

Minutes of the General Meeting of the Greater Phoenix  
Orienteering Club (GPHXO)

Location: Saltfire Brewing (formerly Boulders On Broadway), Tempe, AZ  
Date/Time: Jan 10, 2025 6:30 - 9pm

Agenda

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- Introduction
- Establish Quorum
- Info About The Club
- Election of 2025 Officers
- Old Business:
  - Treasurer's Report / Secretary's Report
  - Permits / Equipment / Maps & Event Sites
- New Business:
  - Upcoming Events / New Event Areas/ Outreach & Club Promotion /

Membership

- Summary and Adjournment

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Note: these minutes describe what occurred during the meeting, but they do not represent the actual order of discussion.

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This was the first meeting since Jan 2020. The COVID epidemic caused us to miss a couple years, and thereafter we could not generate enough interest to establish a quorum.

Ron Birks opened the meeting.

A Quorum was established: we had 3 board members present. Total number of attendees was 11.

General Info About The Club:

- Ron spoke about Club Goals and the various types of orienteering events we offer.

Election of Officers for 2025:

- Ron Birks opened the floor for nominations of Board Members and Volunteer positions. There were no nominations.
- The existing board members all volunteered to remain in their posts.
- Gary moved that the existing set of officers be re-elected "by acclamation." This motion was seconded by Forest and Kevin.
- The motion was voted for in the affirmative by all present at the

meeting.

- The Election was therefore concluded.

- Results: President: Ron Birks, Vice-President: Glenn Haselfeld, Treasurer: Forest Brown, Secretary: Gary Hickey

Volunteer Officer position appointees remain the same as in recent years. Namely, Permits and Insurance are handled by Erik Ringnes, while the volunteer officer positions remain open: Membership, Advertising, Newsletter, Equipment and Volunteer Coordinator.

Forest has been handling Advertising (via Facebook and Meetup). Ron has been handling Membership and Volunteer Coordination.

Erik volunteered to fill the Membership position and was voted in unanimously.

Ron briefly went over the 2025 Schedule of Events.

Old Business:

Forest gave the Treasurer's report. The club has sufficient funding. There is \$5063.71 in the Chase bank acct. There is \$8038.50 in the PayPal bank account.

All monies from recent events have been deposited. Forest will send his latest accounting report in the next few days.

Forest renewed subscriptions to GoDaddy, Meetup (about \$400/yr), and other software. He paid the next 14 months of our storage facility (about \$900/yr). The only known large upcoming expenditure is the OUSA charter renewal, which will be approximately \$1100.

Gary gave the Secretary's report. The 2020 meeting minutes were approved, delivered to the Board and published on the website in Jan 2020. Ron archived them in the club's web-hosted electronic archive. Gary plans to send out the present meeting's minutes later this month. Gary plans to update the Club History (see it on website) because it is 8 years old. He also plans to scan the collection of old event maps that Mike Franklin gifted to the club at the 2018 meeting. He suggested that we someday use one or more old classic courses from the 1970's or 1980's.

Erik talked about Permits. As before, he continued to obtain the necessary permits or authorizations for our events from Tonto National Forest, BLM, etc. Ron and Glenn get some permits, too. Erik noted that in recent years the policy shifted such that a permit is not needed if we are less than 75 persons and don't charge fees.

Erik also kept us up to date with insurance certificates. A new certificate

needs to be obtained each year for each event site. Last month (Dec 2024) Erik requested and obtained all OUSA Certificates of Insurance for our 2025 events.

Equipment. Glenn and Ron repaired controls and stands as needed over the years.

We discussed electronic scoring equipment. We know what equipment we would need. Forest knows Tucson's system: that kind of setup would work for us. We have the money to buy it. The benefits are obvious. Disadvantages include loss of flexibility in hanging bags (because sometimes we like to hang bags well in advance of an event, and sometimes we leave some out in the field for some days after an event....neither of which works well for ePunch equip). Also we'd need at least 1 additional volunteer to do an ePunch event. That person would be busy operating the ePunch system the entire event and wouldn't have time to do much else. Perhaps with more experience a single person could run a small event using ePunch, but in most cases an extra person will be needed. We recognize we could not use the equipment on every event, but that is OK. The overall consensus was that the advantages outweigh the disadvantages.

Ron gave status of the club's Website. The list of names on the main page needs updating. The site links to EventReg for event registration.

There were at least 17 new event sites mapped and used by Ron, Kevin and Glenn in 2023 and 2024. They created at least 24 new maps and re-made several existing maps. We held beginner's clinics in 8 local parks and in a few event sites.

#### New Business:

Ron pointed out some of the larger Upcoming Events. In 2025 we will offer three large events (12-hour Adventure Races/Rogaines) in addition to the Petrified Forest rogaines. He will put out calls for volunteers as those dates get closer. Check the website for details.

We need course setters and bag hangers for our Southwest Spring Week events March 14 and 15, which be held at Bartlett Lake. Ron can direct the meets but will be out of town during the weeks before the events.

We need volunteers to man our booth at the AZ Game and Fish Outdoor Expo Mar 29-30, 2025. Two volunteers per day. Volunteers should contact Ron.

We discussed the open volunteer officer positions. We want an Advertising Coordinator who would create and distribute flyers, announcements, etc, both online and hardcopy.

Forest has been handling Advertising (via Facebook and Meetup).

It would be nice to have volunteer to assume the Newsletter Editor position.

We need someone to take over Membership management duties. This includes maintaining the member database, sending out yearly reminders, and creating reports (such as a list of active members) when needed. It also includes sending the annual report to OUSA (Forest and Ron have been taking care of that). We have been using tools Ron set up in 2017. He created an online membership signup form which lets people join the club and pay via PayPal. His form automatically adds people to the master membership list (database), which is a GoogleDocs spreadsheet. As the admin, Ron can use the form to add members who signed up using a paper membership form.

Gary and Ron discussed the membership system a few days prior to the meeting. Should we keep using the existing setup, and if yes, what if any changes does it need?

Or do we try something else? Like many clubs, we use EventReg for event registration. Some clubs also link EventReg to their membership system, but we think we don't want to do that. Gary feels we should keep the existing system. It works and doesn't require much effort. Erik volunteered to explore the use of a new system. Gary declined to volunteer for that.

Another important form of volunteership is the taking on of course setting and meet director duties. We currently have 11 course setters but most events are handled by one person, Ron, and we need to get more course setters involved.

We also need additional volunteers to teach clinics.

The floor was opened for Questions and Answers. This was concluded quickly (i.e., there were no questions).

The Board thanked everyone for attending and participating. Additional suggestions can be sent to the club or to Board members via email, etc. The meeting was adjourned.

These Minutes submitted by Gary Hickey, Secretary, GPHXO, on February 16, 2025 for publication and archival.