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**Australian Rogaining Association Inc.**  
**2015 Annual General Meeting**  
9th October 2015  
Capertee National Park, NSW  
**Minutes**

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The meeting was opened by the President at 3:00pm.

**1. APOLOGIES AND NOTIFICATION OF PROXIES**

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

Proxies advised:

- Andre Morkel and Paul Williams proxies for Paul Szijarto and Shane Lewis (WARA).
- Rob Tucker and Peter Milnes proxies for Mark Porter and Steve Cooper (SARA)
- Jon Sutcliffe proxy for Tom Lothian (VRA)

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

- ACTRA: Julie Quinn, David Baldwin
- NSWRA: Gill Fowler, Andrew Duerden
- QRA: Alex Morgan, Paul Guard
- SARA: Rob Tucker, Peter Milnes
- VRA: Jon Sutcliffe
- WARA: Andre Morkel, Paul Williams

**2. MINUTES OF THE PREVIOUS MEETING HELD 2014**

No corrections were noted to the minutes of the 2014 ARA AGM.

**MOTION:** That the minutes of the 2014 AGM be accepted as true and accurate.  
Moved: Richard Robinson, Seconded: Mike Aylott. Motion passed.

**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.

**5. FINANCIAL MATTERS**

**a) Treasurer's Report**

The Treasurer's Report was tabled.

Mike Aylott explained that this document covers 2014 finances only. Mike stated that the financial situation is broadly similar to last year. Costs incurred by the WRC organisation have been offset by receipt of an NT Government grant. Insurance is still being arranged for 2016, and this will be the biggest expense for the year. Mike has requested membership information from each state/territory for the insurance quotation. NSW and Victoria have provided this information to date. Julie asked if the accounts will be audited. Mike said that this is the intention and he has been attempting to contact Brian Austin to arrange the audit.

**MOTION:** That the Treasurer's Report be accepted.  
Moved: Mike Aylott, Seconded: David Baldwin. Motion passed

**b) Setting of Capitation Fee for 2015/16**

The proposal for 2015-16 capitation fees and levies was tabled. Mike Aylott explained that in 2016 we are moving back to 12 months coverage on a roughly calendar year basis (mid-December renewal). The capitation proposal is to maintain a capitation of \$1 per person per year.

**MOTION:** That the capitation for the calendar year 2016 be set at \$1 per participant/member  
Moved: Mike Aylott, Seconded: Paul Williams. Motion passed.

**c) IDF and IRF Levy**

The ARA will pay the IRF association levy, which is expected to remain within the vicinity of US\$50. The Australasian Championship will continue to pay the IRF participant levy. Mike proposed that the International Development Fund (IDF) capitation fee remain at \$0.50 per member/participant.

**MOTION:** That the IDF capitation for the period 2016 be set at \$0.50 per participant/member.  
Moved: Mike Aylott, Seconded: Richard Robinson. Motion passed.

**d) Liability Insurance**

The liability insurance arrangements were discussed in the Treasurer's Report.

**e) ARA Grant Policy and Status of 2014 Grants**

Two grants have been made to RTas for an equipment shed, and a grant was provided to WARA for a defibrillator. Grant applications from SARA and NTRA were received but no money has been paid due to alternative options being pursued. An application was received from ACTRA for an ARC bus subsidy, but this will not be required due to full take-up. Annual grant applications are due by 30th November each year.

**f) Appointment of ARA Auditor**

No audit has yet been undertaken for 2014 accounts. Mike is trying to get in touch with Brian Austin to undertake the audit.

**ACTION MA:** Make a request for volunteers for future auditing needs.  
Appointment to be made by a special resolution.

## 6. AUSTRALIAN CHAMPIONSHIPS

### a) 2015 NSWRA

- Gill said that entry numbers are very pleasing at around 400 with most entrants in the 24 hour. WRC qualification has drawn people to this event. There are not a large number of Intervarsity entrants: five IV teams from ACT, one from Tasmania, Victoria, Queensland, and NT.
- Date: 10-11 October.
- David Rowlands thanked NSWRA for bringing forward the event because NTRA were not in a position to stage the event. Due to constraints on available dates, there will be no full moon.

### b) 2016 WARA

- Date 17-18 September 2016
- This will be the Australasian Championship. Location is near Nannup, 3.5 hours south of Perth. Organiser and course setter is Warren Smith. The vetter is to be confirmed.

**ACTION WARA:** Confirm location and personnel in official roles for the Australasian Championship.

### c) Next Australian Championships

2017 ACTRA (Australian Championship only) September/October  
The Australasian Championship is planned for New Zealand in February 2017.  
The tentative future program for the ARC is 2018 NTRA, 2019 RTas, 2020 SARA.  
2018 and 2019 are to be confirmed following discussions with NTRA and RTas.

### d) Trophies

David Baldwin has developed a full complement of lightweight trophies for the UV category. Open Mixed and Mixed Veterans trophies have been remodelled with a second tier. David Baldwin has a stock of boots for future trophy requirements. David Baldwin will look into making a base for a spare trophy or two. David Rowlands thanked David for his work on the trophies.

**ACTION DB:** Remodel the Interstate challenge trophy.

## 7. WORLD CHAMPIONSHIPS 2016

Richard Robinson gave a brief summary of preparations for WRC 2016. Richard recognised the hard work that David Baldwin, Julie Quinn and Steve Sertis have done on the event so far. At this stage there are around 100 checkpoints which will be reduced by around 20. Mapping data produced by Aerometrix is superb.

The NT Government contributed \$30,000 which is greatly appreciated. This has allowed ARA to reduce entry costs and assisted cashflow. Mike Aylott thanked Richard for his efforts in securing the funding. Richard thanked Plaxy Purich for facilitating access to the NT Government.

Richard has arranged a sponsorship deal with Qantas whereby the WRC receives 1% rebate on all fares booked for the event and 1 free domestic flight for every 50 domestic fares booked. Booking will be done through a link on the event website.

Gill has arranged deals with Sea to Summit and Silva for wholesale prices on their gear. Richard said that the event shirts are excellent: very comfortable and high quality.

The event budget has been finalised. About \$20,000 has been spent to date. The \$225 entry fee is expensive, but not considered excessive in the context of the costs in travelling to the event. The budgeted break-even point is around 540 participants.

The immediate focus is on entries which commence on 23rd October. David Rowlands noted that the ARA is a bit nervous about the financial risks associated with entry numbers. Julie Quinn said that perhaps there may be fewer European entries than hoped for but local interest should be high. Richard now has access to a beta version of the entry website and will try it out soon. Event information flyers are available for distribution at the ARC.

## **8. INTERNATIONAL ROGAINING FEDERATION**

### **a) IRF Meeting August 2015**

David Baldwin and Julie Quinn represented ARA at the IRF Meeting in Finland. David outlined the discussion on WRC frequency. The agreed sequence of IRF World Championships is: 2016 Australia, followed by 2017 Latvia. But there will be no WRC in 2018 because there were no expressions of interest from countries that capable of hosting it. There will soon be a process for selection of a host in 2019.

The IRF is planning to formalise its WRC frequency policy and there is expected to be a vote before the end of the year. Richard suggested there will be four options: 1. Do nothing; 2. Do everything we can to hold a WRC every year; 3. Do everything we can to hold a WRC every second year; 4. Do everything we can to hold a WRC three out every four years. Richard thinks the vote will be very close. David Rowlands explained that the ARA has been strongly supporting the idea of WRCs every second year. He feels that we are presenting a convincing argument, but that delegates are rarely looking beyond their parochial interests.

At the IRF Meeting there was a roundup of what was happening in each country. Rogaining in Spain, which recently became an IRF Member, is developing strongly. However USA has not held a regional championship for several years. Eastern Europe is still very active, while Czech Republic, a mature rogaining country, has plateaued. There is continued difficulty in communicating with some groups such as Russia, Ukraine and Poland. Finland now has an umbrella association and is likely to apply for IRF membership soon.

### **b) IRF Strategic Plan**

About half of the IRF Meeting time was taken up with a discussion on the IRF Strategic Plan. Paul Williams asked whether there was any discussion on the relationship between orienteering and rogaining. Richard said that there had been a push from some in the orienteering community for the IOF to take responsibility for rogaining. However Richard has established communication with the IOF President and a face-to-face discussion clarified that such a move is not supported by the IOF Executive.

c) **IRF Technical Regulations Review**

Changes to the IRF rules were put in place at the beginning of 2015, including the U23 category and formalities for bagging and carrying of GPS or phone devices. The IRF rules are silent on reflectors at control markers, which will continue to lead to differences in standards at various WRC events.

There was no event area embargo for the Finland WRC. This was because the area is a very popular area for outdoor pursuits. A map with pictures of the terrain was provided to competitors 24 hours before the event. One constraint on the organisers was they were not able to use tape for course setting. Setters carried a marker flag with them and took photos of the flag in place and recorded GPS coordinates. The vetters repeated the same process. Jon Sutcliff from Australia was IRF Event Adviser. The setting/ vetting/ hanging was considered top class.

There were lengthy discussions between the WRC organisers and IRF Executive on the interpretation of number of planning rules in the lead up to the WRC in Finland. The organisers tried to corral participants into an enforceable “planning” area and to undertake inspections of gear at the end of the event. Partly this was to satisfy land managers and permit requirements. But it was unenforceable due to lack of protocol and communications issues. In addition, the organisers did not intend to provide shelter and tables, however this was adequately resolved by last minute negotiations.

There was GPS tracking at the 2015 WRC on some teams, but it is only effective when the tracker is on the mobile phone network. Paul Williams asked whether the GPS tracking issue is on the ARA agenda. David suggested that tracking is not particularly useful for 24 hour rogaines, whilst there will not be phone reception on the Alice Springs course. More important is to ensure that competition information is not disclosed to teams. In addition, Rob Tucker queried whether overseas competitors will know how to use a snake bandage.

David Rowlands asked whether there were any learnings that need to be applied to the ARA Technical Regulations. David Baldwin said probably not, though we do need to think about rules for planning areas and GPS tracking. There will be minimal compulsory gear at the 2016 WRC. David expects that this will be a continuing challenge to manage for future WRCs due to local concerns.

d) **WRC Event Entry Criteria and Wildcard Policy**

Wildcards have not yet come into play, will only do so if a WRC is oversubscribed. There are 8 wildcards for the event organisers and 8 for the ARA.

e) **ARA IDF Sub-Committee Report**

Mike Aylott reported that the IDF sub-committee did not receive any formal proposals. A small amount from the fund was spent on the Course Setting Workshop that David Baldwin presented after the WRC in Finland. The workshop consisted of course setting theory with lots of case studies, and group exercises setting controls in the surrounding area that was used for the WRC. The Finland workshop attracted a small attendance. An expanded version of the course setting workshop will be offered at the WRC in 2016. The ARA Executive undertook to identify a person/persons to run this initiative, since David Baldwin will be too busy with course setting. Jon Sutcliffe suggested that experts from Europe also be invited to assist. The workshop should be advertised on

the website before entries open. Also suggested was a course-setting workshop tour through Europe at an appropriate time in the future.

Richard is proposing that the Latvian organising team send people to the WRC in 2016. If finance is a problem for them, then there is an opportunity for the IDF to assist. This will hopefully prevent common deficiencies such as poor catering.

<b>ACTION:</b> ARA Executive to identify people to run the course setting workshop and commence promotion of with competitors and attendees.
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- f) **Other IRF Matters**  
Nil.

## 9. TECHNICAL SUBCOMMITTEE

a) **Review of Australian Rogaining Championship 2014**

David Baldwin has not yet completed his review of ARC 2014, but has collated the submissions received from delegates.

A significant issue at the event was at least one water point running dry. The water problem was caused by an event vehicle being re-tasked for safety duties and was therefore not available for water resupply at a critical time. Under-resourcing was therefore the issue.

David noted that there were also only two Navlight tags per team, which did not conform with regulations. David stated that there were some issues with data collection before the event which made it difficult to determine results in some categories.

Mike asked whether David is getting assistance on the technical subcommittee, perhaps there is room for more delegation of tasks. David said he is happy for others to contribute.

David Rowlands clarified that ARA does not require an overall review of rules at this time, but that a review of water supply policies is a high priority. David Baldwin requested that each state/territory provide their water procedures to be used as a starting point.

<b>ACTION:</b> Technical Subcommittee to provide recommendations on guidelines for water supply management.
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b) **Navlight**

The Navlight electronic punching system has been in operation by most states and territories for many years and is working reliably, whilst requiring some care and attention. Peter Squires has recently rewritten the software, using the latest tools, and has available a beta-release for testing.

The ARA Executive has recently discussed succession planning for Peter Squire's software, in the unlikely event that Peter is not able to maintain it.

David Baldwin and Andre Merkel discussed the ongoing development of a WARA punching system, which is planned to be trialled in a few weeks. From the ARA point of view, it is necessary to specify a success criteria, before it can be accepted as an alternative to Navlight for the ARC. David Baldwin will continue discussions with WARA.

## 10. INTERVARSITY

a) **Date, location for 2016 Intersarsity Championship**

The meeting decided that the Intersarsity for 2016 will be on 30<sup>th</sup> April - 1<sup>st</sup> May in conjunction with the ACTRA Championship.

The level of interest in Intersarsity remains subdued outside of ACT. There needs to be a renewed effort to get university students interested in the sport. Paul Guard suggested a state level effort to team up with university clubs. VRA have initiated a 6 hour university championship to increase interest and develop skills, however it will be after the Intersarsity this year.

b) **Convenor:** Gill agreed to remain as Intersarsity Convenor.

c) **Australian University Sport Accreditation**

We have Level 3 University Sports Accreditation. Once this went on the website, there was an increase in enquiry level, which is encouraging.

## 11. GENERAL BUSINESS

a) **ARA Website**

A new website is under development, but it needs some design work to bring it up to a useable standard. David Baldwin suggested we need to do minimum upgrades to the design elements to the point where it is at least comparable to the current website.

Andre suggested we could put out design tasks to a site like "99Designs" for good value components such as banner, colour scheme and background.

<b>ACTION:</b> ARA Executive to progress the rollout of the website, with Andre's assistance
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b) **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. ARA Strategy Discussion

a) **Rogaine Entry Systems Review Initiated by ACTRA**

David Baldwin presented a report outlining the current status of ACTRA's website/entry systems. He is seeking feedback from other states/territories that are interested in sharing in the project. QRA, NSWRA and WARA are in similar situations and will need upgrades in the near future. Mike Aylott and David Rowlands supported facilitation of the initiative and potential sponsorship by ARA.

b) **ARA Strategy Survey**

The ARA Executive circulated a strategy survey to delegates on 3 September 2015 and 4 states/territories out of 8 responded. A summary of responses was presented at the meeting, under the categories of initiatives, strategies, trends, challenges, and the role of ARA. Many common issues and successful initiatives were identified, including: strategies to encourage volunteering, event safety, maintaining interest in 24 events, engagement with membership through social media, and reduced costs through technology.

<b>ACTION:</b> ARA Secretary will encourage responses to the survey from remaining associations. Email discussion to be encouraged by the Executive, including collation of success stories and suggestions for future common strategies.
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**14. Next AGM**

Friday 16<sup>th</sup> September 2016, 2:00pm-5:00pm. Location: Nannup, at or near the Australasian Rogaining Championships event centre. Venue to be confirmed by WARA.

The meeting was closed at 6:15pm.



## Tabled Documents

- President's Report – **2014-15 President's Report.pdf**
- Treasurer's Report – **2014 Treasurer's Report.pdf**
- Capitation/levies proposal 2016 – **ARA levies for 2016.pdf**
- Minutes of Previous AGM – **2014 ARA AGM Minutes.pdf**
- ACTRA entry system status – **WebsiteRedevel2015v1.1.pdf**
- ARA Strategy Survey – **ARA Strategy Survey 2015.pdf**

## ARA Council as at 21/09/2015

<b>President:</b>	David Rowlands
<b>Secretary:</b>	Paul Guard
<b>Treasurer:</b>	Michael Aylott
<b>Immediate Past President:</b>	Richard Robinson

### Delegates:

Alex Morgan	QRA	President
Paul Guard	QRA	Representative
Mike Dunbar	NTRA	President
Jon Potter	NTRA	Representative
Julie Quinn	ACTRA	President
David Baldwin	ACTRA	Representative
Gillian Fowler	NSWRA	President
Andrew Duerden	NSWRA	Representative
Paul Szijarto	WARA	President
Shane Lewis	WARA	Representative
Nick Bowden	RT	President
Nick Bowden	RT	Representative
Tom Lothian	VRA	President
Ron Frederick	VRA	Representative
Mark Porter	SARA	President
Steve Cooper	SARA	Representative