



SARA Committee Meeting Minutes #6

4pm on Sunday, 14 October 2018 at the Colwell's home

Present	Sally Caston, Craig Colwell (chair), Ev Colwell, Simon Ellis-Steinborner, Doug Gillott, Stephen Gray, Jo Powell (minutes), Zara Soden, Rob Tucker
Apologies	Steve Cooper, Kate Corner, Mitzi Krahling, Peter Milnes, Richard Sprod, Anton Steketee
Guests	
1.	Previous Minutes Minutes from July and August accepted.
2.	Correspondence 2.1. IN – None 2.2. OUT – None
3.	Treasurer's Report <ul style="list-style-type: none">No report supplied this month. A report will be issued soon.
4.	ARA AGM feedback <ul style="list-style-type: none">Report circulated by Craig via email.ARA Insurance covers all forms of rogaining: bike, canoe, ski etcRichard Robinson's resigning as President of IRF. He is keen for Australia to continue to have a significant role in the IRF.Proposal by Richard Robinson for a World Series – didn't get much support. However, there was support for acknowledgement of rogainers having competed in an event in each state.<ul style="list-style-type: none">Our meeting thought this was a good idea. Will think about it further over the coming months.Entry system – suggestion that SA adds a state of origin when entering, particularly for entries for 2020 Aus Champs. Sally says this will be a fairly straight-forward job for Jeremy.Child protection policy – in rogaining, children are predominantly under the responsibility of their parents or a guardian. Members of ARA weren't interested in taking this any further.Risk management policy – meeting ran out of time. Most states do their own thing.Intention sheet – SA and WA are only states who use these. SARA have decided to continue to have them in the bush rogaines.
4.	Events 4.1. 24-Hour State Championship event wrap-up

	<p>4.1.1. Admin in/out process</p> <ul style="list-style-type: none"> • Issue with pegs. Navlight is source of truth. Stephen has rewritten software to make it easier to see who's in or out. Meeting decided to continue to use peg system and use Navlight to check against. • Roving events – assumption is that no-one is lost until the end of the event. <p>4.1.2. IO Merino t-shirts to Frahn family</p> <ul style="list-style-type: none"> • Meeting endorsed t-shirts to be given to the Frahn's for all their assistance and support for the recent 24-hour event. <p>4.1.3. Control hanging/collecting by individuals – duty of care</p> <ul style="list-style-type: none"> • Coordinator of control collection (often the setter) needs to take responsibility of collectors. The coordinator needs to know in what areas people are collecting, what time they should be returning and how proficient they are. • Less proficient helpers should collect easy controls close to HH or be teamed with more experienced people. • Not efficient to have two people going out together. <p>4.1.4. Increased security/checking for people using GPS Security Bags</p> <ul style="list-style-type: none"> • It was agreed that in future 24-hour State Champ events all mobiles, gps watches etc. need to be bagged. Could distribute bags with maps as most teams have a mobile or gps device. Could hand up sealed bag when hand up intention sheet. Automatic disqualification if bag's opened unless for documented emergency. • Admin will need to be briefed on process. <p>4.2. 6-Hour Lofty Explorer wrap-up (Setters: Richard Sprod, Adrian Anderson, Laura Archer, Mitzi Krahlung and Mark Ramsay)</p> <ul style="list-style-type: none"> • No report provided <p>4.3. Minigaine (Setters: Sally Caston and Tanya Sheldon, Mark Corbett vetting)</p> <ul style="list-style-type: none"> • Tips and Tricks – Jo and Rob will provide • Bonus points volunteer needed (eg awarding bonus points for shooting basketball) • TTG Council are providing face painting and jumping castle. There's a great playground at HH, but limited carparking. • TTG bring in everything and we set up admin. • We now have a full team of volunteers. • Council supplying maps and bags. • 43 controls. • Fancy dress and families with pushers get extra points. 100 points for finding Wally.
<p>5.</p>	<p>Volunteer Day update</p> <ul style="list-style-type: none"> • Currently tentatively booked at Inglewood Inn, Sunday 25 November, 1-5pm, similar format as last year, \$25/head for 60ish people. • Meeting agreed for Kate to confirm the booking.

6.	<p>2019 Program</p> <ul style="list-style-type: none"> • 16 March – 4-hour twilight – Sarah Murphy & Liv Thorne setters • 6 April – 4-hour Velogaine – need setters • 18/19 May – 24-hour State Champs – need setters • 17/18 August – 15-hour roving – Simon Ellis-Steinborner – Naracoorte region. Sally has many contacts down there and could easily organise HH. • 12 October – 6-hour Halloween – suggested from 4-10pm – Sally Caston & Karen Wishart • 2 November – 3-hour minigaine – need setters • 9/10 November – Australasian Champs in Tassie <p>NB Sally and Simon also considering 15-hour roving in Keith area in 2020.</p>
7.	<p>Possible donation to ICPA Flinders Ranges</p> <ul style="list-style-type: none"> • Hold off decision until end of year when profits are known.
8.	<p>Fuel Reimbursement</p> <ul style="list-style-type: none"> • Meeting agreed to 40c/km if towing trailers/toilets, 30c/km for safety loop and setters/vetters. Reimbursement to approved volunteers to be at the discretion of the coordinator, but generally no reimbursement for general volunteers. • Review this in a year.
9.	<p>Review long-term replacement of our current tents</p> <ul style="list-style-type: none"> • Large HH marquee is broken, Peter has some spare parts to fix and proposed to have the rips in the canvas fixed. Meeting decided to fix it and see if Jo's friend (Paul Sampson) can make some adjustments to make it stronger (eg wider, more frequent velcro tabs to attach sides to posts, more eyelets for tie downs). Craig and Peter to discuss and make suggestions for improvements. • The meeting proposed to purchase a 3m x 3m SARA branded marquee. Craig to send committee an email and talk with Peter and Richard before purchasing. • Continue to research heavy-duty, but easy to erect marquees.
10.	<p>Proposal to purchase 4-wheel drive or caravan</p> <ul style="list-style-type: none"> • Hiring 4-wheel drive vehicle/s would be more cost effective than purchase. Hire on a needs basis – eg setters for 2020 Aus Champs; for water dropping at 24-hour events. • Food-type truck with side opening would be good for admin and particularly in inclement weather. It could be a 'roving office'. SES and possibly councils have portable caravans – might be able to hire something instead of purchasing. Craig to continue thinking and researching.
11.	<p>Trophies/glasses</p> <ul style="list-style-type: none"> • Keep glasses. • Retire the AUMC boots. Send through photos of them to Sally. • Keep the fence post trophies.
12.	<p>Any other business</p> <p>12.1 Refund policy</p>

	<p>The meeting agreed to the following wording: <i>If you need to withdraw from an event, please log back into your account using the Edit Team function on the event page as early as possible. Refunds are paid as follows:</i></p> <ul style="list-style-type: none"> • <i>Withdrawal prior to the date at which late fees apply – full refund</i> • <i>Withdrawal after late fees apply, but prior to entries closing – refund of entry fee less \$10 for admin costs</i> • <i>Withdrawal after entries close or a no-show - no refund.</i> <p>12.2 Review of map paper</p> <ul style="list-style-type: none"> • Recommended that we now use Kwik Kopy in Norwood (used for 6-hour map) – they charge \$2.50 versus \$3.70 at Snap. The teslin used and printing quality is good. • 2020 Aus Champs will need to source an offset printer for the large map. <p>12.3 Website maintenance</p> <ul style="list-style-type: none"> • Jeremy Carter has been generously providing maintenance support to the website free of charge this year. • The meeting agreed to pay Jeremy a maximum of \$1900 a year, commencing in 2019, for website maintenance with the understanding that it's roughly three hours' work per month at a rate of \$53/hour. • Review in a year. <p>12.4 Grant and land lease at the former Belair Golf Course site</p> <ul style="list-style-type: none"> • Expressions of interest are being sought by the council; a few orienteering clubs are looking into this, Craig will do some research. Meeting agreed the 'ownership' of some land to allow for construction of a shed and the relocation of our shipping container would be very desirable. <p>12.5 IO Merino</p> <ul style="list-style-type: none"> • Sally has secured their sponsorship for 2019 (our 4th year). • We need to encourage people to use our SARA discount code, as that's how IO Merino track our sales. • SARA shirts – now 11 months in – sold 28 items so far. • IO Merino will be a sponsor for 2020 Aus Champs. <p>12.6 Hand sanitizer from Australian Orienteering Championships</p> <ul style="list-style-type: none"> • They will sell to us for half price. Meeting agreed to purchase the left overs.
	<p>Meeting closed: 7.20pm</p> <p>Next meeting: A quick meeting at 12 noon, Sunday 25 November before the Volunteers' Day event.</p>

ACTION	Who?
Confirm booking with Inglewood Inn for Volunteers' Day	Kate
Requesting setters for 2019 events in next e-newsletter	Sally
Assess HH marquee and provide list of improvements, with the marquee, to Jo for fixing.	Craig/Peter

Research and communication re new 3m x 3m marquee.	Craig
Update website with new refund policy	Sally
Employing Jeremy for ongoing website maintenance	Sally/Kate
Following up expressions of interest in former Belair Golf Course	Craig