

Arlington-Fairfax Chapter, Inc., Izaak Walton League of America
General Membership Meeting – Tuesday, June 17, 2025
Meeting Minutes

1. CALL TO ORDER The meeting was called to order at 7:30 PM by President Pamela Meara.

- a) A quorum of regular members was present.
- b) The Pledge of Allegiance and IWLA Pledge were conducted.
- c) Chapter Officers and Board of Directors present were introduced:
 - i) President – Pamela Meara
 - ii) Vice President – Evan Phelps
 - iii) Secretary – Todd Skipper
 - iv) Treasurer – Bob Crisman
 - v) Membership Director – Benn Crandall
 - vi) Air Range Program Director – Keith Kuck
 - vii) Archery Program Director – Dick Riemer
 - viii) Conservation Program Director – Fred Bailey
 - ix) Education Program Director – John Seaberg
 - x) Rifle-Pistol Program Director – Bruce Crandlemire
 - xi) Skeet & Trap Program Director – Bob Brino
 - xii) Target Archery Program Director – Ryan Johnson
 - xiii) Youth Program Director – Joe Turner
 - xiv) Director-at-Large – Bob Hamilton
 - xv) Director-at-Large – John Hsu
 - xvi) Director-at-Large – Brian Hickerson
 - xvii) Director-at-Large – Oscar Starz
 - xviii) Director-at-Large – Chip Chidester

2. MEMBER TIME

- Member Time was not introduced at the meeting.

3. PRESIDENT'S TIME

- Ms. Meara asked Dr. Dave Dobbins to announce the winner of the Chapter's Environmental Sciences Scholarship for 2025.
 - Dr. Dobbins announced that Scarlett Flood, a student from Lake Braddock H.S., was the scholarship winner.
 - Dr. Dobbins said that Ms. Flood planned to pursue her degree in Civil Engineering at UVA, focusing on clean water delivery and environmentally-friendly and efficient sewage treatment methods.

4. MINUTES/CORRESPONDENCE

- Meeting minutes from the April 2025 General Membership Meeting were approved as corrected. Mr. Kuck made the motion to approve as corrected and Mr. Brino seconded.

5. TREASURER'S REPORT

- Mr. Crisman presented the membership with the budget report through May 2025.
 - Income: \$346,379.75
 - Expenditures: \$274,280.55
 - Budget Remaining: \$72,099.20
 - Total Cash Assets: \$1,171,058

6. MEMBERSHIP UPDATE

- Mr. Crandall reported that the Chapter currently has 2,248 members.
- Mr. Crandall presented the candidates for Chapter membership, 17 of whom were present and 11 who were not present.
- Mr. Crandall moved that all candidates for membership be voted into the Chapter (those candidates in attendance and those who were not in absentia). The motion was properly seconded by Mr. Starz and adopted by voice vote.
- Mr. Crisman said that he was putting together a financial review team and he is looking for volunteers with financial expertise.

7. PROGRAM DIRECTOR UPDATES

- **Air Range**
 - Mr. Kuck provided an overview of the Air Range's operations and availability for members' use, including how to use SignUpGenius to reserve shooting lanes.
 - Mr. Starz explained the adaptive shooting opportunities available at the Air Range.
- **Conservation**
 - Mr. Bailey outlined the program's main conservation programs: Adopt-A-Highway, Save Our Streams, and Nitrate & Salt Watch.
- **Education and Training**
 - Mr. Seaberg said that Chapter's NRA courses include a shotgun class this month and a Basic RSO class in July.
 - Mr. Seaberg gave an overview of the NRA's Women On Target program, which will be held at the Chapter on September 20, 2025.
- **Field Archery**
 - Mr. Riemer provided an overview of the Field Archery ranges, archery classes offered, and the Cub Run Archers.
 - Mr. Riemer said an Archery 101 class starts this Sunday and Sunday is also the last day to qualify for the Fairfax County Park's archery program.
- **Rifle-Pistol**
 - Mr. Crandlemire gave an overview of monthly shooting events at the range and said that the Rifle-Pistol range is closed tomorrow because there is no RSO.
 - Mr. Crandlemire said that there are two Short Range days this month and that the range will put hundreds of bales of hay on the berm in July and volunteers are needed.
- **Skeet & Trap**
 - Mr. Brino provided an overview of the Skeet & Trap Range and said there are four Trap Shoots and three Skeet Shoots scheduled during the year.
 - Mr. Brino said that the last weekend's Crush n' Clays fundraiser for St. Jude's Hospital may have raised as much as \$40,000, which would be the most in the event's long history.

- **Target Archery**
 - Mr. Johnson provided an overview of the Target Archery program.
- **Youth Chapter**
 - Mr. Turner provided an overview of the Youth Chapter and encouraged the members to volunteer as coaches. He said the members of the Youth Chapter participate in programs at the Air Range, Archery Ranges, and Skeet & Trap Range, and that more adults are needed to coach the Youth Chapter's 250 members; training is provided for new coaches.

8. **COMMITTEE REPORTS**

- **Awards & Grants**
 - Nothing was brought before the membership.
- **Building & Grounds**
 - Nothing was brought before the membership.
- **Communications**
 - Nothing was brought before the membership.
- **Elections**
 - Mr. Hsu provided an overview of the election process for the July, 2025 Chapter elections. He also provided the membership with the positions on the Board of Directors that are open this year.
 - Mr. Hsu said that tonight is the deadline to file for open Chapter board positions and asked, three times, if there were any nominations from the floor. Hearing none, Mr. Hsu moved to close the nominations. The motion was seconded by Mr. Phelps and approved by voice vote.
- **EMS**
 - Mr. Brino said that the Chapter probably has the cleanest firearm ranges in the state and the ranges are cleaner than many commercial entities.
- **Public Relations**
 - Nothing was brought before the membership.
- **Security/Gate**
 - Nothing was brought before the membership.
- **Shenandoah Property**
 - Nothing was brought before the membership.

9. **OLD BUSINESS**

- Nothing was brought before the membership.

10. **NEW BUSINESS**

- Nothing was brought before the membership.

11. ***OTHER MATTER THAT MAY BE BROUGHT BEFORE THE BODY***

- Nothing was brought before the membership.

12. ***ANNOUNCEMENTS***

- See Chapter calendar for current list of scheduled events and important updates that reflect any evolving conditions.

The meeting was adjourned at 8:19 PM.

Submitted by: Todd Skipper
Secretary

Arlington-Fairfax Chapter, Inc.

Budget vs. Actuals: Budget_FY25_P&L_2 - FY25 P&L Classes

January - December 2025

	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%
41024 2024 Chapter	194.00		194.00		\$194.00	\$0.00	\$194.00	0.00%
41025 2025 Chapter	235,028.11	175,000.00	60,028.11	134.30 %	\$235,028.11	\$175,000.00	\$60,028.11	134.30 %
41125 2025 Jr Chapter	2,201.95		2,201.95		\$2,201.95	\$0.00	\$2,201.95	0.00%
Total 41000 Dues	237,424.06	175,000.00	62,424.06	135.67 %	\$237,424.06	\$175,000.00	\$62,424.06	135.67 %
41026 2026 Chapter		175,000.00	-175,000.00		\$0.00	\$175,000.00	\$ -175,000.00	0.00%
42000 Donations					\$0.00	\$0.00	\$0.00	0.00%
42300 Donations - Restricted		0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
42600 Donations - Unrestricted	705.00	1,000.00	-295.00	70.50 %	\$705.00	\$1,000.00	\$ -295.00	70.50 %
Total 42000 Donations	705.00	1,000.00	-295.00	70.50 %	\$705.00	\$1,000.00	\$ -295.00	70.50 %
43900 Grant Income		5,000.00	-5,000.00		\$0.00	\$5,000.00	\$ -5,000.00	0.00%
44000 Interest Income	6,067.00	15,000.00	-8,933.00	40.45 %	\$6,067.00	\$15,000.00	\$ -8,933.00	40.45 %
46000 Miscellaneous Income	101,575.71	1,000.00	100,575.71	10,157.57 %	\$101,575.71	\$1,000.00	\$100,575.71	10,157.57 %
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	607.98	0.00	607.98		\$607.98	\$0.00	\$607.98	0.00%
49013 Handicapped Picnic		0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
Total 49100 Special Events Contributions	607.98	0.00	\$07.98		\$607.98	\$0.00	\$607.98	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	607.98	0.00	607.98		\$607.98	\$0.00	\$607.98	0.00%
Total Income	\$346,379.75	\$372,000.00	\$ -25,620.25	93.11 %	\$346,379.75	\$372,000.00	\$ -25,620.25	93.11 %
GROSS PROFIT	\$346,379.75	\$372,000.00	\$ -25,620.25	93.11 %	\$346,379.75	\$372,000.00	\$ -25,620.25	93.11 %
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	65,585.39	8,040.00	57,545.39	815.74 %	\$65,585.39	\$8,040.00	\$57,545.39	815.74 %
61500 Supplies					\$0.00	\$0.00	\$0.00	0.00%
61505 B&G Supplies		10,000.00	-10,000.00		\$0.00	\$10,000.00	\$ -10,000.00	0.00%
61510 EMS Supplies		0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
Total 61500 Supplies		10,000.00	-10,000.00		\$0.00	\$10,000.00	\$ -10,000.00	0.00%

Arlington-Fairfax Chapter, Inc.

Budget vs. Actuals: Budget_FY25_P&L_2 - FY25 P&L Classes

January - December 2025

	AA CHAPTER				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total 61000 Building and Grounds	65,585.39	18,540.00	47,045.39	353.75 %	\$65,585.39	\$18,540.00	\$47,045.39	353.75 %
61600 Security Expenses	1,615.81	30,000.00	-28,384.19	5.39 %	\$1,615.81	\$30,000.00	\$ -28,384.19	5.39 %
61800 Conservation Exp	554.70	7,000.00	-6,445.30	7.92 %	\$554.70	\$7,000.00	\$ -6,445.30	7.92 %
62100 Contract Services					\$0.00	\$0.00	\$0.00	0.00%
62110 Accounting Services	600.00	3,000.00	-2,400.00	20.00 %	\$600.00	\$3,000.00	\$ -2,400.00	20.00 %
62115 Admin Support	6,175.00	35,000.00	-28,825.00	17.64 %	\$6,175.00	\$35,000.00	\$ -28,825.00	17.64 %
62135 IT	709.87	6,000.00	-5,290.13	11.83 %	\$709.87	\$6,000.00	\$ -5,290.13	11.83 %
62138 Groundskeeper		41,000.00	-41,000.00		\$0.00	\$41,000.00	\$ -41,000.00	0.00%
62140 Legal Fees	879.77	10,000.00	-9,120.23	8.80 %	\$879.77	\$10,000.00	\$ -9,120.23	8.80 %
62150 Outside Contract Services					\$0.00	\$0.00	\$0.00	0.00%
62155 Trash Service	6,985.20	14,000.00	-7,014.80	49.89 %	\$6,985.20	\$14,000.00	\$ -7,014.80	49.89 %
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	3,200.00	17,000.00	-13,800.00	18.82 %	\$3,200.00	\$17,000.00	\$ -13,800.00	18.82 %
Total 62150 Outside Contract Services	12,560.20	44,650.00	-32,089.80	28.13 %	\$12,560.20	\$44,650.00	\$ -32,089.80	28.13 %
Total 62100 Contract Services	20,924.84	139,650.00	-118,725.16	14.98 %	\$20,924.84	\$139,650.00	\$ -118,725.16	14.98 %
62800 Facilities and Equipment					\$0.00	\$0.00	\$0.00	0.00%
62870 Property Insurance	33,139.35	60,000.00	-26,860.65	55.23 %	\$33,139.35	\$60,000.00	\$ -26,860.65	55.23 %
62880 Real Estate, Personal Prop Tax	358.91	1,000.00	-641.09	35.89 %	\$358.91	\$1,000.00	\$ -641.09	35.89 %
62900 Small Tools Under \$1500		0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
63000 Utilities					\$0.00	\$0.00	\$0.00	0.00%
63100 Electricity	6,476.01	19,800.00	-13,323.99	32.71 %	\$6,476.01	\$19,800.00	\$ -13,323.99	32.71 %
63200 Natural Gas	1,728.17	3,510.00	-1,781.83	49.24 %	\$1,728.17	\$3,510.00	\$ -1,781.83	49.24 %
63300 Water & Sewer	381.38	800.00	-418.62	47.67 %	\$381.38	\$800.00	\$ -418.62	47.67 %
Total 63000 Utilities	8,585.56	24,110.00	-15,524.44	35.61 %	\$8,585.56	\$24,110.00	\$ -15,524.44	35.61 %
Total 62800 Facilities and Equipment	42,083.82	85,110.00	-43,026.18	49.45 %	\$42,083.82	\$85,110.00	\$ -43,026.18	49.45 %
65000 Operations					\$0.00	\$0.00	\$0.00	0.00%
65005 Bank Fees	10.00	0.00	10.00		\$10.00	\$0.00	\$10.00	0.00%
65006 Registration Fees	240.00	1,000.00	-760.00	24.00 %	\$240.00	\$1,000.00	\$ -760.00	24.00 %
65008 Financial Processing Fees					\$0.00	\$0.00	\$0.00	0.00%
65009 PayPal	8,984.61	6,000.00	2,984.61	149.74 %	\$8,984.61	\$6,000.00	\$2,984.61	149.74 %
65010 Square	579.95	1,600.00	-1,020.05	36.25 %	\$579.95	\$1,600.00	\$ -1,020.05	36.25 %
65011 Other		200.00	-200.00		\$0.00	\$200.00	\$ -200.00	0.00%
Total 65008 Financial Processing Fees	9,564.56	7,800.00	1,764.56	122.62 %	\$9,564.56	\$7,800.00	\$1,764.56	122.62 %
65015 Books, Subscriptions, Reference		0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%

Arlington-Fairfax Chapter, Inc.

Budget vs. Actuals: Budget_FY25_P&L_2 - FY25 P&L Classes

January - December 2025

	AA CHAPTER				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
65030 Equipment	749.99	10,000.00	-9,250.01	7.50 %	\$749.99	\$10,000.00	\$ -9,250.01	7.50 %
65040 Postage, Mailing Service	1,201.09	4,000.00	-2,798.91	30.03 %	\$1,201.09	\$4,000.00	\$ -2,798.91	30.03 %
65060 Printing and Copying	1,276.53	11,000.00	-9,723.47	11.60 %	\$1,276.53	\$11,000.00	\$ -9,723.47	11.60 %
65080 Supplies	2,057.45	5,000.00	-2,942.55	41.15 %	\$2,057.45	\$5,000.00	\$ -2,942.55	41.15 %
65090 Telephone, Telecommunications	2,002.49	4,800.00	-2,797.51	41.72 %	\$2,002.49	\$4,800.00	\$ -2,797.51	41.72 %
Total 65000 Operations	17,102.11	43,600.00	-26,497.89	39.23 %	\$17,102.11	\$43,600.00	\$ -26,497.89	39.23 %
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	1,000.75	1,500.00	-499.25	66.72 %	\$1,000.75	\$1,500.00	\$ -499.25	66.72 %
Total 65100 Other Types of Expenses	1,264.75	4,300.00	-3,035.25	29.41 %	\$1,264.75	\$4,300.00	\$ -3,035.25	29.41 %
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		1,500.00	-1,500.00		\$0.00	\$1,500.00	\$ -1,500.00	0.00%
66013 Handicapped Picnic	2,619.39	2,200.00	419.39	119.06 %	\$2,619.39	\$2,200.00	\$419.39	119.06 %
Total 66010 Special Events	2,619.39	5,700.00	-3,080.61	45.95 %	\$2,619.39	\$5,700.00	\$ -3,080.61	45.95 %
66020 Raffle Expenses		0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
Total 66000 Special Event Expenses	2,619.39	5,700.00	-3,080.61	45.95 %	\$2,619.39	\$5,700.00	\$ -3,080.61	45.95 %
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	6,000.00	100,000.00	-94,000.00	6.00 %	\$6,000.00	\$100,000.00	\$ -94,000.00	6.00 %
69200 Buildings	114,029.74	0.00	114,029.74		\$114,029.74	\$0.00	\$114,029.74	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_FY25_P&L_2 - FY25 P&L Classes

January - December 2025

	AA CHAPTER				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total 69000 Capital Expenditures	120,029.74	130,000.00	-9,970.26	92.33 %	\$120,029.74	\$130,000.00	\$ -9,970.26	92.33 %
Total Expenses	\$274,280.55	\$490,400.00	\$ -216,119.45	55.93 %	\$274,280.55	\$490,400.00	\$ -216,119.45	55.93 %
NET OPERATING INCOME	\$72,099.20	\$ -118,400.00	\$190,499.20	-60.89 %	\$72,099.20	\$ -118,400.00	\$190,499.20	-60.89 %
NET INCOME	\$72,099.20	\$ -118,400.00	\$190,499.20	-60.89 %	\$72,099.20	\$ -118,400.00	\$190,499.20	-60.89 %

Arl/Fx Chapter, IWLA - Cash Asset Report - As of 5-31-2025

(Includes unrealized gains)

Account	Balance
ASSETS	
Cash, Checking and Investment Accounts	
Chapter Checking	30,000
Membership	7,693
Petty Cash	1,321
 Insured Cash Sweep	 576,024
 Certificates of Deposit	 239,070
 Program Accounts	 316,950
 TOTAL Cash and Bank Accounts	 1,171,058
 TOTAL ASSETS	 1,171,058
 LIABILITIES & EQUITY	
 LIABILITIES	 0
 EQUITY	 1,171,058
 TOTAL LIABILITIES & EQUITY	 1,171,058

Program Account Activity
05-01-25 to 05-31, 2025

Air Range

Beginning balance	\$65,942.55
Deposits & Credits	\$4,034.50
Checks Posted	\$0.00
Withdrawals & Debits	\$826.71
Ending Balance	\$69,150.34

Jr Chapter

Beginning balance	\$13,565.14
Deposits & Credits	\$0.00
Checks Posted	\$250.00
Withdrawals & Debits	\$0.00
Ending Balance	\$13,315.14

Education & Training

Beginning balance	\$46,142.27
Deposits & Credits	\$3,375.00
Checks Posted	\$2,932.49
Withdrawals & Debits	\$0.00
Ending Balance	\$46,584.78

Rifle-Pistol Range

Beginning balance	\$25,451.03
Deposits & Credits	\$768.00
Checks Posted	\$164.88
Withdrawals & Debits	\$0.00
Ending Balance	\$26,054.15

Education & Training Trust

Beginning balance	\$18,408.70
Deposits & Credits	\$0.78
Checks Posted	\$0.00
Withdrawals & Debits	\$0.00
Ending Balance	\$18,409.48

Skeet & Trap

Beginning balance	\$88,594.95
Deposits & Credits	5,607.41
Checks Posted	298.83
Withdrawals & Debits	16,049.00
Ending Balance	\$98,737.71

Field Archery

Beginning balance	\$24,577.64
Deposits & Credits	\$1,294.00
Checks Posted	\$480.27
Withdrawals & Debits	\$0.00
Ending Balance	\$25,391.37

Target Archery

Beginning balance	\$19,307.25
Deposits & Credits	\$0.00
Checks Posted	\$0.00
Withdrawals & Debits	\$0.00
Ending Balance	\$19,307.25