

Arlington-Fairfax Chapter, Inc., Izaak Walton League of America
General Membership Meeting – Tuesday, April 15, 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) Director-at-Large – Bill Clayton

2. MEMBER TIME

- Nothing was brought before the membership.

3. PRESIDENT'S TIME

- Ms. Meara welcomed everyone to the meeting.

4. MINUTES/CORRESPONDENCE

- Meeting minutes from the March 2025 General Membership meeting were not available.

5. TREASURER'S REPORT

- Mr. Crisman presented the budget report through March, 2025, to the Membership.
 - Income: \$321,567.73
 - Expenditures: \$179,407.41
 - Budget Remaining: \$142,160.32
 - Total Cash Assets: \$1,253,512

6. MEMBERSHIP UPDATE

- Mr. Crandall reported that the Chapter currently has 2,160 members and that it had 2,172 members at the same time last year.
- Mr. Crandall presented the new candidates for membership, 13 of whom were present and 15 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. Kuck and adopted.

7. PROGRAM DIRECTOR UPDATES

- **Air Range**
 - Mr. Kuck provided an overview of the Air Range's operations, availability for members' use, and opportunities for new members to earn required volunteer hours.
- **Conservation**
 - Nothing was brought before the membership.

- **Education and Training**
 - Ms. Meara (for Mr. Seaberg) said that the 2-day Shotgun Camp ended today and we had a good turnout. All participants enjoyed the camp.
 - Mr. Kuck said that the Paralyzed Veterans of America Coach class at the Air Range was ending tomorrow.
- **Field Archery**
 - Mr. Riemer provided an overview of the Field Archery ranges, archery classes offered, and weekly opportunities to obtain volunteer hours.
 - Mr. Riemer said there will be a 3-D Shoot on May 4, 2025 and invited all members to participate. Information can be found on the chapter website.
- **Rifle-Pistol**
 - Mr. Twitchell (for Mr. Crandlemire) provided an overview of the Rifle-Pistol Range and its monthly shooting events.
- **Skeet & Trap**
 - Mr. Clayton (for Mr. Brino) provided an overview of the Skeet & Trap Range and also invited members to participate in the Wednesday morning Skrap shoots.
- **Target Archery**
 - Mr. Riemer (for Mr. Johnson) provided an overview of the JOAD program.
- **Youth Chapter**
 - Ms. Meara (for Mr. Turner) said there were about 220 members who are very active in Youth Chapter programs, including AIM, JOAD, and activities at the Air Range.

8. **COMMITTEE REPORTS**

- **Bylaws**
 - Nothing was brought before the membership.
- **Building & Grounds**
 - Ms. Meara (for Mr. Hickerson) said that the Chapter Field House floor work was underway. We will have access to the building in May.
- **Communications**
 - Ms. Meara said the newsletter would be out in May and that it is provided electronically unless members opt-in for a paper copy.
- **Elections**
 - Mr. Clayton 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 up for election this year.
 - Ms. Meara said that voting is in-person only and that members must present an ID to vote.
- **Public Relations**
 - Nothing was brought before the membership.

- **Security/Gate**

- Mr. Early explained how to open the front gates manually and told the members that entry through the front gate will transition from a code to a fob, which will be distributed to members later this year. The procedures are located on the chapter website homepage.

- **Shenandoah Property**

- Ms. Meara said that information on how to reserve the property is on the website.

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***

- Ms. Meara said the Chapter's fishing derby for adults with disabilities will be held on May 3, 2025, and that volunteer information is on the website.

12. ***ANNOUNCEMENTS***

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

The meeting was adjourned at 8:23 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	214,955.06	175,000.00	39,955.06	122.83 %	\$214,955.06	\$175,000.00	\$39,955.06	122.83 %
Total 41000 Dues	215,149.06	175,000.00	40,149.06	122.94 %	\$215,149.06	\$175,000.00	\$40,149.06	122.94 %
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	450.00	1,000.00	-550.00	45.00 %	\$450.00	\$1,000.00	\$ -550.00	45.00 %
Total 42000 Donations	450.00	1,000.00	-550.00	45.00 %	\$450.00	\$1,000.00	\$ -550.00	45.00 %
43900 Grant Income		5,000.00	-5,000.00		\$0.00	\$5,000.00	\$ -5,000.00	0.00%
44000 Interest Income	3,784.98	15,000.00	-11,215.02	25.23 %	\$3,784.98	\$15,000.00	\$ -11,215.02	25.23 %
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	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	\$321,567.73	\$372,000.00	\$ -50,432.27	86.44 %	\$321,567.73	\$372,000.00	\$ -50,432.27	86.44 %
GROSS PROFIT	\$321,567.73	\$372,000.00	\$ -50,432.27	86.44 %	\$321,567.73	\$372,000.00	\$ -50,432.27	86.44 %
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	14,956.25	8,040.00	6,916.25	186.02 %	\$14,956.25	\$8,040.00	\$6,916.25	186.02 %
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%
Total 61000 Building and Grounds	14,956.25	18,540.00	-3,583.75	80.67 %	\$14,956.25	\$18,540.00	\$ -3,583.75	80.67 %

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	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	300.00	3,000.00	-2,700.00	10.00 %	\$300.00	\$3,000.00	\$ -2,700.00	10.00 %
62115 Admin Support	2,612.50	35,000.00	-32,387.50	7.46 %	\$2,612.50	\$35,000.00	\$ -32,387.50	7.46 %
62135 IT	119.99	6,000.00	-5,880.01	2.00 %	\$119.99	\$6,000.00	\$ -5,880.01	2.00 %
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	3,927.58	14,000.00	-10,072.42	28.05 %	\$3,927.58	\$14,000.00	\$ -10,072.42	28.05 %
62160 Mowing Services		13,650.00	-13,650.00		\$0.00	\$13,650.00	\$ -13,650.00	0.00%
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	7,127.58	44,650.00	-37,522.42	15.96 %	\$7,127.58	\$44,650.00	\$ -37,522.42	15.96 %
Total 62100 Contract Services	11,039.84	139,650.00	-128,610.16	7.91 %	\$11,039.84	\$139,650.00	\$ -128,610.16	7.91 %
62800 Facilities and Equipment					\$0.00	\$0.00	\$0.00	0.00%
62870 Property Insurance	23,666.68	60,000.00	-36,333.32	39.44 %	\$23,666.68	\$60,000.00	\$ -36,333.32	39.44 %
62880 Real Estate, Personal Prop Tax		1,000.00	-1,000.00		\$0.00	\$1,000.00	\$ -1,000.00	0.00%
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	4,175.67	19,800.00	-15,624.33	21.09 %	\$4,175.67	\$19,800.00	\$ -15,624.33	21.09 %
63200 Natural Gas	1,105.50	3,510.00	-2,404.50	31.50 %	\$1,105.50	\$3,510.00	\$ -2,404.50	31.50 %
63300 Water & Sewer	190.69	800.00	-609.31	23.84 %	\$190.69	\$800.00	\$ -609.31	23.84 %
Total 63000 Utilities	5,471.86	24,110.00	-18,638.14	22.70 %	\$5,471.86	\$24,110.00	\$ -18,638.14	22.70 %
Total 62800 Facilities and Equipment	29,138.54	85,110.00	-55,971.46	34.24 %	\$29,138.54	\$85,110.00	\$ -55,971.46	34.24 %
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	25.00	1,000.00	-975.00	2.50 %	\$25.00	\$1,000.00	\$ -975.00	2.50 %
65008 Financial Processing Fees					\$0.00	\$0.00	\$0.00	0.00%
65009 PayPal	8,684.05	6,000.00	2,684.05	144.73 %	\$8,684.05	\$6,000.00	\$2,684.05	144.73 %
65010 Square	319.17	1,600.00	-1,280.83	19.95 %	\$319.17	\$1,600.00	\$ -1,280.83	19.95 %
65011 Other		200.00	-200.00		\$0.00	\$200.00	\$ -200.00	0.00%
Total 65008 Financial Processing Fees	9,003.22	7,800.00	1,203.22	115.43 %	\$9,003.22	\$7,800.00	\$1,203.22	115.43 %
65015 Books, Subscriptions, Reference		0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
65030 Equipment		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
65040 Postage, Mailing Service	1,135.39	4,000.00	-2,864.61	28.38 %	\$1,135.39	\$4,000.00	\$ -2,864.61	28.38 %
65060 Printing and Copying	656.53	11,000.00	-10,343.47	5.97 %	\$656.53	\$11,000.00	\$ -10,343.47	5.97 %
65080 Supplies	1,886.19	5,000.00	-3,113.81	37.72 %	\$1,886.19	\$5,000.00	\$ -3,113.81	37.72 %
65090 Telephone, Telecommunications	1,201.35	4,800.00	-3,598.65	25.03 %	\$1,201.35	\$4,800.00	\$ -3,598.65	25.03 %
Total 65000 Operations	13,917.68	43,600.00	-29,682.32	31.92 %	\$13,917.68	\$43,600.00	\$ -29,682.32	31.92 %
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 Discretionary 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		2,200.00	-2,200.00		\$0.00	\$2,200.00	\$ -2,200.00	0.00%
Total 66010 Special Events		5,700.00	-5,700.00		\$0.00	\$5,700.00	\$ -5,700.00	0.00%
66020 Raffle Expenses		0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
Total 66000 Special Event Expenses		5,700.00	-5,700.00		\$0.00	\$5,700.00	\$ -5,700.00	0.00%
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		5,000.00	-5,000.00		\$0.00	\$5,000.00	\$ -5,000.00	0.00%
66530 Scholarships		20,000.00	-20,000.00		\$0.00	\$20,000.00	\$ -20,000.00	0.00%
Total 66500 Grants & Donations		25,000.00	-25,000.00		\$0.00	\$25,000.00	\$ -25,000.00	0.00%
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	93,619.84	0.00	93,619.84		\$93,619.84	\$0.00	\$93,619.84	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	99,619.84	130,000.00	-30,380.16	76.63 %	\$99,619.84	\$130,000.00	\$ -30,380.16	76.63 %
Unapplied Cash Bill Payment Expense	7,300.00		7,300.00		\$7,300.00	\$0.00	\$7,300.00	0.00%
Total Expenses	\$179,407.41	\$490,400.00	\$ -310,992.59	36.58 %	\$179,407.41	\$490,400.00	\$ -310,992.59	36.58 %
NET OPERATING INCOME	\$142,160.32	\$ -118,400.00	\$260,560.32	-120.07 %	\$142,160.32	\$ -118,400.00	\$260,560.32	-120.07 %
NET INCOME	\$142,160.32	\$ -118,400.00	\$260,560.32	-120.07 %	\$142,160.32	\$ -118,400.00	\$260,560.32	-120.07 %

Arl/Fx Chapter, IWLA - Cash Asset Report - As of 3-31-2025

(Includes unrealized gains)

Account	Balance
ASSETS	
Cash, Checking and Investment Accounts	
Chapter Checking	30,000
Membership	26,631
Petty Cash	1,321
Insured Cash Sweep	654,149
Certificates of Deposit	239,496
Program Accounts	301,915
TOTAL Cash and Bank Accounts	1,253,512
TOTAL ASSETS	1,253,512
LIABILITIES & EQUITY	
LIABILITIES	0
EQUITY	1,253,512
TOTAL LIABILITIES & EQUITY	1,253,512

Program Account Activity
03-01-25 to 03-31-2025

Air Range

Beginning balance	\$63,631.17
Deposits & Credits	\$2,180.00
Checks Posted	\$43.90
Withdrawals & Debits	\$1,683.96
Ending Balance	\$64,083.31

Jr Chapter

Beginning balance	\$13,605.14
Deposits & Credits	\$0.00
Checks Posted	\$0.00
Withdrawals & Debits	\$0.00
Ending Balance	\$13,605.14

Education & Training

Beginning balance	5 \$45,204.98
Deposits & Credits	\$250.00
Checks Posted	\$0.00
Withdrawals & Debits	\$0.00
Ending Balance	\$45,454.98

Rifle-Pistol Range

Beginning balance	\$25,243.91
Deposits & Credits	\$1,464.00
Checks Posted	\$497.58
Withdrawals & Debits	\$0.00
Ending Balance	\$26,210.33

Education & Training Trust

Beginning balance	\$18,407.16
Deposits & Credits	\$0.79
Checks Posted	\$0.00
Withdrawals & Debits	\$0.00
Ending Balance	\$18,407.95

Skeet & Trap

Beginning balance	\$96,567.66
Deposits & Credits	1,162.05
Checks Posted	3,415.39
Withdrawals & Debits	18,613.00
Ending Balance	\$110,603.22

Field Archery

Beginning balance	\$20,096.25
Deposits & Credits	\$2,932.33
Checks Posted	\$379.94
Withdrawals & Debits	\$0.00
Ending Balance	\$22,648.64

Target Archery

Beginning balance	\$19,202.12
Deposits & Credits	\$1,110.00
Checks Posted	\$410.81
Withdrawals & Debits	\$0.00
Ending Balance	\$19,901.31