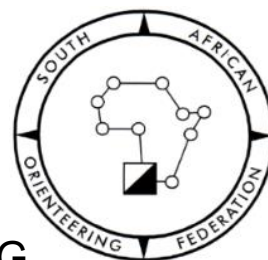


South African Orienteering Federation



MANAGEMENT COMMITTEE MEETING
 Saturday 6th October 2018
 @ 10H00-13H00
 Garry Morrison's House – Johannesburg

MINUTES

ITEM	Comments	Who	When
1. Welcome, Attendance & Apologies	GRM opened the meeting & welcomed new VP's Paul Wimberley (PW) and Mark Vernon (MV) to the team. KR joined at 11am Richard Lund attended as an observer.		
2. Approval of Agenda & any Additions	Approved		
3. Approval of Previous Minutes	Was done by the previous committee. Matters arising from previous meeting and AGM to be addressed in future		
4 ADMINISTRATION			
4.1 Dispute Resolution – Review the SAOF's dispute resolution process	Not discussed		
4.2 Event Liability Insurance	VB found that all other service provider, e.g. Hollard, Price-Forbes, Standard bank, etc. use KEU as underwriters. Quote for renewal received. Up to 400 participants and up to 50 events. Raise ES for approval. Include O-Ventures on coverage. Obtain quotes for 60 and 70 events. O-Ventures to cover the difference. Make provision for "not SAOF covered events" on the SAOF calendar.	VB VB VB VB	mid Oct mid Oct mid Oct Nov
4.3 Event Levies	Need clearer policy on which events are required to pay SAOF levies: - OSL, not required. Development initiative. GSL should be a GOC initiative. It is covered by SAOF event liability insurance. Participant costs will double if levies are required. GSL is pivotal to our SRSA grant applications.		

	<p>- Scatter Run. Discussion with ROC to clarify position.</p> <p>- Development. SAOF is willing to support new initiatives. If they are full paying events they should transition to fee-paying events.</p>	GRM	Nov / Dec
4.4 Confirmation of Headquarters	94 King Street, Berario - confirmed		
5. STRATEGY			
5.1 Strategy	No discussion		
5.2 Club Roles achieving strategy	No discussion		
6. FINANCES			
6.1 Financial Statement Audit	Approved at AGM.		
6.2 SAOF Auditor			
6.3 SRSA grant	<p>No official response despite a number of efforts. Been told unofficially that government has no money!</p> <p>Find out if we need to submit Q2 report?</p>	VB / GRM	ASAP
6.4 SAOF Own Funds	<p>~R180k at end of September 2018.</p> <p>To allow planning for scenario for no SRSA grant, prepare budget without SRSA grant</p> <p>Need to identify alternative sources of funding (see 6.7)</p>	VB / GRM	ASAP
6.5 NLDTF Report	<p>Still outstanding. Need to complete and submit.</p> <p>Keep eyes open for next application period.</p>	GRM VB	Nov 2018
6.6 Club Communication	Inform Members of financial situation to encourage other avenues of funding.	VB / GRM	ASAP
6.7 Alternative Funding Sources	Explore platforms like Kickstarter, Patreon, i.e. crowd-sourcing as a means to secure funding for projects like EMIT replacement and Big Five Maps.	MV	Oct
7. EQUIPMENT			
7.1 EMIT Equipment	<p>EMIT replenishment plan and Big 5 2019 requirements. 50 EMIT bricks & 100 runner tags in 2018 and again in 2019.</p> <p>Cost estimate was ~R110 000 for 50 EMIT bricks and 100 tags. Needs to be updated.</p> <p>Procurement delayed until certainty on SRSA grant, or alternative funding secured – see 6.6 and 6.7.</p>		
7.4 Ex AR Club Trailer	Not discussed		
8. MARKETING			
8.1 Plan	Discussed various elements, e.g. website, facebook, mailchimp, o-centives, separation between club &		

	SAOF. Formulate new plan. Plan to include regular news & 1-2 special projects.	MV	By next meeting
8.3 WOD	Can we make more of this opportunity? KC may be willing to manage this as a Marketing opportunity.	KC	??
8.4 Danish O & Trac-Trac	Problem with reference coordinate system used making it not user-friendly.		
9 DEVELOPMENT			
9.1 GSL	On track. Need club members to come and help sell the club sport.	KC	
9.2 POC	SA Champs a success. Some comments on preparedness of some athletes for way things are done, e.g. starts, EMIT. Need to rationalize our efforts in light of funding situation. Explore low cost, weekend training camp for 2018/19.	KC, GRM	
9.3 KZN	No further feedback.		
9.4 Cape	Knysna – encourage local community to support efforts, e.g. T. Chambers to possibly stay for a few months & assist with maps. Northern Cape – going well under own steam. Encourage where possible	KC KC	
9.5 Development Squad Athletes	Not discussed		
9.6 Soweto Schools	Following up with promising leads. Aiming towards 5-8 kids to attend GSL. Also follow up with VB school contacts.	KC	
9.7 Port Elizabeth	Quintin Braun is now there. Encourage towards catalysing some event activity	KC	
10 TECHNICAL			
10.1 Rules of Foot O	Host a 1 day workshop with specific group of people. With a view to finalising rules. Guidelines for SA champs can include proposed program with rationale. Suggested, but up to organise discretion based on specific circumstances.	PW	
10.2 HP	How to approach this? There is a timeline document on Drive. GRM to help with the process. 1. Activate selection committee 2. Call for HP manager 3. Call for national coach 4. Plan C	PW / GRM	ASAP
10.3 WRE	No discussion		

10.4 Athlete License	No discussion		
10.5 SA Champs Schedule	No discussion		
11. PLANNING			
11.1 Strategic Maps	Big Five applied for ~R136k. Alternative funding approach needs to be explored (see 6.6 and 6.7) Lack of funding means SAOF can't support GOC 2019 and SA Sprint 2019 maps.		
12. GENERAL			
12.1 AGM matters arising	To be dealt with at next meeting		