publicized to the general membership for more than five months, with all nominees presented to the Finance Committee considered. The Finance Committee agreed to keep all nominees confidential, allowing each person to decline or accept privately. The President felt that the Finance Committee, as long standing, active members of USOF were well suited to the task. Additionally, their involvement in business and financial management and intimate knowledge of other USOF members in the same field placed them in a position to know each candidate's qualifications. This said, the President stands behind their decision to have all other nominees remain anonymous.

President, Chuck Ferguson, called the question.

VOTE: Yes – 9

No – 0

Abstain – 3

THE MOTION PASSED (with 11 voting members)

1. 2001 INSURANCE IMPLEMENTATION – David Irving

1. In October 1998, the BOD approved increasing fees from \$2.50/ unchanged since the early 1990s. member to \$3.00/member to be effective in January 2000. Some of the expected insurance costs at that time did not materialize and the increase never went into effect. The rate has been
2. The BOD agreed at that time to raise the insurance liability from \$3m to \$5m, noting the many multi-million dollar settlements being awarded.
3. Part of the need to augment the insurance fee is due to the increase in junior members and at-large members, who are not members of a club. Our insurance costs are based on the total number of active members of USOF and all the clubs. Before the influx of juniors from JROTC, the number of at-large was insignificant. To date USOF has nearly 500 at-large members not covered by any club's insurance fees.
4. USOF pays insurance by members not by clubs. The recent increase in membership has resulted in a 28% increase in insurance premiums, not currently covered.
5. Implementation of the fee increase would mean there would be no increase in coverage from \$3m to \$5m. It would simply cover the premium for new at-large members.
6. Without the implementation, the insurance fund will run an approximate \$3,000 deficit.

MOTION: David Irving made a motion that the USOF BOD approve raising the insurance fee to \$3 per club member effective January 1, 2001, (implementing the 1998 BOD vote).

SECOND: Scott Drumm

DISCUSSION:

1. The current raise may not cover the premium costs entirely. Consequently, another increase may be needed to cover future deficits.
 2. USOF will need to address the impact of juniors and at-large members, particularly in the area of insurance costs.
- President, Chuck Ferguson, called the question.

VOTE: Yes - 11

No - 0

Abstain - 1

THE MOTION PASSED

1. **Active.com** – Sherry Litasi

1. Sherry reported that the contract for Active.Com has gone through several revisions thanks to the endeavors of Liz Kotowski and Gary Kraght, however a final copy was not available for this meeting.
2. Gary asked that the Executive Committee vote on any contract that might be ready before the next meeting in March, to keep approval from dragging on. The reasoning being that once the contract is tailored to our needs, the faster it can be put into play, the faster USOF can reap any benefits from it.
3. A majority of the BOD had not seen the latest contract nor had a chance to review it. Chuck Ferguson asked if a meeting could be held at the Georgia Navigator Cup in January to solely review and talk about Active.Com.
4. A straw vote determined that a substantial number of BOD members would/could attend at a January meeting at FDR State Park, GA.
5. Several members asked if other organizations could be queried to see how satisfied they are with the services of Active.Com, before January.

1. **COMPETITION** -Eric Bone

MOTION: Eric Bone made a motion that the BOD approves OCIN's bid for the US Long Course and Short Course Championships.

SECOND: Robert Buraczynski

DISCUSSION:

1. This will be a three-day Orienteering Event on March 16, 17, 18, 2001, including the US Long Course and Short Course Championships. This is the only bid for either venue.
2. The Long Course will be in a FARSTA format. Rather than a standard point to point format with a mass start, it will have a relay, looping format.
3. Day one would be a short course A-meet, non-championship.
4. Maps: The Short Course Championships will use a new map. The Long Course Championships will use a revised map, both nearer to Cincinnati.

President, Chuck Ferguson called the question.

VOTE: Yes – 13

No – 0

Abstain – 0

THE MOTION PASSES

1. **2001 USOF BUDGETS** – David Irving

1. Competition Fund
 1. In 2000, the BOD instituted a policy providing for medals for championship events. About \$3,500 was spent purchasing an estimated 2-year supply of the championship awards. A price break for volume drove the large quantity purchase. No medal purchases should be necessary in 2001; however, another 2-year purchase will be necessary in 2002.
 2. It is not good budgeting practice to place a \$3,500 purchase in the budget biannually. Budgeting \$1,750 annually and placing it in a designated fund is more efficient, allowing the money to be rolled-over to another fiscal year.
 3. The 2001 Budget proposes the creation of a Competition Fund, similar to those established for the VP's of Marketing and Program Development. The initial use of it will be to receive an allocation of \$1,750 for the Operating Fund each year to cover the \$3,500 expense of the championship medals every other year.
1. Office Support
 1. An increase of \$50 per month has been added to the Office Support Budget.
 2. This item has not changed for the previous five years.
1. Vice Presidents' Budgets
 1. Vice President's budgets were received from Competition, Program Development and Marketing.
 2. A balanced budget prohibited awarding the maximum amounts requested, but budgeting was accomplished as fairly as possible.
1. O in Schools
 1. The new O' in Schools chair was not in place to meet the budget submission deadline.
 2. Last year's budgeted amount was carried over.
1. Endowment Fund
 1. The Budget reflects the transfer of endowment donations plus the life member Investment Account to the new Endowment Fund.
 2. The actual timing of the transfers and the initiation of payments is uncertain, but if it is delayed, interest received on funds we are holding will offset the lack of payments from the Endowment Fund, keeping the overall effect on the budget minimal.

MOTION: David Irving made a motion to accept the proposed 2001 USOF Budget

SECOND: Alan Petit

DISCUSSION:

- a. A question was asked about the removal of Travel for IOF meetings. With Bruce Wolfe off the council and the removal of the US seat from the council, the money was removed from the budget at this time.
- b. A question was asked as to the effectiveness of placing displays in large trade shows, such as the Boy Scouts and Girl Scouts, etc. Thoughts are that they are effective in making Orienteering known to the general public, but how many people participate in Orienteering as a result of these shows is unknown.
- c. It was suggested by Sherry Litasi that the VP's be given a rolling spread sheet of the prior five years to help them budget for the next fiscal year. David responded that it is only been recently that the accounting program used would allow that. If spreadsheets are requested, David will endeavor to provide them.
- d. Brochures have been found in scattered lots; consequently, ordering a large quantity of brochures has not been necessary.

President, Chuck Ferguson called the question.

VOTE: Yes – 13

No – 0

Abstain – 0

1. **F-50-55 CLASS CHANGES** – Chuck Ferguson
 1. Question has been referred to committee.
 2. A survey of those effected was suggested.
 3. It is felt that this class should be brought into line to match the men's categories, making a fairer competition for this group and to match IOF

1. **NEXT Meeting:**

Motion: Mike Minium made a motion that the next meeting of the USOF Board of Directors be held at FDR State Park, Pine Mountain, Georgia, January 13, 2001.

SECOND: Alan Petit

VOTE: Yes – 10

No – 0

Abstain – 3

ADJOURNMENT: the meeting was adjourned by President, Chuck Ferguson at 5:00PM

Respectfully submitted,

Linda Ferguson

Secretary

Board of Directors

UNITED STATES ORIENTEERING FEDERATION