

Arlington-Fairfax Chapter, Inc., Izaak Walton League of America
General Membership Meeting – Tuesday, August 19, 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) Education Program Director – John Seaberg
 - viii) Rifle-Pistol Program Director – Bruce Crandlemire
 - ix) Youth Program Director – Joe Turner
 - x) Director-at-Large – Bill Clayton
 - xi) Director-at-Large – Oscar Starz
 - xii) Director-at-Large – Chip Chidester

2. MEMBER TIME

- Nothing was brought before the membership.

3. PRESIDENT'S TIME

- Nothing was brought before the membership.

4. MINUTES/CORRESPONDENCE

- Meeting minutes from the June 2025 General Membership meeting were approved and the minutes from the July 2025 General Membership meeting were approved as corrected. Mr. Kuck moved to approve the July minutes as corrected and Mr. Phelps seconded.

5. TREASURER'S REPORT

- Mr. Crisman presented the membership with the budget report through July 2025.
 - Income: \$363,447.45
 - Expenditures: \$357,231.82
 - Budget Remaining: \$6,215.63
 - Total Cash Assets: \$1,117,611
- Mr. Crisman said that the income balance will increase with the payment of the 2026 membership dues.

6. MEMBERSHIP UPDATE

- Mr. Crandall reported that the September new member orientation (NMO) class was full and that the October NMO was already half-full.
- Mr. Crandall said while the new database implementation is going well, the start-up process is very time-consuming. He said that the database company will implement the portal immediately and members will be able to see their information online and suggest corrections.
- Mr. Turner asked if the Youth Chapter can be added to the new database. Mr. Crandall said that because it is a separate Chapter, the topic should be discussed further. He said that he will discuss the matter with the database company.

- Mr. Crandall said his goal is to have the Chapter's new database operational by October 1, 2025, and he will be using new renewal and new member forms for 2026 memberships.

7. **PROGRAM DIRECTOR UPDATES**

- **Air Range**
 - Mr. Kuck said that a new high school season is starting in November and that an increase in team members will require a change to the time for sign-up at the range.
- **Conservation**
 - Nothing was brought before the membership.
- **Education and Training**
 - Mr. Seaberg said that there is a 'Rifle Shooting Course for Instructors this weekend and that the 'Women On Target' event on September 20, 2025, will use all the Chapter's ranges.
- **Field Archery**
 - Nothing was brought before the membership.
- **Rifle-Pistol**
 - Mr. Crandlemire gave an overview of range shooting events.
- **Skeet & Trap**
 - Nothing was brought before the membership.
- **Target Archery**
 - Mr. Johnson said that more targets were available and that the current archery season was ending.
- **Youth Chapter**
 - Mr. Turner announced that three Junior Chapter board members had won awards at a recent national competition.

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**
 - Ernie Padgett, IWLA Virginia Division President, administered the IWLA oath of office to the winners of the Chapter's July elections: Keith Kuck (Air Range Program Director), Pamela Meara (President), Joe Turner (Youth Chapter Program Director), Bruce Crandlemire (Secretary), Chip Chidester (Rifle-Pistol Program Director), Oscar Starz (Director-At-Large), and Mark Gauntner (Director-At-Large).
- **EMS** – No report submitted.
- **Public Relations** – No report submitted.

- **Security/Gate**– No report submitted.
- **Shenandoah Property** – No report submitted.

9. *OLD BUSINESS:*

- None Presented

10. *NEW BUSINESS:*

- Secretary Bruce Crandlemire requested that all Officers, Directors, members, and guest sign the attendance sheet.

ANNOUNCEMENTS:

- The next Board of Directors meeting is Tuesday, September 2, 2025 at 7:30 in the Chapter Clubhouse.

CALL TO ADJOURN

- Motioned by: Evan Phelps
- Seconded by: Bill Clayton
- Time: 8:02 p.m.

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	251,715.27	175,000.00	76,715.27	143.84 %	\$251,715.27	\$175,000.00	\$76,715.27	143.84 %
Total 41000 Dues	251,909.27	175,000.00	76,909.27	143.95 %	\$251,909.27	\$175,000.00	\$76,909.27	143.95 %
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	1,105.00	1,000.00	105.00	110.50 %	\$1,105.00	\$1,000.00	\$105.00	110.50 %
Total 42000 Donations	1,105.00	1,000.00	105.00	110.50 %	\$1,105.00	\$1,000.00	\$105.00	110.50 %
43900 Grant Income		5,000.00	-5,000.00		\$0.00	\$5,000.00	\$ -5,000.00	0.00%
44000 Interest Income	8,229.49	15,000.00	-6,770.51	54.86 %	\$8,229.49	\$15,000.00	\$ -6,770.51	54.86 %
46000 Miscellaneous Income	101,595.71	1,000.00	100,595.71	10,159.57 %	\$101,595.71	\$1,000.00	\$100,595.71	10,159.57 %
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	607.98		\$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	\$363,447.45	\$372,000.00	\$ -8,552.55	97.70 %	\$363,447.45	\$372,000.00	\$ -8,552.55	97.70 %
GROSS PROFIT	\$363,447.45	\$372,000.00	\$ -8,552.55	97.70 %	\$363,447.45	\$372,000.00	\$ -8,552.55	97.70 %
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	69,078.57	8,040.00	61,038.57	859.19 %	\$69,078.57	\$8,040.00	\$61,038.57	859.19 %
61500 Supplies					\$0.00	\$0.00	\$0.00	0.00%
61505 B&G Supplies	8,283.32	10,000.00	-1,716.68	82.83 %	\$8,283.32	\$10,000.00	\$ -1,716.68	82.83 %
61510 EMS Supplies		0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
Total 61500 Supplies	8,283.32	10,000.00	-1,716.68	82.83 %	\$8,283.32	\$10,000.00	\$ -1,716.68	82.83 %
Total 61000 Building and Grounds	77,361.89	18,540.00	58,821.89	417.27 %	\$77,361.89	\$18,540.00	\$58,821.89	417.27 %

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
61600 Security Expenses	11,335.45	30,000.00	-18,664.55	37.78 %	\$11,335.45	\$30,000.00	\$ -18,664.55	37.78 %
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	800.00	3,000.00	-2,200.00	26.67 %	\$800.00	\$3,000.00	\$ -2,200.00	26.67 %
62115 Admin Support	9,537.50	35,000.00	-25,462.50	27.25 %	\$9,537.50	\$35,000.00	\$ -25,462.50	27.25 %
62135 IT	7,017.40	6,000.00	1,017.40	116.96 %	\$7,017.40	\$6,000.00	\$1,017.40	116.96 %
62138 Groundskeeper		41,000.00	-41,000.00		\$0.00	\$41,000.00	\$ -41,000.00	0.00%
62140 Legal Fees	1,014.77	10,000.00	-8,985.23	10.15 %	\$1,014.77	\$10,000.00	\$ -8,985.23	10.15 %
62150 Outside Contract Services					\$0.00	\$0.00	\$0.00	0.00%
62155 Trash Service	9,818.13	14,000.00	-4,181.87	70.13 %	\$9,818.13	\$14,000.00	\$ -4,181.87	70.13 %
62160 Mowing Services	7,125.00	13,650.00	-6,525.00	52.20 %	\$7,125.00	\$13,650.00	\$ -6,525.00	52.20 %
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	20,143.13	44,650.00	-24,506.87	45.11 %	\$20,143.13	\$44,650.00	\$ -24,506.87	45.11 %
Total 62100 Contract Services	38,512.80	139,650.00	-101,137.20	27.58 %	\$38,512.80	\$139,650.00	\$ -101,137.20	27.58 %
62800 Facilities and Equipment					\$0.00	\$0.00	\$0.00	0.00%
62870 Property Insurance	42,612.01	60,000.00	-17,387.99	71.02 %	\$42,612.01	\$60,000.00	\$ -17,387.99	71.02 %
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	9,415.17	19,800.00	-10,384.83	47.55 %	\$9,415.17	\$19,800.00	\$ -10,384.83	47.55 %
63200 Natural Gas	1,774.87	3,510.00	-1,735.13	50.57 %	\$1,774.87	\$3,510.00	\$ -1,735.13	50.57 %
63300 Water & Sewer	572.07	800.00	-227.93	71.51 %	\$572.07	\$800.00	\$ -227.93	71.51 %
Total 63000 Utilities	11,762.11	24,110.00	-12,347.89	48.79 %	\$11,762.11	\$24,110.00	\$ -12,347.89	48.79 %
Total 62800 Facilities and Equipment	54,733.03	85,110.00	-30,376.97	64.31 %	\$54,733.03	\$85,110.00	\$ -30,376.97	64.31 %
64000 Program Expenses					\$0.00	\$0.00	\$0.00	0.00%
64600 Registration Fees	155.00		155.00		\$155.00	\$0.00	\$155.00	0.00%
Total 64000 Program Expenses	155.00		155.00		\$155.00	\$0.00	\$155.00	0.00%
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	9,023.58	6,000.00	3,023.58	150.39 %	\$9,023.58	\$6,000.00	\$3,023.58	150.39 %
65010 Square	872.37	1,600.00	-727.63	54.52 %	\$872.37	\$1,600.00	\$ -727.63	54.52 %
65011 Other		200.00	-200.00		\$0.00	\$200.00	\$ -200.00	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 65008 Financial Processing Fees	9,895.95	7,800.00	2,095.95	126.87 %	\$9,895.95	\$7,800.00	\$2,095.95	126.87 %
65015 Books, Subscriptions, Reference		0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
65030 Equipment	811.23	10,000.00	-9,188.77	8.11 %	\$811.23	\$10,000.00	\$ -9,188.77	8.11 %
65040 Postage, Mailing Service	1,315.21	4,000.00	-2,684.79	32.88 %	\$1,315.21	\$4,000.00	\$ -2,684.79	32.88 %
65060 Printing and Copying	3,605.53	11,000.00	-7,394.47	32.78 %	\$3,605.53	\$11,000.00	\$ -7,394.47	32.78 %
65080 Supplies	2,139.77	5,000.00	-2,860.23	42.80 %	\$2,139.77	\$5,000.00	\$ -2,860.23	42.80 %
65090 Telephone, Telecommunications	2,802.68	4,800.00	-1,997.32	58.39 %	\$2,802.68	\$4,800.00	\$ -1,997.32	58.39 %
Total 65000 Operations	20,820.37	43,600.00	-22,779.63	47.75 %	\$20,820.37	\$43,600.00	\$ -22,779.63	47.75 %
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	44.70	1,000.00	-955.30	4.47 %	\$44.70	\$1,000.00	\$ -955.30	4.47 %
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	1,309.45	4,300.00	-2,990.55	30.45 %	\$1,309.45	\$4,300.00	\$ -2,990.55	30.45 %
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	100.00 %	\$20,000.00	\$20,000.00	\$0.00	100.00 %
Total 66500 Grants & Donations	22,500.00	25,000.00	-2,500.00	90.00 %	\$22,500.00	\$25,000.00	\$ -2,500.00	90.00 %
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%

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
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%
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 %
Unapplied Cash Bill Payment Expense	7,300.00		7,300.00		\$7,300.00	\$0.00	\$7,300.00	0.00%
Total Expenses	\$357,231.82	\$490,400.00	\$ -133,168.18	72.84 %	\$357,231.82	\$490,400.00	\$ -133,168.18	72.84 %
NET OPERATING INCOME	\$6,215.63	\$ -118,400.00	\$124,615.63	-5.25 %	\$6,215.63	\$ -118,400.00	\$124,615.63	-5.25 %
NET INCOME	\$6,215.63	\$ -118,400.00	\$124,615.63	-5.25 %	\$6,215.63	\$ -118,400.00	\$124,615.63	-5.25 %

Arl/Fx Chapter, IWLA - Cash Asset Report - As of 7-31-2025

(Includes unrealized gains)

Account	Balance
ASSETS	
Cash, Checking and Investment Accounts	
Chapter Checking	30,000
Membership	3,213
Petty Cash	1,321
Insured Cash Sweep	552,240
Certificates of Deposit	239,098
Program Accounts	291,739
TOTAL Cash and Bank Accounts	1,117,611
TOTAL ASSETS	1,117,611
LIABILITIES & EQUITY	
LIABILITIES	0
EQUITY	1,117,611
TOTAL LIABILITIES & EQUITY	1,117,611

Program Account Activity
07-01-25 to 07-31 , 2025

Air Range

Beginning balance	\$66,106.37
Deposits & Credits	\$934.91
Checks Posted	\$1,220.18
Withdrawals & Debits	\$4,298.05
Ending Balance	\$61,523.05

Jr Chapter

Beginning balance	\$13,315.14
Deposits & Credits	\$2,320.00
Checks Posted	\$150.00
Withdrawals & Debits	\$0.00
Ending Balance	\$15,485.14

Education & Training

Beginning balance	\$48,125.43
Deposits & Credits	\$3,369.37
Checks Posted	\$3,090.37
Withdrawals & Debits	\$0.00
Ending Balance	\$48,404.43

Rifle-Pistol Range

Beginning balance	\$26,828.38
Deposits & Credits	\$630.00
Checks Posted	\$4,091.14
Withdrawals & Debits	\$0.00
Ending Balance	\$23,367.24

Education & Training Trust

Beginning balance	\$18,410.24
Deposits & Credits	\$0.78
Checks Posted	\$0.00
Withdrawals & Debits	\$0.00
Ending Balance	\$18,411.02

Skeet & Trap

Beginning balance	\$78,902.45
Deposits & Credits	531.80
Checks Posted	643.25
Withdrawals & Debits	16,313.00
Ending Balance	\$94,040.40

Field Archery

Beginning balance	\$26,266.06
Deposits & Credits	\$4,582.54
Checks Posted	\$19,058.03
Withdrawals & Debits	\$41.00
Ending Balance	\$11,749.57

Target Archery

Beginning balance	\$20,033.62
Deposits & Credits	\$1,820.00
Checks Posted	\$3,095.00
Withdrawals & Debits	\$0.00
Ending Balance	\$18,758.62