

**Minutes of the 2001 Annual General Meeting  
of  
Orienteering New Brunswick**

(minutes were taken and prepared by Mike Fellows)

The Meeting was held at the home of Luella & Ed Smith in Waterside N.B.,  
on January 5, 2002 from 10:10 a.m. to 4:30 p.m.

**Present:**

President -	Mike Smith	
Treasurer -	Don Heron	
Mike Fellows	Paul Looker	Ann Mahoney
Ed Smith	Luella Smith	Dave Fellows
Jo-Ann Fellows	Ray St. Laurent	Stig Skarborn
Wil Smith	Harold McQuade	Danielle Cawley
Bobbie Ross	Dave Ross	Ariane Looker

**Attachments:**

Agenda  
 Interim Financial Statements (April 1, 2001 – March 31, 2002)  
 Membership Secretary’s Report  
 Fundy Orienteering Club Report  
 Fredericton Foxes Club Report  
 Fundy (Moncton) Falcons Club Report  
 Proposed ONB Constitution (amended 2001)  
 Communication Plan

<b>No.</b>	<b>Item</b>	<b>Action By</b>
1.0	The meeting was called to order by Mike Smith	
1.1	A quorum was present.	
2.0	Minutes from the 2000 AGM were presented	
2.1	<b>Motion #1. Moved by David Fellows/Don Heron ”That the minutes of the 2000 AGM be accepted”</b>	<b>CARRIED</b>
3.0	Business arising from the minutes.	
3.1	Stig and Luella still to create written policy for provincial and Eastern Canadian Championship awards.	<b>Stig Skarborn Luella Smith</b>
3.2	It was determined that any business arising from the minutes is already included in the new business	

## 4.0 Executives' reports

4.1 The President gave a verbal report. A few of the key points were: The 2001 season had the usual number of meets and participants. ONB spent some time and money to hire some "professionals" to help with our publicity/promotion. Many current and former ONB members participated in this year's world orienteering championships. A new COF fee structure was approved at the COF AGM. The new COF fees for provincial associations will be based equally on both the number of COF members in that province and the number of orienteers participating in the events in that province.

4.2 **Motion #2. Moved by Stig Skarborn/Paul Looker** **CARRIED**  
**"That the President's report be accepted"**

4.3 The treasurer presented a verbal report and the following financial statements: Statement of Receipt, Statement of Expense, Changes in Cash.

4.2 **Motion #3. Moved by Don Heron/Mike Fellows** **CARRIED**  
**"That the Treasurer's report be accepted"**

4.3 Our secretary, Theresa Whaley, had prepared a written report – it was presented by Ray St. Laurent on her behalf. Of particular note is that membership has increased from the previous year.

4.4 The discussion that followed the secretary's report gave rise to:

**CARRIED**

**Motion #4. Moved by Ed Smith/Stig Skarborn**  
**"That the ONB membership will run for 12 months from the date of application"**

Some of the discussion that took place before the vote included:

- The intent of the motion is to ensure that everyone gets a full 12 month membership whether they join in the spring or in the fall, and no member will feel short changed.
- This will make the membership secretary's job a lot more complicated.
- We will have to remind members when their membership expires.
- Registration at meets will also require that a membership expiry be checked somehow (using a membership list??).

- The COF membership year will still remain fixed as the calendar year.
- 4.5 Stig Skarborn will assist the membership secretary with the changes required for the new membership policy (see item 4.4) **Stig Skarborn**
- 4.6 **Motion #5. Moved by Dave Fellows/Harold McQuade** **CARRIED**  
**“That the group memberships for the cadet corps and the Duke of Edinburgh awards group (both joined in the fall of 2001) will fall under the new policy and their membership will run 12 months from the date of application. However the Leo Hayes High School group’s membership (who also joined in the fall of 2001) will run 12 months starting on Jan 1, 2002”**
- 4.7 **Motion #6. Moved by Mike Fellows/Danielle Cawley** **CARRIED**  
**“That our annual membership total will be determined on December 31”**
- 4.8 **Motion #7. Moved by Mike Smith/Ray St. Laurent** **CARRIED**  
**“That the Secretary’s report be accepted”**
- 5.0 Club Reports
- 5.1 Three written club reports were presented and are appended to these minutes. One item of note that arose from the discussion of these reports is that **Bike-O and Ski-O are NOT covered under our COF liability insurance.**
- 5.2 **Motion #8. Moved by Ann Mahoney/Stig Skarborn** **CARRIED**  
**“That the club reports be accepted”**
- 6.0 ONB bylaw/constitution changes.
- 6.1 The proposed changes to the constitution are appended to these minutes. After some heated discussion concerning a few of the changes the following motion was made. **CARRIED**  
**Motion #9. Moved by Stig Skarborn/Ray St. Laurent**  
**“That the proposed bylaw changes be reworked and simplified to a single proposed constitution, this proposed constitute will be presented to the membership in a reasonable fashion (probably via the internet) and that the members will then be asked to approve the new constitution by a mail in ballot.**
- 6.2 A discussion of mapping in the coming year yielded the following points:
  - An Irish mapper, and friend of Mike & Wil Smith, has expressed interest in mapping for 3 or 4 weeks in late

April and early May of 2002. He is considered a good mapper and has made maps for World Cup races.

- The general question that was put to the meeting was: does ONB want to take advantage of the opportunity to get a good mapper and does ONB want to allocate some funds to mapping efforts in 2002?
- The Fredericton Club has determined that they need \$2500.00 from outside sources (most likely ONB) to remake the Odell park map. The club is willing to invest \$1500 in this project – for a total budget of approximately \$4000.00. The club would also be interested in a mapper for approximately 1 week to update the existing Mactaquac map. The Odell park map needs a new base map before fieldwork can begin, the base map will not be ready until mid-summer.
- The Fundy Falcons would like to update the Centennial park map using the existing map as the base map. They would also like to finish mapping South-West of the Maple Grove map in Fundy Park, using the existing base map. Fieldwork for both projects can take place this spring.
- In Saint-John they would consider using an outside mapper for the new map around RCS Netherwood. Fieldwork could take place this spring.

6.3 **Motion #10. Moved by Paul Looker/Mike Smith** **CARRIED**

**“That up to \$10,000.00 be spent by ONB in 2002 for mapping projects”**

6.4 **Motion #11. Moved by Ed Smith/Bobbie Ross** **CARRIED**

**“That a mapping committee be formed, consisting of Paul Looker, Mike Fellows, Mike Smith and Wil Smith. This committee will coordinate mapping projects for 2002 with the orienteering clubs in the province, and will present a recommendation to the ONB executive for approval in early 2002”**

**Action: Mapping Committee – Paul Looker, Mike Fellows, Mike Smith, Wil Smith**

6.5 Two final points were raised concerning mapping.

- Stig mentioned the old Bathurst map as still being a good area to have a map for any orienteers in Bathurst. The map does need updating. However it is too far away for the southern clubs to use. A suggestion was made that no mapping take place in Bathurst before a club exists in that city.
- David Ross asked about possible sources of

government funding for new mapping projects. Stig stated that it was usually only possible to get government funding of mapping if it was required for big events (e.g. COC's) or paid for under administrative funding.

7.0 Orienteering Promotion.

7.1 A short discussion of the money (approximately \$800) spent by ONB on press release writing in 2001 raised the following points:

- Stig Skarborn thought that the venture had not been a success because the local clubs had not distributed the press release in a timely and effective fashion.
- Ed Smith felt we needed to give the process more time to see if it would work.

7.2 Jo-Ann Fellows presented a written communications plan based on her many years of experience as a volunteer in many organizations including orienteering. The plan is appended to these minutes. As part of the presentation and the discussion that followed additional points were made:

- It is very important to get meet announcements to the media a week or two before the event, and to supply that same media with results immediately following the event (within a day or two at the most).
- Buying some advertising in the local media to announce clinics/meets once a year will make them much happier to carry other announcements for free.

7.3 Jo-Ann Fellows (in Fredericton) and Danielle Cawley (in Moncton) volunteered to look after publicity for all New Brunswick events in 2002. Paul Looker will help out in Saint-John using material provided by the other two. [Much appreciative applause followed this announcement]

**Jo-Ann Fellows**  
**Danielle Cawley**  
**Paul Looker**

7.4 Paul is looking for better videos about orienteering. Mike Smith suggested asking the COF to contact the IOF for video clips from the television coverage of World Championships and World Cups.

7.5 Dave Fellows wanted to know if the ONB website should exchange links with the Adventure Racing Canada site. The answer was yes, with the additional suggestion to try to exchange links with Run NB and Velo NB.

**David Fellows**

7.6 **Motion 12. Moved by Stig Skarborn/Paul Looker**  
**“That the remainder of the \$2000.00 allocated for**

**CARRIED**

**promotion in 2001 be spent in 2002 (the remainder is approximately \$1200). And that the expenditure will be split evenly between the three clubs.”**

8.0 Schedule

8.1 The 2002 tentative schedule was agreed to. The schedule will be finalized later in the winter via a conference call once event dates outside of N.B. are announced. The ONB President should coordinate the conference call.

**Paul Looker**

8.2 The tentative schedule is as follows:

April 29, May 6, May 13 Beginners Clinic in Fredericton

April 20, April 27, May 4 Orienteering Training in Moncton

May 5 Street-O in Fredericton

May 12 Centennial Flood-O (B meet) Moncton

May 26 Odell Score-O (B meet) Fredericton

June 2 Rockwood (B meet) Saint-John

\* June 16 Falcon Cup, Fundy Park(A meet) Moncton

\* June 23 Woodlot (B meet) Fredericton

\* September 29 Autumn Amble, Hillsborough (B meet) Moncton

\* October 6 Rockwood NB Champs (A meet) Saint-John

\* October 20 Mactaquac (B meet) Fredericton

(\* indicates N.B. ranking events + N.S. champs will also be a N.B. ranking event)

9.0 Bobbie & David Ross described a meet they attended in France. It had a novel approach to the start. All competitors were given an aerial photo with the same 5 controls marked on it along with a second start location. They then had a mass start, all competitors had to find the first 5 controls in any order and then go to the second start to pick up their regular O-map and begin their usual course. This had the advantages of simplifying the start and finish for the organizers (everyone starts at once and no calculations required at the finish, your finish time is your total time). The meet was attended by about 200 people and the format seemed to work well.

10.0 New Brunswick uniforms can now be ordered from Trimtex via Luella smith. Cost is about \$60 per uniform. Luella to pass an announcement for ONB notes on to Rob Hughes.

**Luella Smith**

11.0 Athlete funding.

- 11.1 **Motion #13. Moved by Stig Skarborn/Ann Mahoney**  
**‘That ONB is authorized to give \$100 per person to athletes who are members of the Elite and A pool when they attend an out of province 2 day A meet (except for N.S.) or the COC’s. The out of province meets are limited to one in the spring and one in the fall plus the 2002 COC’s.**
- 11.2 **Motion #14. Moved by Stig Skarborn/Danielle Cawley**  
**‘That ONB is authorized to give \$100 to a trip organizers who takes at least 3 athletes to an out of province meet. The location and time of the meets is subject to the same restrictions as Motion #13.’**
- 12.0 Training courses.
- 12.1 A question was raised concerning how ONB funds officials and coaching clinics. Stig Skarborn explained that Sport Branch pays the instructor to give the course, while the participants pay a nominal fee (e.g. approx \$40 for the level 1 officials clinic) to cover the cost of materials and a COF levy. Although some people suggested that ONB should pay the participants’ fees to increase the number of officials in the province, no action was taken.
- 12.2 Stig Skarborn will attempt to organize a level 2 technical coaching course this year. We will have to bring in an out of province level 3 coach to do this. There were 4 people at the meeting who were willing to participate.
- 13.0 Ray St. Laurent reported on Geo-Caching, a pursuit where individuals attempt to find an item left at a specific geographic location using only the latitude and longitude of the location. Locations are posted on internet sites by the person who creates the “geo-cache”. Ray suggested trying to draw people interested in this pursuit to an orienteering meet by putting out a “geo-cache” during an orienteering meet.
- 14.0 Election of Officers.
- 14.1 The Treasurer (**Don Heron**), Secretary (**Theresa Whaley**) and Vice-President (**Rob Hughes**) all stood for re-election and were re-elected by acclamation. However Theresa did not attend the meeting and, since her duties have changed considerably (see Motions 4, 5 and 6), it was agreed that **Stig Skarborn** would become the acting secretary if Theresa was unable to take on these new duties.
- 14.2 Mike Smith did not stand for re-election as president. **Paul Looker** was nominated for the position of President by Mike

**Stig Skarborn**

Smith/Ariane Looker. He was elected by acclamation - and thanked by an appreciative membership for taking on this responsibility.

- 14.3 Directors for odd numbered regions remained as they were with the exception of region 5 (South East) where **Harold McQuade** will replace Terry Edget. **Mike Fellows** will remain as director for region 3, **Gary Feeney** will remain as director for region 1, and region 7 will remain vacant.

- 15.0 **Motion #15. Moved by Mike Fellows/Ariane Looker**  
**“That the meeting be adjourned”**

**CARRIED!**