

**Arlington-Fairfax Chapter, Izaak Walton League of America, Inc.**  
**Board of Directors - Minutes of the Meeting**  
**Tuesday, August 3, 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. Secretary: Sean Gagnon
  - iv. Membership: Benn Crandall
  - v. Treasurer: Bob Crisman
  - vi. Designated Director: Steve Rumble
  - vii. Designated Director: John Seaberg
  - viii. Designated Director: Dick Riemer
  - ix. Designated Director: Bill Frerking
  - x. Designated Director: Bob Brino
  - xi. Designated Director: Joseph Turner
  - xii. Director-at-Large: Chris Rose
  - xiii. Director-at-Large: Oscar Starz
  - xiv. Director-at-Large: Marv Hicks
  - xv. Director-at-Large: Roger Trasher
- c) Officers and Directors Absent
  - i. Designated Director: Keith Kuck
  - ii. Designated Director: Robert D'Imperio
  - iii. Director-at-Large: Carl Armstrong
  - iv. Director-at-Large: Jim Smith
- d) Others Introduced
  - i. Steve Landry, Elections Committee Chair

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

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

- Nathan Dressler (BSA 1995) – Eagle Scout project to construct new elevated walkway near the bridge at the pond on the large pavilion side. Mr. Hicks moved to approve the project pending further coordination with the Director of Buildings and Grounds and budget availability.
- Dale Dressler (BSA 1995) – small pavilion on Wednesdays, 6:30PM – 9:00PM, August 25 – December 1.
- Fred Ansick (Cub Run Archers) – Buck Busters shoot at Field Archery on September 11, 2021 from 9:00AM – 11:00AM
- Samantha Sell (BSA 30) – Large Pavilion on September 20, 2021 from 5:30PM – 8:00PM
- Bryan Lytton (Troop 1978G) – Air Range, Field Archery, Rifle/Pistol, Skeet/Trap on November 14, 2021.
- Dick Riemer (Cub Run Archers) – Large Pavilion on September 12, 2021 from 1:00PM – 5:00PM

3. **PRESIDENT'S TIME**

- Nothing to report.

4. **MINUTES/CORRESPONDENCE**

- Minutes from the July 2021 Board of Directors Meetings were distributed for review. The minutes were approved as written.

5. **TREASURER'S REPORT**

- Mr. Crisman presented the budget report as of July 2021. Income of \$348,628.72, Expenses of \$173,003.08, and the ending balance as of end of July 2021 was \$175,625.64. Budget report was accepted as submitted.

6. **MEMBERSHIP UPDATE**

- Mr. Crandall presented the membership report as of July 2021. Currently we have 2,154 active memberships, and 80 people signed up for the August New Member Orientation.

## 7. SPECIAL COMMITTEES

- Elections
  - Mr. Landry presented the results of the annual Chapter election. The following candidates were elected for the respective positions.
    - President – Pamela Meara
    - Secretary – Sean Gagnon
    - Membership Director – Benn Crandall
    - Field Archery Director – Dick Riemer
    - Rifle-Pistol Director – Bill Frerking
    - Air Range Director – Keith Kuck
    - Youth Activities Director – Joe Turner
    - Director-at-Large – Carl Armstrong
    - Director-at-Large – Chris Rose
    - Director-at-Large – Fred Ansick
  
- Buildings and Grounds
  - Mr. Hicks stated that needs to issue a new RFP for the Chapter caretaker contract.
    - Mr. Thrasher moved that the Buildings and Grounds committee run the selection process for the new caretaker and to report their recommendations to the Board for final approval. The motion was adopted.
  - Mr. Hicks stated that he will likely need an increase in contract support for budget purposes.
  - Mr. Hicks stated that he is interested in having Artistic Landscaping do all of the mowing onsite, and that this needs to be explored.
  - Mr. Hicks stated that there is no formal snow plowing policy, and that this needs to be figured out.
  - Mr. Hicks moved that a sole-source proposal be utilized to have the asphalt millings spread on Chapter roads, and that \$5,500 be paid to R.C. Herzig for the work.
    - Mr. Gagnon asked how long do the millings last and how will the application be paid for?
    - Mr. Hicks stated that the durability of the millings depends on how well they are applied and the availability of millings, and that the project will be paid out of Capital Expenditure – Lands.
    - The motion was adopted after discussion.
  
- Communication
  - Ms. Meara stated that the most recent Chapter newsletter was mailed today.
  
- Education and Training
  - Mr. Seaberg stated that two courses were completed in July, and that two courses are scheduled for August.
  
- EMS
  - Mr. Ciarula stated that surface water sampling results have been received from the lab, and the numbers appear normal.
  
- Field Archery
  - Mr. Riemer stated that the field archery facilities are in good shape.
  
- Target Archery
  - Mr. Riemer stated that the Junior Olympic Archery Development (JOAD) is very active.
  
- Air Range
  - Mr. Thrasher stated that USA shooting done well at the Olympics, with 6 medals received. Mr. Thrasher also stated the IWLA alumni Lucas Kozeniesky won a silver medal at the current Olympic games.
  - Mr. Trasher moved that the Air Range be authorized to spend \$99,000 to complete Air Range improvements to convert the Air Range to allow the use of small-bore rifle.
    - Mr. Rose stated that ventilation, ballistics control, and cleanup are important considerations, and that the Air Range as designed as not been built as a commercial range.
    - Mr. Thrasher stated that he anticipated the funds to be from the following sources: \$75,000 in donations and that an additional \$20,000 needs to be raised, and that he anticipates the final budget to be \$85,000 but wanted to request \$99,000 to provide a safety buffer.
    - Mr. Gagnon stated that this expenditure is not in the annual budget approved by the Chapter, and that if this expenditure is approved by the Board it also needs to be approved by the Membership per the Chapter bylaws. A majority of the Board disagreed with this interpretation of the Chapter bylaws.

- Mr. Rose and Mr. Thrasher further discussed the potential safety issues associated firing smallbore at the range, including the target trap and how to control subsonic ammo.
  - Mr. Gagnon asked if the production of lead waste will require us to register as a hazardous material generator under RCRA. Mr. Ciarula stated we won't know until after the range opens.
  - Mr. Frerking asked if the design was an in-house design or if experts have been retained for input. Mr. Thrasher stated that it was an in-house design, and that he has done a lot of research and that risks have been mitigated.
  - Mr. Hicks asked if there will be an structural changes to the building. Mr. Thrasher said no.
  - Mr. Hicks asked how budget overruns will be dealt with. Mr. Thrasher stated that the Air Range already has \$75,000, expects another \$12,000 from the Midway Foundation, and hopes to raise \$10,000 in donations. Mr. Thrasher also stated that he will not seek money from Chapter funds. Mr. Gagnon reminded Mr. Thrasher that all Air Range funds are Chapter funds, and that there is no difference between the two.
  - The motion was adopted with one vote in opposition.
- Rifle/Pistol
    - Mr. Frerking stated that he has received on response to his RFP to engineer the new baffles and roof at Rifle/Pistol.
    - Mr. Frerking moved to accept a sole source expenditure to obtain architectural services from Architecture Incorporated in the amount of \$27,520.
      - Mr. Frerking stated that this was just for architectural and structural design, and that he anticipates the total project cost to increase.
      - Mr. Frerking stated that the expense will be funded from the Rifle/Pistol sub account.
      - Mr. Crandall asked Mr. Frerking if he was comfortable with the sole source contract. Mr. Frerking stated he wanted more bids, but no one was providing bids.
      - Mr. Crandall asked what the time frame for the work is. Mr. Frerking stated he wanted to complete the work this year, but that is now unlikely. He now anticipates construction to being in spring 2022.
      - Mr. Gagnon asked if the project will require the use of a civil engineer. Mr. Frerking said no.
      - The motion was adopted unanimously.
  - Skeet/Trap
    - Mr. Brino stated that Trap Machine #4 was recently repaired, and that there is a registered skeet shoot this weekend.
  - Youth
    - Mr. Turner stated that there are still raffle tickets available to support youth activities at the Chapter.

## 8. STANDING COMMITTEE REPORTS

- Nothing to report.

## 9. OLD BUSINESS

- Nothing to report.

## 10. NEW BUSINESS

- Mr. Brino stated that it is time to start planning the annual Chapter picnic.
- Mr. Hicks stated he will coordinate with the various Chapter Directors to minimize impacts to the Chapter associated with paving activities.
- Mr. Bob Bell requested that the various Directors provide him information for the annual report to IWLA National.

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

- Nothing to report.

The meeting adjourned at 9:09 PM

Signed: Sean Gagnon, Secretary