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| When: | Jan-21-2016. Call to order, 7:01 PM. Razzi’s, Seattle |
| Attendees: | **Board:** Bob Forgrave (presiding), Don Atkinson, Brett Buchholz, Will Enger, Patrick Nuss, Jourdan Harvey, Ing Uhlin, Mike Ford, Debbie Newell, Sherri Brady, Jim Siscel, Jud Kelley, Rebecca Jensen, Alex Frank, ~~Ardis Dull~~. **Also attending:** Jennifer Flagel (recording), Glen Schorr, Harvey Friedman. |
| Adjourn: | 9:23PM |

**Cascade Orienteering Club, January 21, 2016, Board Meeting Minutes**

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| **Motions** | **1st/2nd** | **Votes** (all pass) |
| Election of Officers | Mike/Will | 5-0 |
| 2016 map budget $9,000. | Jim/Jud | 9-0 |
| Upgrade licenses | Mike/Jim | 9-0 |
| Replace controls | Deb/Jim | 9-0 |
| Purple Pen donation | Ing/Mike | 9-0 |

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| **Administrative Info:** | **Owner:** | **Action:** |
| Treasurer’s Report | Don | Checking: $53,227 (as of Dec.31)  PayPal: $1,388 (as of Jan 12)  Total: $54,615 |
| Membership | Ing | Total Memberships: 198  Family – 113 Individual – 81 Associate – 4 |

1. **Quick check-ins:**
   * Glen Schorr, OUSA Exec Director, is here.
   * Finance: Average annual revenue/expenses is $45k, so we’re looking good. Who is on the budget committee these days? They need to meet sometime soon.
   * Membership: Similar numbers to last year. Much better than April 2014.
   * Admin: December minutes were approved. “Done” Action Items were noted.
   * Permissions News: Green River construction zones still up. Delayed insurance has us in a bind. Glen S.: for anything in first part of January, apply using past paperwork – don’t wait. Encouraged us to copy Glen on applications. Still determining possibilities for Henry’s Ridge for Mountain Bike.
   * Equipment: We now own a defibrillator! Jud volunteered to help with training. Has not previously counted markers – only stakes. Kean will deliver markers for Camp River Ranch.
   * Check-in on urgent prep activity: WIOL – things are going well. Discussions underway place regarding trophy orders. Please bring permanent trophies to next meet! NOCI – bus is ordered. Facilities request required for parking lot. Already discussed awards venue. Discussed mass participation – everyone will park offsite. Volunteer list to be approved. Do we have any facilities booked at Steilacoom? Flat area NE of lake is preferred for the event center. Ultimate O’ registration site – set to open 22-JAN-2016; 10 events in the series.
   * Whistles – selling them at registration and giving them away at start tent. Question on the table is whether to give them away. Is there an option for OUSA to sponsor portion of the price? Decision is to give them away at Start. Include in the Start script asking whether participants have their whistle – especially for Will Enger! Safety is most important. Glen will research bulk whistle costs for us, for us to give away OUSA whistles. We could also request a grant through OUSA for the whistles.
   * Election of Officers: Bob, President; Don, Treasurer. Motion: Don and Bob will remain in the current positions. Unanimous.
2. **Discussion & drilldowns**
   1. **Compensation:** Concern – Sherri doesn’t have a valid contract (as of October 31st). No record of salary. Current verbal agreement is $1,200/year, but the number of events/year has increased since then. Board suggestion is $1,500/year. Or can we help Sherri most by getting her help in the role? Much more discussion needs to happen before decision can be made. Bob will talk to Sherri.
   2. **Mapping activity & planning**
      1. Jim Siscel provided summary sheet. Feedback from board regarding compensation (points and $). Motion to approve 2016 budget of $9,000. Call out that Putney Woods vegetation needs to be updated prior to next usage. Nothing scheduled in 2016. Teanaway also needs vegetation update that can possibly be done in software; is LIDAR an option? Confirm with Peteris.
      2. 2017 proposal focuses on Teanaway, Lick Creek, and The Tongue. Possibly $35-45k. Will forest changes impact our use? No, it’s Lick Creek and North.
      3. Snohomish County Sports Commission Mapping excursion – Bob, Patrick, and Mike Schuh are going along with Glen Schorr.
   3. **Budget check-in**
      1. Should we spend $8,000 on a van? How would we pay cost of ownership?
      2. Scholarships for WIOL students? With scholarship comes a requirement to volunteer.
      3. 68 controls are 10 years old. We need to start replacing them. Are touchless a possibility? Especially if MBO is in our future. Grants are an option. $115 each. Recommendation is to order 20. Motion to purchase.
         1. Side conversation: Do we have an equipment replacement plan? Why not?
      4. Outdoor heaters for registration and finish.
      5. Licenses for OE Score ($180) and OS Relay ($203). Motion to purchase.
      6. Donate to Purple Pen. Suggestion is $1,000. Motion to donate.
      7. Travel grants/scholarships for Juniors.
      8. Computerizing registration; use tablets/iPads.
      9. Tech team wi-fi results excitement; reimburse out-of-pocket costs
      10. Short range radio controls ($205/each).
      11. Real time / Live results on central display. (Quantico already does this. Valerie Meyer).
   4. **Website:** Rebecca presented design options based on user interviews. Focused on end user goals and frustrations per persona. Most items are 1-click away. Timeline of completion will be determined once further down the development path. Asking for help with specific page content.
   5. **OUSA / Brainstorm club future:** Glen spoke about local club investments. Three main buckets: insurance, pictometry (aerial photography), and Ian Wilson Grant for juniors and/or community programs. New: Environmental – resource available to help with land owner support (Yay, Bob!). Social Media – interest is generated at the local level (Patrick volunteered as COC representative). Grant money – available for *any* club purpose. Development – junior and mapping. Tap into Erin Scherm! Investigating the process for acquiring a VISA for foreign mappers. Combine multiple club resources / opportunities. Update database of club mappers. Coach mappers nationally.

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| **Looking Forward:** |  |
| Regular Monthly Meetings | 3rd Thursday of every month at 7:00pm. Even months at Metropolitan Market (Community Room downstairs) in Kirkland. Odd months at Razzi’s in Seattle  2016: Feb 18, Mar 17, Apr 21, May 19, Jun 16, Jul 21, Aug 18, Sep 15, Oct 20, Nov 17, Dec 15 |

| **ACTION ITEMS** | |
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| Bob | COC Newsletter: Promote COC Instagram, twitter, Facebook accounts. Instagram will be linked to Facebook. |
| Bob | Update the policies & forms sections of the website. |
| Bob | Check with South Whidbey Community Park about acceptance of possible permanent course. |
| Don | Prepare the 2015-16 Budget Report. Pending budget committee meeting. |
| Ing | Tech Team purchase needs |
| Bob | Talk with Sherri about land permission needs & help. |
| Debbie | E-mail updated reimbursement policy table. |
| Jim | Check with Peteris about vegetation mapping in Teanaway. |