

Arlington-Fairfax Chapter, Inc., Izaak Walton League of America
General Membership Meeting – Tuesday, April 16, 2024
Meeting Minutes

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) 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) Rifle-Pistol Program Director – Bruce Crandlemire
 - ix) Director-at-Large – Oscar Starz
 - x) Director-at-Large – Don Early
 - xi) Director-at-Large – John Hsu
 - xii) Director-at-Large – Evan Phelps
- d) Officers/Directors Not Present
 - i) Conservation Program Director – Jonathan Bukva
 - ii) Education & Training Program Director – John Seaberg
 - iii) Skeet & Trap Program Director – Bob Brino
 - iv) Target Archery Program Director – Jeff Del Vecchio
 - v) Youth Program Director – Joe Turner
 - vi) Director-at-Large – Fred Ansick
 - vii) Director-at-Large – Bob Hamilton

2. MEMBER TIME

- Nothing was brought before the membership.

3. PRESIDENT'S TIME

- Nothing was brought before the membership.

4. MINUTES/CORRESPONDENCE

- Minutes from the March 19, 2024 General Membership Meeting were available for all to review. Mr. Starz noted that the correct starting time for his Friday range instruction was 4:30 PM, not 5:30 PM.
 - Mr. Rose move to correct the starting time to 4:30 PM; the Motion was Seconded by Mr. Kuck and unanimously approved.

5. TREASURER'S REPORT

- Mr. Crisman presented the Budget Report through March 2024, to the Membership.
 - Income: \$174,987.01
 - Expenditures: \$74,617.50
 - Budget Remaining: \$100,369.51
 - Total Cash Assets: \$1,078,441

6. MEMBERSHIP UPDATE

- Mr. Crandall reported that there were 2,172 members on this date, which is 110 more members than in April 2023.

- Mr. Crandall presented the new candidates for membership, 28 of whom were present and 14 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 unanimously approved.
- Mr. Crandall informed the new members candidates that there were still volunteer opportunities available for Thursday's New Member Orientation participants and they could use SignUpGenius (SUG) to volunteer.

7. **SPECIAL COMMITTEES**

- **Air Range**
 - Mr. Kuck said the chapter had 18 participants at the National Junior Olympic Championships in Colorado Springs; for air rifle competition and two medaled; six-nine ladies participated in air rifle.
 - Mr. Kuck added that the chapter's air pistol shooters (girls and boys) collectively won 3 first place events and finished second in two events.
 - Mr. Kuck believed that between the men & women rifle and pistol shooters, no range in the country sent more competitors to the Junior Olympics than this chapter.
 - Mr. Kuck explained how the Air Range operates, including hours and available instruction.
 - Mr. Kuck said that the air rifle is very quiet so there is not a loud noise that might scare new or younger shooters.
 - Mr. Starz said the range instructors also have the ability to provide adaptive shooting assistance for anyone with a physical disability and discussed small bore instruction availability.
 - A member asked if SignUpGenius was used for small bore shooting and Mr. Starz said it is open to whoever shows up at the Rifle-Pistol range.
 - Mr. Kuck also responded that said that the Air Rifle range will provide all equipment and instruction for beginning smallbore shooters.
- **Conservation**
 - Mr. Kuck (for Mr. Bukva) said a Cub Run Park cleanup was recently conducted and there were 13 volunteers including one youth; eight large bags of trash were collected along with other trash.
- **Education & Training**
 - Ms. Meara (for Mr. Seaberg) said that NRA's Women On Target would be held on May 18, and information for that event and other courses is available on the website.
- **Field Archery**
 - Mr. Riemer said that the chapter's three Field Archery ranges were possibly the finest in Virginia and also said range volunteer hours were available for special projects and weekly cleaning; signup on SUG.
 - Mr. Riemer said that a 3-D archery tournament was held on April 14 and the next tournament is scheduled for August.
 - Mr. Riemer discussed the best days to qualify for the county's Deer Management Program and explained the Archery 101 and Archery 201 classes.

- **Rifle-Pistol**
 - Mr. Crandlemire discussed the special events held monthly at the range noted that Short Range Pistol Days were on the fourth (and fifth where applicable) Sunday of every month.
 - Mr. Crandlemire said that weekly volunteer hours are available through SUG; there are regular weekly chores and the benches also need to be repainted.
- **Skeet & Trap**
 - Mr. Phelps (for Mr. Brino) introduced the Skeet and Trap ranges to the members and said range volunteer hours are available on SUG; ammo is also available.
 - Ms. Meara announced that there will be two registered trap shoots and one registered skeet shoot in May.
 - Ms. Meara also said June 8th is the annual Crush'n Clays event for St. Jude's Childrens Research Hospital.
- **Target Archery**
 - Mr. Riemer (for Del Vecchio) explained the Target Archery is for recurve bows and that there is a Junior Olympic Archery Class (JAD) available for children 8-18 years of age.
 - Mr. Riemer said compound bows are not allowed on that range without Mr. Del Vecchio's personal approval.
- **Awards & Grants**
 - Ms. Meara let the membership know that being the chapters appointed national IWLA director she is responsible for giving out the John W. Tobin Award. The chapter is allotted two award to provide to members and she said there were two chapter winners this year.
 - Ms. Meara announced Carl Armstrong as the first awardee for his 25+ years service as chairman of the chapter's annual Christmas Party for Disadvantaged youth.
 - Ms. Meara was assisted by Mr. Roger Thrasher (former Air Range Director) to give the award to Keith Kuck for his outstanding commitment of time and effort to the Air Range.
- **Bylaws**
 - Mr. Rose said that Board of Directors had been updating the bylaws and that the Bylaws Committee would be presenting the revised bylaws for first approval by the board of directors at its next BOD meeting and the bylaws will then be published in a newsletter for members to review, prior to the members voting on the proposed changes at a membership meeting.
 - Ms. Meara said the bylaw changes would be published in the August-October newsletter.
- **Building & Grounds**
 - Mr. Rose reported that trout were stocked in the chapter's pond today but the pond is closed to all fishing until after the annual Adults with Disabilities picnic next month.
 - Mr. Rose said after the pond opens for fishing, members must follow all relevant state laws, which include a daily catch limit of four trout per person.
 - Mr. Rose announced that through an Air Rifle contact, the chapter would receive 35-40 truckloads of millet to fill pot holes and smooth the roads and parking lots at the chapter; parking will be temporarily impacted until the millet dumped in lots can be spread.

- Mr. Rose said that the outhouses were recently pumped-out but the one across from the large pavilion will require some work; the scope of the repair work is still to-be-determined; any member with relevant repair skills should contact Mr. Rose.
- Mr. Rose said that mulch in the parking lot and gravel at skeet and trap will need to be spread by volunteers.
- **Communications**
 - Ms. Meara said that the next newsletter will be out in May and explained that it is now received electronically. Those members who would also like a paper version can sign up to receive one. Information is on the chapter website homepage.
 - Ms. Meara reminded members that the best source of information is the website.
 - Ms. Meara asked John Hsu to discuss the upcoming Disable Picnic and Fishing Derby.
 - Mr. Hsu said that the event would be held on May 4th, with an expected total of 70 people including volunteers, and he invited all interested members to attend. Mr. Hsu also encouraged new members to use the facilities and ranges.
- **Elections**
 - Ms. Meara (for Mr. Hamilton) announced the positions open in this year's chapter elections and said nominations are due by the June 18th general membership meeting with the elections occurring during the first two weekends in July.
 - Ms. Meara said bios of those running are on the website and the election results will be announced at the July 16th membership meeting; info is available at the website.
- **Public Relations**
 - Nothing was brought before the membership.
- **Security/Gate**
 - Mr. Early told members the gate code is located on the back of their membership card and that it is also the code for entry to the indoor archery range.
 - Mr. Early announced that the front gate electronics were being upgraded/replaced.
 - Mr. Early said for safety reasons, it's important to adhere to the chapter's speed limit.
- **Shenandoah Property**
 - Ms. Meara provided general information on the chapter's Shenandoah property to the members and said information is also available on the chapter's website.
 - A member asked if he can use the property before fulfilling the 6-hour requirement.
 - Ms. Meara explained that he could since he was now a chapter member, however, he could not bring any guests until the six-hour requirement was filled.

8. **OLD BUSINESS**

- Nothing was brought before the membership.

9. **NEW BUSINESS**

- Nothing was brought before the membership.

10. **ANNOUNCEMENTS**

- Ms. Meara welcomed and encouraged the new members to become involved with the chapter.

The meeting was adjourned at 8:20 PM

Submitted by: Todd Skipper
Secretary

Arlington-Fairfax Chapter, Inc - IWLA Profit & Loss Budget vs. Actual January through December 2024

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
41000 · Dues				
41024 · 2024 Chapter	196,209.00	175,000.00	21,209.00	112.1%
41025 · 2025 Chapter	0.00	175,000.00	-175,000.00	0.0%
Total 41000 · Dues	196,209.00	350,000.00	-153,791.00	56.1%
41900 · Contract Income	0.00	0.00	0.00	0.0%
42000 · Donations				
42300 · Donations - Restricted	200.00	0.00	200.00	100.0%
42600 · Donations - Unrestricted	1,307.00	1,000.00	307.00	130.7%
Total 42000 · Donations	1,507.00	1,000.00	507.00	150.7%
43900 · Grant Income	0.00	5,000.00	-5,000.00	0.0%
44000 · Interest Income	5,235.31	7,200.00	-1,964.69	72.7%
46000 · Miscellaneous Income	1,160.00	1,000.00	160.00	116.0%
49000 · Special Event Income				
49100 · Special Events Contributions				
49011 · Annual Picnic	0.00	0.00	0.00	0.0%
49012 · Childrens Christmas Party	0.00	0.00	0.00	0.0%
49013 · Handicapped Picnic	0.00	0.00	0.00	0.0%
Total 49100 · Special Events Contributions	0.00	0.00	0.00	0.0%
49200 · Annual Picnic	0.00	0.00	0.00	0.0%
49400 · Raffle	0.00	0.00	0.00	0.0%
Total 49000 · Special Event Income	0.00	0.00	0.00	0.0%
Total Income	204,111.31	364,200.00	-160,088.69	56.0%
Gross Profit	204,111.31	364,200.00	-160,088.69	56.0%
Expense				
61000 · Building and Grounds				
61200 · Equipment and Tools	0.00	500.00	-500.00	0.0%
61400 · Services	4,184.33	8,040.00	-3,855.67	52.0%
61500 · Supplies				
61505 · B&G Supplies	358.54	5,500.00	-5,141.46	6.5%
61510 · EMS Supplies	0.00	4,500.00	-4,500.00	0.0%
61515 · Security Expenses	6,476.07	30,000.00	-23,523.93	21.6%
Total 61500 · Supplies	6,834.61	40,000.00	-33,165.39	17.1%
Total 61000 · Building and Grounds	11,018.94	48,540.00	-37,521.06	22.7%
62100 · Contract Services				
62110 · Accounting Services	400.00	3,600.00	-3,200.00	11.1%
62115 · Admin Support	7,679.17	35,000.00	-27,320.83	21.9%
62135 · IT	196.24	6,000.00	-5,803.76	3.3%
62138 · Groundskeeper	0.00	35,000.00	-35,000.00	0.0%
62140 · Legal Fees	866.00	19,000.00	-18,134.00	4.6%
62150 · Outside Contract Services				
62155 · Trash Service	4,765.64	14,000.00	-9,234.36	34.0%
62160 · Mowing Services	0.00	14,000.00	-14,000.00	0.0%

Arlington-Fairfax Chapter, Inc - IWLA Profit & Loss Budget vs. Actual January through December 2024

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
62165 · Other	0.00	17,000.00	-17,000.00	0.0%
Total 62150 · Outside Contract Services	4,765.64	45,000.00	-40,234.36	10.6%
Total 62100 · Contract Services	13,907.05	143,600.00	-129,692.95	9.7%
62800 · Facilities and Equipment				
62870 · Property Insurance	29,261.54	60,000.00	-30,738.46	48.8%
62880 · Real Estate, Personal Prop Tax	0.00	1,000.00	-1,000.00	0.0%
62900 · Small Tools Under \$1500	0.00	0.00	0.00	0.0%
63000 · Utilities				
63100 · Electricity	5,556.77	19,800.00	-14,243.23	28.1%
63200 · Natural Gas	1,636.27	3,510.00	-1,873.73	46.6%
63300 · Water & Sewer	360.34	800.00	-439.66	45.0%
Total 63000 · Utilities	7,553.38	24,110.00	-16,556.62	31.3%
Total 62800 · Facilities and Equipment	36,814.92	85,110.00	-48,295.08	43.3%
65000 · Operations				
65005 · Bank Fees	0.00	0.00	0.00	0.0%
65006 · Registration Fees	455.00	1,000.00	-545.00	45.5%
65008 · Financial Processing Fees				
65009 · PayPal	4,567.41	6,000.00	-1,432.59	76.1%
65010 · Square	793.27	500.00	293.27	158.7%
65011 · Other	0.00	200.00	-200.00	0.0%
Total 65008 · Financial Processing Fees	5,360.68	6,700.00	-1,339.32	80.0%
65015 · Books, Subscriptions, Reference	0.00	0.00	0.00	0.0%
65030 · Equipment	478.46	1,000.00	-521.54	47.8%
65040 · Postage, Mailing Service	1,669.94	4,000.00	-2,330.06	41.7%
65060 · Printing and Copying	4,866.00	16,000.00	-11,134.00	30.4%
65080 · Supplies	863.37	5,000.00	-4,136.63	17.3%
65090 · Telephone, Telecommunications	1,594.72	4,800.00	-3,205.28	33.2%
Total 65000 · Operations	15,288.17	38,500.00	-23,211.83	39.7%
65100 · Other Types of Expenses				
65120 · Insurance - Liability, D and O	264.00	300.00	-36.00	88.0%
65150 · Memberships and Dues	100.00	500.00	-400.00	20.0%
65160 · Other Costs	0.00	1,000.00	-1,000.00	0.0%
65180 · President's Discetionary Fund	0.00	1,000.00	-1,000.00	0.0%
65190 · Awards	0.00	1,500.00	-1,500.00	0.0%
Total 65100 · Other Types of Expenses	364.00	4,300.00	-3,936.00	8.5%
66000 · Special Event Expenses				
66010 · Special Events				
66011 · Annual Picnic	0.00	2,000.00	-2,000.00	0.0%
66012 · Childrens Christmas Party	1,277.34	1,500.00	-222.66	85.2%
66013 · Handicapped Picnic	1,445.50	2,200.00	-754.50	65.7%
Total 66010 · Special Events	2,722.84	5,700.00	-2,977.16	47.8%
66020 · Raffle Expenses	0.00	0.00	0.00	0.0%
Total 66000 · Special Event Expenses	2,722.84	5,700.00	-2,977.16	47.8%

**Arlington-Fairfax Chapter, Inc - IWLA
Profit & Loss Budget vs. Actual
January through December 2024**

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
66500 · Grants & Donations				
66510 · Grants	0.00	0.00	0.00	0.0%
66520 · Donations	2,500.00	5,000.00	-2,500.00	50.0%
66530 · Scholarships	0.00	20,000.00	-20,000.00	0.0%
Total 66500 · Grants & Donations	2,500.00	25,000.00	-22,500.00	10.0%
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	7,224.50	0.00	7,224.50	100.0%
69200 · Buildings	0.00	5,300.00	-5,300.00	0.0%
69300 · Equipment	705.06	0.00	705.06	100.0%
Total 69000 · Capital Expenditures	7,929.56	5,300.00	2,629.56	149.6%
Total Expense	90,545.48	357,550.00	-267,004.52	25.3%
Net Ordinary Income	113,565.83	6,650.00	106,915.83	1,707.8%
Net Income	113,565.83	6,650.00	106,915.83	1,707.8%

Arl/Fx Chapter, IWLA - Balance Sheet - As of 04-30-2024

(Includes unrealized gains)

Account	Balance
ASSETS	
Cash, Checking and Investment Accounts	
Chapter Checking	30,000
Membership	2,940
Petty Cash	1,321
Insured Cash Sweep	545,881
Certificates of Deposit	226,413
Program Accounts	273,834
TOTAL Cash and Bank Accounts	1,080,388
TOTAL ASSETS	1,080,388
LIABILITIES & EQUITY	
LIABILITIES	0
EQUITY	1,080,388
TOTAL LIABILITIES & EQUITY	1,080,388

Program Account Activity
04-01-2024 to 04-30--2024

Air Range

Beginning balance	\$64,973.60
Total additions	3,881.24
Total subtractions	5,194.06
Ending balance	\$63,660.78

Jr Chapter

Beginning balance	\$13,657.14
Total additions	0.00
Total subtractions	0.00
Ending balance	\$13,657.14

Education & Training

Beginning balance	\$42,902.18
Total additions	5,659.77
Total subtractions	6,231.52
Ending balance	\$42,330.43

Rifle-Pistol Range

Beginning balance	\$20,235.34
Total additions	780.00
Total subtractions	825.00
Ending balance	\$20,190.34

Education & Training Trust

Beginning balance	\$17,898.94
Total additions	0.73
Total subtractions	0.00
Ending balance 4	\$17,899.67

Skeet & Trap

Beginning balance	\$67,624.19
Checks -	911.51
Other withdrawals,	745.09
Deposits, credits	17,215.00
Ending balance	\$83,182.59

Field Archery

Beginning balance	\$23,973.27
Total additions	1,525.17
Total subtractions	12,293.86
Ending balance	\$13,204.58

Target Archery

Beginning balance	\$19,847.77
Total additions	0.00
Total subtractions	139.05
Ending balance	\$19,708.72