

**Arlington-Fairfax Chapter, Inc., Izaak Walton League of America
Board of Directors Meeting – Tuesday, July 11, 2023**

1. 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 – Sean Gagnon
 - iv) Treasurer – Bob Crisman
 - v) Designated Director – Keith Kuck
 - vi) Designated Director – Bob Brino
 - vii) Designated Director – John Seaberg
 - viii) Designated Director – Dick Riemer
 - ix) Designated Director – Joe Turner
 - x) Designated Director – Bruce Crandlemire
 - xi) Designated Director – Jonathan Bukva
 - xii) Director-at-Large – Oscar Starz
 - xiii) Director-at-Large – Fred Ansick
 - xiv) Director-at-Large – Todd Skipper
 - xv) Director-at-Large – Carl Armstrong
 - xvi) Director-at-Large – Don Early
 - xvii) Director-at-Large – Bob Hamilton
- d) Officers and Directors Absent
 - i) Membership – Benn Crandall
 - ii) Designated Director – Jeff Del Vecchio

2. Visitor's Time/Facility Use Request

The following requests for use of Chapter Facilities were approved by the Board (all program approvals have been obtained unless noted)

- Michael Rudolph (Ohev Yisrael Messianic Jewish Congregation) – Field House, Athletic Field, Large Pavilion, Field Archery on November 5, 2023.
 - Mr. Armstrong asked how many people will be in attendance. Mr. Rudolph stated the maximum number is 100 in attendance.
 - Mr. Early asked what the maximum capacity of the Field House is. Mr. Rose stated that maximum capacity is 100 people.
 - Mr. Rudolph was reminded of the Chapter speed limit.
 - Mr. Gagnon recommended that attendees carpool given the limited parking onsite.
- Sean Salas (BSA 158) – Eagle Scout project to build axe and knife throwing target butts
 - Requested \$100 from Field Archery. The target butts will be installed near the athletic field.
 - Mr. Salas stated that the total project is likely to take less than 100 work hours.
 - The concrete footings are 1ft x 1ft x 7 in deep, with three footings per target, and three targets proposed.
 - Mr. Dwyer asked if permits are required for this. Mr. Salas stated that permits are not required.
 - Mr. Gagnon and Mr. Rose recommended that Mr. Salas contact Miss Utility prior to installation of the target butts.
- Andrew Arrage (BSA 1887) – Campsites 1-3 and Small Pavilion on August 12 and 13, 2023
- Dick Riemer (Vienna Park Group) – Large Pavilion on August 6 and 20, 2023

3. PRESIDENT'S TIME

- Nothing was reported.

4. MINUTES/CORRESPONDENCE

- Minutes from the June 6, 2023 Board of Directors Meeting were available for all to review and then the Minutes were approved as written.

5. TREASURER'S REPORT

- Mr. Crisman presented the Budget Report, January through June 2023, to the Membership.
 - Income: \$339,181.98
 - Expenditures: \$130,278.54
 - Budget Remaining: \$208,903.44
- Mr. Crisman reminded those in attendance about working with our banks and FDIC insurance limits of \$250,000. We have signed off on program with the bank – an insured cash sweep. Bank has taken money market funds and reinvested them in other banks so that there is no one place that has more than \$250,000 in any one bank.
- We are consolidating some of our accounts. Bull Run Muzzleloaders has been consolidated into R/P, etc. Funds from Bull Run will go to R/P, expenses for Bull Run Muzzle Loaders will also then come from R/P. Same with Nova Sharpshooters at Air Range. Reducing number of accounts and making financial tracking simpler.
- Mr. Crisman requested budget recommendations for 2024, and requested information by September. Please provide expected income and expected expenses for your program.

6. MEMBERSHIP UPDATE

- Ms. Meara provided the membership report for Mr. Crandall. We currently have 2,130 memberships filled, and did not conduct July NMO. First weekend of August has 40 registered (full), and September filling up fast.
- Mr. Kuck lead a discussion regarding transitioning to an electronic newsletter. Mr. Kuck stated it is his understanding that we have email data for most members, and that there would be significant savings for the Chapter if we did not have to print and mail newsletters. Mr. Kuck asked if we needed to make a motion to go to an electronic newsletter and then modify bylaws? Mr. Gagnon stated that he had reviewed the Chapter bylaws, and they only say that notifications are done via newsletter, but the bylaws do not say the newsletter has to be physically mailed.
 - Mr. Crisman stated that each newsletter run costs about \$3,000 in printing expenses plus postage.
 - Mr. Brino stated that he doesn't think we can transition immediately, perhaps we need to notify the membership and transition in the fall.
 - Mr. Gagnon recommend that we default to an electronic newsletter, and allow members to opt-in to a paper copy
 - Mr. Gagnon also suggested we finish the year with printed copies, and that we should have an article in the newsletter about the transition. We do not want to interfere with renewals. Mr. Gagnon also suggested including the opt-in as part of the renewal/new membership application forms.
 - Mr. Starz asked if this will this be brought up to the general membership? Ms. Meara stated that is not required.
 - Mr. Early asked if we will we still print some? Ms. Meara stated that we would continue to print some, for gun show and other recruiting purposes.
 - Mr. Dwyier suggested that posters be placed around the Chapter informing the membership we are going to a digital newsletter.

7. SPECIAL COMMITTEES

- **Air Range**
 - One pistol shooter (Will Regala) is going to South Korea for Jr. World Championships shooting in Rapid Fire Pistol and Sport Pistol. July 14-25, 2023
 - Another camp for air rifle on July 24-28. AM and PM camp. One group in morning, second group in afternoon. Coaches from Georgia Southern and Memphis.
- **Awards and Grants**
 - Mr. Gagnon asked if anyone has looked into the DEQ grant for water quality funds? Mr. Dwyier stated not yet, but he will look into it.
- **Bylaws**
 - Mr. Rose stated that we are not doing one bylaw change at a time, but are planning on doing mass updates as necessary. If there are bylaw changes you suggest, please get them to him by the September BOD meeting so they can be consolidated, discussed, and voted on. This is a multi-month process.
 - Mr. Kuck asked if this included range rules updates as well? Mr. Rose stated that it includes anything in the bylaws book – so yes.
 - Mr. Crandlemire stated that he has three range notices (steel targets, bumpstocks/binary triggers, and guest fee assessment). Mr. Crandlemire was reminded that policies are different than bylaws and range rules, and that there is a procedure in the bylaws on how new range rules need to be approved and implemented.

- **Building & Grounds**
 - Mr. Rose provided an update on Building & Ground activities.
 - Mr. Rose thought that stone had been acquired for Skeet/Trap, but it had not. He is working to get it sorted out.
 - The outhouse by large pavilion is rather full, and he is looking to get it pumped. Mr. Gagnon asked if we still get them pumped for free? Mr. Rose stated he was not sure, and that he needs to check with membership.
 - Mr. Crisman asked when was the last time fieldhouse was pumped? Mr. Rose stated it was pumped last year, and that all tanks will be checked.
 - Ms. Meara asked if we ever received a new lawn care contract? Mr. Rose said we have, and he will provide it.
 - Ms. Meara stated we are working on getting asphalt millings for free, and is estimating how many truckloads we need.
 - Mr. Rose stated we need to start working on removing vegetation from the pond dam.
 - Mr. Early is working with the electric utility to remove hazard trees around power lines.
 - Mr. Early has electronics for front gate locks, and there is lots of work to be done. He has been working with Mr. Turner on a donation of materials from DA Foster (estimated \$23,000+ worth of materials). He will work with Mr. Crisman for in-kind donation for donator's taxes.
 - Shotgun has had an electronic lock installed.
- **Communications**
 - Newsletter will go out after election results.
 - If you have anything for the calendar, please send to the calendar email address.
 - If you have anything you want in eblast, please let Ms. Meara know in advance.
- **Conservation**
 - Mr. Bukva stated he has identified a grant for Citizen Water Quality Monitoring. Grants can be used for equipment, training, testing, and marketing. Ms. Meara instructed Mr. Bukva to please work with Mr. Dwyier on the grant application.
- **Education and Training**
 - There is a basic RSO class on July 23, and the basic shotgun class for July 29 has been cancelled due to a lack of students.
- **Elections**
 - Mr. Bukva stated that elections started last weekend, and the second weekend of elections is upcoming. Polls will be open from 9:00AM to 5:00PM at the Field House. Election results will be announced at the July General Membership Meeting.
- **Field Archery**
 - Fairfax Archery qualifying finished in June, with 112 participants attempting to qualify. 93/112 participants passed, with 19 failing. This earned the Chapter over \$1,000.
 - Archery 201 summer classes have recently started.
- **Target Archery**
 - Ms. Meara provided the Target Archery update for Mr. Del Vecchio, stated that the raffle held during elections will support JOAD and some of the archery parents will be manning the table.
- **Rifle-Pistol**
 - Mr. Crandlemire stated that he has issued three range notices. Mr. Crandlemire was reminded that there is a procedure in the bylaws on how new range rules need to be approved and implemented.
 - Mr. Crandlemire stated he is working on improving financial reporting with the Treasurer, establishing reporting procedures for range activities, and that financial accounts have been consolidated.
 - Mr. Crandlemire stated that he hopes to observe scheduled events, and is working on keeping communication on when range is closed due to lack of RSOs.
 - He is cleaning out attic "dumping ground," the chimneys have been swept at R/P and Skeet/Trap, and he is working on fixing the soda machine.

- New RSO shirts are being ordered for both R/P and S/T.
- Last month there was an incident about a member being difficult with a RSO. Mr. Crandlemire has spoken to the member.
- A member recently lost two pistols off of his car after leaving property. The ATF now has them now for ballistics testing. Mr. Gagnon asked if they were cased guns? Mr. Crandlemire stated that they were, but that it doesn't matter as they were found by someone walking their dog.
- **Skeet & Trap**
 - Mr. Brino expressed gratitude for the installation of the new locks at Skeet/Trap, there was recently a conference call to teach how the locks work.
 - The Virginia State Trap Shoot was last week in Winchester. The Chapter was well represented, with 15 trophies won in 5 days. Ms. Meara won 4 trophies and the high all-around score. The Club trophy was lost to Fairfax Rod and Gun.
 - We raised \$20,000 for St. Jude's Children's Research Hospital at Crush'n Clays.
 - Annual Chapter Picnic is scheduled for September 9th – board members are expected to be there to serve food.
- **Youth/Junior Membership**
 - Mr. Turner reported that the youth chapter is not very active at the moment, with lots of people traveling.
 - Renewals will start in the fall. In August, and he will post a notice on SignUp Genius to not renew under the normal link. He is working with Mr. Del Vecchio on date to start renewals for 2024.

8. STANDING COMMITTEE REPORTS

- **Public Relations**
 - Mr. Skipper stated that Braddock District Supervisor James Walkinshaw is planning on visiting the Chapter on July 22, 2023 at noon. Please have a range director or representative there. The goal is to introduce our public officials to the chapter and how we fit into the County.
- **Shenandoah Property**
 - Mr. Ansick stated that he did a usage analysis for the year. In the first year, there were 41 requests. In the second year, there were 17 requests for use.
 - Ms. Meara stated we have the signed paperwork to fix the name on the deed. To finalize will require a lawsuit.

9. OLD BUSINESS

- None Reported

10. NEW BUSINESS

- Ms. Meara led a discussion about providing a membership list to all the ranges. Ms. Meara stated that if someone does not have a valid range badge, they are not allowed to shoot.
 - Mr. Kuck stated that he has RSO requirements that he has to validate, and asked how he should do that. Ms. Meara stated that he should reach out to the membership director for verification.
- Mr. Hamilton stated that he is working on the annual Activity Report to IWLA national. Please provide information to him immediately, as this needs to be submitted to National in August. Thanks to those that have already provided their information.

11. OTHER MATTER THAT MAY BE BROUGHT BEFORE THE BOARD

- The meeting was put into recess at 8:45 PM prior to going into a Closed Session.
- The meeting was called back to order at 8:52 PM

OLD BUSINESS

- A discussion was conducted regarding Ms. Yunqiu W Zhang's membership status after her repeated disregard for Chapter bylaws and range rules.
 - Those in attendance were reminded of the multiple occasions when Ms. Zhang broke Chapter bylaws and range rules.
 - Mr. Rose moved that the Ms. Zhang be suspended through the rest of the calendar year. From now until

December 31st, 2023, and if she renews, she will be allowed back on the Chapter on January 1, 2024. The motion was properly seconded.

- The motion was adopted.
- A discussion was conducted regarding the installation of rubber mats at the outdoor field archery range.
 - Mr. Riemer stated that they can become slippery and could be a hazard.
 - Mr. Gagnon stated that deviations from our approved Special Exception with Fairfax County are not allowed, and any changes to the impervious surfaces at the Chapter are prohibitively expensive.
 - Mr. Turner asked if we are meeting ADA requirements. Mr. Ansick stated that yes, all ADA requirements are met at Field Archery.

The meeting adjourned at 9:33 PM

Submitted by: Sean Gagnon,
Secretary