



Australian Rogaining Association Inc.
2014 Annual General Meeting
10th October 2014
DOXA Camp, Castlemaine, Victoria
Minutes

The meeting was opened by the President at 2:15pm.

1. APOLOGIES AND NOTIFICATION OF PROXIES

Apologies received: Mike Dunbar, Andrew Duerden, Paul Szijarto, Tom Lothian, Nick Bowden, Steve Cooper

Proxies advised:

- Ella Robinson is proxy for Steve Cooper (SARA)

Delegates were in attendance representing all states and territories except RTas:

- Julie Quinn, David Baldwin (ACTRA)
- Gill Fowler (NSWRA)
- Jon Potter (NTRA)
- Tony Scott, Paul Guard (QRA)
- Ella Robinson, Mark Porter (SARA)
- Ron Frederick (VRA)
- Shane Lewis (WARA)

2. MINUTES OF THE PREVIOUS MEETING HELD 2013

No corrections were noted to the minutes of the 2013 ARA AGM.

<p>MOTION: That the minutes of the 2013 AGM be accepted as true and accurate. Moved: Paul Guard, Seconded: Ron Frederick. Motion passed.</p>

3. MATTERS ARISING FROM THE MINUTES NOT DISCUSSED ELSEWHERE

The meeting did not raise any additional items to be addressed.

4. PRESIDENT'S REPORT

The President's Report was tabled. David Rowlands noted that the membership statistics are generally positive, though Northern Territory and Tasmania remain weak. Jon Potter (NTRA) discussed the challenge of attracting competitors to the longer events. He views the change of management in the NTRA as a positive but suggest they need to remain focussed on the core rogaining activity. David Rowlands suggested that NTRA should take advantage of the existence of the ARA's annual grant scheme. Jon noted that mapping software (i.e. OCad) is needed. Ron noted that the lack of activity in Tasmania is disappointing given that orienteering is popular. There have been few longer events in Tasmania, with no 24 hour for some time. Paul Guard said that RTas are planning a 6/12 hour event later this year.

5. FINANCIAL MATTERS

a) Treasurer's Report

The Treasurer's Report was tabled. Mike Aylott explained that this document covers 2013 finances only. There was around \$50,000 of working funds at the end of 2013. Insurance costs were similar to the year before. IRF contribution continued at the same rate as previous year. ARA paid out the full amount of state grant allocations (max 40% of capitation income). General administration costs are low. There was the regular payment from NAMSF for Intervarsity (and refund of unused allocation). In 2013 \$15,000 was contributed to the IDF from the NAMSF to increase the viability of the IDF. Julie Quinn noted that the report showed that insurance levies had not been fully paid – this was resolved in 2014.

David Baldwin asked about the state of the accounts at the moment and Mike Aylott noted the current cash at hand in the main accounts is about \$20,000. David Rowlands noted that an account for the 2016 WRC has been established and a float was provided by ARA. In 2014 ARA paid out funds for IDF activities, printing of rogaining stickers, grants, and insurance for 18 month period. Cash flow has reduced significantly in 2014 and we need to chase levy payments from states quickly once approved.

MOTION: That the Treasurer's Report be accepted.
Moved: Mike Aylott, Seconded: Julie Quinn. Motion passed

b) Setting of Capitation Fee for 2014/15

The proposal for 2014-15 capitation fees was tabled. Mike Aylott explained the proposal, including the 18 months insurance costs. In 2016 we will move back to 12 months coverage on a roughly calendar year basis (mid-December renewal). The capitation proposal is to maintain \$1 per person per year, so for the 18 month period from mid-2014 to end of 2015 it will be \$1.50 per participant/member.

MOTION: That the capitation for the period July 2014 to the end of 2015 be set at \$1.50 per participant/member.
Moved: Mike Aylott, Seconded: Gill Fowler. Motion passed.

c) IRF Levy

Last year ARA paid \$0.25 per member voluntarily to the IRF. In 2014, ARA has been asked to contribute \$50 by the IRF, which is lower because the majority of funds are being sourced from event fees on WRC qualification events. Mike Aylott proposed that the international capitation fee remain at \$0.50 per member/participant, with the whole of this amount to be contributed to the International Development Fund (IDF). Mike Aylott noted that the IDF is being noticed more internationally and more activity is expected.

MOTION: That the IDF capitation for the period July 2014 to the end of 2015 be set at \$0.75 per participant/member.
Moved: Mike Aylott, Seconded: David Baldwin. Motion passed.

d) Liability Insurance

The liability insurance arrangements were discussed in the Treasurer's Report. This year Mike Aylott has negotiated an 18 month coverage period so that renewal no longer falls during the middle of the year when many rogaines occur. Instead, the current insurance cover will be due for renewal in the middle of December 2015.

Moving to a new insurer has also reduced the cost per capita. It was noted that no claims have ever been made on these policies.

e) Equipment Insurance

Mike Aylott is in discussions with the insurer to try to get a reasonable approach to quantifying the value of equipment to be insured. QRA would like to get insurance for the building they lease from Brisbane City Council. SARA has opted out, and VRA may also, unless the premium is low. Richard Robinson questioned whether ARA gained any value by adopting a national approach.

MOTION: That each state/territory association continue to arrange their own insurance (if desired) for equipment.
Moved: Tony Scott Seconded: Richard Robinson. Motion passed.

f) ARA Grant Policy and Status of 2013 Grants

No grant applications were received by the deadline at end November 2013, but subsequently applications were received from WARA, RTas and SARA. WARA and RTas have subsequently been paid for a defibrillator and storage shed respectively. The SARA video production proposal has not yet been finalised. Mark Porter explained that videos are being produced based on an Asthma Foundation event which may be suitable for general rogaive promotional purposes. SARA agreed to co-fund this with the Asthma Foundation, but ARA may be invited to contribute. Costs are of the order of \$1k-\$2k. QRA and ACTRA also have promo videos available. SARA plan to resubmit the application by the November 2014 deadline with updated costs.

g) Appointment of ARA Auditor

MOTION: That Brian Austin be re-appointed as ARA Auditor.
Moved: Mike Aylott, Seconded: Julie Quinn. Motion passed.

6. ELECTION OF OFFICE BEARERS

All positions were declared vacant.

MOTION: That David Rowlands be elected President for a three year period.
Moved: Richard Robinson, Seconded: David Baldwin. Elected unanimously.

MOTION: That Paul Guard be elected Secretary for a three year period.
Moved: David Baldwin, Seconded: Julie Quinn. Elected unanimously.

MOTION: That Mike Aylott be elected Treasurer for a three year period.
Moved: Mark Porter, Seconded: David Rowlands. Elected unanimously.

7. AUSTRALIAN CHAMPIONSHIPS

a) 2014 VRA

- Date: 11-12 October.
- Venue in the Malmsbury-Castlemaine goldfields area. About 300 entries, including a 6 hour event. A model event has been organised.
- Organiser: Greg Robinson, Course Setter: Andrew Baker, Vetter: Derek Morris.

b) 2015 NSWRA (NTRA rotation postponed due to the WRC commitment in 2016)

- Date: 10-11 October.

- Gill Fowler outlined the status of preparations for the next ARC. The location will be near Lithgow, adjacent to this year's NSW Championship. Mapping is the biggest current issue due to mixture of 10m and 20m contours. Gill has had discussions with Lands and Parks, and is trying to obtain better data within the Gardens of Stone area. If 10m contours can be found (or made) then she will use that area, otherwise will need to move the course into adjacent areas. Final decisions will be made by the end of 2014.

c) 2016 WARA

- Date 17-18 September 2016
- This is expected to be the Australian Championship only. However Richard Robinson advised that the New Zealand Australasian Championship may be either December 2016 or January 2017. If held in January 2017, the WARA event in 2016 would become the Australasian Champs and regional qualifier for the WRC.
- David Baldwin asked what the plans will be for electronic scoring. Shane Lewis said that he is not aware of the plans. There were attempts to develop a system locally but status is uncertain. David Baldwin suggested that electronic scoring will be a requirement and discussion needs to be started with WARA in preparation for the event.

d) Next Australian Championships

2017 ACTRA, 2018 NTRA, 2019 SARA. Subsequent rotation is open to bids from States and consideration by Council.

e) Trophies

David Baldwin will do an inventory of the trophies and assess the space capacity of each. He will take a few of them to get remodelled in the weeks following the event. The UV trophies did not get completed in time for this ARC. Once done, David will send out the new trophies to recipients. Intervarsity Trophy also did not make it to the event, but will be delivered to the winners.

<p>ACTION: David Baldwin to investigate trophy requirements and make recommendations to be implemented by the Executive.</p>

8. WORLD CHAMPIONSHIPS 2016

Richard Robinson outlined the event organisation progress. The organising team visited the event site in June and the course setters placed about 60% of the course. NT Government map data could not be located, so Aerometrex Pty Ltd has been engaged to produce aerial photography, photogrammetry and digital elevation model (DEM) using Lidar (radar). This will be captured later this year to produce 2m contour data for the area. Detailed drainage data is more uncertain and it is not clear how well the rock features will be represented at this stage, but tracks should be discernible from imagery. Nominal cost is \$10,000 (cost price) by waiting for an opportunistic flight window. In return we are promoting Aerometrex through the ARA and putting their logo on the map.

Donna and Steve from WARA who are managing catering have visited the HH site. Richard spoke of the need to set up another phone hookup for state delegates soon. The event budget is a high priority. Jon Potter is trying to negotiate some help from government ministers.

Jon is continuing to liaise with the landholders and reports no problems with the land access and HH resources. Jon requested an expansion of the toilets, but Ross River are

resisting. Alice Springs suppliers are limited to a maximum of about 20 portable toilets. Some may have to be carted from SA. We may be able to put in temporary showers. Richard Robinson suggested a cap of around 800 participants.

ACTION: Richard Robinson will continue to coordinate state reps and progress planning. Preliminary budget will be done by end of November.

9. INTERNATIONAL ROGAINING FEDERATION

a) IRF Meeting August 2014

Richard Robinson, David Baldwin and Julie Quinn outlined the discussions that took place at the IRF Meeting in South Dakota. The meeting was not focussed on decisions or policy, but allowed national representatives to discuss current status and issues in each country.

In terms of the state of play in various countries, David Baldwin was surprised at how undeveloped rogaining organisation is in North America. There is nothing happening in Canada. In the USA, the rogaining committee is organised within the orienteering organisation, with some communication happening between widely dispersed groups. OUSA provided \$650 to rogaining this year, once-off towards the WRC. However, there was no North American champs last year, and no process is in place for scheduling events.

Europe is going from strength to strength. Spain was recently admitted as a member of the IRF. Latvia, Ukraine, Estonia, Czech, Russia are already members. Finland is close to joining IRF. Europeans do have a good system in place for selection of the European Championships. New Zealand is not as organised as expected: there is no need for any insurance which reduces the requirement for a national coordination process. There was not much representation from other parts of the world at the meeting.

It was agreed that the WRC Junior category should be dropped and replaced by the U23 category as used in Australia. This will be formalised in the next round of the IRF Technical Regulations.

The IRF implemented a new funding arrangement which does not include a large capitation component. ARA's fee is \$50 plus US\$2 per participant in the Australasian Championship.

b) IRF Strategic Plan

David Rowlands outlined the revision of the IRF Strategic Plan. The plan now includes improvements derived from the ARA's response to the IRF WRC discussion paper which was circulated at last year's AGM. Some discussion with other countries focussed on the definition of rogaining, the relationship with orienteering and technology. Richard is planning to start a formal relationship and dialogue with the President of the International Orienteering Federation (IOF) to try to prevent uninformed decisions being made by either organisation. David Rowlands discussed the impact of technology on our sport, and Richard observed that most of the rogaines in Europe in recent years have included live tracking on the internet. Richard suggested that ARA needs to embrace the technology and try to regulate and make the most of it.

c) IRF Capitation

This was discussed as part of the IRF Levy proposal under Financial Matters.

d) IRF Technical Regulations Review

The IRF has been in the process of updating its Technical Regulations for some time, but no decisions on the review have been made. David Baldwin has reviewed the

proposed changes. David will circulate a summary of changes and differences with the ARA Technical Regulations. David noted that divergence of the ARA and IRF rules will become more of a problem as time goes on. David noted that this year's WRC may show up some issues with the jury and protest processes. David thinks that tracking is not yet mature enough to represent a major issue for rogaining. David will continue to review proposed IRF changes and will advise if there is any need to update the wording of ARA's Technical Regulations in response.

ACTION: David Baldwin to progress the ARA's Technical Regulations review.

e) WRC Event Entry Criteria

Finland is yet to provide the event entry number limit for WRC 2015. Once that is known, wildcard arrangements will be finalised. Richard Robinson said that Jon Sutcliffe has just spent time on the course vetting on behalf of the IRF and is impressed with the area and the course.

f) ARA IDF Sub-Committee Report

ARA's IDF Report was tabled. Mike Aylott explained the payments that were made in relation to WRC 2014 in South Dakota. The IDF provided assistance with the purchasing of control flags, and provided vetting services and advice. The flags will be transferred to the custody of the national body OUSA. Eric Andrews, Jon Potter, Merv Trease and Vic Sedunary encountered a significant challenge trying to convince the organiser to adjust the course to conform to international and Australian rogaining standards. Mike believes IDF involvement was positive in terms of the improvements that were achieved.

Richard suggested the future of the fund should be targeted towards countries which have keen individuals but lack technical capability and organisational experience (e.g. Japan, South Africa, Brazil). Workshops in target countries could be useful.

David Baldwin suggested that ARA should formally acknowledge the contribution of Vic Sedunary and Merv Trease. They travelled to South Dakota USA at short notice to vet the course and personally contributed above the IDF budget which was set for one person only.

ACTION: At the ARC presentations, David Rowlands will make mention of ARA IDF contributors towards the 2014 WRC, as well as recognising Australian world champions from the 2014 WRC.

g) IRF Host Agreement

Richard Robinson explained that a new WRC Host Agreement provides a template for a contract between future WRC hosts and the IRF. This includes the role of 'Event Advisor' which continues the independent vetter role created by the ARA for WRC 2014. This agreement clarifies roles and responsibilities and provides the IRF a mechanism to ensure that the event is organised to meet its requirements and expectations. For WRC 2016 in Australia, the Event Adviser will be Peter Squires from New Zealand.

h) Other IRF Matters

The World Championships for 2017 will be in Latvia. ARA abstained from the vote on the basis of being opposed to annual WRCs. David Rowlands explained that demand to host WRCs has subsided, with few potential WRC hosts other than Ukraine remaining. Richard Robinson suggested that if ARA wishes to pursue this, it needs to build support

internationally prior to the opening of expressions of interest for the 2018 WRC in 2015.

ACTION: David Rowlands will lobby IRF delegates in late 2014 in support of ARA's policy for bi-annual WRCs.

10. TECHNICAL SUBCOMMITTEE

a) Review of Australian Rogaining Championship 2013

David Baldwin said the QRA Australasian Championship in North Queensland was well organised and technically met a high standard. There were some minor issues such as a lack of water drops, a missing control and administrative hiccups, and disappointing attendance, but overall a technically successful event.

11. GENERAL BUSINESS

a) Australian University Rogaining Championship and NAMSF Funding

Gill Fowler noted that discussions with University students indicate that the timing of the Intervarsity Championship is not particularly critical. In 2015, the Intervarsity Championship will again be held in conjunction with the Australasian Championship. NAMSF is continuing funding, but does have intention to wind up in the future. Mike Aylott suggested that a lump sum should be transferred to the ARA with a commitment to continue the funding of the university subsidies for an agreed period.

b) Australian University Sport Accreditation

The Intervarsity achieved the lowest level accreditation with Australian University Sports (AUS) in 2014. Mid-levels of accreditation cost more and the marginal benefit to rogaining is questionable. David Baldwin suggested there would be benefits in gaining full accreditation for university students wanting to apply for grant funding. Gill is happy to remain as the convenor, but will not have much time to actively recruit or promote the sport at universities. She recommended that ARA seek someone working in the university system.

ACTION: David Baldwin and Gill Fowler to investigate a long term strategy for AUS accreditation.

c) ARA Website

David Baldwin is implementing a refresh of the ARA's website through Andre Morkel of WARA. The budget is up to \$5000. Sally Caston from SARA may be involved with the graphic design elements.

ACTION: David Baldwin will continue to manage implementation of the new ARA website.

d) Safety and Risk Management Policies

SARA had asked for this item to be put on the agenda. Julie Quinn outlined the experience at the recent ACTRA Championship where there was a death on the course. Julie explained the ACTRA policy and templates for risk management planning. The one thing that was missing from the management documents was GPS coordinates of each control, and a topographic map with grid coordinates. It was very important to have spare personnel at the Hash House with the experience and equipment to respond. Volunteers should bring gear appropriate for bush navigation in case an incident occurs. ACTRA has a couple of backpacks with emergency-related gear which can be

taken out to events. There was no capability among the emergency responders for remote bush navigation at night, so associations must be ready to supply navigation and support. Fortunately the first teams to respond were competent and provided good first aid. No formal feedback was received from emergency services, but informal feedback on the night was complimentary. Julie recommended that, in such event, the event organiser/committee should follow up with the emergency responders in the weeks following the event.

e) Review of ARA Constitution Under Federal Law

The ARA constitution is in need of review and a revision is on the agenda for the ARA Executive.

12. OTHER BUSINESS

Nil

13. Next AGM

Friday 9th October 2014, 2:00pm-5:00pm. Location: West of Sydney, NSW, at or near the Australasian Rogaining Championships event centre. Venue to be confirmed by NSWRA.

The meeting was closed at 5:30pm.

Tabled Documents

- President's Report: **2013-14 Presidents Report.pdf**
- Treasurer's Report: **2013 Treasurers Report.pdf**
- Capitation/levies proposal 2014/15: **ARA levies for 2014 and 2015.pdf**
- Minutes of Previous AGM: **2013 ARA AGM Minutes.pdf**
- IRF Strategic Plan 2014: **Strategic Plan Rogaining August 2014.pdf**
- IRF Strategic Plan discussion paper: **IRF Strategic Plan Report v2.pdf**
- IDF Report: **ARA IDF Report 2014 v2.pdf**

ARA Council

President: David Rowlands
Secretary: Paul Guard
Treasurer: Michael Aylott
Immediate Past President: Richard Robinson

ACTRA

President: Julie Quinn Rep: David Baldwin

NSWRA

President: Gillian Fowler Rep: Andrew Duerden

NTRA

President: Mike Dunbar Rep: Jon Potter

QRA

President: Tony Scott Rep: Paul Guard

RT

President: Nick Bowden Rep: Nick Bowden

SARA

President: Mark Porter Rep: Steve Cooper

VRA

President: Tom Lothian Rep: Ron Frederick

WARA

President: Paul Szijarto Rep: Shane Lewis