

GAOC 2014 ANNUAL GENERAL MEETING MINUTES

Location: Hard Labor Creek State Park

Date: Saturday, May 10, 2014

2-3PM AGM

19 VOTES PRESENT, QUORUM IS MET

ITEMS

1. **Minutes** Approval of 2013 AGM minutes **Motion & Second**, Vote: 15 for, 0 opposed, 1 abstain, 2013 minutes approve

2. Reports

President – Charlie Bleau Not present.

Secretary – Steve Shannonhouse Presented, report attached.

The USOF re-charter & Georgia Incorporation documents for Georgia Orienteering Club attached as report.

Treasurer – Robin Shannonhouse Distributed, reports attached.

Vice Presidents

Mapping: See discussion in item 4 f.

Equipment: See discussion in item 4 e.

Boy Scouts: Relations are good with Bert Adams; Frank Mills will have scout activity and meet.

Girl Scouts: No report.

Schools & JROTC: No report.

Adventure Racing: No report

3. **Elections:** President, 2 Members at Large

Nominations: For president, Charlie Bleau and at large, Martha Carr (withdrew), Steve Houghton, Rick Shane. Charlie Bleau, Steve Houghton & Rick Shane were elected with 19 votes.

4. Member Proposals or Items for discussion

a. Junior Team/School League/GAOC Ranking System –Bob Frost

GAOC ranking: site is up.

Orienteering in schools: report attached.

School League, no results, maybe we should have a Schools Ranking System

Schools in national competition: In addition to the NJROTC teams competing in the NJROTC nationals, several schools send teams to the USOF Interscholastic champs every year. Schools also send teams to the OCIN A meets.

School activity at local events: Many schools attend local events. Only four schools are active with training at local meets.

JROTC activity:

NJROTC Area 12 sends three teams to the National Navy JROTC orienteering championships every year.

There will be a summer camp this year, similar to TJOC in Texas. It is put on by Henry County HS.

Every year Stockbridge HS puts on a junior training camp for NJROTC Area 12 freshmen.

National Junior Team: 5 GAOC members are on the Junior Standing Team.

Motion & Second to give members of the Junior Standing Team from GAOC E-cards, passed. Robin Shannonhouse will distribute E-cards.

Matt Stout gave presentation thanking GAOC for fundraiser to fund GAOC Jr Team members travel reimbursement funds. Robin Shannonhouse is administering. Matt also mentioned a website the Jr. Team is using to sell things to raise money. For a \$1,000 donation, Jr. Team members will make a schoolyard map.

b. Schedule

Discussion: Calendar, meet formats, frequency, venues, NOW. There was a suggestion to make schedule follow school year September – August, Charlie Bleau to try it.

c. Meet personnel training

Discussion: Interest level, timing, frequency, duration, topics, instructors. There was a suggestion for an online MD instruction book.

d. A-meet:

2015 GNC Red Top Mountain State Park – Lisa Frost/Rick Shane co-directors
List of assigned key personnel discussed, all are assigned, including a USOF course consultant.

Questions on A-meet budget, see link in section g.

e. Equipment

E-punch upgrades – Vinton Wolfe, report attached

Motion & Second to purchase recommended E-punch equipment, passed.
Vinton reports all events except 3 were E-punch this past year.

Clubhouse – Bill Farrell discussed process for caring for equipment and keeping the kits resupplied. In particular, be sure control flags are clean and dry before packing them up. EP controls will be outfitted with zip ties to clip control flags to and control flags will have a clip.

f. Mapping

Mapping projects – Steve Shannonhouse, Kevin Haywood, Sam Smith

Permanent installations – Steve Shannonhouse

Red Top: Bob & Lisa Frost assigned to maintain

Sweetwater: Steve Houghton assigned to maintain

Panola Mountain: Les Hollingsworth assigned to maintain.

Mistletoe: (Bill Cheatum map and maintenance responsibility)

Future: Chattahoochee Bend & Don Carter

Maps - Kevin Haywood

Printing - Map colors are being adjusted to improve clarity.

Production-

Don Carter first portion complete, remainder to be completed for possible
GNC 2016

Red Top to be updated for GNC 2015

Gold Branch remake complete

g. Budget

Budget – 2014 recap, 2015 approval. Robin Shannonhouse

Tentative budgets for 2015 & 2015 passed out

Friendly amendment to increase mapping budget to \$5,000 accepted.

Motion & Second to approve budgets, passed to accept budgets.

Amendments to be done by Robin Shannonhouse

Meet details: GAOC website <http://www.gaorienteering.org/>

Motion & Second to adjourn passed.

GAOC 2014 ANNUAL GENERAL MEETING

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Schedule:

10AM-1PM Local meet on the Lake Brantley map
12-2PM Potluck
2-3PM AGM

ITEMS

1. Minutes Approval of 2013 AGM minutes

2. Reports

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Secretary – Steve Shannonhouse

Treasurer – Robin Shannonhouse

Vice Presidents

**Mapping , Equipment, Boy Scouts, Girl Scouts, Schools & JROTC,
Adventure Racing**

3. Elections: President, 2 Members at Large

4. Member Proposals or Items for discussion

a. Junior Team/School League/GAOC Ranking System

Bob Frost

b. Schedule

Discussion: Calendar, meet formats, frequency, venues, NOW

c. Meet personnel training

Discussion: Interest level, timing, frequency, duration, topics, instructors

d. A meet:

2015 GNC Red Top Mountain State Park – Lisa Frost/Rick Shane

e. Equipment

E-punch upgrades – Vinton Wolfe

Clubhouse – Bill Farrell

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GAOC by the Numbers

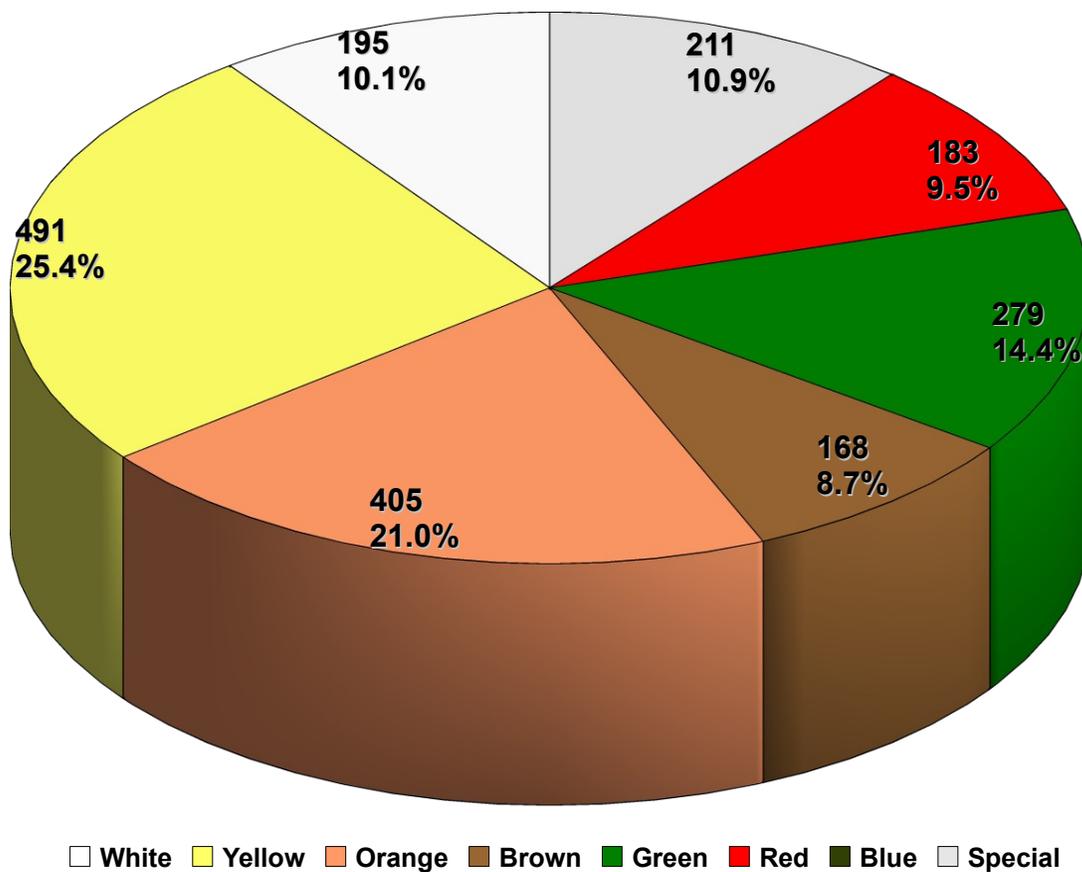
- 1,932 total starts for 21 local meets in 17 venues. Includes one 2-day meet.
- 2014 Georgia Navigator Cup had 375+ starts per day
- Electronic punching was used in all but 2 of the meets.
 - 119 field-use electronic controls (excluding two lost this year)
 - 33 administrative electronic controls
 - 2 field-use radio controls with 3 on order plus 1 master radio



Local Meet Starts by Course

Georgia Orienteering Club

2013 - 2014 Season*



* excludes National Orienteering Day, Annual General Meeting, & special events (NJROTC, etc)

Georgia Orienteering Club - Balance Sheet Prev Year Comparison

	<u>12/31/2010</u>	<u>12/31/2011</u>	<u>12/31/2012</u>	<u>12/31/2013</u>	<u>4/30/2014</u>
ASSETS					
Current Assets					
Checking/Savings					
1010 · Heritage Checking	19,578.33	22,085.41	44,352.25	47,693.07	45,799.87
1011 · Heritage Transfer Checking	0.00	5,509.64	2,235.22	1,038.33	1,206.83
1040 · Cash	955.23	207.25	297.51	263.85	174.15
Total Checking/Savings	<u>20,533.56</u>	<u>27,802.30</u>	<u>46,884.98</u>	<u>48,995.25</u>	<u>47,180.85</u>
Accounts Receivable					
1110 · Accounts Receivable	0.00	82.88	700.00	0.00	0.00
Total Accounts Receivable	<u>0.00</u>	<u>82.88</u>	<u>700.00</u>	<u>0.00</u>	<u>0.00</u>
Other Current Assets					
12000 · Undeposited Funds	0.00	625.00	0.00	0.00	0.00
1450 · Prepaid Expenses	0.00	0.00	1,450.49	1,423.93	0.00
Total Other Current Assets	<u>0.00</u>	<u>625.00</u>	<u>1,450.49</u>	<u>1,423.93</u>	<u>0.00</u>
Total Current Assets	<u>20,533.56</u>	<u>28,510.18</u>	<u>49,035.47</u>	<u>50,419.18</u>	<u>47,180.85</u>
TOTAL ASSETS	<u><u>20,533.56</u></u>	<u><u>28,510.18</u></u>	<u><u>49,035.47</u></u>	<u><u>50,419.18</u></u>	<u><u>47,180.85</u></u>
LIABILITIES & EQUITY					
Current Liabilities					
Credit Cards					
2010 · Visa Credit Card	130.02	0.00	37.45	338.36	135.00
Total Credit Cards	<u>130.02</u>	<u>0.00</u>	<u>37.45</u>	<u>338.36</u>	<u>135.00</u>
Other Current Liabilities					
2350 · Deferred Revenue - GNC	0.00	0.00	5,536.00	4,199.00	0.00
Total Other Current Liabilities	<u>0.00</u>	<u>0.00</u>	<u>5,536.00</u>	<u>4,199.00</u>	<u>0.00</u>
Total Current Liabilities	<u>130.02</u>	<u>0.00</u>	<u>5,573.45</u>	<u>4,537.36</u>	<u>135.00</u>
Total Liabilities	<u>130.02</u>	<u>0.00</u>	<u>5,573.45</u>	<u>4,537.36</u>	<u>135.00</u>
Equity					
3010 · Net Assets, unrestricted	20,013.48	20,403.54	20,403.54	20,403.54	20,265.54
3100 · Net Assets, temp restricted	0.00	0.00	0.00	0.00	138.00
32000 · Retained Earnings	0.00	0.00	8,106.64	23,058.48	25,478.28
Net Income	<u>390.06</u>	<u>8,106.64</u>	<u>14,951.84</u>	<u>2,419.80</u>	<u>1,164.03</u>
Total Equity	<u>20,403.54</u>	<u>28,510.18</u>	<u>43,462.02</u>	<u>45,881.82</u>	<u>47,045.85</u>
TOTAL LIABILITIES & EQUITY	<u><u>20,533.56</u></u>	<u><u>28,510.18</u></u>	<u><u>49,035.47</u></u>	<u><u>50,419.18</u></u>	<u><u>47,180.85</u></u>

Georgia Orienteering Club 2014 & 2015 Budgets & 2014 Actual

	<u>2014 Actual</u>	<u>2014 Budget</u>	<u>2014 Actual % of Budget</u>	<u>2015 Budget</u>
Income				
4010-01 · Contributions, unrestricted	0.00	100.00	0.0%	100.00
4010-02 · Contributions, restricted	286.00	300.00	95.33%	300.00
5180-06 · Jerseys, club	325.00	1,500.00	21.67%	800.00
5180 · Program Income - Local events				
5180-01 · Entry fees - local events	6,483.80	14,000.00	46.31%	14,000.00
5180-02 · Ecard rental - local events	570.00	1,800.00	31.67%	1,200.00
Total 5180 · Program Income - Local events	7,053.80	15,800.00	44.64%	15,200.00
5181 · Program Income - A-meet				
5181-01 · Entry fees - GNC	16,543.00	16,500.00	100.26%	18,000.00
5181-02 · Extreme O	765.00	750.00	102.0%	800.00
5181-03 · Ecard rental - GNC	300.00	300.00	100.0%	300.00
5181-04 · Lunches - GNC	1,313.00	1,300.00	101.0%	1,500.00
5181-05 · Shirts - GNC	3,105.00	3,100.00	100.16%	3,000.00
5181-07 · Preview maps - GNC	385.00	400.00	96.25%	400.00
Total 5181 · Program Income - A-meet	22,411.00	22,350.00	100.27%	24,000.00
5182 · Program Income - Special				
5182-01 · JROTC events income	10,685.00	15,000.00	71.23%	15,000.00
5182-02 · Perm course income	0.00	300.00	0.0%	400.00
5182-03 · Map redistribution	0.00	100.00	0.0%	100.00
Total 5182 · Program Income - Special	10,685.00	15,400.00	69.38%	15,500.00
5183 · Ecard redistribution	251.00	2,500.00	10.04%	2,000.00
5210 · Membership dues	556.00	1,500.00	37.07%	1,500.00
5310 · Interest income	16.56	50.00	33.12%	50.00
Total Income	41,584.36	59,500.00	69.89%	59,450.00
Expense				
7040 · Grants, travel	3,538.00	4,000.00	88.45%	4,000.00
7050 · Travel reimbursements, athletes	0.00	1,000.00	0.0%	1,000.00
7540 · Mapper services	9,590.00	15,000.00	63.93%	10,000.00
8110 · Office expenses	58.41	300.00	19.47%	400.00
8111 · Event expenses - Local				
8111-01 · Map printing	804.19	2,000.00	40.21%	2,000.00
8111-02 · Event supplies	179.33	200.00	89.67%	300.00
8111-03 · Ecards purchased	0.00	2,500.00	0.0%	2,000.00
8111-04 · Meet kit items	5,606.49	12,000.00	46.72%	12,000.00
8111-05 · Event catering	130.00	800.00	16.25%	800.00
8210 · Rentals & fees - Local meets	2,511.57	4,000.00	62.79%	4,000.00
8310 · Travel & Stipends, volunteers	347.00	800.00	43.38%	1,000.00
Total 8111 · Event expenses - Local	9,578.58	22,300.00	42.95%	22,100.00

	<u>2014 Actual</u>	<u>2014 Budget</u>	<u>2014 Actual % of Budget</u>	<u>2015 Budget</u>
8112 - Perm course expenses	0.00	100.00	0.0%	200.00
8113 - PayPal & Google fees	264.21	500.00	52.84%	500.00
8260 - Maintenance, equipment	0.00	100.00	0.0%	100.00
8320 - AGM expenses	0.00	200.00	0.0%	200.00
8530 - Dues & charter	2,332.50	2,300.00	101.41%	4,000.00
8570 - Website expenses	15.00	100.00	15.0%	150.00
8580 - Jerseys purchased	0.00	1,500.00	0.0%	800.00
8591 - Event expenses - GNC				
8591-01 - Maps - GNC	563.01	600.00	93.84%	600.00
8591-02 - Extreme O expenses	0.00	200.00	0.0%	300.00
8591-03 - Rentals & fees - GNC	7,822.12	8,000.00	97.78%	7,000.00
8591-04 - Meals & Refreshments, GNC	2,077.68	2,000.00	103.88%	2,000.00
8591-05 - Shirts, GNC	2,252.50	2,300.00	97.94%	2,000.00
8591-06 - Awards - GNC	0.00	200.00	0.0%	500.00
8591-07 - Supplies & misc expenses - GNC	2,199.32	2,200.00	99.97%	2,200.00
8591-11 - Travel & Stipends - GNC	100.00	100.00	100.0%	100.00
Total 8591 - Event expenses - GNC	<u>15,014.63</u>	<u>15,600.00</u>	<u>96.25%</u>	<u>14,700.00</u>
8592 - Event expenses - Special events	29.00	900.00	3.22%	600.00
Total Expense	<u>40,420.33</u>	<u>63,900.00</u>	<u>63.26%</u>	<u>58,750.00</u>
Net Income	<u><u>1,164.03</u></u>	<u><u>-4,400.00</u></u>	<u><u>-26.46%</u></u>	<u><u>700.00</u></u>

Electronic Punch Equipment Needs for 2014-2015

Additional Radio Controls – Currently GAOC has 2 radio controls that are predominately used as START and FINISH at local meets. Three additional controls are requested to serve as field controls and as repeaters for signal transmission from remote controls.

O-Lynx Radio Control/Repeater	\$320.00 x 3 = \$960.00
BSM 7 Serial Master for O-Lynx	\$165.00 x 3 = \$495.00
USB Charger and Cable	\$64.00 x 2 = \$128.00
	=====
Total	\$1,583.00

(requested prior to AGM and approved by GAOC Executive Committee – currently on order)

Results Display – Last year purchase of a projector was approved, but not spent since the cost of the desired LED projector was beyond the approved amount. Purchase of an additional monitor was also approved but not executed. The reason for withholding purchase of the monitor was a question of whether it would be needed if a projector was purchased. At local meets a projector would not be used and a second monitor would allow results to be continuously displayed when the touch monitor was in use for manually entries. Currently the touch monitor is switched back and forth between manual entry software and results display software.

LED Projector	\$600.00 x 1 = \$600.00
36- in LED Monitor	\$300.00 x 1 = \$300.00
	=====
Total	\$900.00

2014 GAOC AGM ELECTIONS
SLATE

1. PRESIDENT

INCUMBENT/RERUNNING CHARLIE BLEAU

NOMINATIONS:

2. OFFICERS AT LARGE, ELECT (2)

INCUMBENT/S: RERUNNING

MARTHA CARR

NOMINATIONS:

STEVE HOUGHTON

RICK SHANE

Georgia Orienteering Club Secretary Report 2014 AGM

This year several things have changed and are reflected in the following:

1. Reporting requirements for starts

When we count starts, we must categorize them as member or non-member. Membership is not just whether they are club members, but also whether they are USOF or other USOF club members. There is an exception, and it is described in the paragraph below.

2. Collection of waivers

We have been collecting waivers, but we now have more ridged requirements. Everyone that participates must sign and date a waiver. If someone is under 18 that person must fill out a separate waiver and have a parent or legal guardian sign and date it.

Our waivers have now become the equivalent of day memberships for USOF. This came about because we are covered by insurance as a sports organization. The insurance coverage assumes everyone is a member.

The membership database has been modified to track the information needed to take care of this. Not only is membership tracked, but annual waivers are tracked. As a result there is a list of membership and a list of annual waivers at every meet.

3. Membership

Mailing of membership renewal cards is no longer done. Meet registration forms are reviewed and if a membership has expired or is about to expire, an e-mail reminder is sent.

4. Meet registration

Meet registration forms are reviewed and checked for membership status, waiver status, and correctness. If there are problems with how the form is filled out, an e-mail is sent explaining what needs to be done and sometimes why.

5. Volunteer Coupons

Volunteer coupons are no longer mailed. The recipient gets an e-mail with a coupon code. This code can be used in conjunction with the online registration or it can be printed out and used onsite at registration.

6. Forms

Efforts have been made to standardize our forms. Membership and Registration forms have been updated.

7. Online registration

Local events now have online registration. Competitors can fill out and print the form. They can pay online. If they are members, have their own e-card, pay online and have filed an annual waiver then at the event they just need to cut the top of the form off and turn it in to the registrar. The bottom of the form is their start ticket they turn in at the start.

All of these changes are facilitated by the modification of the GAOC database and the reports that are generated and passed on to the Racer Pal online registration. Robin Shannonhouse programs the database and Andea Berger writes the code for Racer Pal. They have made these things possible.