

Arlington-Fairfax Chapter, Inc., Izaak Walton League of America
General Membership Meeting – Tuesday, December 19, 2023
Meeting Minutes

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
 - i) Secretary – Todd Skipper
 - iii) Treasurer – Bob Crisman
 - iv) Membership Director – Benn Crandall
 - v) Designated Director – Dick Riemer
 - vi) Designated Director – Joe Turner
 - vii) Designated Director – Keith Kuck
 - viii) Director-at-Large – Bruce Crandlemire
 - ix) Director-at-Large – Oscar Starz
 - x) Director-at-Large – Don Early
- d) Directors Not Present
 - i) Treasurer – Bob Crisman
 - ii) Designated Director – Fred Ansick
 - iii) Designated Director -- Jonathan Bukva
 - iv) Designated Director – Bob Hamilton
 - v) Designated Director – Bob Brino
 - vi) Designated Director – John Hsu
 - vii) Designated Director – Jeff Del Vecchio
 - viii) Director-at-Large – Evan Phelps

2. MEMBER TIME

- Nothing was brought before the Membership.

3. PRESIDENT'S TIME

- Nothing reported.

4. MINUTES/CORRESPONDENCE

- Minutes from the November 2023 General Membership Meeting were available for all to review. Seeing no corrections or changes, the November meeting Minutes were approved as written.

5. TREASURER'S REPORT

- Mr. Rose (for Mr. Crisman) presented the Budget Report through November, 2023, to the Membership.
 - Income: \$366,381.65
 - Expenditures: \$245,021.45
 - Budget Remaining: \$121,360.20
- Ms. Meara asked if there were any questions; no questions were asked.

6. MEMBERSHIP UPDATE

- Mr. Crandall said 2,293 memberships were filled in 2023 (YTD) and he reported that was the same number of memberships recorded at this time last year.
- Mr. Crandall presented the new candidates for membership, 15 of whom were present and 23 who were not present.
- Mr. Crandall moved that all candidates for membership be voted into the Chapter (those candidates in attendance and those who were not). The motion was properly seconded by Mr. Turner and unanimously adopted.

7. **SPECIAL COMMITTEES**

- **Air Range**
 - Mr. Kuck said the range is open to the public on Mondays at 5:30 and Friday evenings at and lanes may be reserved using SignUpGenius beginning 24 hours in advance of the open practices; relays are run on the hour; the 26 available shooting lanes are quickly reserved, often in the first 30 seconds.
 - Mr. Kuck reported that the high school season is underway with schools from Fairfax and Arlington Counties and Landon School participating.
 - Mr. Kuck announced several upcoming matches: the qualifier for Jr. Olympics is January 13; an NCAA match will be held on January 21 (Navy v. Alaska); this week the Woodson Classic is being held and about 50 kids are signed-up; the Columbian national champion will shoot at the match, as will a para-shooter.
 - Mr. Kuck said he expects the first 60 slots on Friday and Monday evenings to be reserved within the first 30 seconds by youth shooters.
- **Conservation**
 - Nothing reported.
- **Education and Training**
 - Mr. Seaberg reported that the chapter's 2024 E&T schedule for NRA training starts in January; courses are open to the public, are competitively priced, and are posted on the chapter website.
- **Field Archery**
 - Mr. Riemer said that the Archery 101 class is held Sundays from 1:00-3:30 and Archery 201 classes begin in January.
 - Mr. Riemer reminded everyone that the 201 classes fill-up 2-3 weeks before class begins so interested members should not wait to signup.
 - Most of the 3-D targets have been removed from the outdoor range to protect them from the harsh winter weather but will be returned outside in March.
 - Mr. Riemer informed everyone that the chapter will host a USA archery indoor shoot on February 3-4; the last shoot was full and had a waiting list. This is also expected to fill up.
 - Mr. Reimer said the chapter's annual gun show is scheduled for March 30, 2024, and tables will be available beginning early next year. Tables can be purchased from Mr. Skipper who will also transfer guns; the event is open to the public.
 - Mr. Riemer said that volunteer slots are available at Field Archery and asked that volunteers be sure to show up on those days they have scheduled for themselves.

- **Rifle-Pistol**
 - Mr. Crandlemire reported that the first, fourth Sunday short range day was held in November and would also be held in December and that the R-P door and ramp are being replaced.
 - Mr. Crandlemire also said that all RSO shifts for R-P are now filled.
- **Skeet & Trap**
 - Mr. Seaberg (for Mr. Brino) said there will be four registered trap shoots and three registered skeet shoots in 2024.
 - Mr. Seaberg also said that E&T holds a 2-day shotgun camp in March; highly-qualified coaching is available; see website for details.
 - Mr. Seaberg announced the winter league starts in January and runs every Sunday for 13 weeks; six spots are still open for shooters. The range is closed on Sundays while the league is shooting.
 - Mr. Seaberg also announced that the ‘Women On Target’ program is scheduled for May 18, 2024. Great opportunity for women to be exposed to shooting sports, archery and air rifle.
- **Target Archery**
 - Mr. Riemer (for Mr. Del Vecchio) said that the Junior Olympic Archery Development (JOAD) classes are open to children and that there is a traveling team.
- **Youth Chapter**
 - Mr. Turner said that all youth involved in any range activity are required to join the Junior Chapter, including those involved in range activities and Boy Scouts; adult volunteers are needed, please volunteer.
- **Bylaws**
 - Mr. Rose said the board of directors had a meeting to review bylaw changes and it will have another meeting in January to finish its review. The recommended changes will be published in an upcoming newsletter and after reviewing, the membership will vote on accepting the recommended changes. The changes are “not major” but should make the chapter’s operations more efficient.
- **Building & Grounds**
 - Mr. Rose reported that the field house back door was fixed to meet egress requirements for the Fire Marshal’s report and the field house floor was stripped and waxed; wood splitting will begin soon and is sold for the chapter.
- **Disadvantaged Children Christmas Party**
 - Ms. Meara (for Mr. Armstrong) announced that while in the past the chapter has sponsored a Christmas party with gifts for children, the Covid years changed it to buying gifts for the children that were distributed by outside organizations. This year the chapter will buy 100+ winter coats for the children.
 - Ms. Meara said there could be a Christmas party next year and the chapter is seeking volunteers to help organize the event.
- **Communications**

- Ms. Meara reminded members that beginning with the February/March/April 2024 newsletter edition, the chapter newsletter would be delivered electronically unless members opt-in to receive the paper version; follow directions on the chapter website.
- Ms. Meara said E-Blast is sent electronically on the first day of every month. If new members don't receive it, contact the office to correct their email address on file.
- **Elections**
 - Ms. Meara (for Mr. Landry) said that elections for the board of directors are held in July; half of board is elected in even-numbered years and half in odd-numbered years. Information will be in the E-Blast and is available online.
- **Scholarships**
 - Ms. Meara (for Dr. Dobbins) said that the chapter offers a four-year scholarship at \$5,000/year to a student from the tri-county area who is entering college and majoring in an environmental sciences program. Information is posted on the website.
- **Security/Gate**
 - Mr. Early said that the code for the entrance gate is on the back of the membership card; the door to indoor archery uses the same code. The plan is to distribute fobs to all members during 2024.
 - Mr. Early said that someone ran over the 'stop here' sign recently when exiting but it did not cause significant damage.
 - Mr. Early expects the Internet speed at the chapter to increase to 300/mps tomorrow when new system is activated. The Internet password is posted at all buildings.
- **Shenandoah Property**
 - Ms. Meara said that the chapter's property is available for members to use; information to locate and reserve the property is posted on the chapter website.

8. **OLD BUSINESS**

- Nothing was reported

9. **NEW BUSINESS**

- Ms. Meara reported that the chapter held a raffle to support the Chapter's youth JOAD program; all tickets had been sold and the drawing would now be held.
- A youth was selected from the audience to mix the tickets and draw the winner.
- The winner was announced as Mr. Brad Olson.

10. **ANNOUNCEMENTS**

- Ms. Meara reminded members that the speed limit everywhere on the property is 10 mph. Members should regularly check the website opening page for any important updates regarding the chapter's operating status before coming to the chapter, especially with the approaching winter weather.

The meeting was adjourned at 8:13 PM

Submitted by: Todd Skipper
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	353,463.12	345,000.00	8,463.12	102.5%
41024 · 2024 Chapter	0.00			
41200 · Other	18.00			
Total 41000 · Dues	353,481.12	345,000.00	8,481.12	102.5%
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	4,490.17	1,000.00	3,490.17	449.0%
42000 · Donations - Other	50.00			
Total 42000 · Donations	4,540.17	1,000.00	3,540.17	454.0%
43900 · Grant Income	-4,219.00	5,000.00	-9,219.00	-84.4%
44000 · Interest Income	3,765.05	850.00	2,915.05	442.9%
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	2,666.00	3,600.00	-934.00	74.1%
45400 · Training	2,170.00	800.00	1,370.00	271.3%
45500 · Other	0.00	0.00	0.00	0.0%
Total 45000 · Program Income	6,351.00	6,900.00	-549.00	92.0%
46000 · Miscellaneous Income	2,463.31	1,000.00	1,463.31	246.3%
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	366,381.65	440,750.00	-74,368.35	83.1%
Gross Profit	366,381.65	440,750.00	-74,368.35	83.1%
Expense				
61000 · Building and Grounds				
61200 · Equipment and Tools	0.00	500.00	-500.00	0.0%
61400 · Services	1,416.85	8,040.00	-6,623.15	17.6%
61500 · Supplies				
61505 · B&G Supplies	1,371.59	8,000.00	-6,628.41	17.1%
61510 · EMS Supplies	0.00	7,500.00	-7,500.00	0.0%

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

	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
61515 · Security Expenses	6,891.35	13,000.00	-6,108.65	53.0%
Total 61500 · Supplies	8,262.94	28,500.00	-20,237.06	29.0%
Total 61000 · Building and Grounds	9,679.79	37,040.00	-27,360.21	26.1%
61800 · Conservation Exp	0.00	7,000.00	-7,000.00	0.0%
62100 · Contract Services				
62110 · Accounting Services	1,100.00	3,600.00	-2,500.00	30.6%
62115 · Admin Support	24,626.68	35,000.00	-10,373.32	70.4%
62135 · IT	1,367.27	10,000.00	-8,632.73	13.7%
62138 · Groundskeeper	0.00	35,000.00	-35,000.00	0.0%
62140 · Legal Fees	3,947.05	4,000.00	-52.95	98.7%
62150 · Outside Contract Services				
62155 · Trash Service	12,315.28	12,000.00	315.28	102.6%
62160 · Mowing Services	15,470.00	13,650.00	1,820.00	113.3%
62165 · Other	1,365.00	3,000.00	-1,635.00	45.5%
Total 62150 · Outside Contract Services	29,150.28	28,650.00	500.28	101.7%
Total 62100 · Contract Services	60,191.28	116,250.00	-56,058.72	51.8%
62800 · Facilities and Equipment				
62870 · Property Insurance	59,109.00	56,100.00	3,009.00	105.4%
62880 · Real Estate, Personal Prop Tax	904.80	1,000.00	-95.20	90.5%
62900 · Small Tools Under \$1500	0.00	0.00	0.00	0.0%
63000 · Utilities				
63100 · Electricity	16,088.30	19,800.00	-3,711.70	81.3%
63200 · Natural Gas	2,355.90	3,510.00	-1,154.10	67.1%
63300 · Water & Sewer	678.32	700.00	-21.68	96.9%
Total 63000 · Utilities	19,122.52	24,010.00	-4,887.48	79.6%
Total 62800 · Facilities and Equipment	79,136.32	81,110.00	-1,973.68	97.6%
64000 · Program Expenses				
64100 · Building & Range Maintenance	3,175.69	0.00	3,175.69	100.0%
64200 · Equipment Maintenance	0.00	0.00	0.00	0.0%
64300 · Events	138.83	0.00	138.83	100.0%
64400 · Program Supplies	14,014.61	15,000.00	-985.39	93.4%
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	189.20	0.00	189.20	100.0%
64800 · Other	261.15	0.00	261.15	100.0%
Total 64000 · Program Expenses	17,779.48	15,000.00	2,779.48	118.5%
65000 · Operations				
65005 · Bank Fees	-10.00	0.00	-10.00	100.0%
65006 · Registration Fees	1,842.00	1,000.00	842.00	184.2%
65008 · Financial Processing Fees				
65009 · PayPal	6,244.52	6,000.00	244.52	104.1%
65010 · Square	608.29	1,500.00	-891.71	40.6%
65011 · Other	331.53	400.00	-68.47	82.9%
Total 65008 · Financial Processing Fees	7,184.34	7,900.00	-715.66	90.9%
65015 · Books, Subscriptions, Reference	0.00	0.00	0.00	0.0%

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

	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
65030 · Equipment	0.00	1,000.00	-1,000.00	0.0%
65040 · Postage, Mailing Service	2,597.20	4,000.00	-1,402.80	64.9%
65060 · Printing and Copying	17,167.50	18,000.00	-832.50	95.4%
65065 · Newsletter	0.00	0.00	0.00	0.0%
65080 · Supplies	4,006.48	6,000.00	-1,993.52	66.8%
65090 · Telephone, Telecommunications	4,346.40	4,500.00	-153.60	96.6%
Total 65000 · Operations	37,133.92	42,400.00	-5,266.08	87.6%
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%
Total 65100 · Other Types of Expenses	2,783.98	2,800.00	-16.02	99.4%
66000 · Special Event Expenses				
66010 · Special Events				
66011 · Annual Picnic	2,178.08	4,500.00	-2,321.92	48.4%
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	4,564.89	11,700.00	-7,135.11	39.0%
66020 · Raffle Expenses	0.00	0.00	0.00	0.0%
Total 66000 · Special Event Expenses	4,564.89	11,700.00	-7,135.11	39.0%
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	45.59	500.00	-454.41	9.1%
Total 68300 · Travel and Meetings	45.59	1,500.00	-1,454.41	3.0%
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	245,021.45	440,750.00	-195,728.55	55.6%
Net Ordinary Income	121,360.20	0.00	121,360.20	100.0%
Net Income	121,360.20	0.00	121,360.20	100.0%

Arl/Fx Chapter, IWLA - Balance Sheet - As of 11-30-2023

(Includes unrealized gains)

Account	Balance
ASSETS	
Cash, Checking and Investment Accounts	
Chapter Checking	30,000
Membership	2,433
Petty Cash	1,321
Money Market Account	0
Insured Cash Sweep	361,607
Certificates of Deposit	219,928
Program Accounts	299,310
TOTAL Cash and Bank Accounts	914,599
TOTAL ASSETS	914,599
LIABILITIES & EQUITY	
LIABILITIES	0
EQUITY	914,599
TOTAL LIABILITIES & EQUITY	914,599

Program Account Activity
11-01-2023 to 11-30-2023

Air Range

Beginning balance	\$41,498.00
Total additions	8,854.10
Total subtractions	2,587.64
Ending balance	\$47,764.46

Jr Chapter

Beginning balance	\$11,353.04
Total additions	0.00
Total subtractions	0.00
Ending balance	\$11,353.04

Education & Training

Beginning balance	\$42,836.23
Total additions	2,870.00
Total subtractions	867.73
Ending balance	\$44,838.50

Rifle-Pistol Range

Beginning balance	\$52,932.23
Total additions	1,365.12
Total subtractions	35,729.72
Ending balance	\$18,567.63

Education & Training Trust

Beginning balance	\$17,895.22
Total additions	0.74
Total subtractions	0.00
Ending balance 4	\$17,895.96

Skeet & Trap

Beginning balance	\$132,848.95
Checks -	24,189.44
Other withdrawals,	518.79
Deposits, credits	12,897.00
Ending balance	\$121,037.72

Field Archery

Beginning balance	\$18,639.43
Total additions	3,721.06
Total subtractions	1,166.06
Ending balance	\$21,194.43

Target Archery

Beginning balance	\$16,358.77
Total additions	615.00
Total subtractions	315.98
Ending balance	\$16,657.79