

Arlington-Fairfax Chapter, Inc., Izaak Walton League of America
General Membership Meeting – Tuesday, August 15, 2023

1. **CALL TO ORDER** - The meeting was called to order at 7:30 PM by President Pam 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 – Pam Meara
 - ii) Vice President – Chris Rose
 - iii) Secretary – Sean Gagnon
 - iv) Treasurer – Bob Crisman
 - v) Designated Director – Keith Kuck
 - vi) Designated Director – Jeff DelVecchio
 - vii) Designated Director – Dick Riemer
 - viii) Designated Director – Joe Turner
 - ix) Designated Director – Bob Brino
 - x) Designated Director – Jonathan Bukva
 - xi) Designated Director – Bruce Crandlemire
 - xii) Director-at-Large – Don Early
 - xiii) Director-at-Large – Todd Skipper
 - xiv) Director-at-Large – Oscar Starz
 - xv) Director-at-Large – Bob Hamilton
 - xvi) Director-at-Large – Carl Armstrong
 - xvii) Director-at-Large – Fred Ansick
 - d) Officers and Directors Absent
 - i) Membership – Benn Crandall
 - ii) Designated Director – John Seaberg
2. **MEMBER TIME**
 - Nothing to report.
3. **PRESIDENT'S TIME**
 - Nothing to report.
4. **MINUTES/CORRESPONDENCE**
 - Minutes from the July 2023 General Membership Meeting were available for all to review. The minutes were revised to reflect that the August General Membership meeting is scheduled for Tuesday, August 15, 2023. The minutes were approved as revised.
5. **TREASURER'S REPORT**
 - Mr. Crisman presented the Budget Report, year to date, to the Membership.
 - Income: \$342,073.09
 - Expenditures: \$166,960.38
 - Budget Remaining: \$175,112.71
6. **MEMBERSHIP UPDATE**
 - Mr. Gagnon provided the membership update for Mr. Crandall.
 - Mr. Gagnon moved to accept the candidates from the August New Member Orientation (those in attendance and those who were not able to attend) be voted into the Chapter. The motion was adopted, and 31 new members were admitted to the Chapter.

7. *SPECIAL COMMITTEES*

- Air Range
 - Mr. Kuck provided an update on activities at the Air Range. The Range is open on Monday and Fridays, please use SignUp Genius to register for a lane.
 - The high school season starts next week, so the Range is very busy.
 - The Elkins Foundation sent the Chapter a restricted-use grant for Air Range maintenance and improvements.
 - Mr. Starz stated that the volunteers at the Air Range have the capability to teach handicapped and disabled shooters. Smallbore will start at Rifle/Pistol in September.
- Awards and Grants
 - Ms. Meara stated that applications for the FONRA grant are open, and Chapter leadership is discussing what to apply for.
- Buildings & Grounds
 - Mr. Rose provided an update on current Buildings & Grounds activities. We are working on several projects.
 - Gutters at Air Range are full, buried pipes are clogged. Working to fix.
 - Shotgun trailer has leak in roof. Working on repairs
 - Weeds to be sprayed at trap field.
 - Rifle/Pistol has tree down, needs to be removed. Four other tasks at Rifle/Pistol, including baffle repairs.
 - Working to repair timer light at field archery.
 - Road is in rough shape, need to find millings to repair road.
- Bylaws
 - Mr. Rose stated that the Board of Directors will review recommended bylaws changes at their September 2023 meeting, and there may be a special meeting called specifically to review suggested changes.
 - Ms. Meara stated that the National IWLA organization recommends that Chapters review and certify their bylaws every 5 years.
- Communication
 - Ms. Meara stated that the latest newsletter went out at the beginning of August. We are transitioning to an electronic newsletter. If you would like to keep receiving a paper newsletter, please fill out the required form and mail to the communication committee.
- Conservation
 - Mr. Bukva stated that the fall Adopt-a-Highway event and Cub Run Stream Valley cleanups will be scheduled soon. Please check the website for more information.
 - Mr. Rose stated that there will be a wood splitting party soon, which will likely require 8-12 volunteers.
- Education & Training
 - Ms. Meara informed those in attendance that the Chapter runs a very robust NRA education and training program. Please see the Chapter website for additional information.

- EMS
 - Mr. Brino explained the Chapter's Environmental Management System (EMS) to those in attendance. The first time we did a lead cleanup, we removed about one-half a million pounds of lead from the skeet/trap range. We sold the lead and made money.
 - We also won a Governor's Environmental Excellence Award in 2022.
- Field Archery
 - Mr. Riemer provided an update on Field Archery, stating that we have one of the finest archery ranges in Virginia with both indoor and outdoor ranges. Volunteers are used every weekend to help clean the range, please see SignUp Genius. The Range has been very busy.
 - Mr. Riemer reminded those in attendance that crossbows are only allowed at the crossbow station.
 - The Chapter recently held Fairfax County Park qualifications, which hosted 112 participants. The Chapter will also have a freezer installed to collect deer heads to track Chronic Wasting Disease (CWD).
 - The Field Archery Range hosts monthly Archery 101 classes as well as Archery 201 classes (4 times a year).
- Rifle/Pistol
 - Mr. Crandlemire stated that the Range has approximately 99% RSO coverage, and there are only a few open shifts remaining.
 - He is working on creating a budget for 2024.
 - New steel targets are being acquired for the 100-yard distance made out of AR550 steel.
- Skeet/Trap
 - Mr. Brino informed those in attendance about the facilities available at Skeet/Trap. On Wednesdays and Fridays the "Geezers" shoot at the Range.
 - All are welcome to learn, and he has loaner shotguns for new shooters.
 - Every year, the Skeet/Trap range hosts a charity shoot in support of St. Jude's Childrens Research Hospital, which has raised over \$400,000 for the charity.
- Target Archery
 - Mr. Del Vecchio provided an update on Target Archery, stating that the range is in great shape after a recent work party. The range is for recurve bows only, and is open from 8:00AM – Dusk daily.
 - The Target Archery range hosts a Junior Olympic Archery Development (JOAD) program for kids aged 8 – 18. Please do not buy archery equipment without first trying some of our loaner equipment.
 - We also have competitive classes for adults.
 - Range badges are always required to be worn at the range, and youths always require adult supervision.
- Youth/Junior Chapter
 - Mr. Turner provided an update on the Youth/Junior Chapter, stating that youth participants in Chapter activities are required to join the Youth/Junior Chapter. The Chapter has over 200 members.
 - The Chapter also sponsors various scouting programs.

- Shenandoah
 - Mr. Ansick informed those in attendance that the Chapter owns an approximately 50-acre property in Shenandoah County, which members are allowed to use. Please use SignUp Genius on the Chapter website to reserve use of the property.
- Public Relations
 - Mr. Skipper stated that two Fairfax County Supervisors recently visited the Chapter and had a great time. Both supervisors spent more time at the Chapter than they had originally scheduled.

8. **OLD BUSINESS**

- Nothing to report.

9. **NEW BUSINESS**

- Nothing to report.

10. **OTHER MATTERS THAT MAY PROPERLY BE BROUGHT BEFORE THE BOARD**

- Suspension of Ms. Yunqiu Zhang's Membership
 - Mr. Rose provided information on why the Board of Directors (BOD) voted to suspend Ms. Zhang's membership at the July 2023 meeting.
 - May 27th – A minor guest was on Chapter grounds by herself shooting target archery. The minor was identified as Ms. Zhang's daughter.
 - June 6th – The BOD met to discuss the events of May 27, and Ms. Zhang did not attend. However, target archery log showed she was on the Chapter shooting archery instead of attending the meeting.
 - June 14th – Ms. Zhang was reminded she needed to come before BOD for discussion.
 - June 16th – Ms. Zhang was informed her membership was on hold.
 - June 20th – Ms. Zhang turned over her range badge to the BOD.
 - June 23rd – The BOD thought she understood the issues, believed that no further disciplinary action was necessary, and that she would then be welcome back to the chapter. However, she did not yet have her range badge in her possession and she was still not allowed to use Chapter facilities.
 - June 24th – Ms. Zhang was observed at target archery shooting without a range badge and she did not sign into log book.
 - June 28th – Ms. Zhang was informed that the BOD needed to discuss next steps, including possible suspension.
 - July 11th – The BOD voted to suspend her membership for the remainder of 2023.
 - Ms. Zhang provided her recollection of events and reasons for her actions.
 - Ms. Zhang stated that she received email on June 23rd about her membership status, but claimed because her daughter is in archery national competition season and had two upcoming competitions in July, she had to use the range even without a range badge.
 - Ms. Zhang claimed that her daughter needed to practice every day for upcoming competitions, and stated she requested for a temporary badge so her daughter can practice.
 - Ms. Zhang admitted that she brought her daughter to practice anyway without a badge, and claimed that no second chance was given.
 - Ms. Zhang admitted that she brought her daughter to practice even though she knew she was not allowed to use the range.
 - Ms. Zhang asked those in attendance that would be voting to please consider her and her daughter when there is a vote on the motion.

- Mr. Armstrong moved to suspend Ms. Zhang's membership through the end of 2023, which was properly seconded. Discussion followed.
 - A member asked if the only two options were to suspend her membership or let her stay.
 - Mr. Armstrong stated that suspension was the last option the BOD took. He stated that Ms. Zhang was invited to BOD several times, but never showed up to have discussion. He believes the BOD had had no choice but to move forward with disciplinary actions.
 - Mr. Del Vecchio, Director of Target Archery, stated that safety is taken very seriously at the Chapter, and that this motion is all about safety. The suspension is only because the message did not seem to be received.
 - Ms. Meara stated it was not an easy decision for the BOD to vote for suspension.
 - A member stated that he recently joined the Chapter for his kids, especially archery. He stated that he is concerned about safety.
 - A member stated that no one is perfect, and everyone makes mistakes. What matters is what happens after a mistake is made. He stated that it sounds like BOD was lenient, but that their directives were ignored.
 - Mr. Crandlemire stated that safety is paramount at the Rifle/Pistol range and throughout the entire Chapter. When RSOs are not obeyed, safety is put seriously at risk. In this case, a minor child was left alone to shoot, which is very dangerous. He stated that there have to be repercussions.
- The motion to suspend Ms. Zhang's membership was approved unanimously by those in attendance.
- Elections
 - Mr. Bukva stated that the Chapter recently held annual elections in July.
 - The following winners of the 2022 Chapter Election were sworn in by Mr. Ernie Padgett, IWLA Virginia Division President:
 - President – Pamela Meara
 - Secretary – Todd Skipper
 - Membership – Benn Crandall
 - Field Archery – Dick Riemer
 - Rifle/Pistol – Bruce Crandlemire
 - Air Range – Keith Kuck
 - Youth Activities – Joe Turner
 - Director-at-Large – Fred Ansick
 - Director-at-Large – Bob Hamilton
 - Director-at-Large – Evan Phelps
 - Ms. Meara thanked Mr. Armstrong and Mr. Gagnon for the service as Director-at-Large and Secretary, respectively.

11. **ANNOUNCEMENTS**

- See Chapter Calendar for most current information related to the Chapter.
<https://wp.arlingtonfairfax-iwla.org/>.

The meeting adjourned at 8:40 PM

Signed: Sean Gagnon,
Former Secretary

Arlington-Fairfax Chapter, Inc - IWLA Profit & Loss Budget vs. Actual January through December 2023

	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
41000 · Dues				
41023 · 2023 Chapter	347,254.12	345,000.00	2,254.12	100.7%
Total 41000 · Dues	347,254.12	345,000.00	2,254.12	100.7%
41900 · Contract Income	0.00	0.00	0.00	0.0%
42000 · Donations				
42300 · Donations - Restricted	0.00	0.00	0.00	0.0%
42600 · Donations - Unrestricted	2,710.17	1,000.00	1,710.17	271.0%
Total 42000 · Donations	2,710.17	1,000.00	1,710.17	271.0%
43900 · Grant Income	-4,219.00	5,000.00	-9,219.00	-84.4%
44000 · Interest Income	2,515.75	850.00	1,665.75	296.0%
45000 · Program Income				
45100 · Program Fees	1,515.00	2,500.00	-985.00	60.6%
45200 · Program Supply Sales	0.00	0.00	0.00	0.0%
45300 · Events	0.00	3,600.00	-3,600.00	0.0%
45400 · Training	0.00	800.00	-800.00	0.0%
45500 · Other	0.00	0.00	0.00	0.0%
Total 45000 · Program Income	1,515.00	6,900.00	-5,385.00	22.0%
46000 · Miscellaneous Income	2,433.31	1,000.00	1,433.31	243.3%
49000 · Special Event Income				
49100 · Special Events Contributions				
49012 · Childrens Christmas Party	0.00	0.00	0.00	0.0%
49013 · Handicapped Picnic	0.00	0.00	0.00	0.0%
49100 · Special Events Contributions - Other	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	5,000.00	-5,000.00	0.0%
Total 49000 · Special Event Income	0.00	5,000.00	-5,000.00	0.0%
49970 · Unobligated Funds Carryover	0.00	66,000.00	-66,000.00	0.0%
49980 · Chapter Transfers	0.00	10,000.00	-10,000.00	0.0%
Total Income	352,209.35	440,750.00	-88,540.65	79.9%
Gross Profit	352,209.35	440,750.00	-88,540.65	79.9%
Expense				
61000 · Building and Grounds				
61200 · Equipment and Tools	0.00	500.00	-500.00	0.0%
61400 · Services	1,266.85	8,040.00	-6,773.15	15.8%
61500 · Supplies				
61505 · B&G Supplies	1,314.01	8,000.00	-6,685.99	16.4%
61510 · EMS Supplies	0.00	7,500.00	-7,500.00	0.0%
61515 · Security Expenses	5,923.41	13,000.00	-7,076.59	45.6%
Total 61500 · Supplies	7,237.42	28,500.00	-21,262.58	25.4%

Arlington-Fairfax Chapter, Inc - IWLA Profit & Loss Budget vs. Actual January through December 2023

	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
Total 61000 · Building and Grounds	8,504.27	37,040.00	-28,535.73	23.0%
61800 · Conservation Exp	0.00	7,000.00	-7,000.00	0.0%
62100 · Contract Services				
62110 · Accounting Services	800.00	3,600.00	-2,800.00	22.2%
62115 · Admin Support	18,746.00	35,000.00	-16,254.00	53.6%
62135 · IT	745.87	10,000.00	-9,254.13	7.5%
62138 · Groundskeeper	0.00	35,000.00	-35,000.00	0.0%
62140 · Legal Fees	3,646.05	4,000.00	-353.95	91.2%
62150 · Outside Contract Services				
62155 · Trash Service	8,865.36	12,000.00	-3,134.64	73.9%
62160 · Mowing Services	8,840.00	13,650.00	-4,810.00	64.8%
62165 · Other	1,365.00	3,000.00	-1,635.00	45.5%
Total 62150 · Outside Contract Services	19,070.36	28,650.00	-9,579.64	66.6%
Total 62100 · Contract Services	43,008.28	116,250.00	-73,241.72	37.0%
62800 · Facilities and Equipment				
62870 · Property Insurance	49,255.02	56,100.00	-6,844.98	87.8%
62880 · Real Estate, Personal Prop Tax	452.40	1,000.00	-547.60	45.2%
62900 · Small Tools Under \$1500	0.00	0.00	0.00	0.0%
63000 · Utilities				
63100 · Electricity	11,754.96	19,800.00	-8,045.04	59.4%
63200 · Natural Gas	1,889.19	3,510.00	-1,620.81	53.8%
63300 · Water & Sewer	508.74	700.00	-191.26	72.7%
Total 63000 · Utilities	14,152.89	24,010.00	-9,857.11	58.9%
Total 62800 · Facilities and Equipment	63,860.31	81,110.00	-17,249.69	78.7%
64000 · Program Expenses				
64100 · Building & Range Maintenance	851.67	0.00	851.67	100.0%
64200 · Equipment Maintenance	0.00	0.00	0.00	0.0%
64300 · Events	0.00	0.00	0.00	0.0%
64400 · Program Supplies	6,625.01	15,000.00	-8,374.99	44.2%
64500 · Range Officer Meetings	0.00	0.00	0.00	0.0%
64600 · Registration Fees	0.00	0.00	0.00	0.0%
64700 · Training	0.00	0.00	0.00	0.0%
64800 · Other	0.00	0.00	0.00	0.0%
Total 64000 · Program Expenses	7,476.68	15,000.00	-7,523.32	49.8%
65000 · Operations				
65005 · Bank Fees	0.00	0.00	0.00	0.0%
65006 · Registration Fees	1,140.00	1,000.00	140.00	114.0%
65008 · Financial Processing Fees				
65009 · PayPal	4,309.80	6,000.00	-1,690.20	71.8%
65010 · Square	307.50	1,500.00	-1,192.50	20.5%
65011 · Other	124.18	400.00	-275.82	31.0%
Total 65008 · Financial Processing Fees	4,741.48	7,900.00	-3,158.52	60.0%
65015 · Books, Subscriptions, Reference	0.00	0.00	0.00	0.0%
65030 · Equipment	0.00	1,000.00	-1,000.00	0.0%
65040 · Postage, Mailing Service	1,107.30	4,000.00	-2,892.70	27.7%
65060 · Printing and Copying	13,019.50	18,000.00	-4,980.50	72.3%

1:06 PM

09/01/23

Cash Basis

Arlington-Fairfax Chapter, Inc - IWLA Profit & Loss Budget vs. Actual January through December 2023

	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
65065 · Newsletter	0.00	0.00	0.00	0.0%
65080 · Supplies	1,928.65	6,000.00	-4,071.35	32.1%
65090 · Telephone, Telecommunications	3,125.23	4,500.00	-1,374.77	69.4%
Total 65000 · Operations	25,062.16	42,400.00	-17,337.84	59.1%
65100 · Other Types of Expenses				
65120 · Insurance - Liability, D and O	264.00	300.00	-36.00	88.0%
65150 · Memberships and Dues	0.00	500.00	-500.00	0.0%
65160 · Other Costs	2,519.98	1,000.00	1,519.98	252.0%
65180 · President's Discretionary Fund	0.00	1,000.00	-1,000.00	0.0%
65300 · Non-Program Expense				
65310 · Concession Purchases	14.39			
Total 65300 · Non-Program Expense	14.39			
Total 65100 · Other Types of Expenses	2,798.37	2,800.00	-1.63	99.9%
66000 · Special Event Expenses				
66010 · Special Events				
66011 · Annual Picnic	772.50	4,500.00	-3,727.50	17.2%
66012 · Childrens Christmas Party	0.00	5,000.00	-5,000.00	0.0%
66013 · Handicapped Picnic	2,386.81	2,200.00	186.81	108.5%
Total 66010 · Special Events	3,159.31	11,700.00	-8,540.69	27.0%
66020 · Raffle Expenses	0.00	0.00	0.00	0.0%
Total 66000 · Special Event Expenses	3,159.31	11,700.00	-8,540.69	27.0%
66500 · Grants & Donations				
66520 · Donations	4,000.00	5,500.00	-1,500.00	72.7%
66530 · Scholarships	20,000.00	20,000.00	0.00	100.0%
Total 66500 · Grants & Donations	24,000.00	25,500.00	-1,500.00	94.1%
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	9,706.20	5,000.00	4,706.20	194.1%
69200 · Buildings	0.00	95,450.00	-95,450.00	0.0%
69300 · Equipment	0.00	0.00	0.00	0.0%
Total 69000 · Capital Expenditures	9,706.20	100,450.00	-90,743.80	9.7%
Total Expense	187,575.58	440,750.00	-253,174.42	42.6%
Net Ordinary Income	164,633.77	0.00	164,633.77	100.0%
Net Income	164,633.77	0.00	164,633.77	100.0%

Arl/Fx Chapter, IWLA - Balance Sheet - As of 04-30-2023

(Includes unrealized gains)

Account	Balance
ASSETS	
Cash and Bank Accounts	
Chapter Checking	79,359
Chapter Money Market	295,338
Membership	4,528
Certificates of Deposit	220,099
Petty Cash	1,321
Program Accounts	295,423
TOTAL Cash and Bank Accounts	896,068
TOTAL ASSETS	896,068
LIABILITIES & EQUITY	
LIABILITIES	0
EQUITY	896,068
TOTAL LIABILITIES & EQUITY	896,068

Program Account Activity
08-01-2023 to 08-31-2023

Air Range

Beginning balance \$29,571.79
Total additions 687.50
Total subtractions 4,652.22
Ending balance \$25,607.07

Jr Chapter

Beginning balance \$9,613.54
Total additions 1749.50
Total subtractions 10.00
Ending balance \$11,353.04

Education & Training

Beginning balance \$37,595.07
Total additions 1,429.00
Total subtractions 509.53
Ending balance \$38,514.54

Rifle-Pistol Range

Beginning balance \$52,360.69
Total additions 637.00
Total subtractions 1,240.14
Ending balance \$51,757.55

Education & Training Trust

Beginning balance \$17,892.97
Total additions 0.76
Total subtractions 0.00
Ending balance 4 \$17,893.73

Skeet & Trap

Beginning balance \$123,757.23
Checks - 49,440.04
Other withdrawals, 242.34
Deposits, credits 21,917.00
Ending balance \$95,991.85

Field Archery

Beginning balance \$17,075.98
Total additions 1,882.26
Total subtractions 1,184.80
Ending balance \$17,773.44

Target Archery

Beginning balance \$11,662.40
Total additions 0.00
Total subtractions 581.49
Ending balance \$11,080.91