

# OV Board meeting agenda



Date | time 18/12/2023 8:00 PM| Location Via Zoom

Meeting called by	David Jaffe	Attendees: David Jaffe, Stephen Collins, Wendy Taverna, Margi Freemantle, Aislinn Prendergast
Type of meeting	Monthly Board Meeting	
Facilitator	David Jaffe	
Note taker	Aislinn Prendergast	
Timekeeper	N/A	

## Agenda Items

Topic	Presenter	Time allotted
<input type="checkbox"/> Apologies	All	20:00
<input type="checkbox"/> Finances	Stephen	[Time]
<input type="checkbox"/> Schools Officer	David	[Time]
<input type="checkbox"/> Strategy Volunteers	David	[Time]
<input type="checkbox"/> 2024 Calendar & Permissions	Davd	[Time]
<input type="checkbox"/> Actions	All	[Time]
<input type="checkbox"/> Any Other Business	All	[Time]

## Minutes

Topic	Owner	Due Date
<input type="checkbox"/> Apologies None		[Time]
<input type="checkbox"/> Actions		[Time]

	<ul style="list-style-type: none"> <li>- Bush Series role description has been created and circulated. Outstanding <b>Action</b> for board members to provide feedback <ul style="list-style-type: none"> <li>o Discussion of existing “coordinators”. <b>Action</b> for David to identify gaps between existing coordinator tasks and future role requirements.</li> </ul> </li> <li>- <b>Action:</b> Aislinn to check all OV employees are on WWCC list</li> <li>- Carl listed as MPIO on website and newsletter</li> <li>- <b>Action</b> Aislinn to ask OA to put “Great” presentations on their website and send link to clubs</li> <li>- <b>Action:</b> Add task for coordinator to explore possibility for “Season Pass” or 9-for-10 deal or similar</li> </ul>		
<input type="checkbox"/>	<p>Finances</p> <ul style="list-style-type: none"> <li>- Paper uploaded to drive</li> <li>- Higher costs than expected from OA, including Magazine costs</li> <li>- <b>Action:</b> Stephen to clarify additional costs with OA</li> </ul>		[Time]
<input type="checkbox"/>	<p>Schools Officer</p> <ul style="list-style-type: none"> <li>- Incumbent has resigned, new appointment required.</li> <li>- Discussion around what the role will look like in future and where it will be located. <ul style="list-style-type: none"> <li>o Potential for job share – metro and rural</li> <li>o OR decentralize – coordinator who directs other coaches/mappers to deliver activities</li> <li>o Role must become strategic rather than reactive</li> <li>o Discussed possibility of recruiting outside orienteering community</li> <li>o <b>Action:</b> David to look at what “coordination” costs were during recent tenures</li> </ul> </li> <li>- <b>Action:</b> Wendy to draft EOs for Schools Officer role and for people interested in schools coaching &amp; mapping starting in late Jan</li> </ul>		[Time]
<input type="checkbox"/>	<p>Strategy Volunteers</p> <ul style="list-style-type: none"> <li>- 4 volunteers have already put themselves forward</li> <li>- <b>Action:</b> Aislinn to email clubs and ask for any other volunteers / participants for strategy committee (noting that only clubs currently represented are MFR, CHOC and Nillimbuk).</li> </ul>		[Time]
<input type="checkbox"/>	<p>Calendar &amp; Permissions</p>		[Time]

	<ul style="list-style-type: none"> <li>- Pursue streamlining permissions so that OV will always get permissions for activities below a certain number of participants.</li> <li>- <b>Action:</b> David to speak to Laurie about how this might be pursued.</li> <li>- Schools Championships in May: Hawkstowe not available – Alice Miller is a possibility</li> </ul>		
<input type="checkbox"/>	<p>Any Other Business</p> <ul style="list-style-type: none"> <li>- Carl: away from Jan 21- Feb 18</li> <li>- David: away for 2 weeks in late Feb</li> <li>- February Council: Aim to have strategy draft ready before the meeting</li> <li>- <b>Action:</b> Wendy and Stephen to introduce Liz to Child Safety Officer role.</li> </ul>		[Time]

Other information
-------------------

Observers N/A

Resources N/A

Special notes: Meeting held remotely via Zoom