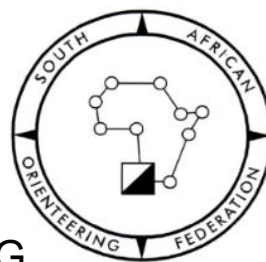


SOUTH AFRICAN ORIENTEERING FEDERATION



MANAGEMENT COMMITTEE MEETING

Saturday 9th April 2016

@ 9H00

Nico van Hoepen's House – Pretoria

MINUTES

ITEM	Comments	Who	When
1. Welcome, Attendance & Apologies	Garry Morrison welcomed the management committee (all present) and opened the meeting		
2. Approval of Agenda & any Additions	Approved		
3. Approval of Previous Minutes	10 Feb 2016 - Approved		
3.1 Matters arising	As and when below		
4 ADMINISTRATION			
Metrogaine Levies (fund raising)	Levies not waived (concerned about the precedent). SAOF to put money back to HP. Report back.	GRM	ASAP
JWOC 2016 (Bank Charges)	To be covered by athletes / participants Report back to JWOC manager.	GRM	ASAP
SAOF Medical Officer	Ricky Raine has agreed to be SAOF Medical Officer – details with SRSA. Ricky will review existing anti-doping policy		
Colour Logo	Already communicated on the website		
Reimbursement Guidelines	Update with HP camp's latest fees.	SP	June 2016
EMIT resale	Full documentation regarding costs and warranty to be complete.	GRM	May 2016
EMIT block refurbishment	Follow-up progress with Glen Comins	KC	ASAP
Membership Database	Pull the plug on online system. Revert to Access database VB to investigate if she has a MS Access licence.	RL, VB	June 2016

	VB is doing all updates. Update Levies spreadsheet to include member details.	VB, GRM	
SRSA Code of Conduct	GRM to distribute to clubs and portfolios	GRM	April 2016
5. STRATEGY		30mins	1h05
Goals	GRM to update and send out to clubs for comment and adoption.	GRM	April 2016
SAOF / Clubs roles	How to incentivize clubs to grow? GRM to send out presentation on participation growth. (Show this as video at events?)	GRM	May 2016
Strategy Elements	GRM will review, redraft and issue for comment.	GRM	May 2016
Next Steps	Send goals Send presentation Draft strategy for review		
6. FINANCES			
SRSA Grant 2015 / 16	Final report to be submitted by 30 April GRM	GRM, VB	30 April 2016
SAOF Own Funds	In good shape		
NLDTF Grant	Complete expenditure & write Final report. – GRM to pass on to Karen and Sarah.	KC, SP	June 2016
Jack Cheetham Award	Possibly assist Ephraim in applying in 2016.	KC, RL	
SRSA Grant 2016 / 17	Initial discussions under Planning section		
7. EQUIPMENT			
EMIT Card purchase	Go ahead and purchase 100 more	VB	ASAP
Kites	No more needed for SAOF yet.		
O in a Box	Need to include in plan for SRSA grant.		
Compass Purchases	Get Moscompass details from Nic Mulder and get quote.	VB	ASAP
8. MARKETING			
Mapping Project	~128 schools requested from ~4000 sent. ~41 sent to schools. ~60 allocated to mappers. ~32/52 districts responded.		

	Make webpage on SAOF website. Follow-up meeting.	GRM GRM	ASAP May 2016
World Orienteering Day	Decent progress: 4 registered so far. Send to SAOF mapping project schools to encourage them to take part. Will send them a guide (Scatter O). Email from contact in Soweto. KC to follow-up.	RL, KC KC	ASAP ASAP
9 DEVELOPMENT			
Development Plan - Review & Update - Participation	Teachers Training courses (see coaching) Train the trainers. Look at targeting primary schools. (Include in 2016/17planning)	KC	
POC	Will watch with interest Lebowakgomo marathon publicity campaign. Are planning on doing something for WOD.		
DOC	We will try do something to keep it going.	KC	
Universities competition	Need a more moderate approach. Provide specific details on costs that can be covered, e.g. map costs and coach costs. Perhaps suggest a score event as a better format. Universities need to be involved in selection of optimum date (e.g. month of May)	KC	ASAP
10 TECHNICAL			
Rules of Foot O - Sanctioned Events Guidelines (Technical standards) - Start Intervals - SA Sprint Champs (rules, format, terrain) - Relay (categories, format)	Activate with very simple terms of reference.	NvH	May 2016
High Performance - Management & Coach Colours - 2016 Colours Application	Need to improve our processes, e.g. if there is more than 1 applicant. 1x Manager. Coach colours requires criteria to be set up and decision on which body has authority to appoint. Others can accompany the team and accredit at WOC / JWOC. They do not need to be on the SASCOC colours application for this.	NvH, VB	
SA Champs Schedule	In place		
WRE Standards	Cost per event is high - ~R5000, what is the value to us?		

	<p>Some events have been a very good standard, but others have not been of the requisite quality. More effort needs to be put in to ensure good quality maps, courses and that new organisers learn from the experience.</p> <p>Need to have a survey amongst athletes to ascertain the value of WREs to them. (All people who've competed in WREs)?</p>	NvH	May 2016
10. PLANNING		20min	3h15
Coaching	<p>Introductory course (get together with Tania, Garry, Lisa, Karen,....)</p> <p>Possibility of another UK L2 course?</p>	GRM	May 2016
Mapping	<p>Possible PenOC application for 2017 - SA Champs – SAOF will welcome an application – communicate to PenOC.</p> <p>SA Champs 2016 & Big Five 2016/17 – discuss timing with Nic Mulder to ensure completion fits within SRSA grant period.</p>	SP GRM	ASAP
Big Five	Limpopo. Mapping to be supported.		
Mountain Bike Orienteering	Need to activate	GRM	ASAP
11. GENERAL			
Next meeting	Sarah available 2 nd week June to mid ~17 July – Confirm suitable date.	VB	ASAP