

**OUSA Board of Directors Meeting
December 7, 2017**

Present:

Kris Beecroft
Barb Bryant
Clare Durand
Bob Forgrave
Peter Goodwin
Alex Jospe
Greg Lennon
Pat Meehan
Ian Smith
Lee Todd

Absent:

William Jameson
Nate Ohrwaschel

Guests:

Sandy Fillebrown

Agenda

- Approval of the minutes from the Nov. 16 BOD meeting.
- Discussion and vote on [rules changes](#) to accommodate changes being made by the previously approved Sport Working Group proposal
- Discussion and vote on [changes](#) to club membership fee policy
- Discussion and vote on budget proposal from Finance Committee (supporting documentation to be added)

1. Approved minutes from November 16, 2017 meeting: Yes - 10

2. Discussion and vote on [rules changes](#) to accommodate changes being made by the previously approved Sport Working Group proposal

Motion: Clare

Seconded: Ian

The board had previously passed the Sport Working Group proposal, which included non-member surcharges for "free" ranking events. This would negate the purpose of the "free" NRE days and could encourage clubs to have separate, non-NRE courses for non-members (this had already been mentioned by a few clubs). OUSA would not lose money by not charging this fee because it had not budgeted for these fees. There was then discussion about reversing this and not requiring non-member surcharges. Clare asked for confirmation as to what the board wanted and we agreed on no surcharges. We then determined that the rules change as proposed was worded appropriately to effect this.

There was also discussion that there was some extra work involved in entering non-OUSA members into the rankings database, but it was agreed that we should instead work on creating a uniformed results template that all clubs could use to submit results, which would make it easier.

Rules proposal was passed as originally submitted (which reversed the previous SWG proposal in regards to non-member surcharges)

Vote: Yes – 9; Abstain – 1 (Pat Meehan)

3. Discussion and vote on [changes](#) to club membership fee policy

Motion: Barb
Seconded: Clare

There was discussion on when this change should begin, and it was decided that it should be effective on 2018 starts, impacting 2019 rechartering. There was discussion on whether the term “club-sponsored” needed to be defined, but it was decided that that part of the policy was not changing, and clubs should follow the definitions that they have been using. The proposal was amended to strike the precise definition of club-sponsored.

It was also discovered that some of the existing wording in the “Exception” entry did not match the original board intent or current practice. The proposal was amended to fix this error:

- Exception: Events whose entire **net gross** receipts are donated to Orienteering USA (for example, fundraisers for the U.S. Team) are exempt from this reporting requirement. If the receipts are split between the club and Orienteering USA, all Starts must be counted.

Proposal passed as amended

Vote: Yes – 10

4. Discussion and vote on budget proposal from Finance Committee

There was no vote taken on this item. Pat presented a budget proposal, but it was decided that he had not captured the input from all of the Board members, so he was asked to work with the Finance Committee members to incorporate everyone’s feedback. It was also noted that merely averaging the Board recommendations for some of the responses will not accurately reflect what needs to go into the budget because they are multi-year items. The committee will properly deal with those items. The committee was also asked to ensure that items that are listed in the Operating budget are not duplicating some of the items that are on the Discretionary budget. Another Board meeting has been scheduled for Dec. 21 at 8:00 pm ET to review and vote on the budget. The Board will send out a draft proposal before the meeting.

New Business

- As OUSA is working on moving its accounting practices from the Director of Membership and Accounting to a new accounting firm, it has also become necessary to change banks and identify additional persons who can have check-

writing authorization since there will not longer be a Director of Membership and Accounting. Per OUSA's Financial Policy (Section E.7), only the Director of Membership and Accounting and the President have check-writing authority. The Board may authorize additional signers.

- In order to continue the work of OUSA, a vote was taken to confer check-writing authorization to two additional people for a time period ending at the next AGM:

Pat Meehan, VP of Finance

Sandy Fillebrown, Correspondence Secretary

- Until we fully transfer to the new accounting system and determine a permanent, preferably online membership management system, Sandy Fillebrown will be the person to receive all OUSA correspondence, including checks and check requests. Therefore, she needs check-writing authority.
- As VP of Finance, Pat Meehan needs this authority to write checks and to manage our bank accounts.
- Background checks will be conducted on Pat and Sandy.

Vote: Yes – 9; Abstain – 1 (Pat Meehan)

- It was also pointed out that we need a third Board member to be responsible for approving check requests to be a backup for when the President or VP of Finance is unavailable and a check request comes through for >\$2500. Kris will work on finding someone.

Meeting adjourned at 10:10 pm ET.