

**Arctic Orienteering Club Board Meeting
January 4, 2005
Minutes**

Present at the meeting: Anne Billman, Dan Billman, Steve Gruhn, Ian Moore, Sam Pepper, David Evans, Andrew Lee, Peggy Kugel, and Leslie Kroloff.

Last month's minutes

Steve moved, David seconded and a MOTION was unanimously passed to approve last month's minutes.

Financial Report

Peggy provided an updated 2004 financial report. Income was \$7,634.31, expenses were \$5,973.04, and the net was \$1,661.27. Balances in our accounts on 12/31/04 were \$5,484.04 in the checking account, \$14,005.78 in the investment account, and \$3,239.22 in the savings account for a total of \$22,729.04.

Peggy again mentioned that it would be nice to be able to break down our meet receipts between membership fees and meet fees. She can make estimates by looking at the membership list, and agrees that this issue has not been causing significant problems.

Peggy also created budgets for 2005 and 2006. This was needed as part of applying for tax-exempt status. Dan said that we should commit to spending money on mapping. We decided to put \$3000 and \$5000 into mapping for the 2005 and 2006 budgets.

Conflict of Interest policy

A conflict of interest policy is needed to help us gain 501(c)(3) status. After some discussion, Dan moved, David seconded and a MOTION was unanimously passed to adopt the conflict of interest policy. The board members also signed statements agreeing that they have read, understood, and will comply with the policy.

USOF bill

Dan moved, David seconded, and a MOTION was unanimously passed to pay the USOF bill (\$1677.50).

Meet Fees

After discussing the budget, the board questioned if there was a need to raise meet fees. It was suggested that we increase the difference between meet fees for members and nonmembers to encourage membership. Members subsidize nonmembers in paying for our insurance. The membership fee of \$5 doesn't cover the USOF fee (\$8.50) per member though. It was decided that we should table the issue for now

because we raised fees last year and should probably go at least two years before raising fees again.

Far North Bicentennial Park User Group presentation Jan. 3 postponed

This meeting was postponed because of a power outage. Dick and Eric will make the orienteering presentation when the next meeting is held. Ian produced a beautiful map with key orienteering terrain highlighted for presentation at the meeting.

Parks and Recreation plan

The plan speaks in very general terms. The board decided to let this slip and will not comment on it.

Status of next year's schedule

Dan will get the permits for the Municipality of Anchorage meets and Palmer. Eric Follett will get the permits for the meets on military land.

An "advanced" meet in Girdwood was mentioned as a possibility. That is something that can be discussed in the mapping committee.

Mapping plan

Ian will lead a mapping committee meeting when he returns from vacation (after Feb. 10). Kimball Forrest, Bill Spencer, Dick Hawkins, Eric Follett, Sam and Dan are among those who have expressed an interest in being a part of the mapping committee.

OCAD issues

We own one full copy of OCAD (with Ian). Is there a need for another copy (\$350)? Sam was interested in purchasing a copy on his own.

It was decided that we should have around five people available to make maps (placing control circles on maps) for the meets, each person handling a month's worth of meets at a time. We should solicit volunteers, and Ian can conduct a training workshop. There is also help available on the OCAD website.

Peggy suggested that we put a copyright notice on all of our maps.

Auditing committee

Steve and Leslie volunteered to audit our 2004 finances. Dan suggested that we pay the auditing committee a latte and pastry. They will give us a report of their findings at the next meeting.

Postponed discussion

OCAD training and meet director's training.

Next meeting: Tuesday March 15, 7 pm, tentatively at the Billmans' house.

Prepared by Andrew Lee, Secretary, 1/17/05