



**Northern Colorado Rod & Gun Club**  
Board of Directors Meeting Minutes  
June 18, 2020

**1. Call to Order**

*A motion to open the meeting was made by At Large 3, seconded by Vice President, and passed unanimously. Meeting started at 6:01 pm.*

Board Members Present:

President: Brian Holder

Vice President: Tom Petaja

Treasurer: Bryon Fessler

Secretary: Gary Caldwell

At Large 1: Ben Price

At Large 3: Cam Rogers

Skeet and Trap: Jason Elliott

Steel Challenge: Steve Jessup

Rimfire Challenge: Chance Snider

Board Members not present were:

At Large 2: Matt Neihaus

Range Master: Russ Hickman

Know your Limits: Loren Gitchel

Others in attendance were:

Member Services Coordinator: Leslie Shoecraft

Member Number 18675 addressed the board in regard to safety violation 20200515

**2. Approval of Agenda**

Remove Unfinished Business a. Lease Extension; Range Master is not present at meeting.

At Large 1 requested item k – Member Education be added to the Agenda under New Business.

*A motion was made to accept the Agenda as written with the removal of Unfinished Business item a Lease Extension and the addition of New Business Item k Member Education by Secretary, seconded by Treasurer and passed unanimously.*

**3. Member Forum**

Member 18675 addressed the Board.

**4. Officer Reports**

a. President. No report given.



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- b. The 2019 official records have been placed into document storage. We currently have 6 boxes in storage. One of those is records dated 2010-2012. That one will be destroyed. We have one box marked “NCRGC Corporate Records”. I will be retrieving that one to inventory its contents. Open membership enrollment ads have been successfully distributed to a number of area firearms related retailers. The Annual Renewal Postcard was mailed on 6-15-2020. Twenty-four paper renewals have been mailed. The test renewal link is now available to Board Members.

Approval of Minutes: Steel Challenge Chair pointed out a grammatical error on page 2, unanimous should be replaced with unanimously.

***A motion to accept the minutes from last month’s meeting - dated May 21, 2020, with the grammatical error correction on page 2 unanimous corrected to unanimously – and place them on file was made by Secretary, seconded by At Large 3 and passed unanimously.***

- c. A Balance Sheet and Income/Expense Statement were provided to all Board members with figures as of **May 31, 2020**. Total cash on hand in the six accounts is \$67,981.61 with \$41,461.22 of that set aside in Reserves for future repairs or replacement. Income for the month totaled \$0.56 for Interest. Expenses for the month totaled \$7,920.37 which included \$2,146.65 for Printing, Publications, Postage for the 5,000 guest waivers and badges; \$1,383.79 for Supplies for member badges; and \$2,022.71 for Range Maintenance. All other expenses are normal for this time of year. We delivered the FY2019-2020 financial records to the accountant for tax preparation and review.

***A motion to accept the financials ending May 31, 2020, and place them on file for the auditor was made by Treasurer, seconded by Vice President and passed unanimously.***

NCRGC typically makes a \$40 donation to the River of Life Fellowship for allowing use of the meeting room on June 18, 2020.

***A motion to donate \$40 to River of Life Fellowship for meeting room for the Board meeting on June 18, 2020 was made by Treasurer, seconded by Secretary and passed unanimously.***

At Large 2 advised the Board that 317 members did not attend a Range Clean Up during the 2019/2020 membership year.

- d. Range Master Report: No report – not present.



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**5. Other Reports**

**a. Disciplines**

**Range Master** - There have been 2 RCU Events in June. June 6th and June 13th. Over 175 people attended the RCU Events. Items addressed: Fencing, Painting, Staining, Target Stands at Rifle and Pistol Ranges, Safety Paint at steps on Pistol Bay, Mowing and Trimming, Fill hobbit holes at Pistol Range, Install target Stand PVC at Rifle Range, Build caps for Target Stand PVC, General Cleaning at all Ranges, Address Rifle Range Parking area, new rock ordered, Lunches were served both events. Hats given to lucky Members! Special thanks to Gary and Bryon for assisting. Now that we have definitive two work areas it is great to have much needed help! Thank you!

**Archery** - No Archery Events have been held in 2020. Schedule pending Covid-19 environment.

**NRL22** - We applied for and received a permit from the LC Health Department to hold the match on June 27, 2020. Due to COVID-19 restrictions, the matches are limited to the first 18 shooters who register and pay in advance. There are no walk-ins allowed on the day of the match for the foreseeable future. Participants are required to wear masks and social distance. There are two time-slots available on June 27th with 18 shooters each (3 per squad, 6 stages): 10 am – noon and noon - 2 pm. We are still deciding what to do about our end of season celebration that was cancelled due to COVID-19 that was supposed to include a free shoot, free lunch, and a raffle with lots of prizes.

**First Shots** - We held two First Shots Shotgun Seminars on June 7, 2020 and June 11, 2020 for the Girl Scouts for a total of 15 students. We negotiated with Scheels to significantly discount the price of four shooting vests and purchased shoulder pads to go with them. We received another grant from National for up to \$500. The grant will be awarded in \$100 increments for every 15 students.

Upcoming First Shots events July 9 pistol; July 15 rifle; August 2 Shot gun

**KYL** – June 3, 2020 - Open Class 5 Shooters, 2 Members, 3 Non-Members; Iron Sights 2 Shooters, 1 Member, 1 Non-Member

**Rimfire Challenge** - No reported events.

**Annual Rimfire Carnival** - The 5th Annual Rimfire Carnival will be held on Sunday, August 16, 2020 from 10 am – 2 pm at the Rifle Range. We are brainstorming ideas to comply with the current COVID-19 restrictions and we will need to apply for a permit from the LC Health Department. We need a Board motion to close the Rifle Range from sunrise to around 3 pm on Sunday, August 16, 2020 for setup and tear down for the 5th Annual Rimfire Carnival.



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**Shotgun** – June 14, 2020 - 7 Members, 3 Non-Members; \$65.00 collected, Discipline Chairman keeps \$100 for making change in addition to above reported monies.

**Steel Challenge** - No Report.

**Hunter Education** - Update on Hunter Education in Colorado, so we will not be teaching a class until August.

Program Update: Safer at Home Extended.

- Group sizes are still limited to 10 for indoor activities. Outdoor classes can be done if 25 or less students.
- After July 1, additional guidance will be issued concerning teaching a 25-student class.
- Perhaps Zoom will be utilized for future Hunter Education classes

*A Motion to close the rifle range from Sunrise to 3 pm on Sunday August 16, 2020, for set up and tear down for the 5<sup>th</sup> Annual Rimfire Carnival was made by President, seconded by At Large 3 and passed unanimously.*

b. **Chief Range Safety Officer.** No report given.

**6. Unfinished Business**

- a. **Lease Extension:** No Report Range Master not present
- b. **Long Range Gongs.** President left another voice mail with the NRA requesting a regional contact visit the range to evaluate feasibility of targets at 300 or 400 yards.
- c. **Public Events and COVID-19.** The Board discussed the current COVID-19 restrictions and decided to continue with the decision that was made during the May 21, 2020, board meeting. The May 21, 2020, meeting decision is as follows:

The Board discussed current COVID-19 recommendations, the impact of the restrictions on club events and when to reopen for business as usual. It was decided that, considering the Larimer County Safer at home Order doesn't expire until May 27, May events will be cancelled. The Club will resume normal operations on June 1, 2020. Discipline Chairs have the discretion on whether to proceed with or cancel an event based on the COVID-19 restrictions in place at the time the event is scheduled.

- d. **ESP Addendum.** The current 2014 ESP needs to be updated to include the new rifle range. This item will remain on the agenda until completed. At Large 1 will update the pictures. President will update the text. Review of the updated ESP Addendum will be made during the July 16, 2020, Board meeting.



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- e. **Membership Survey.** Treasurer provided the Board with a copy of the survey that members will complete during the membership renewal process. Last year approximately 100 members answered the survey. The open ended member comments on the survey will be addressed in the monthly Newsletter.

*A Motion to approve the 2020 membership survey was made by the Treasurer, seconded by Secretary and passed unanimously.*

- f. **Nominating Committee.** At Large 2 advised the Board that no members responded with interest in running for any open board positions. The opportunity to run for a position is still open to members as a “write in” during the Annual Meeting. All current Board members with open positions expressed interest in remaining in their position during the next term. At Large 1 compiled an organization chart based on the by-laws showing where the Nominating Committee, as well as all other committees and positions, fits into the overall structure of the club.
- g. **Trauma Kits.** Zip ties for trauma kits are working. Trauma kits have been inventoried and resupplied.
- h. **RSO Contact List.** An RSO column has been designated on the membership spreadsheet. A current RSO list will be provided to the Board and Membership Chairs after membership renewal is completed. The procedures for how to update the RSO list should be added to the continuity book. This item to be added to the agenda, business on hold, until completed.

**7. New Business**

- a. **Archery/Hold Harmless Agreement.** At Large 1 addressed the board about updating the by-laws Archery Hold Harmless Agreement and amending the spelling of knock to nock. Secretary stated that the bylaws also need to be amended regarding the nominating committee. Considering any changes to the bylaws require notifications to members and a special meeting, the Board decided that the amendment to the bylaws will be made before the 2021/2022 renewal. This item will remain on the Agenda under business on hold.
- b. **Dates of Safety Orientation:** The dates for member safety orientation are: September 12, September 13 and October 3. Orientation will begin at 1 pm. New Members are required to attend a Safety Orientation. Renewing members are also welcome to join safety orientations. Discipline Chair contact information will be added to the member packet handed out during Safety Orientation Training.
- c. **Safety Violation 20200515:** Vice President will send a certified letter to the member advising them the penalties for their safety infractions are: Suspend member number 18675 for 30 days, membership suspension beginning the date members badge is received by NCRGC and member required to attend a Safety



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Orientation Training. Member must mail their badge to NCRGC within 10 days of receipt of the letter of suspension. Member's badge will be returned after the suspension and member is allowed to renew membership for the 2020/2021 membership year. If badge is not received by NCRGC within 10 days of member receipt of certified letter member is expelled and cannot reapply for membership.

*A Motion regarding safety violation number 20200515 to suspend member number 18675 for 30 days and require member to attend a Safety Orientation Training. Member badge must be turned into NCRGC within 10 business days of receiving notice of suspension. If we do not receive the badge within 10 business days of member receipt of notice of suspension, member is officially expelled from the club. Member may renew his membership for 2020/2021 membership year was made by President, seconded by Secretary and passed unanimously.*

- d. **Safety Violation 20200516.** Vice President will send an e-mail to the member advising them the penalty for their infractions are: a 90 day member probation period and member is required to attend an upcoming Safety Orientation Training before receiving his badge for the 2020/2021 membership year.

*A Motion regarding safety violation number 20200516 to place member number 18407 on probation for 3 months, member is required to attend Safety Orientation Training during one of the upcoming dates for the 2020/2021 membership year before receiving his badge was made by President, seconded by At Large 3 and passed unanimously.*

- e. **Safety Violation 20200526.** The Board was unable to find the identity of the member of this violation, this violation should be closed.

*A Motion to close Safety Violation 20200526 because the offending member couldn't be identified was made by Treasurer, seconded by Steel Challenge Chair and passed unanimously.*

A reminder to members that they are responsible for the actions of their guests will be included in the Newsletter.



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- f. **Trap Throwers.** Skeet and Trap Chair sold two manual throwers for \$30 .

*A Motion was made by Skeet and Trap Chair to dispose of two manual throwers; club received \$20 for one manual thrower and \$10 for the second manual thrower for a total of \$30. The funds will be deposited into the Shotgun account, seconded by Rimfire Challenge Chair and passed unanimously.*

- g. Shotgun Field Ladder. One of the steel field ladders is no longer used; Skeet and Trap Chair would like to dispose of the ladder.

*A Motion to donate to Shotgun a steel ladder authorizing shotgun to dispose of the ladder, proceeds of ladder to be deposited into Shotgun account was made by Secretary, seconded by Treasurer and passed unanimously.*

- h. **FY2019-2020 Taxes and Audit/Review.** NCRGC has received a letter from the Auditor with an unqualified opinion, or clean bill of health, for the accounting during the 2019/2020 fiscal year. Unqualified opinion means the club followed the generally accepted accounting principles and that the Accountant rendered an unqualified opinion. The original letter will be placed in the safety deposit box. A copy of the letter will be included in the member packet for the Annual Meeting.

President advised the board that a bank account has been established with Wells Fargo for the Rimfire account. \$1,000 from the general fund has been deposited into the account for Rimfire use.

- i. **NSSF First Shots Shotgun Conditional Grant.** Skeet and Trap and First Shots were the first club to test Nationals revised shotgun curriculum. A \$500 conditional grant from the NSSF has been awarded NCRGC for first shots training. This \$500 grant is distributed in \$100 increments. The club can apply for \$100 for every 15 students that participate in NSSF First Shots training.

*A Motion to accept NSSF First Shots Shotgun Conditional Grant up to \$500, in \$100 increments per 15 students was made by Treasurer, seconded by At Large 3 and passed unanimously.*

- j. **Membership Renewal Test for Board Members.** The 2020/2021 online Membership Renewal is ready to be tested by the Board before being launched to the members on July 1, 2020. Secretary requested all Board members renew their membership before the Annual Meeting on July 11, 2020.



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- k. **Member Education.** At Large 1 has been looking for extracurricular activities from sponsors and vendors who support the club. COVID-19 restrictions prevent extracurricular activities at this year's Annual Meeting but the opportunities should be considered in the future. Phoenix Weaponry has offered to host a private NCRGC member only open house on July 21, 2020, the Board agreed this is a great club member opportunity. The Board authorized At Large One to work with the owner of Phoenix Weaponry to organize this private event. Information about the open house will be provided to members via e-mail or Newsletter.
- l. **Food and beverages for the Annual Meeting.** Last year 67 members with approximately 18 guests for a total of 80-85 people attended the Range Clean Up and/or Annual Meeting. Range Master plans the food and beverages for the Annual Meeting.

*A Motion was made to authorize the Range Master up to \$500 for food and beverages for the July 11, 2020, Range Clean Up and Annual Meeting was made by Secretary and seconded by Steel Challenge Chair and passed unanimously.*

*A motion was made to authorize the Range Master up to \$500 for the gun give away for Range Clean Up operations was made by the Treasurer, seconded by Vice President and passed unanimously.*

*A motion was made to allocate \$150 out of the Operations account for the tent rental from Royal Rangers for the July 11, 2020, Annual Meeting motion was made by Treasurer, seconded by Secretary and passed unanimously.*

**8. Executive Session** – There was no need to go into executive session.

**9. Adjournment**

*A motion to adjourn the meeting was made at 8:18 pm by the Secretary, seconded by Skeet and Trap Chair and passed unanimously.*