

## **International Rogaining Federation Inc.**

### **Roles and Responsibilities – Executive**

**Summary from updates as provided monthly. From January 2011, the IRF moved to a much longer and more detailed Roles & Responsibilities summary, at the request of new Members.**

### **January 2011**

Membership of the IRF by National Rogaining Associations: Membership applications from ARA and EOF approved by the membership sub-committee, need to put to Council vote, along with ratification of New Zealand and Czech memberships (RP).

Feedback on 9WRC outlining the strengths and main requests for improvements.

WRC granting process

- a) proceed with the current bidding process
- b) discuss the option of annual WRCs with the Council
- c) discuss and decide on the year of the 11WRC being 2013 or 2014.

WRC entry criteria

- a) summarise results of the questionnaire on volunteers
- b) submit a questionnaire on competitive entry criteria
- c) review 9WRC 2010 entry criteria and the make-up of the 550 successful entrants.

Age criteria for sub-categories

- a) review the impacts of the current policy
- b) discuss and decide on the age limit for juniors

South American Championships: seek advice whether North America can offer assistance if required.

Web site and other online resources

- a) WRC history to be consolidated for IRF use
- b) WRC results into permanent pdf record
- c) Platform for IRF web site
- d) Regional and National Championship calendar updated

Branding and promotion of rogaining: continue promotion opportunities that were commenced in conjunction with the Victorian Rogaining Association, and include other Australian states and all other countries

Re-examine the appropriateness of the current IRF Executive size and format: Executive to consider a draft proposal in February, then for presentation to Council, and potentially a constitution vote

Development Plan (Part D of Strategic Plan for Rogaining): review and modify

Community engagement: the 9WRC example led by Grant Hunter shows what can be done, and probably needs to be done, in future with our landholder communities.

Rogaining checkpoint markers and description clues: review

Compliance and banking processes: The IRF has approached the Victorian Rogaining Association with the aim of establishing an officer within the VRA who manages the Victorian-based registration compliance and banking activities of the IRF. An elected IRF Treasurer would still lead the budget process, expenditure decisions and formal financial reporting to Council

Annual Report: 2010 President's Report, annual financial statements to auditor Mr Shane Tanner (9/1).

## **February 2011**

2012 European Rogaining Championships: 9ERC applications to be called shortly

South American Championships: A revised date for the 1<sup>st</sup> South American Rogaining Championships will be announced shortly.

Feedback on 9WRC: the IRF has received feedback from 116 teams regarding 9WRC at Cheviot.

Membership of the IRF by National Rogaining Associations: The IRF Membership of New Zealand and Czech associations has been ratified. Estonian Orienteering Federation and Australian Rogaining Association have been elected IRF Members (24/2).

Re-examine the appropriateness of the current IRF Executive size and format: Executive to consider a draft proposal in March, then for presentation to Council, and potentially a constitution vote

Branding and promotion of rogaining: continue promotion opportunities that were commenced in conjunction with the Victorian Rogaining Association, and include other Australian states and all other countries

IRF Executive positions: Neil Phillips was announced as IRF President (12/2). Nominations will be called for the position of the WRC Manager.

IRF Observers: clarification of the expectations of IRF Observers followed by review of Observers for various countries (IRF Executive).

## **March 2011**

World Rogaining Championships (WRC) granting process

- there are currently bids for 2014, and a bid for 2013.

#### 2013 WRC

There is a proposal from Russia to hold the 2013 World Rogaining Championships in an area west of Moscow and south of St Petersburg. This proposal will be put to IRF Council for comment and vote. The proposal is supported by the long record of running successful 24 hour rogaines in Russia, including major rogaining championships.

#### 2014 WRC

It is proposed to resolve the 2013WRC before finalising 2014. For 2014, there are two proposals from USA, one from Oregon, the other from South Dakota. The Russian bid will also enter 2014 if it is unsuccessful for 2013.

#### WRC levy

This requires discussion, and may require some change to the Constitution

South American Championships: The revised date for the 1<sup>st</sup> South American Rogaining Championships is 3-4 September 2011. ISARC will be in southern Brazil.

Branding and promotion of rogaining: batches of ~50 rogaining shirts have been sent to both Europe and Australian states. This activity will continue as interest is shown

### **April 2011**

World Rogaining Championships (WRC) Application sub-committee

(Mansfield, Leppik, Reddick, Collins, Yashchenko)

Sub-committee guidelines:

- check bids for WRCs to ensure adequate supporting documentation and bid quality
- put forward bids to Council that are complete and competitive
- sub-committee does not provide any ranking of bids
- sub-committee may indicate to Council important positive or negative aspects of bids
- oversee the planning and organisation of WRCs on behalf of the IRF.

#### 2013 WRC

There is a proposal with IRF Council (10/4) for Russia to hold the 2013 World Rogaining Championships near Alol, 500km west of Moscow. Voting will be complete by 12/5.

#### 2014 WRC

Once 2013WRC is decided, then a vote on 2014 WRC can follow immediately. For 2014, there are two proposals from the US Rogaine Committee, one near Antelope-Oregon, the other near Black Hills-South Dakota. The Russian bid will also enter 2014 consideration if it is unsuccessful for 2013.

Re-examine the appropriateness of the current IRF Executive size and format: Executive to consider a draft proposal, then for presentation to Council, and potentially a

constitution vote. Consideration is being given to a three-year period on the executive (four years currently) and introduction of a President-elect position. Sub-committee needed here

Web site and other online resources

- a) WRC history to be consolidated for IRF use
- b) All WRC results are now into permanent pdf record
- c) Platform for IRF web site within broader communication strategies
- d) Regional and National Championship calendar updated.

Branding and promotion of rogaining: further orders for rogaining shirts and jackets can be accepted

Annual Report: 2010 President's Report and 2010 audited Financial Statement have been approved (10/4), and the annual report submitted to Victorian Corporate Affairs (19/4).

## **May 2011**

11WRC 2013 Russia

The 11<sup>th</sup> World Rogaining Championships have been awarded to Russia. These are planned for 27-28 July 2013 near Alol, 500km west of Moscow (16/5).

South American Championships 2011: postponed due to relocation of the key organiser.

Sub-committees: The IRF has several active or planned sub-committees to address major issues including World Rogaining Championships, IRF Membership, Rules of Rogaining, Constitution and WRC entry criteria. The IRF Executive invites rogainers from outside the IRF Council to volunteer for these sub-committees, and the IRF will be approaching associations to extend this invitation. The IRF has approached the Victorian Rogaining Association with the aim of establishing an officer within the VRA who manages the Victorian-based registration compliance and banking activities of the IRF (Neil Phillips).

IRF Observers: clarification of the expectations of IRF Observers followed by review of the Observer positions for various countries (IRF Executive).

## **June 2011**

2012 European Rogaining Championships: 9ERC to be in Lithuania.

WRC Entry Criteria for 10WRC 2012 Czech Republic

Decisions will be made progressively starting with entry guidelines for IRF Council, Rogaining Leaders and Elites.

Rogaining checkpoint markers and description clues: review (David Baldwin, Bob Reddick, Lauri Leppik): to report back start of August 2011. Brief:

- to review the rules about the hanging of checkpoint markers,

- to invite input from the IRF Council and beyond, as the subcommittee sees fit,
- to consider whether these rules are being followed,
- to recommend any changes or measures thought to be appropriate to ensure high standards of checkpoint markers.

IRF Revenue: Define a clear policy of alternatives on calculation methods of membership fees, and open a discussion on IRF membership fees in the Council (Leppik). Discuss the calculation base for regional championship fees and introduce a NARC fee similar to ERC (Bryant, Leppik, others welcome). The WRC levy requires discussion and a sub-committee (Leppik). Longer term it will require a Constitution change as Appendix 2 (WRC levy) was not altered in March 2010 voting.

Sub-committees: The IRF has several active or planned sub-committees to address major issues including World Rogaining Championships, IRF Membership, Rules of Rogaining, Constitution and WRC entry criteria. The IRF Executive invites rogainers from outside the IRF Council to volunteer for these sub-committees, and the IRF will be approaching associations to extend this invitation. The IRF has approached the Victorian Rogaining Association with the aim of establishing an officer within the VRA who manages the Victorian-based registration compliance and banking activities of the IRF (Neil Phillips).

## **July 2011**

### 12WRC 2014

The 12<sup>th</sup> World Rogaining Championships have been awarded to United State of America and will be held in the Black Hills of South Dakota. Two strong proposals came from USA groups; and the IRF Council, after much deliberation and questioning of each bid, voted 6:3 in favour of S Dakota (4/7). Thank you to both BHOC and CROC for all the work they did to produce two excellent applications.

### 11WRC 2013 Russia

A number of arrangements between IRF and 11WRC organisers need to follow

2012 European Rogaining Championships: 9ERC - 5-6 May 2012, Kaunas, Lithuania.

### Sub-committees

Sub-committees in general: The IRF has several active and planned sub-committees to address major issues including World Rogaining Championships, IRF Membership, Rules of Rogaining, Constitution and WRC entry criteria. The IRF Executive invites rogainers from outside the IRF Council to volunteer for these sub-committees, and where appropriate, the IRF Councillors should approach their associations to extend this invitation. Councillors are encouraged to participate in sub-committee proceedings by either having input at an early stage when the terms of reference are announced, or by contacting the sub-committee chair at any time. Early input is encouraged where Council members feel strongly or they have important input; early input may be better than major

divergence from the sub-committee after that sub-committee has made its recommendations.

WRC Entry Criteria for 10WRC 2012 Czech Republic and beyond:

Decisions will be made progressively starting with entry guidelines for IRF Council, Rogaining Leaders, Elites and a General section. Message on decision process and need to vote (NP 1/6), and first pass entry components (NP 5/6).

1. IRF Councillors sent 4/6, accepted 8/6.
2. Entry criteria for Leaders sub-committee: Rod Phillips chair, Eduard Pukkonen, Bob Reddick, message 8/6, voting shortly.
3. Entry criteria for Elite sub-committee: Lauri Leppik chair, to follow.

Age criteria for sub-categories

- a) review the impacts of the current policy (Leppik)
- b) discuss and decide on the age limit for juniors (separate sub-committee).

Rogaining checkpoint markers and description clues: review (David Baldwin, Bob Reddick, Lauri Leppik): to report in August 2011. Terms of reference:

- to review the rules about the hanging of checkpoint markers,
- to invite input from the IRF Council and beyond, as the subcommittee sees fit,
- to consider whether these rules are being followed,
- to recommend any changes or measures thought to be appropriate to ensure high standards of checkpoint markers.

VRA-IRF Liaison role: The IRF has approached the Victorian Rogaining Association with the aim of establishing an officer within the VRA who manages the Victorian-based registration compliance and banking activities of the IRF. A draft proposal is with the IRF Executive

IRF membership sub-committee: Rod Phillips, Alan Mansfield, Richard Robinson, Lauri Leppik, Jan Tojnar.

IRF voting procedures have been explained: "This is a reminder that voting by IRF councillors is not secret within Council. If any councillor wishes to see how councillors voted on any motion, the returning officer can arrange access to our SurveyMonkey site at the conclusion of the vote. During voting on any motion, access is restricted to the returning officer (25/7)." Alan Holdaway has offered to be returning officer for some forthcoming votes.

## **August 2011**

10WRC 2012 Czech Republic  
The IRF levy will be 9 Euros.

IRF Meetings at WRC

Suggestions are welcome regarding the nature and timing of the IRF meetings held before World Rogaining Championships. One possibility is a minimum half-day session with both a formal meeting and a workshop; Councillors would discuss issues regarding what is and is not working within their own jurisdictions, and within the sport. Such a meeting should have a structured agenda. The IRF meeting could be held one or two days before the WRC event. It would concluded by 5pm.

#### Sub-committees

IRF membership sub-committee: Alan Holdaway (chair), Rod Phillips, Richard Robinson, Lauri Leppik, Jan Tojnar.

IRF Observers:

Gediminas Trimakas has been accepted as an IRF Observer representing Lithuania. Rebecca Shaw has been accepted as an IRF Observer, as the VRA-IRF Liaison Officer (11/8). Both votes were unanimous. Thank you for voting.

IRF Observers: Many IRF Observer positions are due for review before the end of 2011. Countries need to discuss their respective representation, and the IRF Executive is discussing the expectations of Observers. It is likely that Observers will be asked to play a leadership role in the updating of their country's Development Plan (Part D of Strategic Plan for Rogaining: Alan Mansfield to co-ordinate).

Community Engagement and Land Access: 9WRC example written by Grant Hunter published in IRF Newsletter #172. Land access remains a major issue globally, in different forms, in different areas.

## **September 2011**

#### Sub-committees

IRF Liaison Officer: Rebecca Shaw is now responsible for the purchasing and distribution of Rogaining Promotional material for the IRF. Rogaining associations are encouraged to contact Rebecca ([rebecca.shaw@gmail.com](mailto:rebecca.shaw@gmail.com)) to place promotional material orders. The current product range consists of navy blue Polo Shirts (\$30AUD), navy blue Soft shell Jackets (\$88AUD), commemorative #150 IRF Newsletter (\$2AUD), car bumper stickers and business cards. Bulk purchases are preferable so please liaise with your members to develop an order. It is also possible to produce these in your own countries using branding and logo standards.

## **October 2011**

Procedures for announcing results at WRCs: Alan Mansfield is setting up a group to develop guidelines for the release of preliminary results and then final results at World Rogaining Championships. These guidelines will be integrated with potential WRC

protests and appeals to clarify the timing for each. Other sub-committee members welcome.

### Sub-committees

Sub-committees in general: The IRF has several active and planned sub-committees to address major issues. The IRF Executive invites rogainers from outside the IRF Council to volunteer for these sub-committees, and where appropriate, the IRF Councillors should approach their associations to extend this invitation. Councillors are encouraged to participate in sub-committee proceedings by either having input at an early stage when the terms of reference are announced, or by contacting the sub-committee chair at any time.

All Members of Council are asked to acquaint themselves with the aims and progress of each sub-committee at the earliest possible opportunity; it is important to make suggestions at a stage when the sub-committee can easily take these in to account. This will save considerable time compared to if issues have to be re-opened later. Comments can be made directly to the sub-committee chairs, or to the full Council.

### WRC Entry Criteria for 10WRC 2012 Czech Republic and beyond

A new motion has been put to the IRF Council (24/10) and is now open for voting.

### Age criteria for sub-categories

- a) review the impacts of the current policy
- b) discuss and decide on the age limit for juniors
- c) consider a single ultra-veterans class.

Rogaining checkpoint markers and description clues: review (David Baldwin, Bob Reddick, Lauri Leppik): to report in November 2011. Terms of reference:

- to review the rules about the hanging of checkpoint markers,
- to invite input from the IRF Council and beyond, as the subcommittee sees fit,
- to consider whether these rules are being followed,
- to recommend appropriate changes to ensure high standards of placements.

### **Executive Structure sub-committee**

Draft guidelines issued 7 October 2011

Background: The design of the IRF Executive including its five positions was developed in 2000 and has not materially altered since. For some months the IRF has notified its intention to re-examine the size and format of the IRF Executive. This review of the Executive is partly in response to the quite different operation of the Executive in 2011 compared to 2000, the increasing workload, and a desire to facilitate transitions on and off the Executive so these leadership roles are accessible to Council members.

Purpose: the sub-committee is to advise IRF Council on the optimal size and composition of the Executive to meet the challenges of 2011 and the immediate years ahead. The structure should encourage transitions onto and off the Executive by considering more positions including some that are less-defined than the current ones. There needs to be some career path outline within the Executive that might include the



position of President-Elect. There may be value changing to three-year terms rather than four year, and considering an expansion to 6-7 members. This might involve separating the Secretary / Treasurer position (this might need integrating the IRF VRA Liaison role on Council). The new structure should take into account workloads, governance issues, and the likelihood that future leaders will continue to be geographically separated both from one another and from the governance base of the IRF.

Sub-committee membership: suggested Richard Robinson (chair), Lauri Leppik, Neil Phillips, 1-2 others invited.

Timeframe:

Refinement of these sub-committee guidelines before the end of October 2011

Call for input from Council members to guide initial sub-committee work (Oct)

Draft plan for a future Executive (end November 2011)

Responses from Council (end December 2011)

Final suggestions for Executive including changes to the Constitution (end Jan).

### **Finances sub-committee**

Draft guidelines – 12 October 2011

Background: The IRF financial system is considerably more complex today than when it was set up in 2000, and this sub-committee is tasked to lead a review process so the IRF will be well places for years ahead.

The IRF finances have been organised over the last decade so as to grow slowly and progressively, rather than erratically. Revenue has been quite episodic coinciding with bi-annual World Rogaining Championships. Revenue raising has been concentrated on participants in the major rogaining championships that the IRF has initiated, sponsored and/or supported, rather than seeking financial support for the IRF from new rogaining associations who are generally energy-rich, but cash-poor. Expenditure has been budgeted so that IRF assets grow slowly, but resources are used actively to support members and rogaines rather than simply stored in an account. A conservative approach has been taken to safe-guard IRF funds rather than adopting any financial strategy that primarily chases high interest. More recently, a VRA-IRF Liaison role has been established to assist meeting some of the governance requirements of an association registered in the State of Victoria, Australia; and this role provides the opportunity to operate an account long-term without regular bank and branch and signatory changes. The review should cover the optimal two-to-sign bank account for a small number of transactions, but with some overseas payments.

The IRF financial year ends on 31 December. IRF budgeting occurs towards the end of each year with the aim of being completed before the financial statements need to be audited and approved in February-March. The budget has always been closely linked to the goals within the Strategic Plan for Rogaining.

Purpose: To design a financial system appropriate for the IRF for 2012 and immediate years to follow. This should address the responsibilities for finance on the IRF Executive, the VRA-IRF liaison role, sources of revenue, budgeting, international payments, reporting and compliance.

Sub-committee membership: Rob Gardner (sub-committee chair, former President of VRA), Bob Reddick, Rebecca Shaw, Richard Robinson, possibly 1-2 others.

Timeframe:

Refinement of these sub-committee guidelines before the end of October 2011  
Call for input from Council members to guide initial sub-committee work (end Oct)  
Contribution into 2012 IRF budget (budget to be finalised before the end of 2011)  
Draft plan for future financial system and activities (end December 2011)  
Responses from Council (end January 2012)  
Final suggestions for finances including changes to the Constitution (end February).

To include review of banking system including two-to-sign, and making overseas payments. Define options on the calculation methods of membership fees. Discuss the calculation base for regional rogaining championship fees and introduce a NARC fee similar to ERC (Bryant, Leppik, others welcome). The WRC levy requires discussion and longer term it will require a Constitution change as Appendix 2 (WRC levy) was deliberately not altered in the March 2010 membership voting.

### **IRF Membership sub-committee**

Alan Holdaway (chair), Rod Phillips, Richard Robinson, Lauri Leppik, Jan Tojnar, invitation for 1-2 Observers to join.

IRF Observers: The role of Council Members and Observers is likely to change significantly by the end of 2012 when IRF Members will be national rogaining associations. All but two IRF Observer positions are due for review before the end of 2011. Countries need to discuss their respective representation, and the IRF Executive is discussing the expectations of Observers. It is likely that Observers will be asked to play a leadership role in the updating of their country's Development Plan (Part D of Strategic Plan for Rogaining: Alan Mansfield to co-ordinate).

The sub-committee will review the role of Observers and what is expected of each one, i.e. pass information to IRF, pass information from IRF. Contribute to IRF discussions and decisions, and anything else?

The Constitution (c6 iii) says: iii) Observers co-opted onto the Council Council may co-opt individuals onto Council as non-voting Observers for a two year period. Council can renew or remove an observer at any time. Membership committee reviews and makes recommendation.

## **November 2011**

10WRC 2012 Czech Republic (31 Aug-1 Sep 2012 Prebuz), IRF levy will be 9 Euro. Entries for 10WRC are now open: <http://www.rogaining.cz/wrc2012/en/>  
Voting on WRC entry criteria is closed, and the criteria were adopted by the Council. See: [http://www.rogaining.cz/wrc2012/files/entry\\_criteria.pdf](http://www.rogaining.cz/wrc2012/files/entry_criteria.pdf)  
Entries opened on 1 December 2011 at <http://www.rogaining.cz/wrc2012/en/>  
370 competitors have signed up on the first day of entries. Lauri Leppik is working with Jan Tojnar to oversee the registration process.

9ERC 2012 European Rogaining Championships Lithuania (5-6 May 2012 Poviliskis) Bulletin 1 has been published at <http://erc2012.lt/> Registration opens 1 January 2012.

Call for expression of interest to host 10ERC2013 has been announced (LL)

Rogaining event calendars for 2012 are being compiled, and inputs have been invited (and received) from Members and Observers (AM, LL).

A renewal of the IRF website and transfer of the site to a content management system is underway (Alan Mansfield, David Baldwin, Lisa de Speville).

## **December 2011**

13WRC 2015 expressions of interest will be called, then a decision by the end of 2012.

Call for expression of interest to host 10ERC2013 has been announced (Lauri Leppik)

### **WRC Qualifying events**

The Council needs to make a decision regarding Qualifying Events for 11WRC 2013 Russia and 12WRC 2014 USA, so that we can advise teams of their qualifying options. This needs to include a process for events to be added and removed from the list by both invitation and request. The following list of qualifying events for WRC2013 is suggested:

World Rogaining Championships, 2010 and 2012  
European Rogaining Championships, 2011 and 2012  
North American Rogaining Championships, 2011 and 2012  
Australian Rogaining Championships, 2011 and 2012

and the following national championships:

Russian Rogaining Championships 2012  
Czech Rogaining Championships 2012  
New Zealand Rogaining Championships 2012  
Finnish Rogaining Championships 2012  
Ukrainian Rogaining Championships 2012  
United States Rogaining Championships 2012

It is suggested that a Rule is required to guide WRC qualifying events and should include:

- a) the IRF Rules of Rogaining are followed and any adjustments are explicitly outlined in the pre-event information,
- b) the event is open to nationals of other countries and all event information to competitors is provided also in English.

### **Sub-committees**

Sub-committees in general: The IRF has several active and planned sub-committees to address major issues. The IRF Executive invites rogainers from outside the IRF Council to volunteer for these sub-committees, and where appropriate, the IRF Councillors should approach their associations to extend this invitation. Councillors are encouraged to

participate in sub-committee proceedings by either having input at an early stage when the terms of reference are announced, or by contacting the sub-committee chair at any time but earlier rather than later.

### **Age criteria for championship sub-categories**

- a) review the impacts of the current policy
- b) discuss and decide on the age limit for juniors
- c) consider a single ultra-veterans class.

Lauri Leppik provides the following summary to assist decisions for the Junior classes, and he had provided an accompanying table on 19/12. The summary is based on WRCs from 2002, ARCs and ERCs from 2005. At NARCs there have been virtually no junior teams, and so NARCs have not been included in the analysis.

- At ERCs, MJ and XJ categories have been competitive (within the meaning that at least 5 teams compete for 3 medals) from 2006 (except ERC2009 in Finland).
- At WRCs, only the MJ category has been competitive and only in those years when WRC has been held in Europe.
- At ARCs, junior categories have not been competitive, and increasing the age limit to 23 has had no significant effect towards increasing participation.
- As a rule, most of the junior teams have been from the host country/state (except WRC2008 Estonia and ERC2011 Latvia).
- Most of junior teams at ERCs are from Ukraine.
- From 16 junior teams that have signed up for WRC2012, nine teams come from Ukraine.
- At ERC2010 and ERC2011 there have been some issues with fair play - coaches assisting some junior teams in course planning and collaborating for extended periods on the course - which has led to warnings and disqualifications.

Data in support of an ultra-veterans class is in IRF Newsletter #159.

One proposal is to introduce a single age category for all teams 65 years and over (ultra-veterans) and have a single category for those under 20 years (junior). An alternative proposal might be to raise the junior age to reflect physiological development for rogaining.

### **Rogaining checkpoint markers and description clues**

A review (David Baldwin, Bob Reddick, Lauri Leppik): report due end January 2012.  
Terms of reference: see October R&R.

### **Executive Structure sub-committee**

Draft guidelines issued 7 October 2011, sub-committee overview October R&R.

Summary to date: the suggestion is to increase the size of the IRF Executive from 5 to 8 members. This would involve a separate Secretary and Treasurer, a new President-elect position and one unassigned position. These changes will help address the increasing workload, and should encourage transitions onto and off the Executive. It is planned to change IRF Executive terms to 3 years (currently 4).

Governance and banking roles are being migrated to the IRF-VRA Liaison Role.

Sub-committee membership: Richard Robinson (chair), Lauri Leppik, Neil Phillips.

Timeframe:

Responses from Council (end December 2011): there has been minor supportive comments related to the above proposal which appears ready to go to Council.

### **Finances sub-committee**

Draft guidelines – 12 October 2011.

Background: see October R&R for sub-committee overview.

Sub-committee membership: Rob Gardner (chair), Bob Reddick, Rebecca Shaw, Richard Robinson.

Progress: the plan for the IRF banking arrangements were sent to Council (27/12) and changes are being made so that Rebecca Shaw can be responsible for the banking from the start of 2012. This will require a change of the IRF Constitution relating to IRF Executive positions and signatories.

Timeframe:

Contribution into 2012 IRF budget (budget to be finalised before the end of January 2012)

Draft plan for future financial system and activities (end February 2011)

Responses from Council (end February 2012)

Final suggestions for finances (end February).

Define options on the calculation methods of membership fees. Discuss the calculation base for regional rogaining championship fees and introduce a NARC fee similar to ERC (Bryant, Leppik, others welcome).

### **IRF Membership sub-committee**

Alan Holdaway (chair), Rod Phillips, Richard Robinson, Lauri Leppik, Jan Tojnar. sub-committee overview October R&R.

Message to IRF Council, 23/11/2011 from the subcommittee.

The following policy has been approved by the Executive and the Membership sub-committee.

Appointment of non-voting Observers to represent a country on the IRF

a) The IRF Council can co-opt individuals onto council as non-voting observers. In some instances, the purpose of this will be to provide representation for a country that has no voting members on Council. Any observer co-opted onto council to represent a country needs to meet the following guidelines.

1) Be involved in organising rogaining events and/or the administration of rogaining in their country.

2) Has the support of their national rogaining community.

3) Is able to represent the views of the rogaining community in that country.

4) Will convey information on IRF decisions and championship rogaines to the rogaining community in their country.

5) Will provide a helpful and positive contribution to the IRF Council and the international rogaining community.

b) Anyone may nominate a person to be an Observer representing a country that has no voting members on Council. The nomination should cover the guidelines listed above. The nomination will be reviewed by the IRF membership committee in the same manner as membership applications and a recommendation will be provided to IRF Council for decision.

- c) Observer status ends two years after appointment. Council may re-appoint an observer for further two year periods if the observer continues to meet the guidelines set out above.
- d) Observers shall receive all information on matters within the jurisdiction of the Council, they are invited to participate in Council deliberations, but have no vote.

To all IRF Councillors on 28/12

Some IRF Observers represent their country on the IRF. Other IRF Observers are co-opted for a specific reason. All Observer appointments expire after 2 years.

Two observers have been appointed in the last two years - Gediminas Trimakas (representing Lithuania) and Rebecca Shaw (as the VRA-IRF Liaison Officer). The terms of all other observers will expire on March 31st, 2012. Observers can be re-appointed. The membership subcommittee (listed above) will oversee the process of considering renewals and new appointments. Each non-member country should consider working with Alan to arrange ongoing observer representation - [holdaway@xtra.co.nz](mailto:holdaway@xtra.co.nz).

IRF Liaison Officer: Rebecca Shaw is now responsible for the purchasing and distribution of Rogaining Promotional material for the IRF. Rogaining associations are encouraged to contact Rebecca ([rebecca.shaw@gmail.com](mailto:rebecca.shaw@gmail.com)) to place orders for promotional material. The current product range consists of navy blue Polo Shirts (\$30AUD), navy blue Soft shell Jackets (\$88AUD), commemorative #150 IRF Newsletter orders for (\$2AUD), car bumper stickers (new batch just printed) and business cards (new set available). Bulk purchases are preferable so please liaise with your members to develop an order. It is also possible to produce these in your own countries using branding and logo standards.

#### **Annual reporting by IRF to Department of Justice – Consumer Affairs**

The IRF reports annually to the Department of Justice as part of maintaining its incorporated status. Much of this process is being transferred to the VRA-IRF Liaison Officer (Rebecca Shaw) during the coming months. The process involves finalising annual financial statements and having these audited, confirming some details about the IRF and its leaders, holding an annual general meeting at which the financial report is approved, and providing a President's Report.

Community Engagement and Land Access: Land access remains a major issue globally, in different forms, in different areas.