

USOF Board of Directors Meeting

3 March 2007

Raleigh, NC

I. Call to order & Secretary takes roll

The meeting was called to order at 2:52 pm by Chuck Ferguson.

Officers:

President: Chuck Ferguson – present

Administration VP: Frank Kuhn – present (late)

Competition VP: Clare Durand – present (late)

Program Development VP: Mike Minium – present (late)

Club Services VP: Gary Kraght – present

Marketing and Public Relations VP: Jerry Rhodes – not present

Secretary: Sandy Fillebrown – present

Executive Director: Robin Shannonhouse – present

Regional Representatives (Alternates):

Heartland: Ian Harding (Gale Teschendorf) – not present

MidAtlantic: Jim Eagleton (Ralph Tolbert) – Jim Eagleton present

Midwest: Karen Rogers (Steve Vaughan) – not present

Northeast: Joanne Sankus (Susan Hawkes-Teeter) – Joanne Sankus present

Northwest: Scott Drumm (John Sincock) – Scott Drumm present (late)

Pacific: Syd Reader (David Irving) – David Irving present (late)

Southeast: Linda Ferguson (John Fairley) – John Fairley present (late)

Southwest: Robert Paddock (Ralph Courtney) – not present

Members At Large:

Greg Lennon – present

Walter Siegenthaler – not present

Stephanie Martineau – present

Competition: Randy Hall – present

II. Open Forum (5 minutes to any member to address the Board)

Gary Kraght: Youth development grant proposals are due March 31. Proposals will be considered after this date, but to guarantee full consideration they should be in by March 31.

Sandy Fillebrown: Current guidelines that are published on the USOF registration form and in the Competition Rules recommend that M60+ be on Green-Y with the female categories (F-20, F35+, etc.) and the men have repeatedly asked to be on Green-X with the other male classes (M-18, M50+, etc.). It was noted that these guidelines are out of date and this is no longer a recommendation.

Clare Durand: Brad Hunt will no longer chair the Rogaine Committee. Barb Bryant will be taking over the committee.

Greg Lennon: He has been approached by adventure racers who were interested in getting insurance through USOF. Gary Kraght said this was not a possibility, but they are welcome to contact him to learn about the broker and carrier we are using.

III. Approval of Minutes

Stephanie Martineau – moved to accept the minutes from the November, 2006 meeting.

Randy Hall – seconded

Vote: 7-0-1

The minutes were approved.

IV. Financial Report

Attached.

Sandy Fillebrown asked if there were a budget line for t-shirts for the junior development team. Clare said this was folded into the VP Competition budget.

V. Informational Items

a. Report on Insurance (Gary Kraght)

The new broker and carrier is working very well. Insurance is running a little over \$12,000 a year and the outlook is good for the next several years. However, the insurance has a participant's liability exclusion so that if a participant sues USOF, our insurance does not cover the expenses. Our insurance covers property damage and for third parties and non-participants. A reasonable assumption is that if we ever have a law suit, it will most likely be from a participant and so this is a problem. He researched adding extra coverage and the estimated fees per member are:

\$1.89 – general liability (what we currently have)

\$2.50 – include participant's liability (with some standard exceptions)

\$3.00 – include participant's liability and accidental medical

After some discussion it was clear that board sentiment was to obtain this coverage sooner rather than later and to not wait until 2008.

Gary Kraght moved that the board authorize the insurance committee to obtain participant's liability, including accidental medical, from our current broker and carrier, as a midterm endorsement.

Second: David Irving

Discussion:

It was clarified that the accidental medical insurance is secondary insurance, with a \$500 deductible and a \$10,000 limit.

Vote: 11-0-0

Action Item: The insurance committee is directed to obtain this extended insurance.

b. 2006 Fundraising Campaign (Stephanie Martineau)

Stephanie gave a report on the fund drive. Things went reasonably well; folks seemed to respond to the youth initiative. More than half of the donations were over \$100. The board was quite generous with almost but not quite 100% participation. We should advertise this fact. She's going to ask some people to help her try to brainstorm. The drive netted roughly \$21,000. It was clarified that "fundraising" does not include any money generated by activities, the money she is reporting is strictly donations and not proceeds from fundraising events.

c. USOC Sportsmanship Campaign: USOF logo (Chuck)

The theme for the Olympic committee this year is sportsmanship and USOF was asked to submit our logo apparently to be included on the poster. Chuck received a package of posters; however, when we opened them at the meeting there was a lot of blank space but no logos. We wondered what to do with them. Sandy Fillebrown noted that if the posters made their way to the Interscholastics in Fair Hill at the end of the month, they could be given to the team coaches.

d. Thank you to Bermans for sponsoring Ski-O

The following motion was made and seconded (or should have been):

Be it resolved that the board thanks the Berman's for their generous contribution to the Ski-O team.

Vote: unanimous by voice

e. Thanks to Mike Minium, WRE course consultant, for early visit to site of U.S. Championships, 2-4 Nov 2007.

There was a round of applause for Mike.

f. Convention 2007 Plans are nearly complete. Plan to attend.

Details should be in the next ONA.

g. Need a secretary for the BOD meetings at the Convention.

Please look for someone.

h. Candidates for election this summer. (Frank Kuhn)

Current slate:

President – Clare Durand will run

VP Competition – need a candidate

VP Program Development – Mike Minium will run

Secretary – need candidate

Board Member At-Large, Competition – need candidate

Board Member At-Large – need candidate

There are also various regional representative elections with some people interested in returning and others not. A plea was made to identify candidates.

VI. Action Items:

a. Items voted on by the Executive Committee between the last meeting and this one:

- i. RMOC was awarded the 2007 Night-O champs, Short course Champs, and Long course Champs by a vote of 4-0-2.
- ii. WCOC was awarded the 2007 Relay Champs by a vote of 4-0-2.

b. Approve a change to the A-meet Sanctioning fees computation instructions from “Juniors are those under age 19” to “Juniors are those under age 21.” (Robin Shannonhouse)

Sandy Fillebrown – moved that Robin’s suggested changes be approved.

Greg Lennon – seconded

Juniors will now be defined as “Under age 21 as of December 31 of the competition year”. This will apply to sanctioning fees.

A friendly amendment was made and accepted to have this apply to all areas of the rules regarding Juniors.

Randy Hall – made a friendly amendment that this will be retroactive for the 2007 competition year.

Vote: 12-0-0

The motion passed.

Action Item: The Rules Committee is charged with finding all the places in the rules where this needs to be changed.

c. **Authorize Insurance Chair to investigate insuring Electronic Punching equipment.** (Robin Shannonhouse)

Gary Kraght reported that this is already being done. He will also investigate having such insurance available to clubs to purchase for their club equipment.

d. **Approve changes to various rules regarding Sanctioning.** (Randy Hall)

Randy Hall - moved that his rules changes (attached) be accepted as proposed with the change that for 10.2 the Rules Committee chair will reword that piece.

Gary Kraght seconded.

Vote:12-0-0

The changes were approved.

e. **Approve changing '07 Interscholastic Rules/separate classes, '08?** (Clare)

Postponed to later in the meeting.

f. **Vote on Sprint Championships to QOC at U.S. Champs** (Clare)

Sandy Fillebrown – moved that QOC be awarded the US Sprint Championships for 2007

John Fairley – seconded.

Vote: 12-0-0

QOC was awarded the 2007 US Sprint Championships.

g. **Vote on Interscholastics bid NTOA for 15-17 Feb.**

David Irving – moved that the bid by NTOA be approved.

Mike Minium – seconded.

Discussion: Concerns were raised about the mapper being used for the maps for this event. Compounding the problem is that the mapper is also the vetter. There are several clubs that have had to completely revise, redo or throw out maps that this mapper was doing. There is also the issue that the mapper uses non-standard symbols. The non-standard symbols was an issue at the last Interscholastics held by NTOA. However, there were no other major issues with the map used at that event.

Clare Durand – moved to amend the motion that NTOA be required to have a map controller appointed by VP Competition.

Randy Hall – seconded.

Greg Lennon – moved to amend the amended motion that NTOA be required to pay for the controller.

Gary Kraght – seconded.

Vote (on Greg's amendment): 1-6-4

Amendment failed.

Gary Kraght – moved to amend the amended motion that the costs be split 50-50 between NTOA and USOF.

Greg Lennon – seconded.

Vote (on Gary's amendment): 1-6-6

Amendment failed.

David Irving: moved to amend the amended motion to include that USOF pay the expenses for the map controller.

Mike Minium – seconded

Greg Lennon asked about timing. Clare stated the map controller would make a site visit while the map was being made and not after the fact.

Vote (on David's amendment): 9-1-3

The amendment passed.

Vote (on Clare's amendment to include a map controller and amended to include that USOF fund it): 12-1-0

Vote (on David's original motion to accept the bid with the amendments): 11-0-2

NTOA was awarded the 2008 Interscholastic Championships with the condition that a map controller, funded by USOF, would be appointed.

h. (Out of agenda order) Changing the scoring method for Interscholastic team competitions.

There was some general discussion on the scoring rules. A straw vote was taken to see if there was board support for moving to separate male and female categories starting in 2008. About half the board was against the split, about a fourth for it, and a fourth abstained.

Scott Drum – moved that the rules be changed, starting with the 2007 Interscholastics so that scoring would be done as follows:

Each individual team member's score each day is $100 * (\text{winner's time} / \text{finisher's time})$; a team's best three individual scores are summed for each day of the competition. Partial teams are awarded scores and earn places.

Clare Durand – seconded

Discussion:

A clarification was made that teams were still required to have a minimum of 3 members; the term "partial team" was meant to indicate that if fewer than 3 team members had finish times, the team could still have a score. A clarification was made that "winner's time" meant the best time in a particular IS class and not on the course if there were other classes running the same course.

Gary Kraght – moved to amend the motion that this rules change apply to 2007 only and the VP Competition be directed to review Interscholastic Scoring for 2008 and beyond.

Greg Lennon – seconded

Discussion on Gary's amendment: if a new system works we would want to keep it and not be required to revisit it.

Vote (on Gary's amendment): 3-6-4

The amendment failed.

Randy Hall – moved to amend the motion so that “winner’s time” be changed to include only those competitors who are on teams.

Stephanie Martineau – seconded

Discussion (on Randy’s amendment): the issue is whether team scores should be based only on results of competitors who are on teams or whether they should be influenced by competitors who are in the IS classes only as individuals.

Vote (on Randy’s amendment): 7-5-1

The amendment to use only those competitor’s who are on teams in each class be used when determining “winner’s time” passed.

Gary Kraght – moved that the “winner’s time” be replaced by “the average of the top three winning times (still restricting these times to people who are on teams)”

David Irving – seconded

There was some general discussion on how averaging the top three times would affect scoring, with some arguing that it would help mitigate the “superstar” effect.

Vote (on Gary’s amendment): 8-2-3

The amendment to use the average of the top three passed.

Clare Durand – moved that the motion be amended to use the following:

Each individual team member’s score each day is $60 * (\text{finisher's time} / \text{WT})$.

John Fairley – seconded

Discussion (on Clare’s amendment): A clarification was made that this proposal would be consistent with the amendments as just passed so that only competitors on teams would be used when determining the top three times and the average of top three times would be used for WT. A clarification was made that DNF’s, MP’s, OT’s, DSQ’s would be assigned a score of the larger of $10 + 60 * (\text{course time limit} / \text{WT for boys class})$ and $10 + 60 * (\text{course time limit} / \text{WT for girls class})$.

Vote (on Clare’s amendment): 7-2-4

The amendment to use Clare’s formula passed.

Vote on the original amendment as amended: 12-1-0.

To summarize: starting with the 2007 event, scoring for team awards in each of the six US Championship Interscholastic Team Categories (School Varsity, Club Varsity, JROTC, School Junior Varsity, Club Junior Varsity, and School Intermediate) will be done as follows:

- For each interscholastic class, define AWT (the average winning time) as the average of the times of the top three competitors in that class who are competing in any team category.
- For each competitor in each class with a valid result, their score is computed as $60 * (\text{competitor's time} / \text{AWT for the class})$.
- For competitors with an OT, MP, DNF or DSQ result, their score will be the larger of $10 + 60 * (\text{course time limit} / \text{AWT for the male class})$ and $10 + 60 * (\text{course time limit} / \text{AWT for the female class})$ for that team category.
- The lowest three scores each day for each team are combined for a team score.
- Lowest overall team score wins.
- (Sizes of teams were not changed: teams are still a minimum of 3 and a maximum of 5.)

VII. Discussion Items

- a. **Information on the Outdoor Alliance (newly formed advocacy group focused on furthering “human powered recreation” in US parks and forests (Greg Lennon).**

- b. **Bringing orienteering into major market inner cities (Chris Cassone)**

Postponed.

VIII. Reminder of four very important Vacant Positions:

1. Nominating Chair
2. Youth (Program VP)
3. Sponsorship Director/Dir. Of Media Relations

4. Endowment Fund Marketing Director

IX. **Next BOD Meeting** (Michigan?)

It was decided that a board meeting before the Convention was not necessary.

X. **Adjournment**

John Fairly – moved to adjourn.

Jim Eagleton – seconded.

The meeting adjourned at approximately 5:20.

Respectfully submitted,

Sandy Fillebrown

Secretary

Agenda: BOD Meeting 3 March 2007

Raleigh, NC

Start Time: 2:30 PM

- XI. Call to order & Secretary takes roll
- XII. Open Forum (5 minutes to any member to address the Board)
- XIII. Approval of Minutes
- XIV. Financial Report (if any)
- XV. Informational Items
 - a. Report on Insurance (Gary)
 - b. 2006 Fundraising Campaign (Stephanie)
 - c. USOC Sportsmanship Campaign: USOF logo (Chuck)
 - d. Thank you to Bermans for sponsoring Ski-O
 - e. Thanks to Mike Minium, WRE course consultant, for early visit to site of U.S. Championships, 2-4 Nov 2007.
 - f. Convention 2007 Plans are nearly complete. Plan to attend.
 - g. Need a secretary for the BOD meetings at the Convention.
 - h. Candidates for election this summer. (Frank)
- XVI. Action Items:
 - a. Approve a change to the A-meet Sanctioning fees computation instructions from "Juniors are those under age 19" to "Juniors are those under age 21." (Robin)
 - b. Authorize Insurance Chair to investigate insuring Electronic Punching equipment. (Robin)
 - c. Approve a change to time limits for submission to the Sanctioning Committee, as follows: In Section A, replace rule 7.4, which currently reads: "Applications for meets not needing BOD approval must be received by the Sanctioning Committee 2 months prior to the event." (with) "Applications for meets not needing BOD approval must be received by the Sanctioning Committee 90 days prior to the event." Fix to Rule 10.1, requiring an invitation to be published 3 months prior to an event. (Randy)
 - d. Approve tweaking '07 Interscholastic Rules/separate classes, '08? (Clare)
 - e. Vote on Sprint Championships to QOC at U.S. Champs (Clare)
- XVII. Discussion Items

- a. Information on the Outdoor Alliance (newly formed advocacy group focused on furthering "human powered recreation" in US parks and forests (Greg)
- b. Bringing orienteering into major market inner cities (Chris Cassone)

XVIII. Reminder of four very important Vacant Positions:

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XX. Adjournment

Attachments to the Minutes

Fund Drive comparison	2006	2005	2004
Total donations	21,697	14,711	25,131
Pre-fund drive	2,457	2,464	7,434
Fund drive	19,240	12,247	17,697
Expenses - actual	405	982	Abt. 500
Expenses - percentage	1.87%	6.70%	Abt. 2.8%
Donations by fund			
Operating	5,123	4,038	9,679
Endowment	6,910	2,100	980
College development	715	0	250
Junior team	2,630	1,210	1,810
Map grants	110	110	270
Map loans	50	1,289	4,156
O in the schools	765	175	105
Program development	50	200	850
Ski team	360	2,090	245
Team	1,921	3,089	7,710
Trail O	675	410	325
Number of donations	78	65	148
Board donors	24 of 27	8 of 26	18 of 26
\$500 and over	9	8	13
\$100 - \$250	35	31	64
Under \$100	34	26	71

USOF Financial Report, YTD 2/2/8/07

College Dev Fund	
Beg. Balance, CDF	2,711.40
TOTAL College Dev Fund	2,711.40
Comp Awards Fund	
Beg. Balance, CAF	1,112.03
Transfers, ->CAF	2,000.00

TOTAL Comp Awards Fund	3,112.03
Endowment Fund	
Beg. Balance, EnF	1,000.78
Contributions, EnF	750.00
Endowment Transfer	-1,250.00
Life Membership Dues	600.00
TOTAL Endowment Fund	1,100.78
E-Punching Fund	
Beg. Balance, EPF	3,154.78
E-Punch rental fees	905.79
E-Punch Shipping	-182.43
TOTAL E-Punching Fund	3,878.14
Insurance Fund	
Insurance Fees from Clubs	16,898.00
Insurance Premiums	-10.00
Beg. Balance, InsFund	66,843.67
TOTAL Insurance Fund	83,731.67
Jr. Team Fund	
Beg. Balance, JTF	2,764.82
Contributions, JTF	525.00
Transfers, ->JTF	7,000.00
Fundraising, JTF	20.00
TOTAL Jr. Team Fund	10,309.82
Map Grant Fund	
Beg. Balance, MGF	3,815.00
Contributions, MGF	125.00
TOTAL Map Grant Fund	3,940.00
Map Loan Fund	
Contributions, MLF	25.00
Map Loans Repaid	1,500.00
Beg. Balance, MLF	43,699.00
TOTAL Map Loan Fund	45,224.00
O' in Schools Fund	
Books - Redistribution	358.00
Contributions, OSF	25.00
Beg. Balance, OSF	27,252.38
TOTAL O' in Schools Fund	27,635.38
Operating Fund	
Beg. Balance, OF	81,886.61
Office Support	-2,000.00
Postage	-229.64
VP Marketing & Committees:ONA	-5,967.54
Contributions, OF	240.00
Membership Dues	6,995.00
Club Dues	8,786.25
Sanctioning Fees	3,349.00
Endowment Proceeds	762.00
Transfers, OF->	-14,000.00
Telephone	-57.33
VP Marketing & Committees:Website	-75.00
VP Competition & Committees-Other	-606.96
Bank Charges	-34.00
VP Administration & Committees:Fundraising Expense	-404.77
Dues & Charter	-1,590.00
VP Competition & Committees:WRE Fees	-795.00
Supplies	-25.48
TOTAL Operating Fund	76,233.14
Program Dev Fund	
Beg. Balance, PDF	5,880.86
TOTAL Program Dev Fund	5,880.86
Ski-O Team Fund	
Beg. Balance, SkiTF	13,928.19
Travel, Ski TF	-9,078.95
Contributions, Ski TF	625.00
Transfers, ->Ski TF	2,000.00
Travel Grant, Ski TF	-500.00
TOTAL Ski-O Team Fund	6,974.24

Sponsor & Mkt Fund	
Beg. Balance, SponMkt Fund	8,591.10
TOTAL Sponsor & Mkt Fund	8,591.10
Team Fund	
Beg. Balance, TF	9,818.92
Contributions, TF	575.00
Training, TF	-100.00
Transfers, ->TF	3,000.00
Fundraising, TF	636.00
TOTAL Team Fund	13,929.92
Trail-O Team Fund	
Beg. Balance, TrTF	816.16
Contributions, TrTF	25.00
TOTAL Trail-O Team Fund	841.16
OVERALL TOTAL	294,093.64

Board Meeting Motions by Executive Director

VI.a.

Change the A-meet Sanctioning fees computations for Juniors to define those getting the Junior rate as “under age 21 as of December 31 of the competition year” instead of the current “under age 19”.

Reference: Rules 20.2, c. thru e.

Amended to include all Rules reference to Juniors to be those under age 21 as of December 31 of the competition year.

VI.b.

Direct the USOF Insurance chair to investigate full-time insurance of USOF’s Epushing equipment and report back to the Board with alternatives.

Proposals to clean up some sanctioning rules

Randy Hall

Sanctioning Chair/Competition at-large

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In section A, replace rule 7.4, which currently reads

7.4 Applications for meets not needing BOD approval must be received by the Sanctioning Committee 2 months prior to the event. with

7.4 Applications for meets not needing BOD approval must be received by the Sanctioning Committee 6 months prior to the event.

Justification:

The 2 months in 7.4 appears to be a typo. In talking to Clare, 6 months seems a fine time frame for non-championship meets in the electronic era. The de-facto 1 year requirement and requirement to get a waiver (neither of which actually seemed supported by the rules), seemed a bit too much.

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Speaking of section A, rule 10, lets clean it up a bit while were here

In 10.1, replace " Prior to publication a copy must be sent to the USOF Sanctioning Committee

" with " Prior to publication a copy should be sent to the USOF Sanctioning Committee."

Justification: This is referring to meet invitations; no one has ever done this as long as I've been sanctioning committee chair. Is there a legal, liability requirement that this be done? If so, lets enforce it, if not, let's make it a recommendation. [Some clubs don't follow this 90 day rule at all, but there is scant little I can do about that either; except pay more for airfare, I guess].

In 10.2, remove requirement d), which reads: "d) Courses and course lengths, and/or lengths of relay legs. (section 24.5.6 Long" Course)

Justification: The course setters don't know this 90 days out, and requirement a) covers the meet format, which should be sufficient for prospective entrants.

In 10.2, remove requirement f), which reads: "f) Address and final dates for entries.

" [identical to requirement e)]

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Let's remove Section A, rule 20, clause b), which reads:

b) A copy of each course on a separate map accompanied by the control descriptions shall be sent to the Sanctioning Committee Chairperson.

Justification: No one has ever done this as long as long as I've been sanctioning committee chair. Either there is some legal/liability reason the board wants this done, (in which case it needs to be enforced), or it needs to be removed (I don't want to be flamed for not doing this, as much as I'd love my map collection augmented).

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And speaking of being flamed for not doing rules that are on the books, lets clean out one I've been flamed for not doing --

In section C, rule 39, replace clause 39.1, which reads --

39.1 The USOF Sanctioning Committee appoints an Event Consultant.

With

39.1 The USOF Sanctioning Committee appoints an Event Consultant if one is requested and one is available.

Justification: this seems like common sense, I mean, you can't get blood from a turnip, after all, but I don't really have the patience to explain this when being flamed about it when the event is a train wreck, and somehow it is sanctioning's fault because I should have appointed an event consultant because the rules say so.

And we need to clean up A, 9, 9.2 to replace "It also appoints an Event Consultant" with

"It may also appoint an Event Consultant (see C 39.1)".

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SUMMARY FOR ONA

At the March 3, 2007 meeting of the USOF Board of Directors, the following actions were taken:

- RMOC was awarded the 2007 US Night-O Championships, the US Short Course Championships, and the US Long Course Championships.
- WCOC was awarded the 2007 US Relay Championships.
- QOC was awarded the 2007 US Sprint Championships.
- NTOA was awarded the 2008 Interscholastic Championships.
- For purposes of A event sanctioning fees computations, juniors are now defined as those under age 21.
- Some language regarding the Sanctioning process was modified.
- The scoring methods for the team competitions at the US Interscholastic Championships were modified.

For details about these items and the full minutes please see:

<http://www.us.orienteering.org/binder/minutes.html>

Back to [Minutes](#)