

Minutes USOF BOD Meeting February 23, 2008

Quality Inn Airport, Tucson, Arizona

7:00 PM

1. Call to order.
2. Secretary takes roll, (acting Steve Shannonhouse) 13 + 1

Present	Last Name	First Name	Position	Vote?
Y	DURAND	CLARE	USOF PRESIDENT	Y
Y	KUHN	FRANK	USOF VP ADMINISTRATION	Y
Y	KRAGHT	GARY	USOF VP CLUB SERVICES	Y
Y	PADDOCK	BOB	USOF VP COMPETITION	Y
Y	RHODES	JERRY	USOF VP MARKETING & PR	Y
Y	MINIUM	MIKE	USOF VP PROGRAM DEVELOPMENT	Y
N	MURRAY	VALERIE	USOF RECORDING SECRETARY	N
Y	SHANNONHOUSE	ROBIN	USOF EXECUTIVE DIRECTOR & TREASURER	N
N	READER	SYD	USOF BOARD PACIFIC REGION	N
Y	DRUMM	SCOTT	USOF BOARD NORTHWEST REGION	Y
Y	LUIS	CRISTINA	USOF BOARD A/L COMPETITION	Y
N	TULLIS	ERIC	USOF BOARD MIDWEST REGION	N
N	HARDING	IAN	USOF BOARD MEMBER HEARTLAND	N
Y	MARTINEAU	STEPHANIE	USOF BOARD MEMBER AT LARGE	Y
Y	LENNON	GREG	USOF BOARD MEMBER AT-LARGE	Y
N	HALL	JIM	USOF BOARD SOUTHEAST REGION	N
N	EAGLETON	JAMES	USOF BOARD MID-ATLANTIC REGION	N
N	SANKUS	JOANNE	USOF BOARD NORTHEAST REGION	N
Y	FERGUSON	LINDA	USOF BOARD MEMBER AT-LARGE	Y
N	HAWKES-TEETER	SUSAN	USOF BOARD ALTERNATE NORTHEAST	A
Y	TOLBERT	RALPH	USOF BOARD ALT MID-ATLANTIC	Y
N	CARR	LISA	USOF BOARD MEMBER SOUTHWEST	N
Y	SHANNONHOUSE	STEVE	USOF BOARD ALTERNATE SOUTHEAST	Y
N	SINCOCK	JOHN	USOF BOARD ALTERNATE NORTHWEST	A
N	TESCHENDORF	GALE	USOF BOARD ALTERNATE HEARTLAND	A
N	COURTNEY	RALPH	USOF BOARD ALT SOUTHWEST	A
N	VAUGHAN	STEVAN	USOF BOARD ALTERNATE MIDWEST	A
Y	IRVING	DAVID	USOF BOARD ALTERNATE PACIFIC	Y
N	BEECROFT	KRIS	USOF REGISTERED AGENT	N

PRESENT; Y=yes, A=alternate, E =executive director. VOTE; Y=yes, N=no

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

Frank Kuhn:

Lisa Carr board member & Ralph Courtney alternate SW

Vacant and pending officer positions to be filled were announced.

IOF convention delegates (3 to be filled)

Chuck Ferguson:

Windmills to be erected in Maryland state forest need 60' wide road.

Bob Paddock:

Let him know if something comes up let him know what he is to do.

Linda Ferguson:

Two leads for grant proposals

4. **Approval of Minutes.**

Move Y, Second, Y Vote 13 Aye, approved.

5. **Financial Report** (if any before Budget)

Distributed by Robin Shannonhouse

6. **Endowment Fund Report** - Chuck Ferguson

Fund at \$ 109,000, in 2008, will distribute \$1,002 quarterly to USOF.

7. Status Reports on **Old Business**:

- 1) Interscholastics becoming official JROTC champs- Chuck Ferguson  
The Navy is on board. The Air force and Army are in works,
- 2) National Park Service Agreement - Chuck Ferguson
  - (a) The agreement is complete and Shannon Stone, Head of NPS agreements was contacted, for details on how the agreement is to be filed.
  - (b) Chuck called upon Sherry Litasi USOC liaison. She reported on an opportunity to make a presentation this November in the DC area to various groups such as the National Parks Service.

**Action item: Mike Minimum** Mike is to have the USOF display ready for whoever might be there to represent USOF.

- 3) Non-Chartered event sanctioning -

**Action item: Bob Paddock:** what kind of contract would be needed?

- 4) Publishing Venture - Coaching Manual update - Clare Durand

A private firm wants to publish the Coaching Manual.

- 5) Fundraising Report - Stephanie Martineau

Report distributed. Stephanie requests motivation examples.

- 6) Potential Sponsor - Jerry Rhodes

Report was given on Hi Tech sponsor inquiry.

8. **Action Item reports:**

- 1) Executive Committee Actions since last Board Meeting

- Approval of 2008 Classic Champs (LROC)
- Approval of 2008 Rogaine Champs (ROC/BFLO)
- Clarification of IS Club Team Eligibility

- 2) Trail O Championships - Frank Kuhn

USOF Trail Committee thanks TSN for 2008 champs.

Motion Y Second Y to approve 2008 United States National Trail Orienteering Championships, Bid from BAOB and change name in Rules.

Motion Y Second Y Vote 13 Approved

**Action Item: Steve Shannonhouse** to update name In Rules to "(year) United States National Trail Orienteering Championships".

**Action item: Frank Kuhn** to prepare Trail-O Team selection process for Board presentation.

- 3) 2008 AGM - Frank Kuhn

Laramie event proposed AGM Motion Y Second Y Vote 13 yes, approved

**Action item: Frank Kuhn** to set date and time of meeting.

- 4) Motion to approve selection of Tim Parson to the Endowment Fund Board

Motion Y Second Y Vote 13 yes, approved

- 5) Background checks presentation distributed by Sherry Litasi. A standing committee was formed under VP Club Services.

**Action item: Sherry Litasi** to e-mail copy of agreement to Gary Kraght.

- 6) Any other competition bids? - Bob Paddock:

- DVOA bid for second WRE day Motion Y Second Y Vote 12 yes approved

- USMA 2009 Interscholastics bid, Executive Committee to vote on USMA Bid Motion Y Second Y vote 13 yes approved.

Action: **Bob Paddock** to get specific commitment from West Point to format before vote is made.

- 7) SPW Proposal - Stephanie Martineau

Motion Y Second Y Proposal presented to Board by Stephanie.

Motion made to divide question, Motion Y Second Y

(A) A. Meet director may give SPW to competitor who aborts run to aid injured runner. Motion Y Second Y

(B) Runner would be allowed to return to course and be given finish time.

Motion to amend (B): Runner may return to course and be given finish time, but will not be eligible for awards or rankings.

Motion to amend Y Second Y vote failed.

Vote on (B) 6Aye 6Nay 2 abstain, not approved

Vote on (A) 10Aye 3 Nay, approved.

**Action Item: Steve Shannonhouse**, Rules change

8) Name revision for "extended" events?

A Motion was made to change "Extended" to "Ultra Long", Second Y

Vote 11Aye 1Nay 1Abstain, approved

**Action Item: Steve Shannonhouse**, Rules change.

#### 9. Discussion Items

1) USOF Administrative transition plan - Greg Lennon

Distributed via email.

Presidential task force has been formed to study this issue.

2) Modernization/Technology issues - Cristina Luis

Skipped.

There was discussion on over the phone meetings.

3) WRE/Championships schedule and IOF Advisor clinics

Voted in bid event section.

Canada interested in IOF advisor clinic in North America.

Task group formed to consolidate championships, Clare chairman under VP competition

4) Scheduling of meetings for 2008

Planning meeting at May 24-26 DVOA

Fall meeting not voted on.

5) Rules report from pre-board mini-meeting

Christina to motivate Rules Chairman

10. **Next BOD Meeting** Approval of 2008 (planning meeting?)

Likely Choices:

May 3-4 USMAOC West Point

**May 24-26 DVOA Team Trials**

Motion Y Second Y 9Aye 1Nay 2Abstain, passed

**Action item Clare Durand** to work with host club for date.

#### 11. Adjournment

Respectfully submitted,

Steve Shannonhouse

7:00 PM

Call to order & Secretary takes roll

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

Approval of Minutes

Financial Report (if any before Budget)

including Endowment Fund Report

Status Reports on Old Business:

1. Interscholastics becoming official JROTC champs
2. National Park Service Agreement
3. Non-Chartered event sanctioning - Bob Paddock
4. Publishing Venture - Coaching Manual update
5. Fundraising Report - Stephanie Martineau

Action Items:

1. Executive Committee Actions since last Board Meeting
  - Approval of 2008 Classic Champs (LROC) and Rogaine Champs (ROC/BFLO)
  - Clarification of IS Club Team Eligibility
2. Trail O Championships - Frank Kuhn
3. 2008 AGM - Frank Kuhn
4. Approval of Tim Parson on the Endowment Fund Board
5. Background check committee - who should this fall under?
6. Any other competition bids? - Bob Paddock
7. SPW Proposal - Stephanie Martineau
8. Name revision for "extended" events?

Discussion Items

1. Keeping rules up to date - Cristina Luis
2. USOF Administrative transition plan - Greg Lennon
3. WRE/Championships schedule and IOF Advisor clinics
4. Scheduling of meetings for 2008

Next BOD Meeting (planning meeting?)

Likely Choices:

May 3-4 USMAOC West Point

May 24-26 DVOA Team Trials

Adjournment

USOF Fund Balances 01/31/08

College Dev Fund	
Beg. Balance, CDF	\$3,131.40
Contributions, CDF	\$100.00
TOTAL College Dev Fund	\$3,231.40

Comp Awards Fund	
Beg. Balance, CAF	\$364.76
TOTAL Comp Awards Fund	\$364.76

Endowment Fund

Beg. Balance, EnF	\$500.78
Contributions, EnF	\$1,725.00
TOTAL Endowment Fund	\$2,225.78

E-Punching Fund	
Beg. Balance, EPF	\$790.73
E-Punch rental fees	\$193.50
TOTAL E-Punching Fund	\$984.23

Insurance Fund	
Insurance Fees from Clubs	\$10,129.00
Beg. Balance, InsFund	\$54,722.39
TOTAL Insurance Fund	\$64,851.39

Jr. Team Fund	
Beg. Balance, JTF	\$3,647.13
Contributions, JTF	\$2,458.00
Fundraising, JTF	\$10.00
TOTAL Jr. Team Fund	\$6,115.13

Map Grant Fund	
Beg. Balance, MGF	\$4,290.00
TOTAL Map Grant Fund	\$4,290.00

Map Loan Fund	
Contributions, MLF	\$100.00
Beg. Balance, MLF	\$43,904.00
TOTAL Map Loan Fund	\$44,004.00

O' in Schools Fund	
Books - Redistribution	\$204.00
Contributions, OSF	\$25.00
Beg. Balance, OSF	\$30,064.63
TOTAL O' in Schools Fund	\$30,293.63

Operating Fund	
Beg. Balance, OF	\$83,479.14
Office Support	-\$1,333.00
Postage	-\$160.01
VP Marketing & Committees:ONA	-\$3,163.22
Contributions, OF	\$2,420.00
Club Dues	\$5,304.65
Membership Dues	\$3,675.00
Transfers, ->OF	\$320.00
Telephone & ISP	-\$28.67
VP Marketing & Committees:Website	-\$75.00
Sanctioning Fees	\$1,316.00
Endowment Proceeds	\$942.00
Dues & Charter	-\$100.00
VP Competition & Committees-Other	-\$155.83
Supplies	-\$69.48
TOTAL Operating Fund	\$92,371.58

Program Dev Fund	
Programs, PDF	-\$920.00
Beg. Balance, PDF	\$6,001.86
TOTAL Program Dev Fund	\$5,081.86

Ski-O Team Fund	
Beg. Balance, SkiTF	\$7,702.24
Transfers, ->Ski TF	\$1,200.00
Contributions, Ski TF	\$600.00
TOTAL Ski-O Team Fund	\$9,502.24

Sponsor & Mkt Fund	
Sponsorships	\$1,600.00
Transfers, SMktF->	-\$1,520.00
Beg. Balance, SponMkt Fund	\$8,671.10
TOTAL Sponsor & Mkt Fund	\$8,751.10

Team Fund	
Beg. Balance, TF	\$12,336.73
Contributions, TF	\$2,100.00

Travel, TF -\$22.61  
TOTAL Team Fund \$14,414.12

Trail-O Team Fund  
Beg. Balance, TrTF \$829.16  
Contributions, TrTF \$600.00  
TOTAL Trail-O Team Fund \$1,429.16

OVERALL TOTAL \$287,910.38

**U S O F Board : AGM 2008 Preferences, Planning and Budget Meetings**

<i>Name</i>	<i>Apr 4-6</i>	<i>Apr 19-20</i>	<i>May 3-4</i>	<i>May 24-26</i>	<i>Jun 20-22</i>	<i>Aug 2-3</i>	<i>Aug 4-10</i>	<i>Sept 26-28</i>	<i>Nov 14-16</i>
	<i>OCIN</i>	<i>ROC</i>	<i>USMAOC</i>	<i>DVOA</i>	<i>BAOC</i>	<i>COC</i>	<i>Laramie</i>	<i>CNYO</i>	<i>BAOC</i>
Steve Shannonhouse					3		5	4	
Linda Ferguson					4	3	5		
Robbie Shannonhouse					4	3	5		
Jerry Rhodes					3	4	2		5
Bob Paddock	4			3			5		
Cristina Luis				5			4		
Stephanie Martineau			P	5	1	3	2	4	B
Greg Lennon				5				4	3
Valerie Murray			3	2			5	4	
Joanne Sankus				3		5	4		
Dave Irving					5			4	
Jim Hall				4			5		
Mike Minium						4	5		
Gary Kraght			P	P		4	4		B
Clare Durand			p	P3	4p	5	5	b	bB
Frank Kuhn						5	4	3	
<b>TOTALS</b>	<b>4</b>		<b>3 P5</b>	<b>30 P4</b>	<b>24 P1</b>	<b>36</b>	<b>60</b>	<b>19 b1</b>	<b>8 B7</b>

	<i>AGM</i>	<i>Planning (P or p)</i>	<i>Budget (B or b)</i>
<b>Planning Meeting</b>	Aug 4-10 Laramie	May 3-4 USMOC	Nov 14-16 BAOC
Stephanie Martineau: West Point (not DVOA)			
Gary Kraght: DVOA or West Point	Aug 2-3 COC	May 24-26 DVOA	Sept 26-28 CNYO
Clare Durand: (1) DVOA or West Point (2) BAOC (June) with AGM, (3) w/ AGM			
<b>Budget Meeting:</b>	May 24-26 DVOA	June 20-22 BAOC	
Stephanie Martineau: BAOC (November)			
Gary Kraght: BAOC (November – on Friday) No meeting facilities near meet site	June 20-22 BAOC		
Clare Durand: (1) BAOC (November) (2) CNYO (September) or BAOC (November), (3) BAOC November	Sept 26-28 CNYO		
<b>AGM</b>			
Stephanie Martineau: US Champs (Laramie)			

Gary Kraght: US Champs (Laramie)			
Clare Durand: (1) COC or Laramie (August), (2) BAOB (June) (3) DVOA (May)			

Proposal to amend USOF Rules for Orienteering by adding language regarding options available after a competitor aids an injured orienteer.

Add to Section B, Technical Regulations, part 35 pertaining to Fairness:

“35.9 A competitor who aborts a run to aid an injured runner may be allowed to complete his course provided that the meet director agrees this can be done in a manner which provides an accurate and fair course time. Application of this rule is entirely at the discretion of the meet director and should take into account course closing times and the safety of the competitor. If the competitor does not complete this course, the meet director may award the competitor a sporting withdrawal (SPW).”

Rationale for this addition: Currently there is nothing in the rules that addresses the situation where a competitor aids an injured runner and interrupts his own run to do so. This addition to the rules would provide guidance to the meet director and inform competitors who follow rule 37.3 of possible outcomes for the situation.

Under the current rules there is no provision that allows the competitor to return to his course. (It is possible to read rule 37.6 as not prohibiting the competitor from going back out as long as he did not check in at the finish. However, it is likely the competitor could go overtime.) Under the proposal the competitor needs to get permission from the meet director, who has the discretion to assess the time available before courses close, weather and other safety concerns. Whether the competitor obtains any advantage by seeing the competition area during the rescue or has a chance to rest are issues that matter if the competitor is a contender for an award. The difficulty of getting a fair time for the interrupted run is the crux of the second issue, thus it may be desirable to disallow an award to a competitor with an interrupted run even while allowing the time to be posted.

Language for this choice could read:

“35.9 A competitor who aborts a run to aid an injured runner may be allowed, at the discretion of the meet director, to return to his course and complete his run taking into account course closing times and the safety of the competitor. If a fair and accurate time can be obtained, the competitor’s course time may be posted, but the competitor cannot receive an award. If the competitor does not complete his course, the meet director may award the competitor a sporting withdrawal (SPW).”

It may be necessary to amend other provisions in the rules to comport with the proposed language.

Section 50.3(c) would need to refer to the new rule.

Section 17.8.2 requires that an SPW be awarded by the jury.

USOF BOD Meeting, Feb. 23, 2008 Greg Lennon

The Issue

Is it time for USOF to transition to having professional full-time staff?

Why?

Professional full-time staff can promote orienteering in a manner difficult for part-time volunteers.

Specifically, the support provided by experienced professional staff should help in terms of:

- Increasing revenue, through grants, earmarks, and fundraising;
- Enhancing opportunities for coaching, training, and athletic development
- Marketing orienteering nationwide

- Resolving federal issues such as public lands access restrictions
- Partnering with other organizations and companies for mutual benefit

Why Now? A large investment is essential to help grow the sport, and USOF is currently able to afford such an investment. Amateur sports organizations in the US bring in approximately \$160K/yr in annual revenue per FTE. Furthermore, IOF statistics indicate that if USOF had the same ratio of staff:orienteers as the average IOF member country, USOF would have 3 full-time employees by now – and a \$500K budget.

What would be some of the next steps if USOF wished to look into this further?

USOF BOD must discuss and decide regarding:

- Goals and Timing
  - Example: First staff hired by January 2009, with defined goals for first 2 years
- Is location of office/staff important, and if so, where should it be?
  - Most obvious locations are either Colorado or Washington
  - My recommendation: Washington until orienteering is approved as an Olympic sport, preferably within office space of compatible organization
- What is commitment in terms of budget, and, length of time?
  - My recommendation: \$150K/yr, for 2-3 years
  - If this is acted upon by USOF this year, the Lennon Family Foundation will personally commit to donations matching all USOF funds and fundraising efforts, up to a total of \$100K (if the commitment is for 2 years), or \$150K (if over 3 years), subject to certain conditions
- Define title and duties of initial 'Professional Director' position
- USOF By-Laws requiring amending, and timing of related vote to approve changes
  - Article VIII, Section D, Duties of Officers: will require changing
  - Possibility of follow-on BOD discussions if at least 3 Directors call for them
  - Vote at Annual Convention, or by Federation Referendum?
  - Proposal can be submitted by either member club or Director(s)

A 'Professional Director' Search Committee should be formed

- Craft a job description, post in appropriate venues
- Interview nonprofit executive recruiters, decide if/when retained
- Report to USOF BOD on progress, and schedule candidates to be interviewed