

**Canadian Orienteering Federation  
Board of Directors Meeting  
June 9, 2009  
Minutes**

**In attendance via conference call:**

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

**Not in attendance:** Paul Looker, Mark Rosin, Alex Kerr

**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. COC 2011 (possibility of Yukon with outside assistance)  
COC 2012 – need to be proactive to ensure bid at this year's AGM
    - 3.2. Official course revision update
      - 3.2.1.1. Need specific plan for orienteering 200 level and MTBO and ski-o modules to get these moving forward
    - 3.3. Rule revision
      - 3.3.1.1. Need to circulate revisions to association by June 30<sup>th</sup>.
    - 3.4. Teachers Kit update
    - 3.5. Volunteer award
      - 3.5.1.1. Haven't finalized this yet, so likely need to change timing and consider announcing winners in late 2009?
    - 3.6. Club / association communication re collecting data for insurance/collecting stats.  
Next steps?
  4. New business
    - 4.1. Creation of new HPP committee
    - 4.2. Content suggestions for next newsletter
  5. Next meeting
  6. Adjournment
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1. Approval of agenda  
Moved by Andree. Seconded by Ian. Carried.
2. Approve minutes of previous meeting  
Moved by Andree. Seconded by Brent. Carried.
3. Business arising from previous minutes
  - 3.1. COC 2011 (possibility of Yukon with outside assistance)  
 YOA informed COF that they weren't willing to host both COCs and WCOCs. Some officials in BC and AB said that they would be willing to help, so perhaps Yukon would re-consider. *Brent* will discuss at next YOA meeting. Even with outside help with officials, there may be issue getting the mapping done. Charlotte mentioned that there seems to be an appetite from outside the Yukon for a COC/WCOC in Yukon.  
  
 COC 2012 – need to be proactive to ensure bid at this year's AGM  
 We have been playing catch-up with COC bids, appointing organizers after the fact. There is potential interest from BC for 2013. *Andree* will talk with TOC (Toronto) re 2012 as they haven't hosted COCs for many years.
  - 3.2. Official course revision update
    - 3.2.1.1. Need specific plan for orienteering 200 level and MTBO and ski-o modules to get these moving forward  
 Andree asked several people to take lead with updating 200 level manual. They all declined with taking the lead, but are willing to provide input once initial work is done. Charlotte is wondering about paying someone to make these tasks move forward as they are crucial.  
*Charlotte/Andree* will ask a couple people if they might be interested, potentially student-ish national team athletes would be interested. Brent will ask Patrick if he might be interested. The job would be the updating/making additions to the B meet manual. Also task to write the module for ski-o and MTB, need modules to take about specifics of organizing these events.  
 Discussion about delivering the revised program needs to get going.  
*Andree* will get the latest 300 level content from John Rance to see it in context with the work that JP did on the level 100 manual.
  - 3.3. Rule revision
    - 3.3.1.1. Need to circulate revisions to association by June 30<sup>th</sup>.  
 Mike is getting feedback on the draft revision that he has written. Things are in line to meet June 30<sup>th</sup> deadline to circulate to associations.
  - 3.4. Teachers Kit update  
No new information.
  - 3.5. Volunteer award
    - 3.5.1.1. Haven't finalized this yet, so likely need to change timing and consider announcing winners in late 2009?  
 Too late to make timeline for giving awards at this year's COCs/AGM. Should we go ahead and present the awards later in the year – virtually. Could be a nice way to wrap-up to 2009 season by presenting at end of year. Suggestion that perhaps Nesta could help with this. *Brent* will ask her.

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

Wants to create form that every meet officials needs to fill out after each event. *Andree* will send Charlotte the information that needs to be on the form and *Charlotte* will create it.

4. New business

4.1. Creation of new HPP committee

A meeting with Charlotte, Brent and with several junior and senior national team athletes at a training camp in Canmore, lead to discussion about the need to get the HPP formalized and working again. HPP work being done is now on an as-needed basis without much long-term planning.

Wayne suggests 3-5 people is optimal for committee to be most efficient.

Two key areas missing around the HPP are sponsorship or fundraising. Wayne suggests creating a separate committee or sub-committee to deal with sponsorship/fund-raising as these people likely have a different skill set than required for an high performance committee.

Charlotte mentioned need to have one or two people on this committee who could help bring a perspective regarding women's elite orienteering.

COF Board definitely wants an active and engaged high performance committee and supports this initiative.

Wayne advises to keep the focus of the committee small. How to develop junior and senior level athletes in Canada. Perhaps how do officials/coaching development fit in. Try not to stray of into areas such as grassroots development, etc. Easiest way to attract the right skill set to the committee.

Brent will recruit a few people to draft the terms of reference.

Regarding process to get people in this committee, Wayne suggests having a hitlist of 3-5 key people with this committee, and ask them. The HPP committee chair can suggest who should be appointed to the committee and bring terms of reference back to the COF Board. Ultimately the COF board approves the terms of reference, and appoints who is on the committee (based on recommendations from the committee).

*Wayne* will provide Brent with some examples of terms of reference from committees from other sports.

*Brent* will move this forward. Yippee!

4.2. Content suggestions for next newsletter

*Charlotte* will call Paul. Items so far: conference, officials framework, volunteer award...

5. Next meeting

Tuesday July 7<sup>th</sup> at 5:00 pm Yukon/BC; 6pm AB/SK; 8:00 pm ON; 9:00 pm in NB

*Wayne* will have strategic plan draft ready for next meeting.

6. Adjournment

Moved by Brent.