



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
February 18, 2021

1. Call to Order

A motion to open the meeting was made by Range Master seconded by At Large 3 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

Defensive Pistol: Mike Triplett

Know your Limits: Loren Gitchel

Skeet and Trap/At Large 2: Jason Elliott

Steel Challenge: Steve Jessup

At Large 3: Cam Rogers

At Large 1: Ben Price

Board Members not present were:

Rimfire Challenge: Chance Snider

3D Archery: Kyle Black

Members in attendance:

John Pashain

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 February 18, 2021 Agenda as written was made by Secretary, seconded by Treasurer, and passed unanimously.

3. Member Forum: None

4. Officer Reports

a. **President:** No report.

b. **Vice President:** No report.



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
February 18, 2021

c. Secretary's Report:

A motion to accept the minutes from last month's meeting -- dated January 21, 2021 -- and place them on file was made by Secretary, seconded by Know your Limits chair, and passed unanimously.

- d. Treasurer's Report:** A Balance Sheet and Income/Expense Statement were provided to all Board members with figures as of January 31, 2021. Total cash on hand in the eight accounts is \$146,728.87 with \$60,084.11 of that set aside in Reserves for future repairs or replacement. We will discuss Reserves later in the agenda. Income for the month was \$372.05 which included Interest and Program Income for NRL22. Expenses for the month were \$5,151.79 which included \$346.50 for Dues & Subscriptions (Constant Contact), \$634 for Porta Potties (2 invoices), and \$524.64 for Supplies (\$405.42 was for the RSO student study guide), and other normal expenses. We will discuss the RSO course later in the agenda. We paid \$450 to the NRA Range Technical Team Advisor (RTTA) and that will show up on the financials next month. Finally, we need to renew the ARM and MSC contracts and we will discuss that in Executive Session.

A motion to accept the financials ending January 31, 2021 and place them on file for the auditor was made by Treasurer, seconded by Range Master, and passed unanimously.

A motion to donate \$40 to River of Life Fellowship for meeting space for the Board meeting on February 18, 2021 was made by Treasurer, seconded by Defensive Pistol chair, and passed unanimously.

A motion to donate \$40 to River of Life Fellowship for meeting space for the RSO course on February 6, 2021 was made by Treasurer, seconded At Large 3 and passed unanimously.

- e. Range Master:** The Feb 6 RCU had more than 60 members show up. It was crisp and breezy, but this was an eager and enthusiastic group. All general Range Maintenance was accomplished that could be. Target stands, PVC sleeves were cut, and caps were glued. Brass cleaned up, trash cleaned from events, and we had a few people cleaning the shotgun range. For the first time ever, it can be said the Rifle Range Project is completed. Every target stand is in place with adequate pipe, every sleeve has a cap. The last, and roughest stage seemed to be target stands, but we are complete. We had a lively discussion including refreshments of juices and fruit at the end with a great group of Members and gave away two hats. It was a great day at the Range.



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
February 18, 2021

5. Other Reports

a. Disciplines

Hunter Education No updates to report, classes are currently not held in person due to COVID-19.

NRL22 The Club hosted the monthly NRL22 match on January 23, 2021 (my birthday) and 30 shooters participated in some fun stages including: *2020. Rated 1 Star, Would Not Recommend; Here's Hoping 2020 Really is Hindsight; First Rule of 2021: No One Talks About 2020; 365 New Days. 365 New Chances; and Building a New Foundation for 2021.* Shooters had to sing or hum the Happy Birthday song on the optional stage, and they received lottery tickets if they scored at least 80 points by "mixing" the birthday cake and "lighting" the candles. Congratulations to all our first-place winners including Caleb (Open), Patrick (Base), Lindsay (Ladies) and Doug (Old Guns). Special thanks to Justin and Jeramie for ensuring a safe and fun event and to all the shooters who helped setup and tear down. Scores and pictures are posted at www.ncrgc.org 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 Jeramie Walker as Assistant Match Director of NRL was made by Treasurer, seconded by Secretary, and passed unanimously.

First Shots Temporarily on hold due to COVID-19 as we cannot socially distance in the shed (aka Instructor Classroom). I have **74 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 events were held in January and February 2021.
Discipline Chair keeps \$100 on hand for making change.

Archery There was no scheduled event in January for Archery.

KYL Match

Feb. 3: 5 shooters: 3 non-members, 2 members open class
5 shooters: 3 non-members, 2 members iron sights

- b. Chief Range Safety Officer.** CRSO received an e-mail from NRA Range Technical Team Advisor (RTTA) confirming that they did receive the application and payment. The NCRGC request for a site visit will be forwarded to the local range development team. Range Master, Treasurer/NRL22/First Shots will meet with the NRA RTTA team



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
February 18, 2021

during the range visit. The NRA sent CRSO a printed copy of the range source book. The e-mail will be forwarded to the Secretary for filing.

CRSO left a voicemail message for the member who self-reported Safety Incident 20210116, no return call from member.

6. Unfinished Business

- a. **Club Documents - Cloud Storage Access Policy (formerly Google Drive Folder Permissions).** At Large 1 submitted a draft of the policy to President and Vice-President for review, after their changes are incorporated into the draft it will be distributed for Board review. President and Vice-President will have access to every folder. Access to folders will be granted to the owner of the folder, temporary access to folders will be granted as needed.

The policy requires NCRGC e-mail accounts be established for each Board member and all e-mail communication must be sent from their designated NCRGC e-mail address. Treasurer will communicate with Webmaster to create the Board e-mail accounts.

Secretary will create a Records Retention policy to include procedures for paper and USB back up storage.

- 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. No changes since last month's meeting.
- c. **Club Facebook Account.** No updates for February meeting. Item to remain on March Agenda.
- d. **By-Laws changes/Add Badges, Club Account Access include as club property.** By-Laws changes list will be created by At Large 1 and presented to the Board for review and approval during the March meeting. By-Laws changes for vote at the Annual Meeting in July will be posted for member review on the website in April. Item to remain on Agenda.
- e. **Banking Options (Treasurer/NRL22/First Shots)** The Board packet included a February 2, 2021 e-mail from Tracy Hogue, VP Bank of Colorado Loveland Branch. In the e-mail it states:



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
February 18, 2021

“I spoke with the Loveland Market President, Michael Bellus and he has agreed to waive the monthly service charges for the Discipline Accounts once the new business product structure has been determined. The waiving of the monthly service charges for the Discipline Accounts is based on the discussion you and I had, and an understanding that your organization will maintain a combined balance for your entire deposit relationship of \$40K.”

The Treasurer received the official documentation from Bank of Colorado on February 2, 2021 and forwarded it to the Board on February 3, 2021. The official documentation will be stored in the Treasurer’s folder on Google Drive.

A motion was made to amend the motion made on January 21, 2021 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 \$40,000 combined business relationship, was made by Treasurer, seconded by At Large 3 and passed unanimously.

Motion by Treasurer, seconded by Secretary to transfer \$960.00 from the 3D Archery account at Wells Fargo to the new account at Bank of Colorado and close the Wells Fargo account.

Motion by Treasurer, seconded by Steel Challenge chair to transfer \$964.89 from the Rimfire Challenge account at Wells Fargo to the new account at Bank of Colorado and close the Wells Fargo account.

Motion by Treasurer, seconded by Know your Limits chair to transfer \$3,170.19 from the Steel Challenge account at Wells Fargo to the new account at Bank of Colorado and close the Wells Fargo account.

Motion by Secretary, seconded by Range Master to transfer \$4,084.96 from the NRL22 account at Wells Fargo to the new account at Bank of Colorado and close the Wells Fargo account.

Motion by Treasurer, seconded by Secretary to transfer \$1,648.79 from the Shotgun account at Wells Fargo to the new account at Bank of Colorado and close the Wells Fargo account.

Motion by Treasurer, seconded by Know your Limits chair to transfer \$821.19 from the Defensive Pistol account at Wells Fargo to the new account at Bank of Colorado and close the Wells Fargo account.

Motion by Treasurer, seconded by At Large 3 to transfer \$60,084.11 from the Reserves account at Wells Fargo to the new account at Bank of Colorado and close the Wells Fargo account.



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
February 18, 2021

Motion by Treasurer, seconded by Steel Challenge chair to transfer \$40,000.00 from the Operations account at Wells Fargo to the new account at Bank of Colorado and keep the Wells Fargo account open for another month to give the Treasurer time to change all the automatic payments.

Wells Fargo account balance will remain at approximately \$30,000.00.

President, Secretary and Treasurer will meet on Monday, February 22, 2021, at 10:00 to establish accounts and a security deposit box at Bank of Colorado. President and Treasurer will close bank accounts at Wells Fargo and deposit the money into the appropriate Bank of Colorado account immediately after new accounts are established. Discipline chairs will individually go to Bank of Colorado to sign signature cards for the established discipline account.

Disciplines who have checks or debit cards attached to their Wells Fargo discipline account should destroy them on Monday, February 22, 2021. Item to remain on March agenda.

- f. **Reserve Study (Treasurer/NRL22/First Shots)** Treasurer presented for Board review, a breakdown of end of year 2020 reserve items showing the useful life remaining for each piece of equipment. Several of the items on the list are past end of life, and at some time in the future, will need to be replaced. 3D Archery and Defensive Pistol chairs will inventory the equipment used for their discipline and Treasurer will add them to the reserve items spreadsheet.
- g. **Annual Meeting Location/Date** The Annual Meeting will be held on July 10, 2021 at 1:00 pm, at Riverside Fellowship Church in Wellington. A \$150 donation for use of the building will be made to the Royal Rangers. Members must show badges and sign in when they pick up their ballot. The Board will review by-law changes during the March meeting, the changes will be posted on the website for member review prior to the annual meeting.
- h. **2020 Box of Records** Secretary advised that the 2020 box will be closed.
- i. **RSO Course (President/CRSO and Treasurer/NRL22/First Shots)** 20 members signed up for the February 6, 2021, RSO Course; 19 members attended. The 19 new RSO's have been added to the RSO list for a total of 55 RSO's available to assist during club discipline events. RSO hat inventory is low, considering the lead time on hat orders, Treasurer suggested the Board consider placing an order for hats.



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
February 18, 2021

Motion, not to exceed \$1,000.00, allowing Range Master to order 72 RSO hats was made by At Large 3, seconded by Secretary and passed unanimously.

- j. **CMP Affiliation Membership Dues (President/CRSO)** President will complete the report and pay the dues. Treasurer will reimburse President the \$30.00 cost of dues. Item to remain on agenda for March meeting.

7. New Business

- a. **Instructor Shed.** First shots events are temporarily on hold due to COVID-19, the size of the instructor shed does not allow for socially distancing. Currently, 74 people are on a wait list, this number does not include the Young Marines. Treasurer/NRL22/First Shots asked the Board for suggestions regarding options for indoor space, on the range, that will allow the Club to resume First Shots events. Range Master will research shed options. Item to remain on Agenda for April meeting.
- b. **Colorado State Shooting Association (CSSA)** At Large 1 advised that CSSA is no longer offering free listings of Colorado gun ranges on their website. Annual cost to list NCRGC on the CSSA website is \$100.00. At Large 1 asked if the Board wants to establish an account with CSSA to continue the listing? Treasurer asked At Large 1 to research what CSSA's 501c designation is, if CSSA is a 501c4 non-profit organization that participates in lobbying activities, NCRG does not affiliate with companies that participate in lobbying activities.

A motion, after confirming CSSA is not a 501c4 non-profit organization, NCRGC will establish an account and pay \$100 to be listed on the CSSA website motion was made by At Large 3, seconded by Range Master, and passed unanimously.

- c. **New Defensive Pistol Chair** Current Defensive Pistol Chair, Mike Triplett, is relocating. Member John Pashain has been assisting during Defensive Pistol matches and offered to take over as Defensive Pistol Chair. John's extensive background includes military and law enforcement training.

A motion to immediately accept Mike Triplett's resignation of Defensive Pistol Chair, appoint John Pashain to the Board of Directors, Defensive Pistol Chair, and appoint Mike Triplett as Assistant Defensive Pistol was made by Secretary, seconded by Defensive Pistol Chair and passed unanimously.

John Pashain is taking control of \$35 in petty cash and will be designated signer on the Defensive Pistol Chair bank account at Bank of Colorado. Mike Triplett, resigning Defensive Pistol Chair, is turning in his keys to Range Master. Range Master is checking



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
February 18, 2021

out keys to John Pashain. The insurance policy will be amended to add John Pashain, Defensive Pistol Chair, and Mike Triplett, Assistant Defensive Pistol Chair. Secretary will update the Board of Directors roster and current roster will be provided to landlord at the Annual Meeting.

A Motion was made by the Treasurer to go into Executive Session at 8:15 pm to discuss the Membership Services Coordinator and Assistant Range Master Contracts, seconded by Range Master and passed unanimously.

8. Executive Session

a. ARM/MSK Contracts

A motion to come out of executive session at 8:42 pm was made by At-Large 3, Seconded by Steel Challenge Chair, and passed unanimously.

A motion was made by the Range Master to raise the hourly pay rate of the Assistant Range Master contractor to \$21.60 per hour and extend the contract for 1-year effective May 1st, 2021, seconded by At-Large 3, and passed unanimously.

A motion was made by the Secretary to raise the hourly pay rate of the Membership Services Coordinator contractor to \$17.50 per hour and extend the contract for 1-year effective May 1st, 2021, seconded by the Treasurer, and passed unanimously.

9. Adjournment

A motion to adjourn the meeting at 8:44 pm was made by the Range Master, seconded by At-Large 2, and passed unanimously.