



**Australian Rogaining Association Inc.**  
**2018 Annual General Meeting**  
Manumbar Community Hall  
24th August 2018  
**Minutes**

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The meeting was opened by the President at 2:25pm.

**1. APOLOGIES AND NOTIFICATION OF PROXIES**

Apologies received: Nick Bowden, Kate Corner, Steve Cooper, Paul Szijarto, Andrew Baker, Ron Frederick, Trevor Gollan, Jon Potter, Mike Dunbar, Mike Aylott

Proxies advised: Neil Hawthorne is proxy for Nick Bowden; Craig Colwell and Doug Gillott are proxies for Kate Corner and Steve Cooper; Vic Sedunary and Merv Trease are proxies for Andrew Baker and Ron Frederick.

Executive: David Rowlands, Paul Guard, Richard Robinson

Delegates:

ACTRA: Julie Quinn, David Baldwin

NSWRA: Gill Fowler

NTRA: Nil

QRA: Paul Guard

RT: Gary Carroll, Neil Hawthorne

SARA: Craig Colwell, Doug Gillott

VRA: Vic Sedunary, Merv Trease

WARA: Paul Williams

**2. INTRODUCTIONS**

Each delegate was invited to introduce themselves and to briefly describe the current status for their state/territory association, together with successful initiatives and key issues being addressed.

**Vic Sedunary** (VRA Event Treasurer) and **Merv Trease** (VRA)

- VRA event attendances remain good. The 4 hour CBD-gaine is a new event which has proved very popular with mixed teams.
- The top issue for VRA is still event volunteers and committee volunteers. However, there are plenty of course setting volunteers.
- This year the schools event was cancelled because the long-term coordinator was no longer available.
- Private landholder approval seems almost impossible in Victoria.

**Neil Hawthorne** (RTas, formerly from NSWRA)

**Gary Carroll** (RTas President, formerly WARA)

- The goal has been to 'stabilise' the event calendar. One bike event, two bush events and two metrogaines were held in the last year.
- Events are attracting about 140 participants. Numbers were down in 2017, but that might be due to the timing of events, which are only scheduled during warmer months.
- Relationship with government bodies is fine, but slow progress. The Parks people tend to want to micro-manage the course design.
- RTas is generally weak in technical expertise, with a small pool of helpers.
- An issue is that most events are now being held in only the southern part of Tasmania.
- Volunteer situation is generally good. Use of a commercial caterer has reduced the need for volunteers.

**Paul (Wil) Williams** (WARA President)

- The WARA committee is small, with a few vacant positions. Have lost a lot of experienced hands on the committee. The committee members are young with families. Mentoring of setters and veters is taking place.
- WARA now have a better set of locations for events after asking members for help.
- Access to land has improved. The new state government has brought in a new coordinator to centralise the management of activities like rogaining. But the camping ban in catchment areas is still proving a problem.
- WARA is thinking about paying landholders for access to land in order to secure support.
- Numbers were down in 2017, but should be up again this year. WARA might have suffered some fatigue from their contribution to WRC2016.

**Doug Gillott** (SARA, ex-VRA)

**Craig Colwell** (SARA Vice President)

- Mark Porter moved to ACT and the new SARA President is Kate Corner, with new Secretary Jo Powell. The SARA committee is gradually changing over.
- SARA has been growing well and volunteers are not an issue.
- SARA have a new website with entry system, including payments.
- Sally Caston has been doing a good job of promoting rogaining. Initiatives include SARA's rogaining tops and promotion using Mailchimp.
- SARA dropped the collaboration with Asthma Foundation which had served its purpose. A new arrangement with a local council with good sponsorship has brought about 500 participants to a 3 hour mini-gaine. SARA are looking to work with other councils to replicate this success.
- The new state government is putting pressure on SA Water to open up more land for public use, which could be beneficial to rogaining.
- SARA are using community groups for catering to put money back into the local communities.

**Richard Robinson** (IRF President, Immediate Past President ARA)

- This will be Richard's last AGM. Richard will take no further active part in the administration of rogaining (or orienteering) at any level once he steps down from the IRF Presidency in early 2019.
- He will remain on the ARA Council but will not exercise a vote or contribute to discussions once that happens.

- David Rowlands thanked Richard and QRA for taking on the ARC this year. Richard noted that the ARC course setting has been very stressful due to landowner problems.

**David Baldwin** (ARA Technical Committee Chair and ACTRA webmaster)

- Not much has changed for ACTRA in the last year.
- ACTRA has some enthusiastic young committee members, with one third under 40 years.
- Map making processes have ups and downs with software issues, but there are now a number of people who are able to make maps.
- Membership database and IT systems are due for a revamp.

**Julie Quinn** (ACTRA President)

- The ANU “Inward Bound” event is bringing rogainers into ACTRA and new people onto the committee.
- Julie plans to be hand over the Presidency next year. This is a conscious decision to step back. The new President will push through the IT improvements.

**Gill Fowler** (NSWRA Vice President)

- Crossover with ACTRA members and events in beneficial to both associations.
- New people do not easily take to the challenge of bush and longer events. Could not field an Intervarsity team in the ARC despite the offer of free flights.
- A navigation training session was run recently which was a success.
- NSWRA cross-subsidise the longer events with the income from shorter events.
- Year-to-year numbers are dependent on the location/timing of the shorter events.
- A challenge to find event coordinators, but no problem finding setters and vetters.
- NSWRA have a single contact who works with NSW Parks for event permits, to maintain a consistent relationship.
- There is an issue with being restricted to tracks in metropolitan National Parks.

**Paul Guard** (QRA President and ARA Secretary)

- Volunteers are the biggest issue for QRA. Committee succession planning is also an issue, with roles for next year uncertain.
- Raid events have been spun off into a commercial venture, rather than under the roganing management and insurance umbrella. This will affect future membership numbers.
- The new website and entry system is working well.
- A challenge for QRA is to convince more of the new rogainers and those coming from adventure racing to try the longer foot events.

**3. MINUTES OF THE PREVIOUS MEETING HELD 2017**

The Treasurer has advised that the capitation levies were waived in 2017, which should have applied to 2018, as per the motion at the 2017 AGM. The Executive has decided to accept this fact and not collect the 2017 capitation levies.

In addition, it was noted that the 2017 Minutes should be amended to clarify that discussion of Capitation and IDF levies applied to the year 2018, not 2017.

**MOTION:** That subject to the above amendment, the minutes of the 2017 AGM be accepted as true and accurate.  
 Moved: Richard Robinson, Seconded: Craig Colwell. Motion passed.

#### **4. MATTERS ARISING FROM THE MINUTES NOT DISCUSSED ELSEWHERE**

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

#### **5. PRESIDENT'S REPORT**

The President's Report was tabled. The President gave a brief summary of the year, noting that a total of 63 events were organised, with rogaines held on a regular basis throughout the year by all 8 member state and territory associations. Participation numbers seem to have reached a plateau. This will be watched over the next few years as numbers can vary significantly from year to year due to different calculation formulas (participants versus members), and variations in the numbers of events run.

#### **6. FINANCIAL MATTERS**

##### **a) Treasurer's Report**

The Treasurer's Report for 2017 calendar year was tabled. The ARA's account balance remains healthy, with a small trading deficit this year due to waiving of the capitation fees, as decided at the last AGM. Insurance costs remain stable. In 2017, ARA purchased a significant stock of cloth wrist bands for Navlight, which were distributed to all state associations.

##### **b) Setting of Capitation Fee for 2019**

The Treasurer's report presented a proposal for the 2019 Capitation fees. In 2019, the capitation fee is proposed to remain at \$1 per member/participant, but that collection of the fee for 2019 would again be waived.

**MOTION:** That the Treasurer's Report be accepted.  
Moved: Gill Fowler, Seconded: Wil Williams. Motion passed.

**MOTION:** That the capitation for the calendar year 2019 be set at \$1 per participant/member, but that the collection of the fee be waived.  
Moved: Craig Colwell, Seconded: Merv Trease. Motion passed.

##### **c) National Liability Insurance**

Insurance cost will be approximately \$3.00 per member for 2018, for premiums paid in December 2017.

The President noted that recently a QRA member had raised a query about the use of kayaks and whether paddle-gaines are covered under our insurance. The Treasurer has received clarification from our broker that we are covered for all types of events under the rogaing umbrella. The Treasurer is in the process of updating the insurance cover letter to explicitly include these non-standard events.

##### **d) IDF Levy**

The Treasurer in his report recommended that the IDF levy be 50c per member. This would be collected in 2019 to assist to cover the temporary shortfall until the IDF loan to USA is repaid.

**MOTION:** That the IDF capitation fee for 2019 be set at \$0.50 per participant/member.  
Moved: Richard Robinson, Seconded: David Baldwin. Motion passed.

**e) ARA Grant Policy and Status of 2017 Grants**

RTas applied for a grant for funding of the purchase of three PLB units, which was approved by the Executive, but paid in the next financial year. SARA made an application for grant funding for their new website and entry system, which was eventually withdrawn following discussions with the ARA Executive.

**f) Auditing of ARA Accounts**

No audit has yet been undertaken of the ARA accounts for the years 2014-2017. At the last AGM, a possible nomination to help with undertaking the audits was put forward. The Treasurer has undertaken considerable effort to ensure that the recent years are in a state ready for auditing.

**ACTION Mike Aylott:** Recruit an auditor and arrange auditing of the outstanding ARA accounts.

**7. AUSTRALIAN CHAMPIONSHIPS**

**a) 2018 Australasian Championship: QRA**

Date: 25-26 August 2018. Organiser: Paul Guard, course setter: Richard Robinson, vettors: Tim McIntyre and Paul Frylink. Location is Manumbar. This event is also the 2018 Intervarsity Championship. Competitor numbers are lower than had been hoped, especially from Victoria. The water plan has been tabled.

**b) 2019 Australasian Championship: RTas**

The event will be held on 9-10 November 2019 near St Helens. Event director is Peter Tuft. Setter: Bernard Walker, Vettors: Geoff Dunn and Peter Tuft. Course setting support: Gary Carroll. Map is being prepared by Bernard Walker using LiDAR data. Terrain is variable, including forest, marsh, coastal and small farm areas. Setting/vetting will take place this year at the same time of year as the event. RTas may need assistance from interstate with Navlight. A promotional brochure was circulated.

**c) 2020 Australasian Championship: SARA**

ARC 2020 is likely to be held on 9-10 May. Event coordinator: Craig Colwell. Course setters: Jenny Cassanova, Zara Soden, Steve Cooper, Mark Corbett. Location is a bush area north of Burra in the lower Flinders Ranges. Will be using local community groups for catering. Burra is a suitable base for accommodation.

**d) 2021 Australasian Championship: NTRA**

The 2021 event is reserved for NTRA, which was deferred from the original slot in 2015 and 2018. ARA would support NTRA holding an Australasian Championship in 2021, either near Darwin or on the WRC map at Alice Springs. Mentoring and helpers from interstate for key roles will be offered. The ARA Executive will seek a decision by end of 2018 on whether NTRA will be hosting ARC 2021.

**e) 2022 Australian Championship: VRA**

Vic Sedunary said that the VRA committee is preparing for this event in 2022.

**f) Next Australasian Championships**

The following planned sequence of ARC hosts is as follows, however this can be varied, given sufficient notice:

2023: NSWRA, 2024: WARA, 2025: ACTRA

**g) Trophies**

Arrangements have been made to deliver all the perpetual trophies to the 2018 ARC organisers. Paul Guard said that photos will be taken of all of the trophies at this year's ARC. The Interstate Trophy is due for replacement. The results to be put on the replacement trophy has been collected. David Baldwin has this in hand and will send the new trophy to the 2018 winner, once complete.

**8. INTERNATIONAL ROGAINING FEDERATION**

**a) WRC Frequency**

From 2013-2017, the IRF has held a World Championship as often as once a year, if there are acceptable proposals from member countries. The ARA put a motion to the IRF to set the frequency of WRCs to every two years, as it was until 2012. The debate within IRF was extensive, with strong support for the status quo from parts of Europe, USA and the IRF Executive.

The motion that was put by ARA and seconded by Czech Republic representatives was passed narrowly, meaning that World Rogaining Championships will be held in the even years onward from 2020. The next world championship is planned for 2022 in Europe. Richard Robinson pointed out that this decision could potentially be reversed by IRF in the future. David Rowlands said that we have an obligation to demonstrate the value of biennial events.

**b) IRF Capitation**

ARA currently pays US \$200 in capitation per annum to the IRF. Richard Robinson informed the meeting that there have been no plans for change to the IRF capitation formula.

**c) IRF Technical Regulations**

There have been no recent developments within IRF to change the technical regulations.

**d) WRC Event Entrant Criteria, ARA Wildcard Policy**

The IRF's Entry Criteria policy provides guaranteed entry for pre-qualified entrants through regional and world championships. An additional 10% of all available places is reserved for wildcard entrants. The ARA developed a Wildcards Policy for WRC 2012. This is outlined on the ARA website: [rogaine.asn.au/policy/documents/policy](http://rogaine.asn.au/policy/documents/policy). Allocation of "wildcard" entries from 2012 to 2017 did not occur due to high event limits not being reached. The ARA's policy will be carried over to future WRCs and implemented when required.

**e) WRC Event Advisors – 2019 and 2020**

Gill Fowler reported on her experience working with the organisers of the 2019 WRC. The location is only 2.5 hours from Barcelona. She reported it is very different terrain to what we used to, since it is alpine with a lot of elevation change on the course. Weather conditions could be very variable. A commercial provider is being used for entry, scoring and live tracking.

Merv Trease has started discussions with the 2020 WRC organisers. The location will be close to Lake Tahoe near the border of California and Nevada, with elevation around 2300 metres. Vic and Merv will go over in June 2019 and again in June 2020 to assist. USA have a strong team and communications have to date been good.

**f) ARA's International Development Fund (IDF)**

The ARA received a formal application from the organisers of WRC 2020, seeking a bridging loan to manage the costs of high quality mapping in advance of the receipt of entries. The IDF sub-committee considered the proposal and decided to vary the original proposal for the timing of repayments, bearing in mind the opportunity cost to ARA. The loan of US \$17,000 from the IDF was approved and paid on 30 June 2018. There will be no interest on the loan and the ARA will bear all currency risk and some exchange costs.

**g) ARA Representation at the IRF Meeting in July 2019**

ARA President David Rowlands, David Baldwin and Julie Quinn are planning to attend WRC 2019 in Spain.

**h) ARA's Future Role Within the IRF**

Richard Robinson will step down from the IRF Presidency in early 2019. Currently, the IRF President, Vice President, Secretary and Treasurer positions are all vacant, or about to be so.

Australia and New Zealand still represent around 60% of the worldwide roganing community. Richard emphasised that unless we can provide more Australians or New Zealanders that are aligned with the interests of the ARA on the IRF Council, then the ability for the ARA to influence the development of the sport worldwide will be severely compromised. The ARA member states are requested to actively seek suitable candidates to nominate for the IRF positions.

**i) World Series Proposal**

Richard Robinson has put a proposal to the IRF for a roganing 'World Series', which was tabled. David Rowlands said that this originally arose as a plan to fill the void created by biennial world championships. As such, it should be tuned towards European competitors.

Paul Guard suggested that an alternative concept for a world series might promote participation in the National, Regional and State 24 hour events, with a points system. However, the administrative burden of a points system needs to be considered.

Merv Trease suggested a 'passport stamp' system which rewards participation in international events. This is a successful approach implemented by the Worldloppet Ski Federation. Special recognition is achieved after competing in 10 countries on at least 2 continents. Gill Fowler noted that world trail running has a similar approach.

Paul Guard said that the success of such a series would be dependent on improved notice and details of international events on the IRF website.

**9. TECHNICAL SUBCOMMITTEE**

**Convenor: David Baldwin**

**a) Review of Australian Rogaining Championship 2017 organised by ACTRA**

David Baldwin noted there were no major issues at the ARC. The water plan was in place in advance and executed successfully. Two punches were put at each control for redundancy, which would be recommended as a standard procedure for future ARCs.

**b) Compulsory Water Plans For Future ARCs**

Formal water plans have been prepared for the last two ARCs. These will provide templates for future organisers to build upon. Paul Guard said these plans ensure that organisers plan the process thoroughly. David Baldwin stated that the water plan helps

to validate any assumptions. QRA will prepare an operations log to document how the 2018 water plan was implemented.

**c) Future Revision of ARA Rules and Technical Regulations**

There have been no changes to the ARA's technical regulations, nor are any changes currently planned. Some minor issues are outstanding.

The jury process is in place for the 2018 ARC, as per the Technical Regulations.

**d) Navlight and Other Electronic Scoring**

Peter Squires continues to develop both software and hardware for the system. Paul Guard said that Version 5.0 of the software is on the ARA website.

**10. INTERVARSITY**

**Convenor:** currently vacant. David Baldwin announced that **Brad Vallette** (ACT) has been recruited into the role.

**a) UniSport Endorsement**

UniSport is the new name for Australian University Sport (AUS). Formal endorsement of the Intersport was gained with level 3 sanctioning from UniSport. Not much assistance was received in promoting the event this year, but the endorsement does provide official status for the event.

**b) Location, Date for 2019 Intersport Championship**

Since the ARC in 2019 will be held in November, the meeting decided that the ACTRA Championships planned for April/May 2019 will be the 2019 Intersport Championships. Julie Quinn noted that the date of the Championship has not yet been finalised.

**c) Future NAMSF Funding**

NAMSF has since 2007 been providing funds to meet the travel costs of university teams travelling to the national intersport championship. A proposal from NAMSF was tabled. NAMSF is keen to wind up within the next year, but would like to continue supporting the intersport regaining championships.

NAMSF have proposed to transfer a nominal ten years' funding to the ARA. In future, ARA would solely decide the annual allocation of the subsidy for each state. In return, ARA would be expected to commit to providing travel subsidies to students until the advance has been spent.

<p><b>MOTION:</b> That the ARA accept the NAMSF proposal in principle. Moved: Gill Fowler, Seconded: Craig Colwell. Motion passed.</p>
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**11. GENERAL BUSINESS**

**a) National Hosting and ARA Website**

The ARA is responsible for the domain rogaie.asn.au and the hosting of a number of websites for ARA, IRF and several state associations. David Baldwin spends considerable time managing the hosting, licenses, capacity planning and security updates.

The Executive is in the process of completing the website upgrade with the assistance of Kostya Shevchenko (formerly Openwire).

**b) National Rogaine Entry System Proposal**

Paul Guard described the QRA entry system, which was designed specifically for the ARC and future QRA events. It is built on a subscription to Cognito Forms and Stripe payments to feed into the QRA database. The forms are flexible and can be easily adapted as a template by other states/territories.

Gill Fowler asked about the potential to use the SARA system. David Baldwin, said that the likelihood of a compulsory national system is considered low, rather the approach will be opt-in. Either SARA or QRA could however be the basis of a shared system which might be designated for use by the ARC in future. Vic Sedunary said that VRA was looking at the SARA and QRA approaches, but had their own unique requirement for an “offline” mode. The next step will be for ACTRA to adapt QRA’s work to their requirements.

**c) Review of ARA Constitution under Federal law**

The constitution review has been on the agenda for a decade, but there have not been any strong drivers to change. The ARA is currently incorporated in South Australia.

**12. OTHER BUSINESS**

Craig Colwell asked whether there is a requirement for an ARA child protection policy. There is no national policy, but states should have them. Most states have the Working With Children Check for volunteers working with those under 18, and this is being introduced in South Australia.

Craig Colwell asked if other states have risk assessment templates or policies. Most states do have these in place, which can be leveraged. The VRA Safety Manual is available from the ARA website at [rogaine.asn.au/ara-council/documents/ara-council/](http://rogaine.asn.au/ara-council/documents/ara-council/). The use of intention boards at checkpoints was raised by Craig Colwell, since some states no longer use them. This is an old risk management system that pre-dates electronic punching. David Baldwin said that there is a mechanism to read team visits from Navlight in the field using a laptop. Some states provide intention sheets at water points as a backup solution and to assist management of water supplies.

**13. NEXT AGM**

The next AGM is planned to be held at 2pm, Friday 8 November 2019. This is prior to the Australasian Rogaining Championship, to be hosted by RTas in the Bay of Fires area.

The meeting was closed at 5:40pm.

## Tabled Documents

- President's Report - **2017-18 Presidents Report.pdf**
- Treasurer's Report - **2017 Treasurers Report.pdf**
- Minutes of 2017 AGM - **2017 ARA AGM Minutes.pdf**
- NAMSF Proposal - **Future Funding NAMSF Proposal.pdf**
- ARC 2018 Water Plan - **Sun SEQer Rogaine Water Plan Rev E.pdf**
- ARC 2018 Unisport Sanctioning - **Aust Intervarsity Rogaining Championship sanctioning.pdf**
- IDF Application - **WRC2020 mapping loan application v7 (Final).pdf**
- IRF Hosting EOI Policy - **1803 WRC Expression of Interest Requirements.pdf**
- IRF World Series Proposal - **Rogaining World Series Discussion Paper Issue Version.pdf**

## ARA Council as at 25/07/2018

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

Paul Guard	QRA	President
Paul Guard	QRA	Representative
Jon Potter	NTRA	President
Mike Dunbar	NTRA	Representative
Julie Quinn	ACTRA	President
David Baldwin	ACTRA	Representative
Trevor Gollan	NSWRA	President
Gillian Fowler	NSWRA	Representative
Paul (Wil) Williams	WARA	President
Paul Szijarto	WARA	Representative
Gary Carroll	RT	President
Nick Bowden	RT	Representative
Andrew Baker	VRA	President
Ron Frederick	VRA	Representative
Kate Corner	SARA	President
Steve Cooper	SARA	Representative