

**Arlington-Fairfax Chapter, Izaak Walton League of America, Inc.**  
**Board of Directors - Minutes of the Meeting**  
**Tuesday, April 6, 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.
- b) Chapter Officers and Board of Directors present:
  - i. President: Tom Ciarula
  - ii. Vice President: Pam Meara
  - iii. Treasurer: Bob Crisman
  - iv. Membership: Benn Crandall
  - v. Designated Director: Bob Brino
  - vi. Designated Director: Dick Riemer
  - vii. Designated Director: Bill Frerking
  - viii. Designated Director: Joseph Turner
  - ix. Designated Director: John Seaberg
  - x. Designated Director: Keith Kuck
  - xi. Designated Director: Robert D'Imperio
  - xii. Director-at-Large: Roger Trasher
  - xiii. Director-at-Large: Marv Hicks
  - xiv. Director-at-Large: Chris Rose
  - xv. Director-at-Large: Carl Armstrong
  - xvi. Director-at-Large: Jim Smith
  - xvii. Director-at-Large: Oscar Starz
- c) Officers and Directors Absent
  - i. Secretary: Sean Gagnon
- d) Others Introduced
  - i. Tom Pike, Scouting Liaison

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

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

- Heidi Settle (BSA 1137) – Large Pavilion, Athletic Field, Outhouse on April 11, 2021 from 4:00-7:00PM
- Mark Winkler (BSA 1995) – Camp 4-10 from April 23-25, 2021
- Pam Gercken (BSA 695) – Camp 2-3, Large Pavilion, Athletic Field on September 25-26, 2021
- Pam Meara for R. Williams – Large Pavilion on July 31, 2021 from 10:00AM – 5:00PM
- D. Piszker (BSA 1577) – Camp 1-3, Small Pavilion, Outhouse, Rifle Pistol from May 14-16, 2021
- C. Cerar (Pack 864) – Large Pavilion from 6:00PM – 8:00PM on April 9, May 7, and June 4, 2021 (Fridays)
- Jennifer Alvarez (BSA 893) – Camp 1-10, Small Pavilion, Large Pavilion, Outhouse from November 5-7, 2021
- Brian Summer (BSA 1978) – Camp 1-3, Small Pavilion, Outhouse from October 15-17, 2021
- Wendy Everard (BSA 577) – Large Pavilion Sept – Oct, 2021 6:30- 9:00 PM for Troop Meetings
- Wendy Everard (BSA 577) – Field House Nov – Dec, 2021 6:30- 9:00 PM for Troop Meetings.

3. **PRESIDENT'S TIME**

- Nothing to report.

4. **MINUTES/CORRESPONDENCE**

- Minutes from the March 2021 Board of Directors Meetings were distributed for review. The minutes were approved as amended, with the following changes.
  - Ms. Meara stated that the new Fieldhouse phones have been installed and are working.
  - 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).

## 5. TREASURER'S REPORT

- Crisman presented the budget report as of March 2021. Income of \$296,013.08, Expenses of \$67,363.45, and the ending balance as of end of March 2021 was \$228,649.62. Budget report was accepted as submitted.
- Mr. Crisman reviewed the budget adjustment (email sent previously to the BOD) that was noted since last meeting due to a calculation error. \$8,245 was freed up and can be allocated to another account.
  - Mr. Crisman moved that the surplus, that was due to spreadsheet calculation error, of which \$4,800 be allocated to capital expenditures for Archery shed and the remainder of \$3,500 go into Building & Grounds supplies. Motion properly seconded by Mr. Brino and approved by the Board.
- Question was raised by Mr. Hicks (important with respect to budgetary changes). It was clear in previous minutes that \$500 came from Target and Field archery for the archery shed project. And that additional contribution for the shed roof came from Cub Run Archers in the amount of \$1,700.

## 6. MEMBERSHIP UPDATE

- Mr. Crandall presented the membership report as of March 2021. Currently we have 2031 memberships for 2021. An email had gone out to the 257 who didn't renew and from that we have picked up about 30 renewals.
- New member orientation was this past weekend (April 3<sup>rd</sup>), of the 50 who signed up and the extra 15 who were invited, only 31 were in attendance for both the sessions. No idea why.
- Gate code was recently changed to remove the 2020 gate code. Designated directors have 2021 membership rosters in mailboxes tonight.

## 7. SPECIAL COMMITTEES

- Awards and Grants
  - Mr. Thrasher requested that we wait until Mr. Meyer was in attendance to discuss awards. It would be good to have the awards and grants chair present to assist with recommendation.
- Bylaws
  - Ms. Meara informed the Board that the Bylaws revisions approved by the Board in January 2021, were in the February/March/April 2021 newsletter for consideration by the Membership, and should have been voted on at the February General Membership meeting. This was postponed from the February to April's General Membership meeting due to not having a February membership meeting due to the COVID-19 restrictions.
- Buildings and Grounds
  - Mr. Hicks provided an update on the archery shed progress. Everything seems to be on schedule. Completion date is 1<sup>st</sup> week in May. Currently the exterior and roofing are up.
  - Very few of any major projects on the list and we should not have any issues getting through the remainder of the year.
  - Mr. Rose provided an update on the Volunteer Service Hours. All wood has been split and thank you for everyone who volunteered and assisted.
  - Mr. Rose went through the list of current service hours projected that are needing to be done in the spring. He will be sending out the list for everyone to review and add items that are needing to be completed.
  - Mr. Rose requested that the discipline directors assign a lead to the projects to assist.
  - Mr. Rose is looking for an additional Director-at-Large who can assist.
- Communication
  - Ms. Meara provided an update with assistance from Mr. Armstrong in relation to the Christmas gift assistance the chapter provided to some needy families in December. This was done in lieu of the Christmas party that was cancelled for 2020 due to COVID-19 restrictions. Because of medical privacy laws, I got very little information about them, and they have no idea who we are. They were just told "some Good Samaritans want to make your Christmas merry".
  - Ms. Meara is working on a plaque for Bucky Sills with assistance from John Seaberg. Education and Training has said that they will assist with the purchase of the plaque, etc.
  - Ms. Meara will keep everyone informed when it will be planned that the Chapter will have a memorial/celebration for Bucky.
- Conservation
  - Mr. Rumble updated the board on the current Cub Run cleanup. There were 7-chapter volunteers at the event.
  - Mr. Hicks was inquiring about the trees planted in the Chapter field house parking lot. Once the County signed off on the construction, we can replace the dead trees with what the Chapter feels best. It makes sense to have a screen of sorts between the road and the field house. Mr. Hicks will work directly with Conservation director and John Seaberg on what is best for the chapter then come before the board if necessary.

- Mr. Hicks informed the board that a contractor will be working with Building & Grounds the weekend of April 17 & 18 on some tree work.
- Education and Training
  - Mr. Seaberg provided an update on upcoming E&T activities. So far this year we have conducted eight training courses. Due to COVID-19 restriction changes, we have been able to increase class size from 10 to 16 participants.
- Elections
  - John Seaberg was nominated to take over as Education & Training Director, property seconded by Mr. Turner and approved by the board.
  - Mr. Steve Rumble was nominated to take over as Conservation Director, property seconded by Mr. Brion and approved by the board.
- EMS
  - Mr. Brino indicated that he is not sure that we would need to put more lime down at this time. The chapter should take water samples in late April early May. Question was asked of Mr. Kuck when the best time to take soil sampled and he indicated that it should be done in around September and that the cost would be \$16 to have it tested.
- Field Archery
  - Mr. Riemer provided an update on Archery 101. The class size was increased from 10 to 16 participants. March archery cleanup day went well. A lot of projects were completed. There were 28 volunteers who participated.
  - Mr. Riemer spoke about the issue that the chapter ranges are closed on Easter and Christmas. Requested clarification as archery did not know about this historical policy as there was some confusion. Lots of archers were shooting, and were told it was closed. Is archery closed on Easter on Christmas. The only mention in the Bylaws that any of the chapter ranges are closed is in the Rifle/Pistol Range rules. Although it has been in the New Member Orientation sense 1990's and has also been in the Newsletter for those time frames for over 20+ years along with the chapter calendars. (Copies provided at meeting if verification was needed) Restriction to close the chapter was in the last special exemption, but not in the most recent one. The chapter choose to close ranges for our neighbors. Mr. Rose indicated that this is an issue and although the policy has been not followed, we should not dwell on what occurred but correct it for the future.
  - Mr. D'Imperio moved the following be put into policy: Any outdoor firearm range be closed on Easter and Christmas. Motion properly seconded by Mr. Brino. Discussion: Mr. Seaberg indicated that the range Director has the authority to close the range at any time.
  - Mr. Brino then made a Friendly amendment that firearms may not be discharged outdoors on Easter and Christmas. Motion passed.
  - POLICY. – Firearms may not be discharged at any outdoor firearm range on Easter and Christmas. Motion Passed
- Target Archery
  - Mr. D'Imperio reported that the JOAD program should be starting up on May22nd.
  - Mr. Hicks informed the board that Buildings and Grounds will be repairing the Target Archery backstop/Fence
- Air Range
  - Mr. Kuck reported that the Air Range has received a Midway grant for \$4,100 to assist in payment for Coach Clinic June 24-25 and 26-27, 2021. Also, this grant reduced the price of the clinic to \$100 for participants.
- Rifle/Pistol
  - Mr. Frerking reported that some of the RO's that were not able to make it to the chapter due to COVID-19 have been returning to handle their RO duty. Last month 6 additional members went through the Rifle/Pistol RSO class and only one continued to take an RO duty day.
  - Mr. Starz has started back up the HS Small bore practices on Friday at 5 p.m. to sundown.
  - Mr. Frerking updated board on close range berm information. At this point in time still working on plans and testing multiple baffle materials. There will be separate RFP's for the firing line and field house. One suggestion is that we install a metal roof, but not on the firing line because of the noise. Art Twichell investigating non-porous sound materials, but the prices for that type of material is expensive.

- Skeet/Trap
  - Mr. Brino informed the Board that Winter Trap and Skeet League's last day for 2021 is this Sunday, April 11, 2021.
  - Mr. Brino let the board know that we lost another chapter member on March 26, 2021. Mr. Art Crowley was only 57 years old. He was on Bucky's and Sean's Winter league team.
  - St. Jude's Crush 'n Clays is being organized for the second Saturday in June. Pam & Bob recently had a conference call with VSSA to work on plans and details for the event. Steve Canale has been forwarding some information on how he planned the previous events.

#### 8. STANDING COMMITTEE REPORTS

- Mr. Smith provided an update to the board concerning Memberships Recruitment/Retention. For the past several years the Chapter's membership has not been full. 2019 and 2020 was not full and currently for 2021 there is only 2030 so far. Our main income source is the membership dues and we need to make sure that that we get filled up yearly and take a closer look at how many people did not fulfill their 6-hr. requirement and did not renew. (2018/2019, 30 % of the people didn't do 6hr. and didn't renew).
- Mr. Smith discussed the issue were people who come to the chapter when the gate is open and just come in and think they can use the facilities. Discussion on how many individuals involved in the Shotgun Winter League who are not members. Mr. Brino provided information that there are only a very small handful of individuals who participate in the winter league are not members. Mr. Smith inquired as to why we do not try and get them to become members and that anyone who comes and uses the property more than three times, that they should either become members or not come. It was asked about how many shooters come to use the archery ranges more than three times and are not members? Mr. Frerking added that we collect a different cost at the ranges for members and non-members.

#### 9. OLD BUSINESS

- Tabled motion from the March 10, 2020 BOD Meeting: Mr. Smith moved that new members have an option to pay \$300 to remove their 6-hour volunteering obligation. Mr. Brino moved that the motion be tabled until the January 2021 Board of Directors' Meeting. Mr. Brino's motion was adopted and Mr. Smith's motion was tabled. This motion was brought up from the table and was postponed until the March 2021 Board of Directors' meeting.
  - Mr. Smith moved to Postponed until the May BOD meeting. Properly seconded by Mr. Rose and approved by the Board.
- Mr. Smith brought back to the board the approved Policy that was approved in March 2020, 'When a member uses PayPal to pay their membership fee, they be charged the PayPal processing fee of \$6.' Discussion: This needs to be amended to include all collection mechanisms as the chapter has another credit card collection mechanism that they are using for renewals when members come into the chapter office. Current estimated collection fees charged per transaction to the chapter for: \$6.25 Paypal and \$8.91. Mr. Seaberg pointed out that everyone pays fees for convenience, it's not like the chapter is getting anything out of this action.
  - Mr. Smith moved When a member uses any chapter collection mechanism to pay their membership dues, where a fee is charged, the member is charged a \$6 processing fee starting immediately. Motion properly seconded my Mr. Riemer and approved. Manual vote was taken. 10 in-favor, 4 opposed. Motion carried.

#### 10. NEW BUSINESS

- Nothing to report.

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

- Nothing to report.

The meeting adjourned at 9:16 PM

Signed: Pamela Meara, Vice President  
For: Sean Gagnon, Secretary