

Arlington-Fairfax Chapter, Izaak Walton League of America, Inc.
Board of Directors - Minutes of the Meeting
Tuesday, December 7, 2022

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

- a) A quorum of members was present.
- b) Chapter Officers and Board of Directors present:
 - i. President: Pam Meara
 - ii. Vice President: Chris Rose
 - iii. Secretary: Sean Gagnon
 - iv. Treasurer: Bob Crisman
 - v. Membership: Benn Crandall
 - vi. Designated Director: John Seaberg
 - vii. Designated Director: Dick Riemer
 - viii. Designated Director: Bob Brino
 - ix. Designated Director: Joseph Turner
 - x. Designated Director: Keith Kuck
 - xi. Designated Director: Bill Frerking
 - xii. Director-at-Large: Carl Armstrong
 - xiii. Director-at-Large: Steve Landry
 - xiv. Director-at-Large: Marv Hicks
 - xv. Director-at-Large: Roger Trasher
 - xvi. Director-at-Large: Oscar Starz
 - xvii. Director-at-Large: Fred Ansick
- c) Officers and Directors Absent
 - i. Designated Director: Robert D'Imperio
 - ii. Designated Director: Steve Rumble

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

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

- Pat Beagle (BSA 688) – Camp 1-3, Small Pavilion, outhouse from March 18-20, 2022.
- Dan Ambrose (BSA 124) – Camp 1-3, fishing, small pavilion, outhouse, Archery, and Shotgun from May 13-15, 2022.
- Dick Riemer (Suburban Whitetail Management) – Field Archery clubhouse from 6:00PM – 9:00PM on January 24, February 28, March 21, April 18, May 16, June 20, July 18, August 15, September 19, October 17, November 21, and December 19, 2022. Main Chapter Field house on April 24 and August 28, 2022 from 5:00 PM – 9:00PM. Two Saturday mornings in August 2022 for member qualification between 8:00AM and Noon.
 - Donated \$500 to the chapter
- Fred Ansick (Appalachian Bowhunters Association) – Indoor Archery field house on February 9, 2022 from 7:00 PM – 10:00 PM.
- Chad Cerar (Pack 846) – Chapter Field House on January 7, 2022 from 6:00 PM – 8:30 PM.
- Patrick Kerner - Troop 608 – Skeet/Trap. December 11, 2021. 9:00AM-2:00PM

3. **PRESIDENT'S TIME**

- Nothing to report.

4. **MINUTES/CORRESPONDENCE**

- Minutes from the November 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 November 2021. Income of \$384,751.81, Expenses of \$270,214.11, and the ending balance as of end of November 2021 was \$114,537.70. The budget report was accepted as submitted.
- Mr. Crisman stated that the Financial Advisory Committee is conducting interviews with bookkeeping firms that can help with financial record keeping at the Chapter.

6. MEMBERSHIP UPDATE

- Mr. Crandall presented the membership report as of November 2021, the Chapter has 2,312 memberships full.
- The Chapter had 211 volunteers, for an estimated savings of \$10,000 from volunteer hours. One member volunteered more than 300 hours, and Mr. Crandall is working on recognizing such volunteers.

7. SPECIAL COMMITTEES

- Air Range
 - Mr. Kuck provided purchase order information for the free standing smallbore capable bullet traps at the Air Range. He has contacted multiple vendors and has had a difficult time receiving responses. West Virginia University is offering to sell 30 used traps for \$250 each, totaling \$7,500. Mr. Kuck stated these bullet traps are compatible with the existing air rifle and electronic targets. Mr. Kuck asked if this required a motion given that the expenditure is in support of an approved budget item. Ms. Meara stated that all expenditures above \$3,500 require Board approval.
 - Mr. Kuck moved that the Board approve the bid to purchase the bullet traps from West Virginia University.
 - Mr. Gagnon asked if the costs for the overall project are being tracked? Mr. Kuck stated that they are.
 - Mr. Gagnon asked what the cost included? Mr. Kuck stated the fee is for the bullet traps only, and that transportation and installation will be different costs.
 - The motion was adopted.
- Awards and Grants
 - Mr. Meyer stated that the 2020 IWLA Defenders Award was attached to the award plaque.
- Buildings and Grounds
 - Mr. Hicks provided an update on ongoing and completed projects at the Chapter, including renovations to the Chapter entrance, roofs at gazebo, education and training building, conservation shed, and small pavilion.
 - Mr. Hicks stated that the archery field house floor will be installed between December 15-17, 2021.
 - Mr. Hicks stated that more trees will be felled for firewood.
 - Mr. Hicks stated that most gutters and buildings have been cleared free of leaves, and that this needs to be done again.
 - Mr. Hicks stated that changing the HVAC filters at Archery is difficult, and that he is consulting with Bob Barrett for advice.
 - Mr. Hicks stated that the belts on the tractor need to be changed.
 - Mr. Hicks provided an update on the bids for replacing the roofs at Rifle/Pistol.
 - Mr. Hicks recommended that the Board accept Mellow Contractor's bid for \$31,866.
 - Mr. Hicks stated that the contract does not say how extensive the plywood damage is, and that replacing plywood will be an additional \$85 a sheet.
 - Mr. Starz asked if the quote included new Kevlar on the roof? Mr. Hicks stated that it does.
 - Mr. Gagnon asked if this was a different expense from the range refit? Mr. Frerking stated that this is a different expense from the range refit.
 - Mr. Kuck asked if Mr. Frerking was okay with the expense and contractor. Mr. Frerking answered in the affirmative.
 - The motion was adopted.
 - Mr. Hicks provided an update on the RFP for the Chapter Caretaker.
 - Deadline for responses to the RFP was November 17; no bids were received.
 - Mr. Hicks stated he would research long-term solutions for a new Chapter Caretaker.
 - Mr. Hicks provided an update on the retiring Chapter caretaker, Keith Pearson.
 - Mr. Brino moved that the Chapter grant Keith Pearson a family membership for 2022.
 - Mr. Ansick suggested that Mr. Pearson be given a two year membership.
 - Mr. Crandall stated that giving away free memberships sets a concerning precedent.
 - The motion was adopted.

- Bylaws
 - Steve Landry moved that the Bylaws be revised as follows.

ARTICLE VI

Committees

The President, with the consent and approval of the Board of Directors, shall appoint such standing and special committees as the Board of Directors shall direct. -The President shall be an *ex officio* member of all committees, except the election committee if they are a candidate standing for election. No Chapter member can be a member of the election committee if they are standing for election.

- Mr. Gagnon stated that he believes the bylaws are being changed too frequently.
- Mr. Kuck asked if the election chair is elected at a separate time from the president. Mr. Frerking stated that the election chair is not an elected position.
- The motion was adopted.
- Chris Rose moved that the Bylaws be revised as follows.

Grounds Rules

GENERAL

Any person using any facility or any portion of any part of the Chapter property shall do so at their own risk and by so doing hold the Arlington-Fairfax Chapter of IWLA, its officers, directors, range officers, agents, and assigns indemnified from any personal injury or other claim.

1. **MEMBERS.** Members, their spouses, and dependent children under eighteen (18) years of age may enjoy the privileges of the property, but will be expected to properly identify themselves at any time if requested to do so by Chapter officers, directors, range officers, or any member.
2. **WEARING RANGE BADGE.** Adult Chapter qualified members must wear the current Range Qualification Badge in plain sight whenever they are shooting at any of the Chapter ranges.
32. **GUESTS.** Guests will be permitted use of the property only when accompanied by a member in good standing of the Chapter except as hereinafter provided for:
 - a. An individual may be a guest on the Chapter property three (3) times in one calendar year, except for special events or with prior permission of the Board of Directors.
 - b. The number of guests that each member may bring on to the Chapter property shall not exceed three (3) persons on any one day except with approval of the Board of Directors.
43. **FAILURE TO OBEY GROUNDS RULES.** Chapter officers, directors, and range officers have the authority to expel anyone acting in any way contrary to the Chapter Bylaws, Grounds Rules, and/or Range Rules.

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Rifle-Pistol Range Rules

OMIT

~~9. **WEARING RANGE BADGES.** Range Qualified Chapter members and all other Range Qualified personnel **MUST WEAR** the **current** Range Qualification Badge on their outer clothing in **PLAIN SIGHT** whenever they are inside the Rifle Pistol Range fence. Range Qualified Chapter members must carry their Chapter membership card with them and present it to a Range Officer when requested to do so.~~

- Mr. Turner asked how this applies to youth members. Mr. Gagnon states that he believes these changes apply to youth members.
- The motion was adopted.

- **Communication**
 - Ms. Meara asked when the last time the well water was tested, and stated this should be done on a yearly basis.
 - Ms. Meara stated that the annual handicapped picnic has been canceled, and that Marv will look into stocking the pond with trout for members use.
 - Ms. Meara stated that more guest release forms have been ordered.
 - Ms. Meara stated that hours of operation have been posted throughout the Chapter.
- **Education and Training**
 - Mr. Seaberg stated that 2022 E&T plan has been approved, and fliers have been printed.
 - Mr. Seaberg stated that there is an error in the printed flier, and that the Shotgun camp is on April 4/5 and not 11/12.
- **Field Archery**
 - Mr. Riemer stated that there is interest in an indoor archery class, as target archery cannot support the number of people that want to take classes. Mr. Riemer stated that he hopes to start classes in March with 16 participants.
- **Rifle/Pistol Archery**
 - Mr. Rose asked if there were any updates on the baffle replacement contract. Mr. Frerking stated that he is working on getting the check cashed and deliverables in hand. The contract to build the new baffles/range will require a separate RFP, which will be issued once we have design drawings.
 - Mr. Starz stated that he has received complaints about the range being closed due to a lack of RSOs. Mr. Frerking stated that only about 8 shifts a month are missed, and he is constantly adding new RSOs.
- **Shenandoah Property**
 - Mr. Ansick stated that he has received 31 requests to hunt the property, and no one has had success hunting yet.
 - Mr. Ansick stated he will compile use request statistics for the next Chapter newsletter.
- **Youth**
 - Mr. Turner stated that the youth chapter currently has 161 members, and that elections have just occurred. The elected positions follow:
 - Clara Tranchemontagne – President
 - Diana Leppert – Vice President
 - Secretary – Sylvia McCauley
 - Tess Hines – Treasurer
 - Samuel Nickless – Director-at-Large

8. STANDING COMMITTEE REPORTS

- Nothing to report.

9. OLD BUSINESS

- Mr. Starz moved that the family living at 14705 Mount Olive Road be granted a free membership, was going to obtain information from Mr. Ciarula as to which Board meeting this was discussed (Deferred at October 5, 2021 Board of Directors' meeting). Mr. Starz withdrew the motion.

10. NEW BUSINESS

- Mr. Armstrong stated that six needy families were identified by Fairfax Schools with 25 children. Mr. Armstrong stated that he will shop for three families and Fairfax Fire Department will shop for three families. They are buying shoes, coats, socks, and toys, and will deliver to their front doors on Saturday.
- Mr. Landry reminded those that are running raffles to coordinate with him if they are planning new raffles.

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

- Mr. Ansick stated that a bear is damaging the targets at outdoor field archery.
- Opportunity to donate to the AR-FX Chapter through Amazon Smile. See chapter website for details.

The meeting adjourned at 9:33 PM

Signed: Sean Gagnon, Secretary

