

## Minutes of IOA Executive Meeting, May 13<sup>th</sup>, 2004

### Conference call meeting; revised minutes

Present: Mary Healy, Marcus Geoghegan, Mick Kellett, David Weston, Fergal Buckley, Brendan O'Brien

Apologies were received in advance from John Casey and Trina Cleary

Names highlighted [this way](#) indicate an agreed action for that person

1. *Matters arising from minutes of last meeting*

No matters arose.
2. *Matters arising from minutes of 2004 AGM*
  - i. The executive committee congratulated Mary Healy on winning the Silva Trophy
  - ii. The AGM minutes will be revised by [David Weston](#) to reflect the fact that Mary Healy had sent apologies in advance
  - iii. The committee noted that the following positions are currently vacant
    1. Secretary
    2. Communications Officer
    3. Development Officer
  - iv. [Marcus Geoghegan](#) will send a letter to the eGroup and the TIO informing the membership of the vacant positions and what is involved
  - v. [David Weston](#) will send Marcus Geoghegan job descriptions for the vacant posts
  - vi. The bursary for the secretary was agreed at €2,500, paid quarterly
  - vii. There is an urgent need for [Trina Cleary](#) to clarify what can validly be called an Irish Championships. Possibly this will be a part of the output of the controller's seminar.
  - viii. The committee agreed that the formal start date for the new event registration fee structure is September 1<sup>st</sup>, 2004
  - ix. The committee noted that due to work pressures Mick Kellett will be unable to make much progress on coaching until Autumn 2004 at the earliest.
3. *Formal appointment of Bernard Creedon as IOA medical officer and Anti-Doping officer*
  - i. Bernard Creedon was unanimously appointed as the IOA's medical officer
  - ii. Bernard Creedon was unanimously appointed as the IOA's anti-doping officer
4. *Actions that arise from the Sports Council anti-doping documents*
  - i. The committee agreed to follow all of Bernard Creedon's recommendations as emailed by him to David Weston in May 2004
  - ii. The committee formally and unanimously adopted the Sports Council's new anti-doping rules which enshrine the world anti-doping code.
  - iii. [Trina Cleary](#) will update the Orienteering rules of competition to reflect this adoption on or before June 1<sup>st</sup> 2004 (the Sport's Council deadline).
  - iv. [David Weston](#) will ask Bernard Creedon to liaise with the junior, senior and veteran squad managers as he sees fit in order to develop and implement procedures to comply with the anti-doping guidelines.
  - v. [Marcus Geoghegan](#) will determine if Deirdre O'Neill is agreeable to being the backup ADO; if so, Deirdre will be put in contact with Bernard so he can clarify for her what is involved.
5. *IOC2005: where/when/who?*
  - i. There is confusion as to where IOC2005 will be and as to who will run it. [Fergal Buckley](#) will contact Frank Ryan to see what his position is.
  - ii. [Marcus Geoghegan](#) will email Frank Ryan's postal address to Fergal Buckley.
  - iii. [Trina Cleary](#) was requested to include the suggestion from the IOA AGM that there be reduced rates for OAPs and students at IOC2005 in her revised IOA standards document
  - iv. It was agreed that when the location and club for IOC2005 is clarified, the executive committee will contact the organisers to state the IOA's requirements for price structures and technical/organisational standards. It was however noted that the organising club may need assistance.
6. *Allocation of special grant for the creation of IOC2005 maps*
  - i. This matter was put on hold until the location and organiser of IOC2005 is agreed.
7. *Review of orienteereng.ie website in view of MG's comments after media seminar.*
  - i. [Mary Healy](#) will contact Niamh Lalor in order to start a project to integrate the junior website more closely with orienteereng.ie
  - ii. [Brendan O'Brien](#) will arrange for one senior squad member to develop a high-performance squad website, integrated with orienteereng.ie
  - iii. [Mary Healy & Brendan O'Brien](#) arrange athlete profiles for their areas of responsibility

- iv. **David Weston** will contact the Orienteering community to find someone to write the following content for the website (as recommended in Sport Council media seminar):
    - 1. History of the sport internationally
    - 2. History of the sport in Ireland
    - 3. Profile of the sport in Ireland (events/clubs/members/participants/leagues etc)
8. *Dates for Strategic plan review and Controllers conference*
- i. **Trina Cleary** to confirm the date for the controller's conference, possibly in conjunction with the VHI in October.
  - ii. **David Weston** will organise the development of the strategic plan as follows:
    - 1. The strategic plan seminar will be held in conjunction with the Munster or Connaught championships, whichever is first.
    - 2. The strategic plan follow-up meeting will be held in conjunction with the Munster or Connaught championships, whichever is second.
    - 3. The finalisation of the strategic plan will be held at a specially convened EGM.
    - 4. It is possible that one or more of the above steps will be combined or replaced by an electronic vote.
9. *Possible ways of implementing the coaching implementation manual*
- i. It was agreed that this cannot be done by one person alone; a committee of coaches will need to be formed. **Mick Kellett** will suggest dates for a coaching seminar, possibly in conjunction with the strategic plan meetings. The committee noted that Mick may delegate responsibility for organising and running the seminar.
  - ii. **Mick Kellett** will resurrect the coaching board.
10. *IOA ethics policy for Children in Sport*
- i. This is near completion. **David Weston** will send an email to the committee giving a current status report. It was noted that Barbara Foley-Fisher has attended the requisite training.
11. *Allocation of special grant for a professional sports photo-shoot to build a stock library of press-friendly photos*
- i. It was agreed the IOA should get professional quotations for a photo-shoot.
  - ii. Mary Healy and David Weston both know someone who might be available. Marcus Geoghegan has already emailed someone who as already been used by CNOC.
  - iii. **Marcus Geoghegan** to send the email as sent to Mr Meila to **Mary Healy** and **David Weston** so that they can request quotes from their contacts.
12. *The running of a photo competition amongst IOA members*
- i. It was agreed that the IOA will run a photo-competition with a closing date of the end of October. A prize-fund of €250 was allocated.
  - ii. **Marcus Geoghegan** will place an immediate announcement in the forthcoming TIO
  - iii. **Marcus Geoghegan** will approach Gavin Doherty to see if he is interested in running the competition. If he is not, then Marcus Geoghegan will find an alternate or run it himself.
13. *AOB*
- i. Fergal Buckley reminded the committee the Irish Orienteering Student's Association (IOSA) are entitled to send a non-voting representative to IOA executive meetings. **Fergal Buckley** will write to the IOSA inviting them to attend the next meeting.
  - ii. David Weston outlined recent correspondence that the IOA has had with:
    - 1. The national task force on obesity
    - 2. FETAC
    - 3. Sports Campus Ireland
  - iii. It was noted that David Weston has recently replied to a detailed survey from Sport's Campus Ireland in which he detailed Irish Orienteering's requirements for the facility.
  - iv. **David Weston** will collate a list of those non-executive persons who make a significant contribution to Irish Orienteering so that they can be publicised on orienteering.ie. **Marcus Geoghegan** will liaise with Martin Flynn to publish the list once it is complete.
  - v. It was agreed that the conference call was a successful format and should be tried again. One possibility is to have every second meeting in person.
14. *The appointment of the person who will organise the next meeting or conf call.*
- i. The next committee meeting will probably be held during the VHI weekend. The meeting organiser will be **Fergal Buckley**.