

Arlington Fairfax Chapter, Inc. Izzak Walton league of America
Board of Directors Meeting
June 2, 2026
Minutes

1. *Call to Order Time:* 7:30 PM

2. *Visitors Time/Facility Use Requests*

A. Entity: BSA Troop 1137

- Contact: Jeff Tackett
- Date(s) requested: 06/22/2026
- Time requested: 5:30PM -7:30PM
- Facility requested: ST
- Number of users: **10

Motion by Keith Kuck 2nd by Bill Clayton

B. Entity: BSA Scout Meeting

- Contact: ??
- Date(s) requested:
- Time requested: 3:00 PM - 6:00 PM
- Facility requested: (LP)
- Number of users: 40-50 ppl

Motion by Joe Turner 2nd by Mark Gauntner.

C. Entity: Boy Scout Troop 864

- Contact: ??
- Date(s) requested: ??
- Time requested: 6:00 PM - 8:00 PM
- Facility requested: (LP)
- Number of users: ~30 ppl

Motion by Joe Turner 2nd Dick Riemer

D. Entity: Joe Turner

- Contact: Joe Turner
- Date(s) requested: 9/5/2026
- Time requested: 12:00 PM - 8:00 PM
- Facility requested: (LP)
- Number of users: ppl

Motion by Keith Kuck 2nd by Tom Pike

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3. *Presidents Time*

- Skeet and Trap incident that occurred May 17th. President Meara is in close contact with all parties involved in the incident. President Meara stated She is not allowed to speak about this incident at this time.

4. *Minutes and Correspondence*

- Approval of Minutes from May 5, 2026 BOD Meeting

5. *Scholarship Selection*

- The Chairperson Sean Gagnon presented the BOD a document containing the selection data in the selection process. Sean presented detailed information in the selection process for each candidate based on the individual score in GPA, Financial Need, Environmental Commitment and Leadership, Essay, Letter of Recommendation, Awards and Honors. The total scores were tallied and based on the scores, Applicant ID #6 has the highest scores and recommendation was made to select applicant #6 as the recipient of the scholarship. The recipient and their family are invited to the general meeting to receive the scholarship award.

6. *Treasurers Report*

- Review of Financial Activities YTD
 - Total YTD Revenue - \$122162
 - Total YTD Expenses - \$109,886
 - Total YTD Surplus - \$12,276
 - Total Cash on Hand - \$1,227,500
- Bob Crisman requested BOD to approve budget items 1 – 8. Further discussion were asked due to discrepancies. In the end. BOD only approved the following items: 1, 2, 3, 7, and 8.
- Further data needed for items 4, 5, and 6 before the BOD will approve them.

Motioned by Bob Crisman 2nd by John Hsu

7. *Membership Update* – Jeff Tackett, Membership Chair

- Membership update. 2207 current members, with approximately 30 coming in last month.

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8. Program Director Updates

- Air Range – Keith Kuck
 - Mr. Kuck presented The MidwayUSA Foundation power point slide. MidwayUSA foundation is a 501©(3) public charity founded by Larry and Brenda Potterfield Purpose is to provide sustainable long-term funding for youth shooting teams. It is an endowment model that generates reliable income forever. Therefore teams can focus on safety and training rather than financial survival. The endowment includes the Accelerator matching program, cash grants, and free fundraising incentives which will benefit shooting programs.
- Conservation – Jack Scheible
 - Well Water Testing - Contacted the Fairfax County Health Department and applied for a routine well-water testing. Need to pay \$25 invoice, then will schedule a time to meet the person to take a sample.
- Education & Training – John Seaberg
 - NRA Pistol course on 6/25.
- Field Archery – Dick Riemer .
- Rifle-Pistol – Chip Chidester
 - Eagle Scout Safety Project
 - Added two tables.
 - Video taped safety briefings – 1 New Member 1 Guests currently in editing
 - Maintenance Shed- Organized, Cleanup, removed old paint, added insulation, fixed shelves
 - Temporary baffle repair (Performed by Randy Hancock)
 - Lanes 15, 16 and 17 were sealed so they could be utilized again.
 - Women on Target = Participation
 - RSOs: Currently 10 vacancies, Added 3, 3 more in training
 - Range improvement committee
 - 1. We have chosen to follow these steps:

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2. Develop our range requirements for a potential design/architectural firm/engineer.
3. Locate and hire an architect/engineer that provides us the technical requirements/design to meet the requirements.
 - a) The firm/engineer must be licensed in the State of Virginia.
 - b) If, needed, The firm/engineer must validate their plans and represent the club with the County of Fairfax.
4. We then create a request for proposal (RFP) based on the technical requirements/design.
5. A licensed and insured contractor will then be selected to perform the components of the work that cannot be performed by volunteers.

Guiding Principles:

- Utilize a licensed design/architectural firm/engineer to provide us the technical requirements/design to meet the requirements. The goal is too reduce the liability to the club members and board of directors.
 - Utilize licensed and insured contractor will then be selected to perform the components of the work that cannot be performed by volunteers.
 - We have developed a draft requirements document.
 - We have started to reach out to perspective design/architectural firm/engineers.
- 6. We will need funding!**

• Skeet & Trap – Bob Brino

- St Jude Crush & Clay event going on 6/13. Looking for doners.
- May ATA Trap tournaments were a success. Great attendance. Food catering worked out really well.

• Target Archery – Ryan Johnson

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- Brian Hickerson visited the Target Archchery Range and said Ryan did a great job fixing up the place.
- Youth Chapter – Joe Turner – nothing to report.

9. *STANDING COMMITTEE REPORTS*

President Meara stated that there will be a new committee established to study and propose better ways to increase membership dues. The committee to include Vice President (Brian Hickerson) and other members from different ranges to propose a smoother transition for membership increase.

Motioned by Keith Kuck 2nd by Bob Brino

- Awards & Grants – Scott Meyer – No report.
- Bylaws – Mark Gauntner – No report.
- Building & Grounds – Brian Hickerson
 - Car was caught doing donuts in the parking lot. It is a red Ford Mustang with VA plates. Were they members?
- Communications – Pamela Meara
- Elections – Tom Pike
 - Elections on schedule. Nominations due by June 16.
 - Elections held July 11th, 12th, 18th, and 19th
 - Announced July General Membership Meeting
 - New BOD members sworn in at August General Membership meeting.
- EMS – Bob Brino – No report.
- Public Relations – TBD – No report.
- Raffles – Keith Kuck
 - Gun Show raffle activity
 - Money taken in \$1,265.
 - Winner payout 633.
 - Field Archery Income 632.
- Scouting - Tom Pike

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- Security/Gate – No Report.
- Shenandoah Property
 - Property Sold for \$250,000. Closing in June.

10. OLD BUSINESS: None

11. NEW BUSINESS:

12. OTHER MATTERS

Announcements: None

Call to Adjourn

- a. Motioned by: Mark Gauntner
- b. Seconded by: Bob Brino
- c. Time: 8:54 PM

Name		Present	Absent	Vacant
Pamela Meara	President	✓		
Brian Hickerson	Vice President	✓		
Robert Crisman	Treasurer	✓		
Bruce Crandlemire	Secretary		✓	
Jeffrey Tackett	Membership Director	✓		
Jack Scheible	Conservation Director	✓		
Keith Kuck	Air Range Director	✓		
John Seaberg	Education and Training	✓		
Dick Riemer	Field Archery Director	✓		
Chip (Augustus) Chidester	Rifle Pistol Director		✓	
Bob Brino	Skeet and Trap Director	✓		
Ryan Johnson	Target Archery Director	✓		
Joe Turner	Youth activities Director	✓		
Bill Clayton	Director at Large	✓		
Mark Gauntner	Director at Large	✓		
Benn Crandall	Director at Large		✓	
John Hsu	Director at Large	✓		
Tom Pike	Director at Large	✓		
Oscar Starz	Director at Large	✓		
		16	3	0

Arlington-Fairfax Chapter, Inc.

Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L Classes

January - December 2026

	AA CHAPTER				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income								
41000 Dues					\$0.00	\$0.00	\$0.00	0.00%
41025 2025 Chapter	1,842.00		1,842.00		\$1,842.00	\$0.00	\$1,842.00	0.00%
41027 2027 Chapter Dues		156,000.00	-156,000.00		\$0.00	\$156,000.00	\$ -156,000.00	0.00%
Total 41000 Dues	1,842.00	156,000.00	-154,158.00	1.18 %	\$1,842.00	\$156,000.00	\$ -154,158.00	1.18 %
41026 2026 Chapter	113,369.40	229,000.00	-115,630.60	49.51 %	\$113,369.40	\$229,000.00	\$ -115,630.60	49.51 %
42000 Donations					\$0.00	\$0.00	\$0.00	0.00%
42300 Donations - Restricted	100.00	0.00	100.00		\$100.00	\$0.00	\$100.00	0.00%
42600 Donations - Unrestricted	1,462.30	1,000.00	462.30	146.23 %	\$1,462.30	\$1,000.00	\$462.30	146.23 %
Total 42000 Donations	1,562.30	1,000.00	562.30	156.23 %	\$1,562.30	\$1,000.00	\$562.30	156.23 %
43900 Grant Income		5,000.00	-5,000.00		\$0.00	\$5,000.00	\$ -5,000.00	0.00%
44000 Interest Income	4,663.84	15,000.00	-10,336.16	31.09 %	\$4,663.84	\$15,000.00	\$ -10,336.16	31.09 %
46000 Miscellaneous Income	125.00	1,000.00	-875.00	12.50 %	\$125.00	\$1,000.00	\$ -875.00	12.50 %
49000 Special Event Income					\$0.00	\$0.00	\$0.00	0.00%
49100 Special Events Contributions					\$0.00	\$0.00	\$0.00	0.00%
49011 Annual Picnic		0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
49012 Childrens Christmas Party	600.00	0.00	600.00		\$600.00	\$0.00	\$600.00	0.00%
49013 Handicapped Picnic		0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
Total 49100 Special Events Contributions	600.00	0.00	600.00		\$600.00	\$0.00	\$600.00	0.00%
49200 Annual Picnic		0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
49400 Raffle		0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
Total 49000 Special Event Income	600.00	0.00	600.00		\$600.00	\$0.00	\$600.00	0.00%
Total Income	\$122,162.54	\$407,000.00	\$ -284,837.46	30.02 %	\$122,162.54	\$407,000.00	\$ -284,837.46	30.02 %
GROSS PROFIT	\$122,162.54	\$407,000.00	\$ -284,837.46	30.02 %	\$122,162.54	\$407,000.00	\$ -284,837.46	30.02 %
Expenses								
61000 Building and Grounds					\$0.00	\$0.00	\$0.00	0.00%
61200 Equipment and Tools		500.00	-500.00		\$0.00	\$500.00	\$ -500.00	0.00%
61400 Services	1,885.00	65,000.00	-63,115.00	2.90 %	\$1,885.00	\$65,000.00	\$ -63,115.00	2.90 %
61500 Supplies					\$0.00	\$0.00	\$0.00	0.00%
61505 B&G Supplies	1,629.42	5,500.00	-3,870.58	29.63 %	\$1,629.42	\$5,500.00	\$ -3,870.58	29.63 %
61510 EMS Supplies		4,500.00	-4,500.00		\$0.00	\$4,500.00	\$ -4,500.00	0.00%
Total 61500 Supplies	1,629.42	10,000.00	-8,370.58	16.29 %	\$1,629.42	\$10,000.00	\$ -8,370.58	16.29 %
Total 61000 Building and Grounds	3,514.42	75,500.00	-71,985.58	4.65 %	\$3,514.42	\$75,500.00	\$ -71,985.58	4.65 %

Arlington-Fairfax Chapter, Inc.

Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L Classes

January - December 2026

	AA CHAPTER				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
61600 Security Expenses	10,348.65	30,000.00	-19,651.35	34.50 %	\$10,348.65	\$30,000.00	\$ -19,651.35	34.50 %
61800 Conservation Exp	817.59	7,000.00	-6,182.41	11.68 %	\$817.59	\$7,000.00	\$ -6,182.41	11.68 %
62100 Contract Services					\$0.00	\$0.00	\$0.00	0.00%
62110 Accounting Services	500.00	1,800.00	-1,300.00	27.78 %	\$500.00	\$1,800.00	\$ -1,300.00	27.78 %
62115 Admin Support	12,175.00	35,000.00	-22,825.00	34.79 %	\$12,175.00	\$35,000.00	\$ -22,825.00	34.79 %
62135 IT	2,695.45	6,000.00	-3,304.55	44.92 %	\$2,695.45	\$6,000.00	\$ -3,304.55	44.92 %
62138 Groundskeeper		35,000.00	-35,000.00		\$0.00	\$35,000.00	\$ -35,000.00	0.00%
62140 Legal Fees	150.00	5,000.00	-4,850.00	3.00 %	\$150.00	\$5,000.00	\$ -4,850.00	3.00 %
62150 Outside Contract Services					\$0.00	\$0.00	\$0.00	0.00%
62155 Trash Service	7,864.28	16,000.00	-8,135.72	49.15 %	\$7,864.28	\$16,000.00	\$ -8,135.72	49.15 %
62160 Mowing Services	2,375.00	13,650.00	-11,275.00	17.40 %	\$2,375.00	\$13,650.00	\$ -11,275.00	17.40 %
62165 Other	4,830.00	17,000.00	-12,170.00	28.41 %	\$4,830.00	\$17,000.00	\$ -12,170.00	28.41 %
Total 62150 Outside Contract Services	15,069.28	46,650.00	-31,580.72	32.30 %	\$15,069.28	\$46,650.00	\$ -31,580.72	32.30 %
Total 62100 Contract Services	30,589.73	129,450.00	-98,860.27	23.63 %	\$30,589.73	\$129,450.00	\$ -98,860.27	23.63 %
62800 Facilities and Equipment					\$0.00	\$0.00	\$0.00	0.00%
62870 Property Insurance	33,823.04	60,000.00	-26,176.96	56.37 %	\$33,823.04	\$60,000.00	\$ -26,176.96	56.37 %
62880 Real Estate, Personal Prop Tax	855.12	1,000.00	-144.88	85.51 %	\$855.12	\$1,000.00	\$ -144.88	85.51 %
63000 Utilities					\$0.00	\$0.00	\$0.00	0.00%
63100 Electricity	8,095.46	19,800.00	-11,704.54	40.89 %	\$8,095.46	\$19,800.00	\$ -11,704.54	40.89 %
63200 Natural Gas	1,987.99	3,510.00	-1,522.01	56.64 %	\$1,987.99	\$3,510.00	\$ -1,522.01	56.64 %
63300 Water & Sewer	403.80	800.00	-396.20	50.48 %	\$403.80	\$800.00	\$ -396.20	50.48 %
Total 63000 Utilities	10,487.25	24,110.00	-13,622.75	43.50 %	\$10,487.25	\$24,110.00	\$ -13,622.75	43.50 %
Total 62800 Facilities and Equipment	45,165.41	85,110.00	-39,944.59	53.07 %	\$45,165.41	\$85,110.00	\$ -39,944.59	53.07 %
65000 Operations					\$0.00	\$0.00	\$0.00	0.00%
65005 Bank Fees	0.00	0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
65006 Registration Fees	540.00	1,000.00	-460.00	54.00 %	\$540.00	\$1,000.00	\$ -460.00	54.00 %
65008 Financial Processing Fees					\$0.00	\$0.00	\$0.00	0.00%
65009 PayPal		10,000.00	-10,000.00		\$0.00	\$10,000.00	\$ -10,000.00	0.00%
65010 Square		1,200.00	-1,200.00		\$0.00	\$1,200.00	\$ -1,200.00	0.00%
65011 Other		200.00	-200.00		\$0.00	\$200.00	\$ -200.00	0.00%
Total 65008 Financial Processing Fees		11,400.00	-11,400.00		\$0.00	\$11,400.00	\$ -11,400.00	0.00%
65015 Books, Subscriptions, Reference		0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
65030 Equipment	236.13	10,000.00	-9,763.87	2.36 %	\$236.13	\$10,000.00	\$ -9,763.87	2.36 %

Arlington-Fairfax Chapter, Inc.

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January - December 2026

	AA CHAPTER				TOTAL			
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65040 Postage, Mailing Service	947.50	4,000.00	-3,052.50	23.69 %	\$947.50	\$4,000.00	\$ -3,052.50	23.69 %
65060 Printing and Copying	2,742.00	6,000.00	-3,258.00	45.70 %	\$2,742.00	\$6,000.00	\$ -3,258.00	45.70 %
65080 Supplies	3,587.20	5,000.00	-1,412.80	71.74 %	\$3,587.20	\$5,000.00	\$ -1,412.80	71.74 %
65090 Telephone, Telecommunications	2,365.47	4,800.00	-2,434.53	49.28 %	\$2,365.47	\$4,800.00	\$ -2,434.53	49.28 %
Total 65000 Operations	10,418.30	42,200.00	-31,781.70	24.69 %	\$10,418.30	\$42,200.00	\$ -31,781.70	24.69 %
65100 Other Types of Expenses					\$0.00	\$0.00	\$0.00	0.00%
65120 Insurance - Liability, D and O	264.00	300.00	-36.00	88.00 %	\$264.00	\$300.00	\$ -36.00	88.00 %
65150 Memberships and Dues		500.00	-500.00		\$0.00	\$500.00	\$ -500.00	0.00%
65160 Other Costs		1,000.00	-1,000.00		\$0.00	\$1,000.00	\$ -1,000.00	0.00%
65180 President's Discetionary Fund		1,000.00	-1,000.00		\$0.00	\$1,000.00	\$ -1,000.00	0.00%
65190 Awards		1,500.00	-1,500.00		\$0.00	\$1,500.00	\$ -1,500.00	0.00%
Total 65100 Other Types of Expenses	264.00	4,300.00	-4,036.00	6.14 %	\$264.00	\$4,300.00	\$ -4,036.00	6.14 %
66000 Special Event Expenses					\$0.00	\$0.00	\$0.00	0.00%
66010 Special Events					\$0.00	\$0.00	\$0.00	0.00%
66011 Annual Picnic		2,000.00	-2,000.00		\$0.00	\$2,000.00	\$ -2,000.00	0.00%
66012 Childrens Christmas Party	1,901.22	6,000.00	-4,098.78	31.69 %	\$1,901.22	\$6,000.00	\$ -4,098.78	31.69 %
66013 Handicapped Picnic	4,367.19	2,200.00	2,167.19	198.51 %	\$4,367.19	\$2,200.00	\$2,167.19	198.51 %
Total 66010 Special Events	6,268.41	10,200.00	-3,931.59	61.46 %	\$6,268.41	\$10,200.00	\$ -3,931.59	61.46 %
66020 Raffle Expenses		0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
Total 66000 Special Event Expenses	6,268.41	10,200.00	-3,931.59	61.46 %	\$6,268.41	\$10,200.00	\$ -3,931.59	61.46 %
66500 Grants & Donations					\$0.00	\$0.00	\$0.00	0.00%
66510 Grants		0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
66520 Donations	2,500.00	5,000.00	-2,500.00	50.00 %	\$2,500.00	\$5,000.00	\$ -2,500.00	50.00 %
66530 Scholarships		20,000.00	-20,000.00		\$0.00	\$20,000.00	\$ -20,000.00	0.00%
Total 66500 Grants & Donations	2,500.00	25,000.00	-22,500.00	10.00 %	\$2,500.00	\$25,000.00	\$ -22,500.00	10.00 %
68300 Travel and Meetings					\$0.00	\$0.00	\$0.00	0.00%
68310 Conference, Convention, Meeting		1,000.00	-1,000.00		\$0.00	\$1,000.00	\$ -1,000.00	0.00%
68320 Travel		500.00	-500.00		\$0.00	\$500.00	\$ -500.00	0.00%
Total 68300 Travel and Meetings		1,500.00	-1,500.00		\$0.00	\$1,500.00	\$ -1,500.00	0.00%
69000 Capital Expenditures					\$0.00	\$0.00	\$0.00	0.00%
69100 Lands		0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
69200 Buildings		29,500.00	-29,500.00		\$0.00	\$29,500.00	\$ -29,500.00	0.00%
69300 Equipment		30,000.00	-30,000.00		\$0.00	\$30,000.00	\$ -30,000.00	0.00%

Arlington-Fairfax Chapter, Inc.

Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L Classes

January - December 2026

	AA CHAPTER				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total 69000 Capital Expenditures		59,500.00	-59,500.00		\$0.00	\$59,500.00	\$ -59,500.00	0.00%
Total Expenses	\$109,886.51	\$469,760.00	\$ -359,873.49	23.39 %	\$109,886.51	\$469,760.00	\$ -359,873.49	23.39 %
NET OPERATING INCOME	\$12,276.03	\$ -62,760.00	\$75,036.03	-19.56 %	\$12,276.03	\$ -62,760.00	\$75,036.03	-19.56 %
NET INCOME	\$12,276.03	\$ -62,760.00	\$75,036.03	-19.56 %	\$12,276.03	\$ -62,760.00	\$75,036.03	-19.56 %

Arl/Fx Chapter, IWLA - Cash Asset Report - As of 05-31-2026

(Includes unrealized gains)

Account	Balance
ASSETS	
Cash, Checking and Investment Accounts	
Chapter Checking	30,000
Membership	38,887
Petty Cash	1,321
Insured Cash Sweep	678,234
Certificates of Deposit	248,429
Program Accounts	330,629
TOTAL Cash and Bank Accounts	1,327,500
TOTAL ASSETS	1,327,500
LIABILITIES & EQUITY	
LIABILITIES	0
EQUITY	1,327,500
TOTAL LIABILITIES & EQUITY	1,327,500

Program Account Activity
05-01-2026 to 05-31-2026

Air Range

Beginning balance	\$104,451.88
Deposits & Credits	\$527.00
Checks Posted	\$0.00
Withdrawals & Debits	\$2,138.74
Ending Balance	\$102,840.14

Jr Chapter

Beginning balance	\$16,284.24
Deposits & Credits	\$0.00
Checks Posted	\$20.00
Withdrawals & Debits	\$0.00
Ending Balance	\$16,264.24

Education & Training

Beginning balance	
Deposits & Credits	\$5,419.34
Checks Posted	\$3,176.81
Withdrawals & Debits	\$70.00
Ending Balance	\$60,269.05

Rifle-Pistol Range

Beginning balance	\$17,102.53
Deposits & Credits	\$1,224.35
Checks Posted	\$8,690.95
Withdrawals & Debits	\$33.88
Ending Balance	\$9,602.05

Education & Training Trust

Beginning balance	\$18,417.91
Deposits & Credits	\$0.78
Checks Posted	\$0.00
Withdrawals & Debits	\$0.00
Ending Balance	\$18,418.69

Skeet & Trap

Beginning balance	\$85,547.02
Deposits & Credits	15,055.00
Checks Posted	3,459.57
Withdrawals & Debits	352.06
Ending Balance	\$96,790.39

Field Archery

Beginning balance	\$16,409.50
Deposits & Credits	\$3,110.33
Checks Posted	\$502.27
Withdrawals & Debits	\$0.00
Ending Balance	\$19,017.56

Target Archery

Beginning balance	\$14,481.89
Deposits & Credits	\$0.00
Checks Posted	\$7,054.70
Withdrawals & Debits	\$0.00
Ending Balance	\$7,427.19