

# Minutes of Meeting

**What** : Board Meeting - Victorian Orienteering Association  
**When** : Thursday 15<sup>th</sup> September 2011  
**Where** : ORC  
**Present** : Bruce Arthur (Pres) Evan Barr (VP) by Skype  
Don Fell (Sec) Craig Feuerherdt (VP) by Skype  
Ruth Goddard (Treas) Peta Whitford  
Kath Liley (for item on Casual membership)  
**Apologies** : Nil

## MINUTES OF PREVIOUS MEETING

- Minutes accepted (BA/EB)

## MATTERS ARISING FROM PREVIOUS MINUTES

- Preparation of figures re' financial buffer' for OV. Figures published to Board for reference when required.
- Change of Public Officer. Forms submitted to Consumer Affairs Victoria. Closure of action is pending confirmation from CAV. (DF)
- Online survey of Orienteers "needs". SurveyMonkey online survey questions shared with Board. A revised set of questions to be published and available online before the Oceania Carnival. Aim of the survey - What do people want? E.g. Multi-event weekends, single event weekends? less travel? Develop a profile of the respondents – eg how long orienteering? at what level? Locations (\*regional, interstate, international) (EB)
- Casual Membership. The constitutional changes are published to the Board for review and approval. Constitutional amendments need to be submitted to CAV by Public Officer. (DF)

## ACTION POINTS

### Actions from Previous Meetings

Ref	Action	Owner	Due	Status – Recent Actions
2011-08-09	Change Public Officer from WW to DF. Submit annual Statement.	DF	Nov Boardt	PENDING. Forms submitted. Waiting on confirmation from CAV.
2011-08-08	disseminate Oceania advertising to other State newsletters	BA	31/8/11	CLOSE Done.
2011-08-07	ask ID/IC for the SI Hire Stick numbers (for the MTB school championships)	PW	Oct	OPEN Not completed.
2011-08-05	send BA/PW the link and/or a photocopy of the page	EB	Oct Board	OPEN Not completed.
2011-08-04	place a request in ONews for input for the bush fixture.	BA	Sept	CLOSE Done.
2011-08-03	Provide VOA membership mailout numbers to lan Baker	PW	Nov	OPEN A Nov action item
2011-08-02	Publish Casual Membership constitutional changes	BA/DF	Sept Board	ON GOING. Published to the Board for approval.
2011-08-01	Prepare online survey on bush orienteering fixturing	EB	End Sept	OPEN Board reviewed questions. Email draft survey to Board and have Survey published for input before Oceania Carnival.
2011-07-14	Preparation of figures re' financial buffer' for OV	RG/CF	August Board	CLOSE. Done

2011-05-02	Distribute status update on Online Registration project to Board. Share responses from vendors and re-plan schedule/milestones.	CF	Sept Board	CLOSE Done
	ask other sports about their entry systems.	PW		

**New Actions**

Ref	Action	Owner	Due	Status – Recent Actions
2011-09-07	Request Rob Preston to report progress against milestones for his Gippsland Project	BA	End Oct	OPEN
2011-09-06	Call for 2012 Junior Team Management nominations	DF/PW	End Oct	OPEN
2011-09-05	Send levy paper to Clubs for consideration	RG	23/9/11	OPEN
2011-09-04	Write to all Clubs explaining the casual membership rationale.	DF	End Sept	OPEN
2011-09-03	Send copies of her letters to EB and CF	KL/DF	End Sept	OPEN
2011-09-02	Sign-off on new Constitution document	DF/BA		OPEN
2011-09-01	Submit Changes to Constitution to CAV	Public Officer	Nov Board	OPEN Pending confirmation of Public Officer change and Board sign-off on new Constitution document.

**CASUAL MEMBERSHIP**

- Kathy Liley reported progress. Melbourne BushO – forms collected for all casual members. A letter was sent out to all Club Secretaries requesting data for Club members who are not members of the VOA. Responses received from two clubs. Concerns were raised about Privacy legislation issues which may or may not apply to private sporting organisations. Clubs may need to modify their membership documents to describe use of membership data. Clubs organising events are to collect the membership data and report it. We need to remove references to nonmembers from VOA supplied forms (eg event entry) and replace with references to casual members. Casual members are being registered through to the end of 2012.
- Action: KL to send copies of her letters to EB and CF
- Action: Secretary to write to all Clubs explaining the casual membership rationale.

**FINANCE**

- Written reports were presented.
- Oceania Carnival: 700 entrants to Oceania. Approx \$40K received and to be paid out. Money from the State Govt grant for Oceania has not yet been received.
- Levies income is up for the year, mostly attributable to StreetO
- Last years apparent loss of \$37K is just timing of the cash flow.
- Levies: Event levies provided approx.. half the income. State Series events comprised approx.. one third of levy income. An increase in levies of 4% is proposed. The levy proposal is to be presented at the next State Council meeting in October. Action: Send levy paper to Clubs for consideration in one week’s time (RG)
- The levy proposal was accepted by the Board (EB/DF)

**PROMOTION AND DEVELOPMENT**

- Written report presented.
- Mandy Hennessey has advised that the Junior Team will not be remaining at the Oceania Carnival for the Relays (last day) and she will not be available for Junior Team management after this date.

- Action: Call for nominations for the next year's team management soon after the Australian Carnival. (DF/PW)
- A Teams grant has been received and will be shared between the team members.

## **CORRESPONDENCE**

- Written report presented.
- Noted the Melbourne Metropolitan Investigation Report on the use of public land.

## **PARK AND STREET**

- No formal reports presented.

## **MTBO**

- Written report presented - from Peter Cusworth/Peta
- Noted: Performance of Victorians at the World MTBO Championships

## **BUSH**

- No formal report
- Australian Relays – Max Neve doing the team selection this year.
- Fixtures – Steve Peacock to follow up with clubs.

## **JUNIOR DEVELOPMENT / SCHOOLS TEAM**

- No formal report. Refer items in P&D Report

## **SPORTIDENT**

- Written report received.  
Board approved spending of \$169 for a new inverter.

## **OCEANIA CHAMPS**

- 750 entries received for the weekend events.  
Teams are being formed now..  
MFR/YV doing the bulk of the technical workload.  
Signage obtained  
Acknowledgement of the effort being put in by Darren Meeking.

## **PROJECTS**

Transit Project (SRV grant) .

- A report was tabled.  
CF held further discussions with the European providers (Fabian4 and ENTOR). A consideration is which merchant is to be used for the online financial management.  
Costings being obtained and the indicative costing for the Entor system was presented for an integrated membership/entries system.  
A decision on choice of provider is deferred to allow Board members to review the system functionality.

## **COST CENTRES – paper from Craig Feuerherdt**

No report this month.

## **SUBURBAN ADVENTURE RACING SERIES**

- Geoff Hudson has provided detail of his plans for a Tuesday night Eastern Suburbs series with the Boy Scouts Association. There will be no involvement with the VOA.

## **FIRE RISKS POLICIES**

- Following recent events in the Kimberley the Board noted that VOA policies excluded running of State Series orienteering events on days of Total Fire Ban, and that there was no need at present to change this policy. The BG club has a similar policy for its club events, and street orienteering in fire prone areas (e.g. Dandenongs) has a practice of cancelling events in extreme conditions.

## **OTHER BUSINESS**

Gippsland Project. The Board will ask Rob Preston to report his project against key milestones. Action: BA

OA Conference: Dec 10-11 Canberra. BA & CF to attend.

OA website workshop: October 6<sup>th</sup> Canberra. DF to attend.

Meeting closed at 9.48pm.

## **NEXT MEETINGS**

- VOA Board meeting Friday 21<sup>st</sup> October 2011 at Westerfolds.
- VOA Council meeting Thursday 17<sup>th</sup> November 2011 at Westerfolds.
- VOA Council meeting Thursday 15<sup>th</sup> December 2011 at Goddard residence.