



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
January 21, 2021

1. Call to Order

A motion to open the meeting was made by Vice President seconded by Range Master and passed unanimously. Meeting started at 6:00 pm.

Board Members Present:

President: Brian Holder

Vice President: Tom Petaja

Treasurer/NRL22/First Shots: Bryon Fessler

Secretary: Gary Caldwell

Range Master: Russ Hickman

Skeet and Trap/At Large 2: Jason Elliott

Steel Challenge: Steve Jessup

3D Archery: Kyle Black

At Large 3: Cam Rogers

At Large 1: Ben Price

Board Members not present were:

Know your Limits: Loren Gitchel

Rimfire Challenge: Chance Snider

Defensive Pistol: Mike Triplett

Others in attendance:

Member Services Coordinator: Leslie Shoecraft

Others not in attendance were:

Assistant Range Master: Dean Sailer

2. Approval of Agenda

A motion was made to accept the January 21, 2021 Agenda as written was made by At Large 3, seconded by Treasurer and passed unanimously.

3. Member Forum: No members presented during the forum

4. Officer Reports

a. **President:** President signed and mailed to the NRA the RTTA Consultant Agreement per motion made during December 17, 2020, meeting, he provided a copy of the signed NRA RTTA Consultant Agreement to the Secretary for filing.



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- b. **Vice President:** Safety Incident 20200809, expelled member officially returned their badge to the Club.
- c. **Secretary's Report:** Thanks to Ben Price we have a new design for the 2021 membership badges. New software was purchased for the badge printers at a cost of \$106.42 with QR and barcode capability. We intend to include barcodes on the 2021 member badges. We also purchased 2 barcode scanners at a total cost of \$77.56 that will operate independently allowing use at the range or any other location without the necessity to have a connected device to collect data. The total one-time cost for implementing the use of barcodes is \$183.98. Both scanners will be available for use, one will be assigned to the Range Master for use during the RCU's, it will be swapped out after each RCU so that the MSC can download data.

A motion to accept the minutes from last month's meeting -- dated December 17, 2020 -- and place them on file was made by Secretary, seconded by Range Master, and passed unanimously.

- d. **Treasurer's Report:** A Balance Sheet and Income/Expense Statement were provided to all Board members with figures as of **December 31, 2020**. Total cash on hand in the eight accounts is \$151,508.61 with \$60,083.60 of that set aside in Reserves for future repairs or replacement. We are going to talk about Reserves later the agenda. Income for the month was \$317.81 which included Interest and Program Income for Defensive Pistol and NRL22. Expenses for the month were \$3,850.76 and there are really none that need to be highlighted. We issued 1099-MISC forms to our two Independent Contractors for last year. Beginning on January 1, 2021, the IRS standard mileage rate for business use is 56 cents per mile driven, down 1.5 cents from last year. The deadline to turn in mileage for 2020 is the January Board meeting. Please do not put 2020 mileage on the new 2021 form. Last month, the President inquired about the ARM contract. Both the ARM and MSC contracts expire in April 2021 so we will need to discuss renewing them in executive session at the March Board meeting.

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

A motion to donate \$40 to River of Life Fellowship for meeting space for the Board meeting on January 21, 2021, was made by Treasurer, seconded by Secretary, and passed unanimously.



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- e. **Range Master Report:** January RCU participation was 26 Members with family members for a total of about 35 participants. The ground had snow on it so there was not an opportunity to test the leaf blower. The group installed gates a new gate at the rifle range behind the Range Master shed and tightened other gates.

5. Other Reports

a. **Disciplines**
Hunter Education

Hunter Education update for January 2021:

- We received information from CPW, Hunter Education Coordinator this week which lays out HE going forward. I'll give you the Cliff's Notes version.
- They have made a commitment to having in-person Hunter Education as the norm that we will be returning to.
- The online only course has been defined in regulation as a temporary option that is only to be used in situations where public health or safety is a concern.
- The agency and commission have both stated support and believe in the value of person-to-person facilitation and sharing of knowledge, enriched by experience.
- Our classes will come back, and we hope to have our instructors back to leading classes as soon as it is safe to do so.

NRL22 21 shooters participated in the December Course of Fire (COF) and posted some impressive scores, despite some occasional wind gusts. The stages included Holiday Card Tricks, The Left-Handed Elf, Stacking Presents High, Santa's Training Program, and Peeking Under the Christmas Tree. The optional stage Feed the Prairie Dogs was a big hit as shooters had to rotate a spinner, which released the "food" and then they had to hit the prairie dogs to feed them. Congratulations to Jeramie Walker for taking first place in the Open class, Diego Velasquez for Base, and Mark Kelly for Old Guns. Mark scored an impressive 463.1 points which was the highest out of all the shooters. Special thanks to Justin Topel for overseeing the matches and to all the shooters who helped setup and tear down. Scores and pictures are posted on the [website](#) as is the link to sign up for next month's match. Please prepay and squad up as part of registration. Hope to see you there! #ncrgc #nrl22 #22lr #rimfire #pewpew #precisionrifle #letsgoshooting

A motion to appoint Justin Topel the Assistant Match Director of NRL was made by Treasurer, seconded by At Large 3 and passed unanimously.



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First Shots Temporarily on hold due to COVID-19 as we cannot socially distance in the shed (aka Instructor Classroom). I have 62 people on a waiting list and that number does not include the Young Marines. According to NSSF, the industry had 21 million background checks for the sale of firearms in 2020 and 8.4 million people bought a firearm for the first time (40% of all purchases).

Shotgun No Shotgun sports events were held in the months of December and January.

Steel Challenge The Steel Challenge match, is as of right now before the holidays, still cancelled. This included the December match and will include the January match as well. While the Larimer County RISK SCORE remains high, it is dropping. Hopefully, by February Larimer can drop back down to Medium Risk, and we can resume holding the monthly Steel Challenge match. Please note that the "Ringing in the New Year" event for January 1st is also cancelled, for the same reason.

Rimfire For the December 19th match I had 2 shooters. I collected 20.00 and I have 95.00 cash on hand.

KYL January 13 - Open rifle 6 shooters (2 Members, 4 Non-members), Iron Sights 6 shooters (2 Members, 4 Non-members) January 17 - Cancelled.

- b. **Chief Range Safety Officer.** A minor safety incident was reported, the member did complete and turn in an injury report form that will be given to the Secretary for filing.

6. Unfinished Business

- a. **Google Drive Folder Permissions:** No current updates; item to remain on February Agenda.
- b. **Public Events and COVID-19.** Currently Larimer County is in orange status which allows for 50% capacity. It was decided that each discipline chair has the authority to decide on whether or not to hold their events based on the restrictions set forth in the Larimer County COVID orange guidelines.
- c. **Club Facebook Account.** Vice President left a phone message for the former Board member that refuses to turn over admin access to the Club Facebook Account, telephone calls are not returned. Vice President is sending a text to the member asking them to turn over the admin access/club property or the matter will be turned over to the disciplinary committee. Item to remain on February Agenda.



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- d. **By-Laws changes/Add Badges, Club Account Access include as club property.** Secretary recommended that the By-Laws state “badges and account access are Club property.” Secretary recommended the following language be added to the Club policy that members sign as part of the smart waiver during membership renewal “unexpired badges are Club property and must be returned if requested upon suspension or early termination of membership. Failure to return badges upon request may result in disciplinary action that could include the cost of rebadging the entire membership.” This By-Law change will be included for members to vote on during the 2021/2022 Annual Meeting.

A motion to add to the Household Membership Policy the following: “Unexpired badges are club property and MUST be returned if requested upon suspension or early termination of membership. Failure to return badge(s) upon request may result in disciplinary action that could include cost of re-badging entire membership.” was made by Secretary, seconded by Range Master, and passed unanimously.

At Large 1 asked why the cost of rebadging is not defined? Secretary answered that actual cost will be charged to the member. At this time, actual cost to rebadge all members and associate members, would exceed \$2,000.00.

Range Master suggested, the duty of tracking By-Laws changes be assigned to the At Large positions. At Large 1 said that he currently keeps a running list of By-Law changes. President asked the At Large positions to prepare a By-Law changes document for the Board to review during the May 2021 meeting. By-Laws changes for the members to review will be posted on the NCRGC website in June and the renewal postcard mailed to members will ask them to review the changes on the website prior to the Annual Meeting.

Item to remain on Agenda as unfinished business.

- e. **Banking Options (Treasurer/NRL22/First Shots)** Treasurer prepared a spreadsheet comparing the bank costs, locations and services offered by the following banks: Key Bank, Meridian Federal Credit Union, and Bank of Colorado.

Tracy Hogue, VP Bank of Colorado Loveland branch, sent Treasurer an e-mail saying she reached out to the Management Department and they are willing to create a business relationship with NCRGC combining the balance in all accounts to meet the minimum account balance requirement and waives bank fees. The Board is concerned that the only proof we have that Bank of Colorado will honor a combined business relationship long term is an e-mail.



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A motion was made allowing President and Treasurer to migrate bank accounts away from Wells Fargo and establish a new business banking relationship with Bank of Colorado, contingent upon them providing official documentation stating they will allow a \$20,000 combined business relationship, was made by At Large 3, seconded by Range Master and passed unanimously.

A motion was made by the Secretary authorizing the Treasurer to move the minimum amount of funds from Wells Fargo Bank as required by Bank of Colorado to establish new accounts, seconded by 3D Archery Chair, and approved unanimously.

Accounts at Wells Fargo will remain open for two months to allow bills to be paid during the transition.

As a professional courtesy, Treasurer will follow up with contacts at the compared banks thanking them for their time and assistance.

7. New Business

- a. **Annual Meeting Location/Date** Secretary requested the Board decide on the date and location of the Annual Meeting, considering the July heat the Board would like to hold the meeting inside at Riverside Fellowship Church in Wellington. President mentioned that the Board, while planning for the Annual meeting, consider COVID restrictions will probably still be in effect. Range Master requested, if the meeting is not going to be held at the range, that the RCU and Annual Meeting be scheduled on separate dates. Treasurer said, due to the distance members drive to the range and the proximity of Wellington to the range, members may be more likely to attend both events if we stagger the events on the same day. It was decided the Annual Meeting will be held July 10, 2021 at 1:00 pm, at Riverside Fellowship Church in Wellington. A donation for use of the building will be made to the Church. Members must show badges and sign in when they pick up their ballot.
- b. **2020 Box of Records** Secretary asked all Board members who still have 2020 guest waivers in their possession to turn them in at the February Board meeting so that the 2020 box of records can be closed. For COVID tracing purposes, discipline participant sign in sheets will be scanned and the original placed in the 2020 box.
- c. **Valuable Papers Insurance (Treasurer/NRL22/First Shots)** Treasurer received a letter from Smart Document Management, LLC., advising as of December 17, 2020, they will no longer provide valuable paper insurance on the boxed records we store at



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the facility. Steel Challenge asked if we should start scanning documents? Secretary answered it is feasible to scan waivers but not receipts. MSC will research the cost of scanning documents in house and with an outside company.

- d. **Reserve Study (Treasurer/NRL22/First Shots)** Treasurer presented for Board review, the end of year 2020 spreadsheet of Club equipment showing the useful life remaining for each piece of equipment. Currently \$68,000 is in the reserve account, \$172,800.00 in reserve is needed for the reserve to be fully funded. President asked the Treasurer to provide the Board with an estimated 5-year Reserve Study forecast.
- e. **RSO Course (President/CRSO and Treasurer/NRL22/First Shots)** An RSO Course is scheduled for February 6, 202. Eleven members have registered and paid for the course. For social distancing purposes, maximum participation is twenty, the course is a “closed course” offered to Club members only. A newsletter article will be sent to the members giving them one more opportunity to sign up for the February 6 RSO course. RSO’s that are already certified are welcome to attend. Steel Challenge asked if the Young Marine’s could become RSO Certified? President answered that the NRA age requirement to become certified is 18, but younger people interested in the course can participate. President offered, if there are enough students under 18 interested in participating in an RSO Course, the Club is willing to teach a separate RSO Course for the younger group.
- f. **CMP Affiliation Membership Dues (President/CRSO)** It is time for the Club to file the Civilian Marksmanship Program (CMP) annual report and pay membership dues. The advantage of CMP affiliation to NCRGC members is the opportunity to participate in CMP matches and other opportunities. Information about the CMP can be found at: www.thecmp.org, the Club membership number for CMP affiliation is located at: [NCRGC - Affiliations](#). President will complete the report and pay the dues. Treasurer will reimburse President the \$30.00 cost of dues.

At Large 1 advised that the Club is listed on the Colorado State Shooters Association (CSSA) website. The listing was free to established ranges but CSSA launched a new website and now charge a fee for range listings. He asked if there is a cost, does NCRGC want to continue to be listed on the website? Treasurer requested At Large 1 to get information about the cost.

- g. **3D Archery Event (3D Archery Chair)** 3D Archery Chair asked what is needed from Rocky Mountain Archer to allow them to run a no cost event at the range? President/CRSP answered he wants to talk to them about how they run events. President said they need to list NCRGC as additionally insured on their insurance policy. At Large 1 advised they also need to provide a Waiver of Subrogation. Steel Challenge asked if the archery range can be available for the event? Range Master



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answered yes, with shot gun chair approval the shot gun range could also be made available. Space for members to use the archery range during the event will be available.

- h. **Safety Incident 20210116 Self-Reported** A shooter on the pistol range reported a squib load. His report said he used the first aid kit to bandage minor cuts on his hand and that he planned to up with a doctor appointment. Range Master asked if, for safety purposes, so that members quickly have access to the first aid and trauma kits, should the member sheds be unlocked? President/CRSO agreed, in the aspect of safety for everyone, the member sheds will be unlocked. An article will be written for the February Newsletter advising members about the open sheds. At Large 1 suggested, for safety training purposes, we request a picture of the damaged gun from the member.

8. Old Business

- a. **Discipline incidents (Vice President)** Safety Incident 20200809, expelled member turned in their badge to Secretary.

A Motion was made by the Range Master to go into Executive Session at 8:36 pm to discuss the Membership Services Coordinator and Assistant Range Master Contracts, seconded by At-Large 3 and passed unanimously.

9. Executive Session

- a. **ARM/MSC Contracts**

A motion was made by the Range Master to come out of Executive Session at 8:54 pm, seconded by the Vice-President and passed unanimously.

10. Adjournment

A motion was made by the Vice-President to end the meeting at 8:54 pm, seconded by At-Large 2 and passed unanimously.