

Arlington-Fairfax Chapter, Inc., Izaak Walton League of America
General Membership Meeting – Tuesday, December 20, 2022

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 – Chris Rose
 - iii) Treasurer – Bob Crisman
 - iv) Membership – Benn Crandall
 - v) Designated Director – Keith Kuck
 - vi) Designated Director – Steve Landry
 - vii) Designated Director – Dick Riemer
 - viii) Designated Director – Joe Turner
 - ix) Designated Director – Jonathan Bukva
 - x) Director-at-Large – Oscar Starz
 - xi) Director-at-Large – Fred Ansick
 - xii) Director-at-Large – Todd Skipper
 - xiii) Director-at-Large – Bob Hamilton
- d) Officers and Directors Absent
 - i) Secretary – Sean Gagnon
 - ii) Designated Director – John Seaberg
 - iii) Designated Director – Bob Brino
 - iv) Designated Director – Jeff DelVecchio
 - v) Director-at-Large – Don Early
 - vi) Director-at-Large – Carl Armstrong

2. **MEMBER TIME**

- A member asked if the Chapter's Youth Christmas Party would be brought back, post-pandemic. Ms. Meara stated that the event would not be held this year but the Chapter will still purchase Christmas gifts for disadvantaged children. She also stated that the longtime event chairman was stepping down after this year and that another Chapter member is needed to coordinate the event in 2023.

3. **PRESIDENT'S TIME**

- Nothing was reported.

4. **MINUTES/CORRESPONDENCE**

- Minutes from the November 15, 2022 General Membership Meeting were available for all to review and then the Minutes were approved as written.

5. **TREASURER'S REPORT**

- Mr. Crisman presented the Budget Report, January through December 2022, to the Membership.
 - Income: \$405,367.03
 - Expenditures: \$275,514.66
 - Budget Remaining: \$129,852.37
- Mr. Crisman reported that total Chapter assets were \$711,811.00

6. **MEMBERSHIP UPDATE**

- Mr. Crandall provided an update on status of the Membership, stating that the Chapter currently has 2,313 memberships accounted for, and that 924 membership renewals had been processed; all members were reminded to renew memberships by 12/31/2022 or they will incur a \$40 late renewal fee; there are no exceptions to the fee.

- Mr. Crandall moved to accept the candidates from the December New Member Orientation (those in attendance and those who were not able to attend) be voted into the Chapter. The motion was adopted, and 17 new members were admitted to the Chapter, 11 of whom were in attendance.
- Volunteer hours by Chapter members are significant and increasing (this does not include members who are on the BOD):
2019: 2,001.25 hours
2022: 3,621.00 hours
2023: 4,546.00 hours
- Mr. Crandall stated that the next New Member Orientation is January 7, 2023, at 9:00 am, and that the orientation session was almost full.

7. *SPECIAL COMMITTEES*

- Air Range
 - Mr. Kuck reported that the Air Range had lost the use of six targets but they have since been fixed.
 - The Air Range's purchase of the Naval Academy's old targets has been approved by the Academy and the Chapter will send a check for payment.
 - Mr. Kuck reminded everyone that the Air Range is open for all members on Mondays, starting at 5:30 pm and on Fridays, starting at 6:00 pm. He cautioned that anyone interested in attending the open range sessions should not delay signing-up because the available openings are usually filled within minutes of being posted on the Chapter's SignUpGenius.
 - Mr. Kuck asked Mr. Starz to provide the age of the youngest student that Mr. Starz had instructed. Mr. Starz responded "3 years old".
 - Mr. Kuck reported that one of the youth air pistol team members, Suman Sanghera, set a new national shooting record. More information on this achievement will be sought and provided to the Chapter. Congratulations to Suman!
- Building & Grounds
 - Mr. Rose stated that renovations at the Skeet and Trap clubhouse had been completed.
 - Mr. Rose also informed the members that the Rifle-Pistol baffles had been examined to determine how to best strengthen the range's baffles so the rehab effort lasts a minimum of 3-5 years before additional rehab and funding is required. The current baffle project will begin soon and work be done between sunrise and 12:00 noon so that members can still use the range. The effort is projected to take about two weeks. Notice of any range closure for the effort will be posted on the Chapter's website.
 - The final project will be remodeling the Field House. In addition to cosmetic improvements, such as painting, the main renovations will include the floor, kitchen, men's bathroom, and the office. Two significant issues were reported: 1) as is the case with many older buildings that contain asbestos materials, strict asbestos abatement protocols must be followed and those requirements will be expensive; an estimate of this cost will be sought. 2) the window frames were built into the building's cinder blocks and cannot be easily or inexpensively removed and replaced.
 - Wood-splitting for firewood sales is expected to begin in January.

- Communication
 - Ms. Meara stated that the eBlast is sent to all members on the 1st day of each month and if it is not received, members should contact the Chapter office to ensure their correct email is on file.
 - Ms. Meara also reminded everyone to check the Chapter's website for the most current information. The Chapter's calendar may be updated daily to provide emergency information and updates. The Chapter's newsletter is also posted on the website. The newsletter is published quarterly; it contains articles about recent and upcoming Chapter events and other timely articles of interest to members.
- Conservation
 - Nothing was reported.
- Education and Training
 - Ms. Meara (for Mr. Seaberg) stated that the Chapter had posted the first six months of E&T classes in 2023 on the website.
- Field Archery
 - Mr. Riemer reported that there would be an outdoor range work party in March, 2023. Volunteers are needed and it is a great opportunity for those needing hours.
 - Field Archery classes will start on the last Monday in January. Archery equipment may be borrowed and it's best to try different equipment and talk to experienced members before investing in expensive archery equipment that might not be right for an individual member's planned use. The best time to borrow equipment is 9:30 am-12:00 pm.
 - Mr. Ansick said that the Chapter's Cub Run Archers will host a FITA tournament on February 3-5, 2023, at the Indoor Archery range. The November tournament was extremely well attended and the feedback was positive. Another high-attendance event is expected in February. The Chapter now has two members who are FITA-certified judges and this will reduce expenses for future tournaments.
 - Ten targets will be given to the Chapter as a result of a successful Grant application. The targets were needed and would ordinarily have been purchased so the Chapter has realized significant savings.
- Target Archery
 - There will be a JOAD/Collegiate Shoot with Target Archery and Cub Run Archers on September 24, 2023.
- Rifle-Pistol
 - Mr. Hamilton said that the range still needs 20 Range Safety Officers. The Chapter's next RSO class is February 5, 2023, and offers NRA certification. Interested members are encouraged to volunteer as RSO's.
 - There is a short-range day at R-P on January 29, 2023.

- Mr. Twitchell stated that Bull Run Muzzleloaders meet on the third Sunday of every month at Rifle-Pistol. Everyone is welcome to attend and he will provide all equipment and instruction.
- Youth
 - Mr. Turner reported that there are up to 250 Youth Chapter members involved in Chapter activities during the year.
- Shenandoah Property
 - Chapter property is available for member's use. A use request form is available on the Chapter's website and must be submitted 10- days in advance of requested use of the property.
- 8. **OLD BUSINESS**
 - None.
- 9. **NEW BUSINESS**
 - None.
- 10. **OTHER MATTERS THAT MAY PROPERLY BE BROUGHT BEFORE THE BOARD**
 - The Chapter is a 501(c)(3) organization that participates in Amazon Smile. Members using Amazon may participate in the program at no cost and designate the Chapter for receipt of Amazon Smile funds.
- 11. **ANNOUNCEMENTS**
 - Susan Snider, shooting bare bow, came in 4th Place out of 17 competitors participating in a recent international shoot in Chile. Susan joined the Chapter only 3-4 years ago and had never shot before. Congratulations to Susan!
 - See Chapter Calendar for most current information related to the Chapter.
<https://wp.arlingtonfairfax-iwla.org/>.

The meeting adjourned at 8:02 PM

Signed: Todd Skipper,
Director-At-Large

8:02 PM

12/04/22

Cash Basis

Arlington-Fairfax Chapter, Inc - IWLA
Profit & Loss Budget vs. Actual
 January through December 2022

	Jan - Dec 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
41000 · Dues				
41022 · 2022 Chapter	357,304.75	335,000.00	22,304.75	106.7%
Total 41000 · Dues	357,304.75	335,000.00	22,304.75	106.7%
42000 · Donations				
42600 · Donations - Unrestricted	19,112.59	500.00	18,612.59	3,822.5%
Total 42000 · Donations	19,112.59	500.00	18,612.59	3,822.5%
43900 · Grant Income	781.00	50,000.00	-49,219.00	1.6%
44000 · Interest Income	994.19	940.00	54.19	105.8%
45000 · Program Income				
45100 · Program Fees	1,445.00	0.00	1,445.00	100.0%
45500 · Other	0.00	1,500.00	-1,500.00	0.0%
Total 45000 · Program Income	1,445.00	1,500.00	-55.00	96.3%
46000 · Miscellaneous Income	1,279.50	2,500.00	-1,220.50	51.2%
49000 · Special Event Income				
49100 · Special Events Contributions				
49011 · Annual Picnic	0.00	2,000.00	-2,000.00	0.0%
49012 · Childrens Christmas Party	0.00	2,000.00	-2,000.00	0.0%
49013 · Handicapped Picnic	0.00	2,000.00	-2,000.00	0.0%
Total 49100 · Special Events Contributions	0.00	6,000.00	-6,000.00	0.0%
49200 · Annual Picnic	450.00	2,200.00	-1,750.00	20.5%
49400 · Raffle	0.00	12,000.00	-12,000.00	0.0%
Total 49000 · Special Event Income	450.00	20,200.00	-19,750.00	2.2%
49970 · Unobligated Funds Carryover	24,000.00	28,500.00	-4,500.00	84.2%
49980 · Chapter Transfers	0.00	35,000.00	-35,000.00	0.0%
Total Income	405,367.03	474,140.00	-68,772.97	85.5%
Gross Profit	405,367.03	474,140.00	-68,772.97	85.5%
Expense				
61000 · Building and Grounds				
61200 · Equipment and Tools	0.00	500.00	-500.00	0.0%
61400 · Services	655.00	8,040.00	-7,385.00	8.1%
61500 · Supplies				
61505 · B&G Supplies	4,449.28	8,000.00	-3,550.72	55.6%
61510 · EMS Supplies	0.00	7,500.00	-7,500.00	0.0%
Total 61500 · Supplies	4,449.28	15,500.00	-11,050.72	28.7%
Total 61000 · Building and Grounds	5,104.28	24,040.00	-18,935.72	21.2%
61800 · Conservation Exp	1,125.00	7,000.00	-5,875.00	16.1%
62100 · Contract Services				
62110 · Accounting Services	1,000.00	3,600.00	-2,600.00	27.8%
62115 · Admin Support	30,575.00	30,000.00	575.00	101.9%
62135 · IT	2,928.34	10,000.00	-7,071.66	29.3%

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	Jan - Dec 22	Budget	\$ Over Budget	% of Budget
62138 · Groundskeeper	0.00	35,000.00	-35,000.00	0.0%
62140 · Legal Fees	3,505.33	500.00	3,005.33	701.1%
62150 · Outside Contract Services				
62155 · Trash Service	10,451.31	10,000.00	451.31	104.5%
62160 · Mowing Services	15,470.00	13,650.00	1,820.00	113.3%
62165 · Other	1,932.76	1,000.00	932.76	193.3%
Total 62150 · Outside Contract Services	27,854.07	24,650.00	3,204.07	113.0%
Total 62100 · Contract Services	65,822.74	103,750.00	-37,927.26	63.4%
62800 · Facilities and Equipment				
62870 · Property Insurance	58,432.00	60,000.00	-1,568.00	97.4%
62880 · Real Estate, Personal Prop Tax	931.91	1,050.00	-118.09	88.8%
63000 · Utilities				
63100 · Electricity	15,742.54	18,000.00	-2,257.46	87.5%
63200 · Natural Gas	1,860.46	2,500.00	-639.54	74.4%
63300 · Water & Sewer	640.24	600.00	40.24	106.7%
Total 63000 · Utilities	18,685.15	21,100.00	-2,414.85	88.6%
Total 62800 · Facilities and Equipment	78,049.06	82,150.00	-4,100.94	95.0%
64000 · Program Expenses				
64100 · Building & Range Maintenance	241.64	0.00	241.64	100.0%
64400 · Program Supplies	4,294.86	10,000.00	-5,705.14	42.9%
64800 · Other	0.00	1,000.00	-1,000.00	0.0%
Total 64000 · Program Expenses	4,536.50	11,000.00	-6,463.50	41.2%
65000 · Operations				
65005 · Bank Fees	10.00	0.00	10.00	100.0%
65006 · Registration Fees	3,371.96	1,000.00	2,371.96	337.2%
65008 · Financial Processing Fees				
65009 · PayPal	5,912.75	3,000.00	2,912.75	197.1%
65010 · Square	1,040.08	1,000.00	40.08	104.0%
65011 · Other	0.00	500.00	-500.00	0.0%
Total 65008 · Financial Processing Fees	6,952.83	4,500.00	2,452.83	154.5%
65030 · Equipment	2,201.89	1,000.00	1,201.89	220.2%
65040 · Postage, Mailing Service	4,569.35	4,000.00	569.35	114.2%
65060 · Printing and Copying	9,497.20	3,000.00	6,497.20	316.6%
65065 · Newsletter	3,240.00	8,000.00	-4,760.00	40.5%
65080 · Supplies	6,721.93	6,000.00	721.93	112.0%
65090 · Telephone, Telecommunications	4,027.27	4,000.00	27.27	100.7%
Total 65000 · Operations	40,592.43	31,500.00	9,092.43	128.9%
65100 · Other Types of Expenses				
65150 · Memberships and Dues	0.00	500.00	-500.00	0.0%
65160 · Other Costs	256.35	1,000.00	-743.65	25.6%
65180 · President's Discretionary Fund	0.00	1,000.00	-1,000.00	0.0%
Total 65100 · Other Types of Expenses	256.35	2,500.00	-2,243.65	10.3%
66000 · Special Event Expenses				
66010 · Special Events				

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66011 · Annual Picnic	1,940.41	4,500.00	-2,559.59	43.1%
66012 · Childrens Christmas Party	0.00	7,500.00	-7,500.00	0.0%
66013 · Handicapped Picnic	1,689.25	2,200.00	-510.75	76.8%
Total 66010 · Special Events	3,629.66	14,200.00	-10,570.34	25.6%
Total 66000 · Special Event Expenses	3,629.66	14,200.00	-10,570.34	25.6%
66500 · Grants & Donations				
66520 · Donations	1,500.00	2,000.00	-500.00	75.0%
66530 · Scholarships	20,000.00	20,000.00	0.00	100.0%
Total 66500 · Grants & Donations	21,500.00	22,000.00	-500.00	97.7%
68300 · Travel and Meetings				
68310 · Conference, Convention, Meeting	0.00	1,000.00	-1,000.00	0.0%
68320 · Travel	0.00	500.00	-500.00	0.0%
Total 68300 · Travel and Meetings	0.00	1,500.00	-1,500.00	0.0%
69000 · Capital Expenditures				
69100 · Lands	5,500.00	10,000.00	-4,500.00	55.0%
69200 · Buildings	49,398.64	165,000.00	-115,601.36	29.9%
Total 69000 · Capital Expenditures	54,898.64	175,000.00	-120,101.36	31.4%
Total Expense	275,514.66	474,640.00	-199,125.34	58.0%
Net Ordinary Income	129,852.37	-500.00	130,352.37	-25,970.5%
Net Income	129,852.37	-500.00	130,352.37	-25,970.5%

Arl/Fx Chapter, IWLA - Balance Sheet - As of 11-30-2022

(Includes unrealized gains)

Account	Balance
ASSETS	
Cash and Bank Accounts	
Chapter Checking	46,317
Chapter Money Market	454,064
Membership	8,865
Petty Cash	1,321
 Program Accounts	 261,244
TOTAL Cash and Bank Accounts	771,811
 TOTAL ASSETS	 771,811
 LIABILITIES & EQUITY	
 LIABILITIES	 0
 EQUITY	 771,811
 TOTAL LIABILITIES & EQUITY	 771,811

Program Account Activity
11-01-2022 to 11-30-2022

Air Range

Beginning balance	\$65,970.26
Total additions	6,420.93
Total subtractions	7,893.01
Ending balance	\$64,498.18

Bull Run Muzzleloaders

Beginning balance	\$3,197.05
Total additions	0.00
Total subtractions	0.00
Ending balance	3,197.05

Cub Run Archers

Beginning balance	\$13,038.12
Total additions	1,809.25
Total subtractions	1,949.77
Ending balance	\$12,897.60

Education & Trainig

Beginning balance	\$32,061.41
Total additions	3,434.00
Total subtractions	3,561.15
Ending balance	\$31,934.26

Education & Training Trust

Beginning balance	\$17,926.27
Total additions	0.73
Total subtractions	0.00
Ending balance 4	\$17,927.00

Jr Chapter

Beginning balance	\$11,421.04
Total additions	103.00
Total subtractions	0.00
Ending balance	\$11,524.04

NO VA Sharp Shootwers

Beginning balance	\$3,820.21
Total additions	25.00
Total subtractions	0.00
Ending balance	\$3,845.21

Rifle-Pistol Range

Beginning balance	\$48,445.19
Total additions	510.00
Total subtractions	116.98
Ending balance	\$48,838.21

Skeet & Trap

Beginning balance	\$126,359.90
Checks -	12,815.31
Other withdrawals,	480.88
Deposits, credits	10,456.00
Ending balance	123,519.71

Target Archery

Beginning balance	\$11,185.81
Total additions	0.00
Total subtractions	427.53
Ending balance	\$10,758.28