



Orienteering New Brunswick
Board Meeting - Fredericton
Saturday 23rd March 2025

Attendance. Lori Heron, Steve Heron, Heath Johnson, Andy Reddin, Andrea Laltoo, Harold McQuade, Mitch McLean

Mitch called the meeting called to order at 10:14. Board introductions were made for the new board members.

1. **Quorum** – With 7 members in attendance, quorum was present.
2. **Approval of Agenda** – Steve moved to approve the agenda, seconded by Harold. Steve requested the addition of a financial report to the agenda. Motion carried.
3. **Declaration of Conflicts of Interest** – No conflicts declared.
4. **Approval of Past Minutes** – There were no minutes to approve.
5. **Discussion Items**
 - a. *Financial Report* – We currently have approximately \$61,000 in our account. Expenses have been incurred for Zoom, website, accounting, and battery replacements for some SI units totalling approximately \$678. Lori mentioned that the province has told us that going forward, the expectation will be that we spend the money in the year the grant is given. Detailed financials are available in Appendix A.
 - b. *Future of ONB as a Provincial Sport Organization* – Harold spoke to the need to have more volunteers who can put on events. For several years, only Harold and Steve have been putting on events. This requires both recruiting and training/mentoring new volunteers. Lori suggested that we may want to send a communication to the membership explaining the situation, along with tapping a few people on the shoulder that we think might be willing/interested. It was suggested that training could potentially be offered the May long weekend as part of the weekend of activities in Fundy National Park.
 - c. *Incorporation as a Strategic Objective* – For the core support funding that the province gives us every year, they're now requiring sport organizations to be incorporated for liability reasons. This requirement is applicable for this funding year. A discussion ensued about the benefits and drawbacks of incorporating. Heath moved that Orienteering New Brunswick commence the process to incorporate and to inform the Department of Tourism, Heritage and Culture (Sport & Recreation) that we are

commencing that process, seconded by Andy. Motion carried with one abstention (Harold).

- d. *Board Meeting Schedule* – Harold moved that the board meet once per quarter in fiscal year 2025, seconded by Andrea. It was suggested to have quarterly meetings over Zoom on the last Thursday of the month from 19:30-21:00. Dates suggested are 26th June, and 25th September with the AGM in January. Motion carried.
 - e. *Board and ONB Recruitment* – Mitch is aware of someone who used to coach orienteering through cadets who might be interested in being on the board. Andrea will also speak with a friend of hers.
 - f. *Strategic Planning Categories* – The strategic plan for 2023-2028 has four categories: grow participation, marketing & promotion, organizational strength, and mapping. We will utilize these categories in a planning session this afternoon.
 - g. *2026 Canadian Orienteering Festival* – Harold, Steve, Lori and Mitch have been attending monthly meetings with Orienteering Nova Scotia. NS is hosting the COCs in 2026, and the weekend before we will be hosting fishbones events in southeastern New Brunswick. Harold has been working to get the courses designed for the middle- and long-distance events in Hillsborough. Harold and Steve are talking about a knockout sprint event at the Université de Moncton campus. We will need to recruit volunteers to help. All of the COC events will be in the Halifax area the August long weekend in 2026: our event will be the Saturday, Sunday and Monday the weekend before that.
6. **Next Meeting** – The next meeting will be held on Zoom on Thursday 26th June 2025 from 19:30-21:00.
 7. **Adjournment** – Lori moved to adjourn the meeting at 11:47.

/hj

Appendix A: Financials as of 23 March 2025

Orienteering New Brunswick Balance Sheet FY2025 2025-03-23

ASSET			
Bank Accounts			
BNS Chequing	\$60,911.08		
Total Bank Accounts	-----	\$60,911.08	
Other Assets			
Accounts Receivable	\$0.00		
Total Other Assets	-----	\$0.00	
Total ASSET		-----	\$60,911.08
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LIABILITY			
Accounts Payable	\$597.80		
Outstanding Checks			
Outstanding Refunds			
Total LIABILITY		-----	\$597.80
EQUITY			
Retained Earnings			
Retained Earnings - prior years	\$35,701.93		
Retained Earnings - FY2013/14	\$7,486.03		
Retained Earnings - FY2014/15	(\$25,778.28)		
Retained Earnings - FY2015/16	\$5,876.07		
Retained Earnings - FY2016/17	\$2,156.77		
Retained Earnings - FY2017/18	\$3,483.43		
Retained Earnings - FY2018/19	\$3,640.90		
Retained Earnings - FY2019/20	\$3,111.82		
Retained Earnings - FY2020	\$1,354.14		
Retained Earnings - FY2021	\$7,526.06		
Retained Earnings - FY2022	\$3,988.25		
Retained Earnings - FY2023	\$3,645.51		
Retained Earnings - FY2024	\$8,799.06		
Total Retained Earnings	-----	\$60,991.69	
Total EQUITY		-----	\$60,991.69
Retained Earnings (FY2025)			(\$678.41)
Total Liabilities & Equity			-----
			\$60,911.08

NOTES

FY2013/14 one-time net income from ECOC2013 (+\$1860)
 FY2014/15 one-time net expenses for White Rock map (-\$29k)
 FY2015/16 no benefit from practical breakeven on COC2015 (-\$321)
 FY2016/17 no unusual expenses
 FY2017/18 \$666 for promo person, \$650 on advertising
 FY2018/19 NEW Bathurst club; \$750 on FB advertising
 FY2019/20: Feather Flags \$1000; FB Promo \$750
 FY2020: COVID! And switch to Calendar fiscal year; initial funding at 75% FY2019 level
 FY2021: Balance 2020/21(=25% of FY2019)+Federal Emerg Fund (@25% FY2019)+ FY2021 Funding
 FY2022: Provincial Funding booked FY22, recieved Jan 2023
 FY2023: Close Tangerine acct; Replace laptops
 FY2024: Big increase in Prov funding basically to cover admin expenses

ONB Income Statement

FY2025

2025-03-23

REVENUE		
Programme		
Bathurst Revenue		
Campbellton Revenue		
Fredericton Revenue		
Moncton Revenue		
Saint John Revenue		
Public Clinic Revenue		
Officials Clinics		
Corporate Event Revenue		
Total Programme	-----	\$0.00
General Revenue		
Cash Payments		
Donation (cash/in kind)		
Membership Fees		
Provincial Funding		
Maps, Grants, Licensing		
Total General Revenue	-----	\$0.00
Total REVENUE	-----	\$0.00
EXPENSE		
Programme		
Bathurst Expense		
Campbellton Expense		
Fredericton Expense		
Moncton expense		
Saint John Expense		
Public Clinics Expense		
Officials Clinics		
Corporate Event Expense		
Total Programme	-----	\$0.00
Excellence		
Elite and Junior Support		
Total Excellence	-----	\$0.00
Leadership Development		
Technical Clinics		
New Club Support		
Total Leadership Development	-----	\$0.00
Equipment		
Common Equipment and supplies		
Electronic Timing Maint/Repair	\$356.50	
Total Equipment	-----	\$356.50
Maps and Mapping		
Mapping - Mileage		
Mapping - Updating existing maps		
Mapping - New Maps		
Total Maps and Mapping	-----	\$0.00
Administrative Expenses		
ONB Meeting Expenses		
OC AGM		
Advertising and Promotions		
Web Site and Software	\$210.06	
Accounting and Legal	\$100.00	
Courier and Postage		
Interest and Bank Charges	\$11.85	
Office Supplies		
Total Administrative Expenses	-----	\$321.91
Memberships and Insurance		
Orienteering Canada		
Sport New Brunswick		
Total Memberships and Insurance	-----	\$0.00
Total EXPENSE	-----	\$678.41
Net income (loss)		(\$678.41)

ONB Budget

FY2025

2025-03-23

2025-03-23

	Budget	Actuals
REVENUE		
Net Programme		
Net Bathurst Revenue	\$300.00	\$0.00
Net Campbellton Revenue	\$200.00	\$0.00
Net Fredericton Revenue	\$600.00	\$0.00
Net Moncton Revenue	\$600.00	\$0.00
Net Saint John Revenue	\$600.00	\$0.00
Net Public Clinic Revenue	\$0.00	\$0.00
Net Officials Clinics	\$0.00	\$0.00
Net Corporate Event Revenue	\$0.00	\$0.00
Net Major Events	(\$500.00)	\$0.00
Total Net Programme	\$1,800.00	\$0.00
General Revenue		
Cash Payments	\$0.00	\$0.00
Donation (cash/in kind)	\$0.00	\$0.00
Membership Fees	\$0.00	\$0.00
Provincial Funding	\$0.00	\$0.00
Maps, Grants, Licensing	\$0.00	\$0.00
Total General Revenue	\$0.00	\$0.00
Total REVENUE	\$1,800.00	\$0.00
EXPENSE		
Excellence		
Elite and Junior Support	\$0.00	\$0.00
Total Excellence	\$0.00	\$0.00
Leadership Development		
Technical Clinics	\$100.00	\$0.00
New Club Support		
Total Leadership Development	\$100.00	\$0.00
Equipment		
Common Equipment and supplies	\$100.00	\$0.00
Electronic Timing Maint/Repair	\$400.00	\$356.50
Total Equipment	\$500.00	\$356.50
Maps and Mapping		
Mapping - New/Updated Maps	\$500.00	\$0.00
Total Maps and Mapping	\$500.00	\$0.00
Administrative Expenses		
Advertising and Promotions	\$750.00	\$0.00
Web Site and Software	\$300.00	\$210.06
Accounting and Legal	\$100.00	\$100.00
Courier and Postage	\$50.00	\$0.00
Interest and Bank Charges	\$75.00	\$11.85
ONB Meeting Expenses	\$250.00	\$0.00
OC AGM	\$200.00	\$0.00
Total Administrative Expenses	\$1,725.00	\$321.91
Memberships and Insurance		
* Orienteering Canada	\$2,180.00	\$0.00
Sport New Brunswick	\$115.00	\$0.00
Total Memberships and Insurance	\$2,295.00	\$0.00
Total EXPENSE	\$5,120.00	\$678.41
Net income (loss)	(\$3,320.00)	(\$678.41)

* PTOA fees adjusted for first time since 2019.

Two steps: 2025=\$2180; 2026=\$2860; until next 5yr review

Orienteering NB
Quarterly Incomes and expenses
2024-01-01 to 2024-12-31

	Period:	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Year
Income						
General Revenue						
Provincial Funding						
Major Events						
Programme						
Bathurst Revenue						
Campbellton Revenue						
Fredericton Revenue						
Moncton Revenue						
Saint John Revenue						
Total For Income		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expense						
Administrative Expenses						
Accounting and Legal		\$100.00				\$100.00
Advertising and Promotions						
Courier and Postage						
Interest and Bank Charges		\$11.85				\$11.85
ONB Meeting Expenses						
Web Site and Software		\$210.06				\$210.06
Athlete Excellence						
Equipment						
Common equipment and supplies						
Electronic Timing Maint/Rep		\$356.50				\$356.50
Leadership Development						
Major Events						
Maps and Mapping						
Member Services						
Memberships and Insurance						
Orienteering Canada						
Sport New Brunswick						
Payroll Expenses						
Programme						
Bathurst Expense						
Campbellton Expense						
Fredericton Expense						
Moncton Expense						
Saint John Expense						
Total For Expense		\$678.41	\$0.00	\$0.00	\$0.00	\$678.41
Net Income		-\$678.41	\$0.00	\$0.00	\$0.00	-\$678.41