

Northern Colorado Rod & Gun Club
Board of Director's Meeting
January 17th, 2019
Minutes (Draft)

1. Call To Order

The meeting was called to order on a *motion by Russ Hickman at 6:00PM, seconded by Tom Petaja and passed unanimously.*

Board Members Present:

President Brian Holder

Vice-President Tom Petaja

Treasurer Bryon Fessler

Range Master Russ Hickman

At-Large Ben Price

Skeet/Trap Chair Jason Elliott

Defensive Pistol Chair David Ward

Steel Challenge Chair Steve Jessup

Board Members Not Present:

Secretary Bo Marzolf

At-Large Matt Niehaus

At-Large Gary Caldwell

KYL Chari Loren Gitchel

Others In Attendance:

Member Bryon McGough

2. Approval of Agenda

Motion was made to accept the minutes as proposed by Tom Petaja, Seconded by Dave Ward, and the motion passed unanimously.

3. Member Forum

Byron McGough had some questions re: the Instructor Program. CRSO answered his questions. Byron is interested in taking an RSO class.

4. Officer Reports

a. President. None

b. Secretary. Discussed the need for the shooting discipline chairs to include number of shooters, money collected and money on hand to make change in their monthly



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reports and that this information should be included in the minutes going forward. I will follow up with email reminder to shooting discipline chairs to turn in missing reports for this month.

A motion to accept the minutes as proposed dated December 20, 2018 was made by Dave Ward, Seconded by Tom Petaja, and the motion passed unanimously.

c. Treasurer. A Balance Sheet and Income Statement were provided to all Board members with figures as of December 31, 2018. Total cash on hand in the six accounts is \$211,494.74 with \$148,727.32 of that set aside in Reserves for the Rifle Range safety improvements. Income for the month totaled \$459.28 and expenses totaled \$3,288.09. Of note was the \$930.66 for Trash which was for two months. As a reminder, please turn in your mileage for 2018. There is a new form for 2019 that has the IRS standard mileage rate of \$0.58 per mile. Also, as a reminder, we need to try our best to capture the income and expenses in the month that they happen. Finally, in your monthly reports please record the cash you have on hand to make change so that we have a record of it.

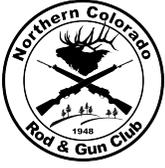
A motion to accept the financials ending December 31, 2018 and place them on file for the auditor was made by Bryon Fessler, seconded by Russ Hickman and passed unanimously.

d. Range Master. 44 people attended the December range cleanup and we completed all necessary items. Special thanks to Ben for repairing the barrel horse on the archery range. RM will order target supplies soon.

5. Other Reports

a. Defensive Pistol – Had 3 participants with good feedback for future matches. We took in \$45 and there is nothing on hand currently. Ringing in the New Year was a good success. I had 2 bays set up with scenarios for shooting. Had roughly 10 people come through the scenarios and hopefully sparked some interest regarding defensive pistol shooting.

b. Chief Range Safety Officer -- Consideration was given to conducting another RSO certification class. Ben to order 10 florescent yellow safety events and store them in



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DP shed for all shooting disciplines to use. Bryon Fessler to order 10 additional RSO student packets.

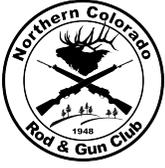
6. Unfinished Business

a. Rifle Range Safety Improvements Update. Rifle Range Safety Improvements. This agenda item needs a 30-minute placeholder on all future agendas. Bryon shared the engineered drawings (Foundation Plan and Structural Details) with all Board members. He requested earthwork bids from eight companies. Goodell Machinery and Construction, Inc. was the only one to respond. Follow up with the other companies revealed that either the job was too small, or their schedules were already full for the spring/summer. Per the NCRGC Procurement Policy, the Board considers this contractor as a pre-qualified supplier (previously vetted by Great Guns) and sole source procurement (no other options). Bryon declared a potential conflict of interest as the owner of the company is a good friend of his. ***A motion to accept the bid NTE \$15,000 from Goodell Machinery and Construction, Inc. was made by Russ, seconded by Ben and passed unanimously, with Bryon Fessler abstaining from the vote.*** We need to select a surveyor that can perform a layout and final survey. One member is interested in bidding on the survey. The Board directed Bryon to advertise in the newsletter for other member surveyors. Additionally, the Board was asked to forward the contact information for any other surveyors that they have used to Bryon. We also need to select a contractor to construct the concrete pad and shelter. That is currently out for bid and the Board will need to decide at the February meeting. The Board discussed the timeline for the project. After lots of discussion, the following timeline was adopted by the Board:

Date	Action
May 6	Close Rifle Range
End of May	Layout Survey
May 28-31	Earthworks
Early June	Final Survey
June	Construction
August 31	Project Completion

A motion to close the Rifle Range from May 6, 2019 to August 31, 2019 for the Rifle Range safety improvements was made by Russ, seconded by Steve and passed unanimously. The Board authorized Bryon to work with the Range Master to strategically use the scheduled Range Cleanups pre and post construction and add special Range Cleanups as needed and award cleanup credit for all these events.

b. 5-year Weaver lease update. The five-year lease did not materialize as planned; however, the landlord remains supportive of the safety improvements. The President



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and Treasurer will work with the landlord in the coming months to renew the existing 1-year lease and suggest \$200 automatic yearly increases for inflation. This item can be removed from future agendas.

c. Update on range grants. Bryon provided a brief update on the CPW Shooting Range Development Grant (SRDG) program. Over 50 volunteer hours went into completing the grant application to include various trips to the range for pictures, dimensions, layouts, etc. and touring the site with the CPW District Wildlife Manager. Next up is CPW's review of the grant application and endorsement by the CPW Area Wildlife Manager or CPW Regional Manager. The President and Treasurer are tentatively scheduled for a 15-minute Q&A session with CPW on April 2, 2019. Secretary will temporarily move this agenda item to the business on-hold section of the agenda, pending future updates.

d. Range Rules. The Range Master is very concerned about the enforcement of our Range Safety Rules, especially with the Rifle Range closure soon (e.g., no rifles allowed on the lower ranges). The Board discussed the need for additional signage, education via the newsletter and more contractor and volunteer spot checks. The Board agreed to brainstorm some ideas and discuss the item further next month.

e. Storage. The Board discussed the need for store construction materials and other items at the Rifle Range as the old shed will be demolished. The Range Master provided information on the purchase of another shipping container (from the same vendor the Board previously vetted and used for the lower ranges). ***A motion to authorize the Range Master to purchase a shipping container with double doors for the Rifle Range NTE \$6,500 was made by Ben, seconded by Dave and passed unanimously.*** Board members were reminded of previous Board motions to not store any personal equipment at the ranges as it will not be covered by the Club's insurance policy. The Range Master was asked to follow up about the personal steel being stored at the Rifle Range.

f. Safety Violations. The Vice President reported on the status of the two violations. Notices of the Board's decision were mailed to the members via certified mail. The VP is in contact with the one member who is required to meet him at the range to discuss hot/cold range procedures. We have not heard from the other member who was required to author three articles for the newsletter and the VP was asked to follow up with him. The Board discussed the need for more timely disciplinary procedures and asked the Secretary to add the proposed Bylaws changes to the agenda for next month.



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New Business

Environmental Stewardship Plan. The CRSO discussed the need to review the plan annually in January. The Board identified several items that need to be updated. Board members will email the CRSO with their suggested changes and the CRSO will prepare an updated ESP for the for the Board's approval at the next meeting. The Board discussed the need for the CRSO and RM to coordinate on the actions in the plan with the Board retaining the overall responsibility.

Executive Session – Not Needed

Adjournment

A motion was made to adjourn the meeting was made by Steve Jessup, seconded by Russ Hickman and unanimously passed by the board at 8:43PM.