



Board of Directors Meeting  
Pocono Environmental Education Center – Delaware Water Gap Pennsylvania  
October 20, 2012  
3:00 – 5:00 PM

**Board Members**

Maiya Anderson	Present via teleconference
Pete Dady	Present
Jennifer Flagel	Present via teleconference
Donna Fluegel	Present
Bob Forgrave	Not Present
Peter Goodwin	Present
Frank Kuhn	Present
Greg Lennon	Present
Charlie Bleau	Present
Pat Meehan	Present
Lou Pataki	Present
Amy Williams	Present via teleconference

**Staff**

Glen Schorr  
Robin Shannonhouse via teleconference

**Visitors**

Mike Minium  
Erin Schirm  
Barb Bryant  
Clare Durand  
Ken Walker, Sr.  
Chuck Ferguson  
Jon Torrance  
Peter Gagarin

Approved minutes from August 31 and September 1 BOD meetings in Laramie, WY

Financial Report

--Lou Pataki would like to increase the number of people on the finance committee. If anyone has an interest, please contact Lou.

--Lou found it a challenge to do the budget because of the budget year as it stands now and would like that to change. He will discuss this with the finance committee and report on this later.

--Having each Team set their own budget year was discussed.

--See attached report as of September 30, 2012.

### Misc.

Frank Kuhn will continue as the Trail O Commissioner

Nominated Mike Schuh to IOF Technology Commission (On October 22, Mike's appointment was confirmed by the IOF.)

Approved Trail-O Champs for May 11, 2013 at EMPO's Adirondack Adventures meet.

April 11-13, 2014 QOC will bid for S,M,L champs

### Junior Team Coach

--Erin Schirm, our new Junior Team Coach, was funded by an anonymous gift for one year.

--Erin will focus not only on JWOC, but also on junior development across the country.

--The vision of the program is to have these juniors move up to the senior team and want to continue with a formal coaching program.

--Erin is willing to work with juniors on any orienteering discipline, not just foot.

### 3rd Party Sanctioning

--At the April 2012 meeting the subject of 3rd Party Sanctioning and particularly "Day Passes" were discussed. Upon further investigation, this was determined not to be an effective tactic.

--It has been determined by Greg and Glen that 3rd party operators are interested in participating in our insurance program. Greg and Glen will investigate this opportunity and come back to the board in January 2013 with a recommended plan.

### Club Charter Renewal Changes

--After polling the clubs, most agreed they should report annually the number of starts by category of event. In the future, clubs will report MTBO, SkiO, Foot, Trail, etc. starts separately. Greg will discuss this with clubs and we will set a date for this to begin.

--Newcomers measurement will continue to be discussed.

### Membership Database

--We now have a 3<sup>rd</sup> party-hosted system with several new features.

--All members of OUSA will receive a letter explaining the changes (online registration, renewals, donations, etc.). Rollout will be phased in and implemented for all members in 2013.

--A membership directory will be available for all active OUSA members to be able to log in and see. There will not be a public directory.

### Rules

Approved the attached rules with the understanding that the Rules Committee will make additional modifications that will include editing changes and a few changes that were approved by the board, but not yet incorporated into this draft. The new rules are not

effective until January 1, 2013. Clubs with events scheduled for 2013 who want guidance on how the new rules might affect their event can contact Clare Durand directly.

--[Rules including markup](#)

--[Summary document about revisions and proposed board action](#)

### Budget

Board approved budget with the understanding that minor errors in this budget will be corrected.

See attached budget and comment note.

Adjourned at 5:15.

### 2013 BOD Meetings

- |              |                          |                                     |
|--------------|--------------------------|-------------------------------------|
| • January 19 | Rutledge, GA (GAOC)      | Georgia Navigator Cup               |
| • May 11     | Glens Falls, NY (EMPO)   | US Individual Champs                |
| • Summer     | Lake Tahoe, NV/CA (BAOC) | Summer O Festival (Tentative), AGM? |
| • October 6  | Portageville, NY (ROC)   | US Classic Champs                   |

**2013 Orienteering USA Budget -**

**10-22-12**

	<u>2013 Budget</u>	<u>2012 Budget</u>	<u>Strategic Plan Goal</u>
<b>Section 1 Budget Income</b>			
<b>Local Programs</b>			
A meet Sanctioning Fee	\$21,000	\$29,000	Starts
Mapping/Pictometry on Line Fees	\$600	\$900	Mapping
E punch Rental Fees	\$1,000	\$1,000	Starts
Third Party Sanctioning Fees	\$2,000	\$4,000	Starts
<b>National Programs</b>			
No Income Planned			
<b>Membership Programs</b>			
Membership Dues	\$31,000	\$32,000	Membership
Club Dues	\$70,000	\$65,000	Membership
<b>Team USA Support/Development</b>			
<b>SENIOR TEAM</b>			
Contributions	\$7,000	\$7,000	Team USA
Fundraising	\$1,500	\$1,500	Team USA
<b>JUNIOR TEAM</b>			
Contributions	\$4,350	\$3,800	Team USA
Fundraising	\$9,350	\$3,800	Team USA
<b>WUOC TEAM</b>			
Contributions	\$0	\$3,000	Team USA
Fundraising	\$0	\$1,000	Team USA
<b>SKI O TEAM</b>			
Contributions	\$5,000	\$2,250	Team USA
Fundraising	\$5,000	\$0	Team USA
<b>TRAIL O TEAM</b>			
Contributions	\$1,000	\$1,000	Team USA
Fundraising	\$3,500	\$3,500	Team USA
<b>MTB O TEAM</b>			
Contributions	\$3,500	\$0	Team USA
Fundraising	\$3,500	\$0	Team USA
<b>Administrative and Governance</b>			
Third Party Grants and Sponsorships	\$20,000	\$15,000	Non-Starts Revenue
Major Gifts	\$12,500	\$10,000	Non-Starts Revenue
Annual Fund	\$18,000	\$18,000	Non-Starts Revenue
General Contributions	\$16,000	\$7,000	Non-Starts Revenue
Income from Endowment Fund	\$4,500	\$4,000	Non-Starts Revenue

Wearables Redistribution	\$500	\$2,000	Non-Starts Revenue
Books Redistribution	\$2,000	\$0	Non-Starts Revenue
Interest Income	\$100	\$1,500	Non-Starts Revenue
Contributions to Endowment Fund	\$5,000	\$4,000	Non-Starts Revenue
Life member Dues Received	\$0	\$1,500	Non-Starts Revenue

**TOTAL INCOME** \$247,900 \$221,750

**Expenses**

**Local Programs**

Mapping/Map Grants	\$0	\$2,000	Mapping
Mapping/Pictometry on Line	\$600	\$1,800	Mapping
E punch Maintenance	\$500	\$500	Starts, Branding
NOD Promotions	\$1,200	\$800	Starts, Membership
New Club Development	\$1,000	\$0	Starts, Membership

**National Programs**

Education/Display Fees	\$300	\$300	S/M/B
Education Ebsco Insert	\$200	\$200	S/M/B
Education College Development	\$500	\$500	S/M/B
Little Troll Program Development	\$100	\$100	S/M/
Competitive Awards/Medals	\$0	\$2,000	Starts
Marketing Conference Fees/Memberships	\$2,000	\$2,500	Non start Revenue
Website General	\$6,500	\$3,000	Starts, Branding
Website Meet Registration	\$2,500	\$2,000	Starts
Marketing/Branding/Photography	\$1,000	\$3,300	Starts, Branding
Marketing Publications/Printing	\$1,600	\$1,600	S/M/B
Mktg Publications/Redesign	\$5,000	\$0	Branding
Online Advertising	\$750	\$2,200	Starts

**Membership Programs**

Insurance Premiums	\$15,000	\$16,200	Starts, Membership
ONA Magazine	\$20,500	\$19,500	Membership, Brand
Credit Card Fees	\$1,000	\$0	Membership

**Team USA Support/Development**

**SENIOR TEAM**

WRE Expenses	\$1,500	\$500	Team USA
WOC Fees Accommodations	\$13,500	\$12,000	Team USA
Athlete travel Support	\$500	\$3,000	Team USA
Team Sponsored training Camps	\$1,500	\$1,000	Team USA
Uniforms	\$0	\$300	Team USA

**Junior Team**

JWOC Expenses	\$14,000	\$11,000	Team USA
Athlete travel Support	\$2,000	\$2,000	Team USA
Team Sponsored training Camps	\$1,000	\$1,000	Team USA
Uniforms	\$400	\$400	Team USA
Coach's travel and expenses	\$5,000	\$0	Team USA

<b>WUOC TEAM</b>			
WUOC Expenses	\$0	\$4,000	Team USA
<b>SKI O TEAM</b>			
WSkiOC Expenses	\$11,000	\$2,000	Team USA
JWSkiOC Expenses	\$2,000	\$2,000	Team USA
Athlete travel Support	\$2,000	\$500	Team USA
Athlete Development	\$2,000	\$0	Team USA
Uniforms and Equipment	\$1,000	\$0	Team USA
<b>TRAIL O TEAM</b>			
WTOC Expenses	\$5,000	\$5,000	Team USA
<b>MTB O TEAM</b>			
Expenses	\$9,500	\$0	Team USA
<b>Administrative and Governance</b>			
B&C/ Board Meeting & Committee Expenses	\$500	\$1,400	Volunteerism
B&C/President's Fund	\$1,000	\$1,600	N/A
ED/ Salary and Benefits	\$71,400	\$71,400	All
ED/travel & Office Expenses	\$15,800	\$15,800	All
ED/Payroll Ins, Service & Taxes	\$7,100	\$7,100	N/A
M&A/Office Support	\$18,000	\$18,000	Start, Membership
M&A/Office Expenses	\$3,000	\$3,000	Starts, Membership
Due, Fees, Corporate charter	\$4,500	\$5,600	N/A
Fundraising Expenses	\$2,000	\$3,000	Non Starts Revenue
Background Checks	\$300	\$300	Vol, Team USA
Financial Audit	\$0	\$4,000	N/A
Sponsorship Grants to Clubs	\$8,000	\$0	Sponsorships
Junior Team Coach/ Contract	\$30,000	\$0	Team USA
<b>TOTAL EXPENSES</b>	<b>\$293,750</b>	<b>\$234,400</b>	
<b>NET INCOME</b>	<b>(\$45,850)</b>	<b>(\$13,050)</b>	

## Comments to the 2013 Budget

I note first that the apparent deficit of \$45,850 is misleading. It does not reflect designated money received in 2012 which will be spent in 2013 (principally \$22,500 toward the cost of the Junior Development Contract), nor does it reflect income in the 2013 budget, such as endowment contributions, which cannot be spent. Adjusting for this issue results in a true projected deficit of about \$28,000.

Second, the budget does not directly reflect the Board commitment from general Orienteering USA funds to the teams. That commitment is the difference between budgeted expenses and budgeted income for a team. Again this year the budget generally commits us to pay half the team expenses from general Orienteering USA funds. Exceptions reflect team requests, two year budget cycles, and the Junior Team ESC request for a line item for coach's travel - the funding for that new request was not split between O USA general funds and team raised funds, and it shows up as an addition to the team fundraising requirement.

Note that team income lines "Fundraising" and "Contributions" reflect recent experience and can be substituted - highly successful fundraising means a lower contribution requirement and vice versa. Contributions include all contributions that constitute team restricted funds. This includes designated contributions to the annual campaign or other designated contributions as well as contributions raised by any specific team campaigns.

### Commitments to the Teams in the 2013 Budget:

Senior Team: \$8,500

Junior Team: \$8,700

Ski O Teams: \$8,000

Trail O Team: \$500

MTB O Team: \$2,500

The Board expects to join with the team Executive Steering Committees to discuss appropriate budget revisions once Fourth Quarter 2012 designated income is known. Any revisions will not decrease the Orienteering USA commitments to the teams for 2013.