

**Canadian Orienteering Federation
Board of Directors Meeting
July 7, 2009
Minutes**

In attendance via conference call:

Charlotte MacNaughton, Andrée Powers, Ian Sidders, Brent Langbakk, Wayne Hellquist, Alex Kerr

Not in attendance: Paul Looker

Quorum present? Yes

Chair: President Charlotte MacNaughton

Meeting called to order by President Charlotte MacNaughton

Charlotte MacNaughton agreed to act as **Secretary** for meeting.

AGENDA

1. Approval of agenda
2. Approve minutes of previous meeting
3. Business arising from previous minutes
 - 3.1. Strategic plan discussion
 - 3.2. High Performance committee terms of reference (latest draft attached)
 - 3.3. COC 2011 – YOA?
COC 2012 – Andree TOC?
 - 3.4. Official course revision update
 - 3.4.1. Payment for level 200 updating this month
 - 3.4.2. MTBO and SKI-O module development
 - 3.5. Rule revision
 - 3.5.1. Circulated revisions to associations to meet June 30th deadline. Have had a few questions and will likely need to amend a few of the rules for the AGM
 - 3.6. Teachers Kit update
 - 3.7. Volunteer award
 - 3.7.1. Nesta Leduc has indicated some interest in helping. Charlotte will contact her.
 - 3.8. Club / association communication re collecting data for insurance/collecting stats. Next steps?
 - 3.8.1. Andree to send form requirements to Charlotte. Should we try to have side meeting at COCs with P/TOA reps to discuss?
 - 3.9. Athlete Agreement
 - 3.9.1. Formal approval by COF Board
4. New business

- 4.1. AGM preparation
 - 4.1.1. Election: Andree, Paul, Wayne's terms expire at the 2009 AGM
 - 4.2. Conference details: who will lead each session?
 - 4.2.1. ORIENTEERING OFFICIALS PROGRAM UPDATE
Wednesday Aug 26 - 6:30 – 9:00 pm
 - 4.2.2. SKI AND MOUNTAIN BIKE ORIENTEERING
Thursday Aug 27 - 9:00 am – noon
 - 4.2.3. ORIENTEERING AND LONG TERM ATHLETE DEVELOPMENT
Thursday Aug 27 - 7:00 – 9:00 pm
 - 4.2.4. COOL ORIENTEERING GIZMOS, GADGETS & IDEAS – INFO SHARING SESSION
Friday Aug 28 - 9:00 – 11:00 am
Need to be pro-active with this session
 5. Next meeting
 6. Adjournment
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1. Approval of agenda
Moved by Mark. Seconded my Andree. Carried.
2. Approve minutes of previous meeting
Moved by Ian. Seconded my Andree. Carried.
3. Business arising from previous minutes
 - 3.1. Strategic plan discussion
Draft strategic plan was circulated and Wayne discussed the draft to date. Need for feedback to ensure orienteering specific issues are accurately reflected (eg, mission, vision). This draft is a great starting point. Wayne and Charlotte will meet by phone to create second draft that we will discuss at the next meeting. Brent and Ian will provide feedback by email.
Next step is the creation of the action/business plan that goes with these strategies. Need to confirm that these are the correct core strategies. The draft to date is the directional piece. The next piece – the action/business plan is the operational plan. Suggest that the action/business plan take place over a 4-5 year period.
 - 3.2. High Performance committee terms of reference (latest draft circulated)
Brent has recruited members for the High Performance Committee: Magnus Johansson (national team coach), Brent Langbakk (athlete rep), Adrian Zissos, Pam James, Patrick Goeres, Charlotte MacNaughton (COF exec director)
It's understood that the High Performance Committee will create sub-committees as required to accomplish various tasks (eg fundraising) and recruit accordingly.
The committee's terms of reference will be reviewed annually.
Motion to approve the High Performance Committee terms of reference.
Moved by Brent. Seconded by Andree. Carried.
Motion to appoint the committee members as put forth by Brent until the 2010 COF AGM [Magnus Johansson (national team coach), Brent Langbakk (athlete rep), Adrian Zissos, Pam James, Patrick Goeres, Charlotte MacNaughton (COF exec director)]
Moved by Brent. Seconded by Alex. Carried.

3.3. COC 2011 – YOA?

COC 2012 – Andree TOC?

YOA directors are meeting shortly and will make a decision re the COCs 2011.

Discussed possibility of combining the WCOCs and the COCs as the same races. Not an ideal solution as this eliminates a set of high quality races in Canada by combining the 2 events. A big challenge for YOA is to get the mapping done on time (involves getting existing maps updated). Another possibility might be for the YOA to host the COCs and the WCOCs to be elsewhere. Brent to update us after YOA meets.

TOC will discuss at their upcoming Board meeting about possibility to host COCs 2012.

3.4. Official course revision update

3.4.1. Payment for level 200 updating this month

Carol Ross will be working on the level 200 updates this month and some formatting of the level 300 document.

3.4.2. MTBO and SKI-O module development

Hope to get this rolling before the conference. A conference session is dedicated to this.

Have good progress on the level 300 meet directing, controlling, course planning modules. Have received Barry McCashin's excellent SportIdent power point presentation. It's 219 slides. Need to discuss best format for this information.

3.5. Rule revision

3.5.1. Circulated revisions to associations to meet June 30th deadline. Have had a few questions and will likely need to amend a few of the rules for the AGM.

Suggest to vote on all revisions that don't have any amendments. And vote on each amendment separately.

3.6. Teachers Kit update

Hope to provide update shortly.

3.7. Volunteer award

3.7.1. Nesta Leduc has indicated some interest in helping.

Charlotte will contact her. Idea to present these at the end of 2009.

3.8. Club / association communication re collecting data for insurance/collecting stats. Next steps?

3.8.1. Andree to send form requirements to Charlotte. Should we try to have side meeting at COCs with P/TOA reps to discuss?

Andree has confirmation from AllSport that they will require this level of data each year. Charlotte to discuss with Andree.

3.9. Athlete Agreement

3.9.1. Formal approval by COF Board

Move to approve the 2009 Athlete Agreement.

Moved by Brent. Seconded by Alex. Carried.

4. New business
 - 4.1. AGM preparation
 - 4.1.1. Election: Andree, Paul, Wayne's terms expire at the 2009 AGM
Charlotte will discuss with Paul what his intentions are. WOULD be nice to have board member from NB/NS
Charlotte will be sending out AGM materials to provincial associations shortly.
Ian, Brent coming on the Thursday before COCs. Andree, Alex, Charlotte will be there for the whole event. Mark and Wayne won't be at the COCs.
 - 4.2. Conference details: who will lead each session?
 - 4.2.1. ORIENTEERING OFFICIALS PROGRAM UPDATE
Wednesday Aug 26 - 6:30 – 9:00 pm
John and Alex will lead this session. Andree willing to help as needed.
 - 4.2.2. SKI AND MOUNTAIN BIKE ORIENTEERING
Thursday Aug 27 - 9:00 am – noon
Charlotte will lead this session.
 - 4.2.3. ORIENTEERING AND LONG TERM ATHLETE DEVELOPMENT
Thursday Aug 27 - 7:00 – 9:00 pm
Charlotte will lead this session with assistance from Bill Anderson.
 - 4.2.4. COOL ORIENTEERING GIZMOS, GADGETS & IDEAS – INFO SHARING SESSION
Friday Aug 28 - 9:00 – 11:00 am
Need to be pro-active with this session
Ian will lead this session.
Need input from Board members re interesting sessions and recruiting people to give these mini-presentations.
Ideas:
Brent on the YOA junior program
Software: Purple Pen, OR (Irish software), Magnus about some new Czech software
Garmin software – T Graupner
TOC – why just run event series format.
5. Next meeting
August 11, 2009 at 5:30 (BC/Yukon), 6:30 (AB/SK), 8:30 (ON), 9:30 (NB)
Alex not able to attend.
6. Adjournment
Moved by Ian.