



VOA Board Meeting

Friday, 20 January 2006
Outdoor Recreation Centre, Viewbank

MINUTES OF MEETING

Present: Blair Trewin, Ruth Goddard, Ian Dodd, Peta Whitford, Warwick Williams

Meeting opened 7:30 PM.

1. Apologies

- None.

2. Minutes of December Board Meeting

Motion that the minutes be accepted as a true record. RG/ID Carried.

3. Business Arising

- Helen Schofield has agreed to take over the packaging of OVic magazines.

4. Reports

4.1 Finance (inc. insurance)

- \$1,500 surplus on 2005, but note larger than expected loss on 2004 – partly a result of cash accounting.
- EIG Ansvar insurance quote ~\$200 higher than Zurich with a larger excess. The storage of the SI equipment was a big issue for EIG Ansvar, and nobody was aware whether Zurich had been made aware of this aspect of the risk. We need to advise them of this, to be assured that a claim for the SI gear would be honoured. Ruth to advise Zurich of this, confirm their quote and chose a policy.

Action: Ruth Goddard

4.2 Promotion & Development

- Peta is looking for the ability to write invoices to .pdf files. She is aware of software that can do this for \$124. Ian believes that we can do this with our existing software & will follow up with Peta.

Action: Ian Dodd & Peta Whitford

4.3 Subcommittees

- No reports received.

4.4 SportIdent

- 2 training courses are to be run by Ian Chennell in coming weeks to explain using the new controls.
- 29 old style SI sticks were traded-in. This is an adequate number and the trade-in offer is now closed.

4.5 Athlete Development Working Group

- This group has had its first meeting, and has produced a first cut “wish list.”
- The group aims to scope the items on this list and set priorities for them by the February Policy Day.
- Athlete development initiatives have a fair chance of attracting government funding in the current climate.

4.6 Orienteering Australia

- No volunteers have come forward to seek a place on any of the OA committees.
- Victorian representatives to the OA AGM will be Blair and Ian.
- Nominations are sought by 28 February for the Victorian “Coach of the Year” award.
- The annual OA request for participation data has been received. Barry Hart’s participation database will make these data much easier to come by than in previous years.

4.7 Membership & Participation

- 2005 saw a 4% membership increase on 2004. This adds up to a 20% increase over 3 years!

- Park/Street numbers are as follows for the first 12 weeks of the season (average attendances and percentage change v the first 12 weeks of the 2003/04 season):

Monday	68	(-23%)
Tuesday	112	(+21%)
Wednesday	159	(+6%)
Thursday	66	(+16%)

4.8 2006 Australian 3-Days

- Progress is on track.
- There has been something of a lack of support from the local community, particularly with respect to catering. It seems there are too many things happening in the area.

4.9 Correspondence

- The Wilderness Shop mega-buying night for this year is set for Tuesday 9 May.
- SRV 5-Year Strategic Plan:
 - Not a radical document
 - More promotion of the general benefits of sport
 - Seeking greater participant diversity

5. Junior Sport Policy

- A “National Framework” for junior sport policies has been promulgated by the ASC.
- Having a junior sport policy is likely to be a condition of Victorian Government funding in time.
- The draft interim policy for discussion at the Policy Day essentially documents our existing practices.
- “Junior” essentially means 8-20 years old.
- Orienteering has been ahead in some areas, eg “modified rules” for juniors.

6. Commercial Operations at Events Policy

- The existing agreement with the O-Gear Shop will be terminated by agreement.
- Question arose as to who bears the onus of compliance with Safe Food Handling Regs. Warwick to check.

- **Action: Warwick Williams**

Motion that the draft revision of this policy go to Council. RG/ID Carried.

7. Risk Assessment

- The VOA risk assessment document will be based on the corresponding OA document.
- We obviously need to focus on the major risks.
- The greatest danger appears to be a car accident involving a street orienteer.
- We need to prepare a critical incident procedure.

8. Employment Policy

- Draft document presented.
- This draft is part policy and part procedure document.
- We need to identify all our employment relationships and deal with our tax, superannuation and Workcover obligations (Ian is willing to help Ruth & Peta in this regard).
- We have no written contract with Peta. We should look to put one in place.
- The policy/procedure will be revised and put to Council.

9. 2006 NOL Funding

- Proposed to have a similar funding provision to last year, in particular: \$300/head for the Queensland NOL events and reimbursement of expenses for the NSW NOL weekend. Funds to be drawn from the World Masters legacy fund.

Motion that this level of funding be approved. ID/RG Carried.

10. Appointments

- Still seeking a Members Protection Officer.
- Blair will approach Steve Bird to see if he is willing to look after the Schools team.

Action: Blair Trewin

- The VOA presidency is almost certain to fall vacant at the next AGM. Start counting your numbers!

11. Club Directory Review

- It is intended to include a summary of available grants.
- Areas missing include MTBO and Park/Street matters and website responsibilities.

12. Policy Day Agenda

- Review of overall VOA strategy for next few years – program for the session before lunch.
- Lunch to be BYO to limit time lost to the counter lunch.

13. 2006 Fixtures

- NE's maxi 3 hour event on 13 August will clash with a rogaine. They have proposed to reschedule this to 3 September. This would in turn produce a clash with an EU local event.
- The Board is not happy to endorse such a clash. Having a clash with an MTBO would be acceptable, but not with another foot-O event.
- NE should seek a suitable alternative Sunday. If none can be found, their alternatives are a Saturday timeslot or their present date.

Meeting closed 3.30 PM.