

**Arlington-Fairfax Chapter, Izaak Walton League of America, Inc.**  
**Board of Directors - Minutes of the Meeting**  
**Tuesday, March 2, 2021**

1. **CALL TO ORDER:** The meeting was called to order by President Tom Ciarula at 7:30 PM.

- a) A quorum of members was present. The meeting was conducted via Zoom teleconference software.
- b) Chapter Officers and Board of Directors present on the Zoom call:

- i. President: Tom Ciarula
- ii. Vice President: Pam Meara
- iii. Secretary: Sean Gagnon
- iv. Treasurer: Bob Crisman
- v. Membership: Benn Crandall
- vi. Designated Director: Bob Brino
- vii. Designated Director: Dick Riemer
- viii. Designated Director: Joseph Turner
- ix. Designated Director: John Seaberg
- x. Designated Director: Roger Thrasher
- xi. Designated Director: Robert D'Imperio
- xii. Director-at-Large: Keith Kuck
- xiii. Director-at-Large: Marv Hicks
- xiv. Director-at-Large: Chris Rose

c) Officers and Directors Absent

- i. Designated Director: Bill Frerking
- ii. Director-at-Large: Carl Armstrong
- iii. Director-at-Large: Jim Smith
- iv. Director-at-Large: Oscar Starz

d) Others Introduced

- i. Tom Pike, Scouting Liaison
- ii. Scott Meyer, Awards and Grants Committee Chair

2. **VISITOR'S TIME/FACILITY USE REQUESTS**

The following requests for use of Chapter facilities were presented to the Board and approved:

- Catherine Bavido-Arrage representing BSA Troop 1888 requested the use of Campsites 1-3, Small Pavilion, and Outhouse from April 23-25, 2021.
- Pam Gercken representing BSA Troop 695 requested the use of the Small Pavilion on March 17 and 24 from 6:30PM – 8:30PM.
- Jenn Tranin representing Team Army requested the use of Field Archery on March 9, 10, and 11, 2021 from 9:00AM – Noon.
- Mark Winkler representing BSA Troop 1995 requested the use of Campsites 1-3, Small Pavilion, and Outhouse from October 22-24, 2021.
- Mr. Winkler (BSA Troop 1995) also requested the use of the Small Pavilion on every Wednesday evening from April 7 through June 16, 2021 from 5:00 – 9:00PM.
- Becca Shen representing Scouts BSA Sully District requested the use of the Campsites 1-10, Large Pavilion, Small Pavilion, Fishing Pond, Athletic Field, and Outhouses on June 20-25, 2021 beginning at 4:30PM each day.

3. **PRESIDENT'S TIME**

- Mr. Ciarula announced that Mr. Kuck and Mr. Thrasher have resigned from their positions as Director-at-Large and Designated Director (Air Range), respectively. Mr. Gagnon nominated Mr. Kuck to fill the vacant Designated Director (Air Range) position. Mr. Brino nominated Mr. Thrasher to fill the vacant Director-at-Large position. Both nominations were approved unanimously by acclamation.

#### 4. MINUTES/CORRESPONDENCE

- Minutes from the February 2021 Board of Directors Meetings were distributed via email prior to the meeting for all to review. The minutes were approved as submitted.

#### 5. TREASURER'S REPORT

- Mr. Crisman presented the budget report as of February 2021. Income of \$289,662.03, Expenses of \$49,846.80, and the ending balance as of February 28, 2021 was \$239,815.23.
- Mr. Gagnon inquire about the allocation of funds for printing/distribution of the Chapter newsletter. Mr. Crisman stated that some of the expenditures may have been inaccurately categorized.
- Mr. Crisman stated that he has printed a check to pay for services provided by the groundskeeper, Keith Pierson, and that the Building & Grounds (B&G) supplies expenditures have increased from \$1,800 to \$3,700.
  - Mr. Crisman stated this put the Chapter \$500 over budget for this line item.
  - A discussion regarding where funds are coming from to pay for the new Field Archery shed, how much funds are needed, and how to pay for ongoing maintenance issues at the Chapter. Mr. Riemer stated that Cub Run Archers was providing \$1,700 for costs associated with the shed replacement.
  - Mr. Hicks stated that the maintenance shed roof requires repair, and Mr. Kuck inquire if funds should be taken from capital expenditures.
  - Mr. Gagnon inquired on why costs associated with repairing the maintenance shed was not included in the Chapter's approved budget, and stated that Chapter work should only be authorized as dictated by the approved Chapter budget in accordance with the Bylaws so as not to go over budget.

#### 6. MEMBERSHIP UPDATE

- Mr. Crandall provided the membership update, including membership renewals. The Chapter currently has 1,976 total active memberships, which is 120 fewer compared to this time last year. Mr. Crandall stated that he has over 150 prospective new members signed up for NMOs.
- Mr. Crandall stated that the upcoming gunshow has been cancelled/postponed.
- Mr. Riemer inquired on whether the Chapter should hold NMOs outdoors at one of the Chapter pavilions as it gets warmer. Mr. Crandall stated that he will do that if COVID restrictions are not lifted.
- Mr. Crandall stated that the new 2021 gate code is now in effect, and that the 2020 gate codes has been removed.
- Mr. Gagnon inquired if NMO can be conducted via teleconference/zoom, or if they have to be done in person. Mr. Crandall stated that online NMOs require proof of attendance and pre-payment, making virtual NMOs difficult.

#### 7. SPECIAL COMMITTEES

- Bylaws
  - Ms. Meara informed the Board that the Bylaws revisions approved by the Board have been included in the current newsletter for consideration by the Membership, and will be voted on by the Membership at the next General Membership meeting.
- Awards and Grants
  - Mr. Meyer informed the Board that two Tobin Awards and Chapter Defender awards have been handed to Mr. Ciarula for his signature.
  - Ms. Meara provided an update on Chapter VIP award nominations, and that most of the nominations received were for people who have already been awarded the honor.
    - Ms. Meara stated that only two valid nominations were received, and one of them was not considered valid due to service to the Chapter less than 15 years. Mr. Thrasher inquired whether the 15-year requirement was still necessary. Mr. Ciarula suggested that this conversation be continued at the next Board of Directors' meeting.
- Buildings and Grounds
  - Mr. Ciarula informed the Board that we will be renewing the contract for Artistic Landscaping.
- Communication
  - Ms. Meara stated that the new Fieldhouse phones have been installed and are working.
  - Ms. Meara stated that the annual Chapter picnic for people with cognitive disabilities has been cancelled due to ongoing COVID concerns.
  - Ms. Meara provided information from Mr. Armstrong regarding funds spent in lieu of last year's Christmas Party.
  - Ms. Meara updated the BOD about the families who the chapter approved spending \$1,600 of the \$2,000 allotted, and that gifts were provided to two families (Mr. Armstrong).
- Conservation

- Mr. Seaberg informed the Chapter that he has introduced a new member to the two current members that keep bees on the property.
- Education and Training
  - Mr. Seaberg provided an update on upcoming E&T activities, including rifle coach, basic pistol, pistol instructor, and shotgun camp.
  - Mr. Seaberg stated that the last RSO course was very successful, and he has scheduled a second one to meet demand.
  - Mr. Seaberg stated that the next large E&T event will be Women-on-Target scheduled for May 22, 2021.
  - Mr. Brino stated that ammunition is scarce and difficult to find, and will likely stay that way for the foreseeable future.
- EMS
  - Mr. Ciarula provided an update on the Chapter's application to VEEP Level 4, and that we are meeting with Mike Penders on March 6, 2021 to discuss the application.
  - Mr. Brino stated that the fields have been treated, and Mr. Ciarula stated that he would like to check the soil pH before further applications of rock phosphate are conducted.
- Field Archery
  - Mr. Riemer stated that the outdoor range spring maintenance clean-up is scheduled for March 20, 2021 and that there are 20 spots available for volunteers on Sign-Up Genius.
- Target Archery
  - Mr. D'Imperio stated that he has recently repaired/maintained 13 youth bows, and that the head coach of the JOAD program would like to start outdoor classes at Target Archery before June.
- Air Range
  - Mr. Thrasher informed the Board that the Air Range is donating \$3,000 to the Education and Training Trust Fund.
  - Mr. Kuck informed the Board that the Air Range has received a gift for \$25,000 from the Elkins Foundation for Air Range Improvements. Mr. Kuck further stated that he believed the best use of these funds was to have an epoxy floor installed in the Air Range. Mr. Kuck stated that the proposed new floor will last approximately 20 years, seal cracks to prevent lead accumulation, will make lead remediation easier. Mr. Kuck also stated that he received three quotes for the work, and that the least expensive quote was for \$25,481.
  - Mr. Kuck moved that \$481 of Chapter funds be utilized to pay for the new epoxy floor, which covers the difference between the gift money and the cost of the floor.
    - Mr. Crandall asked if Mr. Kuck was aware of any other ranges that use this type of floor. Mr. Kuck stated that he was unaware of any, because most indoor ranges shoot larger caliber ammunition compared to what is used at the Air Range.
    - Mr. Crandall asked if Mr. Kuck was concerned about participants shooting the floor. Mr. Kuck stated that there are proficiency requirements before anyone is allowed to use the Air Range, and that he does not anticipate this to be a problem. Mr. Kuck also stated that the range will not be utilized for smallbore pistol shooters.
    - After discussion, the motion was adopted.
  - Mr. Thrasher informed the Board that Air Range is applying for two MidwayUSA grants, one for coach training and one for range improvements.
    - Mr. Thrasher stated that the range improvements grant is specifically for youth shooting ranges, and will be a 50/50 split up to \$70,000. Mr. Thrasher stated that Air Range wishes to reconfigure the range if they are awarded the grant.
  - Mr. Hicks asked for an update on the sale of the SUIS targets. Mr. Thrasher stated that they were sold for \$53,000, which was a relatively small loss.
- Skeet/Trap
  - Mr. Brino informed the Board that Winter Trap and Skeet League is going well, and that supply ammunition may be a problem moving forward.

## 8. STANDING COMMITTEE REPORTS

- Nothing to report.

## 9. OLD BUSINESS

- Nothing to report.

10. **NEW BUSINESS**

- Nothing to report.

11. **OTHER MATTERS THAT MAY PROPERLY BE BROUGHT BEFORE THE BOARD**

- Nothing to report.

The meeting adjourned at 8:48 PM

Signed: Sean Gagnon, Secretary

## Board Actions Conducted Between Meetings

- Ms. Meara provided the following motion to Mr. Gagnon via email for distribution to the Board of Directors for consideration. Mr. Gagnon emailed the motion to the Board of Directors on March 7, 2021:

*“I Pamela Meara, move that the Arlington-Fairfax Chapter Inc., IWLA make a donation in the amount of \$500.00 to be paid out of the Chapters President Discretionary Fund to the Centreville High School Air Rifle Team in the Name of Bucky Sills.*

*Information from obituary:*

*Centreville High School Air Rifle Team (checks payable to CVHS Rifle with memo note “Bucky Sills” and mail to 6001 Union Mill Rd., Clifton, VA 20124) which he helped found.”*

- Mr. Gagnon informed that Board that per Article III-7 of the Chapter Bylaws (Board of Directors’ Action Without a Meeting), responses to the motion will need to be either a “Yes” or a “No” vote, and that any comments outside of an affirmative or negative vote are for later discussion purposes only and will have no bearing on the motion. Mr. Gagnon also informed the Board that the vote must be unanimous in the affirmative to pass, and that the deadline to respond was Wednesday, March 10, 2021 at 5:00PM.
- Seventeen (17) votes were received at the time that voting concluded. All the votes received were in the affirmative, and there were no votes in the negative. A list of those voting “yes” is included below:
  - Chris Rose,
  - Bob Crisman,
  - Robert D’Imperio,
  - Marv Hicks,
  - Bob Brino
  - Bill Frerking
  - Jim Smith
  - Dick Riemer
  - Keith Kuck
  - Benn Crandall
  - Sean Gagnon
  - John Seaberg
  - Carl Armstrong
  - Joe Turner
  - Oscar Starz
  - Pam Meara
  - Roger Thrasher
- In accordance with Article III-7 of the Chapter Bylaws, the motion was adopted.