

Arlington-Fairfax Chapter, Inc., Izaak Walton League of America  
General Membership Meeting – Tuesday, September 19, 2023

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) Secretary – Todd Skipper
  - iii) Treasurer – Bob Crisman
  - iv) Membership Director – Benn Crandall
  - v) Designated Director – Keith Kuck
  - vi) Designated Director – Dick Riemer
  - vii) Designated Director – Jeff Del Vecchio
  - viii) Director-at-Large – Fred Ansick
  - ix) Director-at-Large – Bob Hamilton
  - x) Director-at-Large – John Hsu
  - xi) Director-at-Large – Oscar Starz
- d) Directors Not Present
  - i) Vice President – Chris Rose
  - ii) Designated Director – John Seaberg
  - iii) Designated Director – Bob Brino
  - iv) Designated Director – Bruce Crandlemire
  - v) Designated Director – Jonathan Bukva
  - vi) Designated Director – Joe Turner
  - vii) Director-at-Large – Don Early
  - viii) Director-at-Large – Evan Phelps

2. ***MEMBER TIME***

- Nothing brought before the membership.

3. ***PRESIDENT'S TIME***

- Nothing reported.

4. ***MINUTES/CORRESPONDENCE***

- Minutes from the August 2023 General Membership Meeting were available for all to review and were then approved as written.

5. ***TREASURER'S REPORT***

- Mr. Crisman presented the Budget Report through August 2023, to the Membership.
  - Income: \$352,209.35
  - Expenditures: \$187,575.58
  - Budget Remaining: \$164,633.77
- Mr. Crisman reported the Chapter had \$896,068 in total cash assets.

6. ***MEMBERSHIP UPDATE***

- Mr. Crandall reported 2,193 memberships were filled in 2023 (YTD).
- Mr. Crandall instructed all members still planning to perform eight hours of volunteer service to get the \$50 membership discount for 2024 chapter dues to not renew their memberships until after all volunteer hours have been completed and then to wait a week before renewing, as it takes a week for the data to be entered into the membership system.
- Mr. Crandall then presented the new candidates for membership; 11 of whom were present and 17 who were not present.

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- Mr. Crandall moved to accept all candidates from the August New Member Orientation and that they be voted into the Chapter (those candidates in attendance and those who were not). The motion was properly Seconded and unanimously adopted,

**7. SPECIAL COMMITTEES**

- **Air Range**
  - Mr. Kuck provided members with a short description of the Air Rifle range and its hours of operation.
  - Mr. Kuck reminded everyone that the Air Range is open for all members to use on Mondays and Fridays; he invited new members to shoot precision air rifles which will be supplied by the range.
- **Building & Grounds**
  - Nothing reported
- **Communications**
  - Ms. Meara reminded members that beginning with the February-March 2024 newsletter, all future newsletters would be delivered electronically to members unless they opt-in to continue receiving a paper copy by following the directions on the chapter website.
  - Mr. Crandall said that the E-Blast Is delivered on the 1st of each month.
  - Ms. Meara told members who were not receiving the electronic E-Blast to contact the membership office and ensure the chapter has their correct email address.
- **Conservation**
  - Ms. Meara (for Mr. Bukva) announced there is a road clean-up on October 8th, and a cleanup at Cub Run Park is scheduled for November 11, 2023; details on SignUpGenius.
- **Education and Training**
  - Ms. Meara (for Mr. Seaberg) said the committee is working on the E&T schedule for 2024.
- **EMS**
  - Nothing reported
- **Field Archery**
  - Mr. Riemer stated that volunteer hours were available for members at Field Archery; details on SignUpGenius.
  - Mr. Riemer reported that Fairfax County had placed a refrigerator by the deer cleaning station outside Field Archery for chapter members to deposit deer heads to be checked for Chronic Waste Disease (CWD).
  - Mr. Riemer said that Archery 101 classes are offered every month and interested members should send him and email to signup.
  - Mr. Riemer reminded everyone that safety dictates that crossbows may only be shot from the crossbow station.
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- **Rifle-Pistol**
  - Mr. Hamilton said that there is a waiting list for members to get volunteer hours at the very popular Rifle-Pistol range; interested members may volunteer using SignUpGenius.
  - Mr. Hamilton gave out the range hours and announced that there would be a short range day on October 29, 2023.

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- Mr. Hamilton reminded members that the range still needed Range Safety Officers and said interested members could take the RSO course offered at the chapter for free.
- **Skeet & Trap**
  - Ms. Meara (for Mr. Brino) announced that the chapter's final registered trap shoot for 2023 is scheduled for October 1, 2023.
- **Target Archery**
  - Mr. Del Vecchio told the members who were unfamiliar with Target Archery that the chapter had the best Olympic archery range in Northern Virginia and that it was open for members to use from 8:00 am – to dusk.
  - Mr. Del Vecchio also reminded members that they must wear their range badge when using the range.
  - Mr. Del Vecchio said that a swap meet was being scheduled by the Youth Chapter.

8. ***OLD BUSINESS***

- Ms. Meara announced that the chapter's annual picnic had gone well, as indicated by the lack of any leftover BBQ food and she thanked the many volunteers who worked at the event.

9. ***NEW BUSINESS***

- None.

10. ***ANNOUNCEMENTS***

- Ms. Meara reminded members to check the chapter website and calendar for the latest information related to events at the chapter before coming out.

The meeting was adjourned at 8:01 PM

Signed: Todd Skipper, Director-At-Large

1:06 PM

09/01/23

Cash Basis

**Arlington-Fairfax Chapter, Inc - IWLA**  
**Profit & Loss Budget vs. Actual**  
 January through December 2023

	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
Income				
41000 · Dues				
41023 · 2023 Chapter	347,254.12	345,000.00	2,254.12	100.7%
<b>Total 41000 · Dues</b>	<b>347,254.12</b>	<b>345,000.00</b>	<b>2,254.12</b>	<b>100.7%</b>
41900 · Contract Income	0.00	0.00	0.00	0.0%
42000 · Donations				
42300 · Donations - Restricted	0.00	0.00	0.00	0.0%
42600 · Donations - Unrestricted	2,710.17	1,000.00	1,710.17	271.0%
<b>Total 42000 · Donations</b>	<b>2,710.17</b>	<b>1,000.00</b>	<b>1,710.17</b>	<b>271.0%</b>
43900 · Grant Income	-4,219.00	5,000.00	-9,219.00	-84.4%
44000 · Interest Income	2,515.75	850.00	1,665.75	296.0%
45000 · Program Income				
45100 · Program Fees	1,515.00	2,500.00	-985.00	60.6%
45200 · Program Supply Sales	0.00	0.00	0.00	0.0%
45300 · Events	0.00	3,600.00	-3,600.00	0.0%
45400 · Training	0.00	800.00	-800.00	0.0%
45500 · Other	0.00	0.00	0.00	0.0%
<b>Total 45000 · Program Income</b>	<b>1,515.00</b>	<b>6,900.00</b>	<b>-5,385.00</b>	<b>22.0%</b>
46000 · Miscellaneous Income	2,433.31	1,000.00	1,433.31	243.3%
49000 · Special Event Income				
49100 · Special Events Contributions				
49012 · Childrens Christmas Party	0.00	0.00	0.00	0.0%
49013 · Handicapped Picnic	0.00	0.00	0.00	0.0%
49100 · Special Events Contributions - Other	0.00	0.00	0.00	0.0%
<b>Total 49100 · Special Events Contributions</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
49200 · Annual Picnic	0.00	0.00	0.00	0.0%
49400 · Raffle	0.00	5,000.00	-5,000.00	0.0%
<b>Total 49000 · Special Event Income</b>	<b>0.00</b>	<b>5,000.00</b>	<b>-5,000.00</b>	<b>0.0%</b>
49970 · Unobligated Funds Carryover	0.00	66,000.00	-66,000.00	0.0%
49980 · Chapter Transfers	0.00	10,000.00	-10,000.00	0.0%
<b>Total Income</b>	<b>352,209.35</b>	<b>440,750.00</b>	<b>-88,540.65</b>	<b>79.9%</b>
<b>Gross Profit</b>	<b>352,209.35</b>	<b>440,750.00</b>	<b>-88,540.65</b>	<b>79.9%</b>
<b>Expense</b>				
61000 · Building and Grounds				
61200 · Equipment and Tools	0.00	500.00	-500.00	0.0%
61400 · Services	1,266.85	8,040.00	-6,773.15	15.8%
61500 · Supplies				
61505 · B&G Supplies	1,314.01	8,000.00	-6,685.99	16.4%
61510 · EMS Supplies	0.00	7,500.00	-7,500.00	0.0%
61515 · Security Expenses	5,923.41	13,000.00	-7,076.59	45.6%
<b>Total 61500 · Supplies</b>	<b>7,237.42</b>	<b>28,500.00</b>	<b>-21,262.58</b>	<b>25.4%</b>

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 January through December 2023

	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
<b>Total 61000 · Building and Grounds</b>	8,504.27	37,040.00	-28,535.73	23.0%
61800 · Conservation Exp	0.00	7,000.00	-7,000.00	0.0%
62100 · Contract Services				
62110 · Accounting Services	800.00	3,600.00	-2,800.00	22.2%
62115 · Admin Support	18,746.00	35,000.00	-16,254.00	53.6%
62135 · IT	745.87	10,000.00	-9,254.13	7.5%
62138 · Groundskeeper	0.00	35,000.00	-35,000.00	0.0%
62140 · Legal Fees	3,646.05	4,000.00	-353.95	91.2%
62150 · Outside Contract Services				
62155 · Trash Service	8,865.36	12,000.00	-3,134.64	73.9%
62160 · Mowing Services	8,840.00	13,650.00	-4,810.00	64.8%
62165 · Other	1,365.00	3,000.00	-1,635.00	45.5%
<b>Total 62150 · Outside Contract Services</b>	19,070.36	28,650.00	-9,579.64	66.6%
<b>Total 62100 · Contract Services</b>	43,008.28	116,250.00	-73,241.72	37.0%
62800 · Facilities and Equipment				
62870 · Property Insurance	49,255.02	56,100.00	-6,844.98	87.8%
62880 · Real Estate, Personal Prop Tax	452.40	1,000.00	-547.60	45.2%
62900 · Small Tools Under \$1500	0.00	0.00	0.00	0.0%
63000 · Utilities				
63100 · Electricity	11,754.96	19,800.00	-8,045.04	59.4%
63200 · Natural Gas	1,889.19	3,510.00	-1,620.81	53.8%
63300 · Water & Sewer	508.74	700.00	-191.26	72.7%
<b>Total 63000 · Utilities</b>	14,152.89	24,010.00	-9,857.11	58.9%
<b>Total 62800 · Facilities and Equipment</b>	63,860.31	81,110.00	-17,249.69	78.7%
64000 · Program Expenses				
64100 · Building & Range Maintenance	851.67	0.00	851.67	100.0%
64200 · Equipment Maintenance	0.00	0.00	0.00	0.0%
64300 · Events	0.00	0.00	0.00	0.0%
64400 · Program Supplies	6,625.01	15,000.00	-8,374.99	44.2%
64500 · Range Officer Meetings	0.00	0.00	0.00	0.0%
64600 · Registration Fees	0.00	0.00	0.00	0.0%
64700 · Training	0.00	0.00	0.00	0.0%
64800 · Other	0.00	0.00	0.00	0.0%
<b>Total 64000 · Program Expenses</b>	7,476.68	15,000.00	-7,523.32	49.8%
65000 · Operations				
65005 · Bank Fees	0.00	0.00	0.00	0.0%
65006 · Registration Fees	1,140.00	1,000.00	140.00	114.0%
65008 · Financial Processing Fees				
65009 · PayPal	4,309.80	6,000.00	-1,690.20	71.8%
65010 · Square	307.50	1,500.00	-1,192.50	20.5%
65011 · Other	124.18	400.00	-275.82	31.0%
<b>Total 65008 · Financial Processing Fees</b>	4,741.48	7,900.00	-3,158.52	60.0%
65015 · Books, Subscriptions, Reference	0.00	0.00	0.00	0.0%
65030 · Equipment	0.00	1,000.00	-1,000.00	0.0%
65040 · Postage, Mailing Service	1,107.30	4,000.00	-2,892.70	27.7%
65060 · Printing and Copying	13,019.50	18,000.00	-4,980.50	72.3%

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	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
65065 · Newsletter	0.00	0.00	0.00	0.0%
65080 · Supplies	1,928.65	6,000.00	-4,071.35	32.1%
65090 · Telephone, Telecommunications	3,125.23	4,500.00	-1,374.77	69.4%
<b>Total 65000 · Operations</b>	<b>25,062.16</b>	<b>42,400.00</b>	<b>-17,337.84</b>	<b>59.1%</b>
65100 · Other Types of Expenses				
65120 · Insurance - Liability, D and O	264.00	300.00	-36.00	88.0%
65150 · Memberships and Dues	0.00	500.00	-500.00	0.0%
65160 · Other Costs	2,519.98	1,000.00	1,519.98	252.0%
65180 · President's Discetionary Fund	0.00	1,000.00	-1,000.00	0.0%
65300 · Non-Program Expense				
65310 · Concession Purchases	14.39			
<b>Total 65300 · Non-Program Expense</b>	<b>14.39</b>			
<b>Total 65100 · Other Types of Expenses</b>	<b>2,798.37</b>	<b>2,800.00</b>	<b>-1.63</b>	<b>99.9%</b>
66000 · Special Event Expenses				
66010 · Special Events				
66011 · Annual Picnic	772.50	4,500.00	-3,727.50	17.2%
66012 · Childrens Christmas Party	0.00	5,000.00	-5,000.00	0.0%
66013 · Handicapped Picnic	2,386.81	2,200.00	186.81	108.5%
<b>Total 66010 · Special Events</b>	<b>3,159.31</b>	<b>11,700.00</b>	<b>-8,540.69</b>	<b>27.0%</b>
66020 · Raffle Expenses	0.00	0.00	0.00	0.0%
<b>Total 66000 · Special Event Expenses</b>	<b>3,159.31</b>	<b>11,700.00</b>	<b>-8,540.69</b>	<b>27.0%</b>
66500 · Grants & Donations				
66520 · Donations	4,000.00	5,500.00	-1,500.00	72.7%
66530 · Scholarships	20,000.00	20,000.00	0.00	100.0%
<b>Total 66500 · Grants &amp; Donations</b>	<b>24,000.00</b>	<b>25,500.00</b>	<b>-1,500.00</b>	<b>94.1%</b>
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%
<b>Total 68300 · Travel and Meetings</b>	<b>0.00</b>	<b>1,500.00</b>	<b>-1,500.00</b>	<b>0.0%</b>
69000 · Capital Expenditures				
69100 · Lands	9,706.20	5,000.00	4,706.20	194.1%
69200 · Buildings	0.00	95,450.00	-95,450.00	0.0%
69300 · Equipment	0.00	0.00	0.00	0.0%
<b>Total 69000 · Capital Expenditures</b>	<b>9,706.20</b>	<b>100,450.00</b>	<b>-90,743.80</b>	<b>9.7%</b>
<b>Total Expense</b>	<b>187,575.58</b>	<b>440,750.00</b>	<b>-253,174.42</b>	<b>42.6%</b>
<b>Net Ordinary Income</b>	<b>164,633.77</b>	<b>0.00</b>	<b>164,633.77</b>	<b>100.0%</b>
<b>Net Income</b>	<b>164,633.77</b>	<b>0.00</b>	<b>164,633.77</b>	<b>100.0%</b>

**Arl/Fx Chapter, IWLA - Balance Sheet - As of 04-30-2023**

(Includes unrealized gains)

Account	Balance
<b>ASSETS</b>	
<b>Cash and Bank Accounts</b>	
Chapter Checking	79,359
Chapter Money Market	295,338
Membership	4,528
Certificates of Deposit	220,099
Petty Cash	1,321
Program Accounts	295,423
<b>TOTAL Cash and Bank Accounts</b>	<b>896,068</b>
<b>TOTAL ASSETS</b>	<b>896,068</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>LIABILITIES</b>	<b>0</b>
<b>EQUITY</b>	<b>896,068</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>896,068</b>

Program Account Activity  
08-01-2023 to 08-31-2023

Air Range

Beginning balance	\$29,571.79
Total additions	687.50
Total subtractions	4,652.22
Ending balance	\$25,607.07

Jr Chapter

Beginning balance	\$9,613.54
Total additions	1749.50
Total subtractions	10.00
Ending balance	\$11,353.04

Education & Training

Beginning balance	\$37,595.07
Total additions	1,429.00
Total subtractions	509.53
Ending balance	\$38,514.54

Rifle-Pistol Range

Beginning balance	\$52,360.69
Total additions	637.00
Total subtractions	1,240.14
Ending balance	\$51,757.55

Education & Training Trust

Beginning balance	\$17,892.97
Total additions	0.76
Total subtractions	0.00
Ending balance 4	\$17,893.73

Skeet & Trap

Beginning balance	\$123,757.23
Checks -	49,440.04
Other withdrawals,	242.34
Deposits, credits	21,917.00
Ending balance	\$95,991.85

Field Archery

Beginning balance	\$17,075.98
Total additions	1,882.26
Total subtractions	1,184.80
Ending balance	\$17,773.44

Target Archery

Beginning balance	\$11,662.40
Total additions	0.00
Total subtractions	581.49
Ending balance	\$11,080.91