



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

1. Call to Order

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

Board Members Present:

President: Brian Holder

Vice President: Tom Petaja

Treasurer/NRL22/First Shots: Bryon Fessler

Secretary: Gary Caldwell

Range Master: Russ Hickman

At Large 1: Ben Price

At Large 2/Skeet and Trap: Jason Elliott

At Large 3: Cam Rogers

3D Archery: Kyle Black

Defensive Pistol: John Pashain

Rimfire Challenge: Chance Snider

Steel Challenge: Steve Jessup

Board Members not present were:

Know your Limits: Loren Gitchel

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 March 18, 2021 Agenda as written was made by At Large 3, seconded by At Large 1, and passed unanimously.

3. Member Forum: No members presented during the forum.

4. Officer Reports

a. **President:** No report.

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

c. **Secretary's Report:** There were 448 guest waivers received at the lower ranges and 494 guest waivers received at the rifle range. The busiest period for guests at the lower ranges were in the months June through November with a monthly high of 59 in October.



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The busiest period for guests at the rifle range was August through October with a monthly high of 68 in August. The entire contents of the documents box have been scanned and placed in the safety deposit box at Bank of Colorado/Harmony Branch. The paper document box has been deposited with Smart Document Management.

A motion to accept the minutes from last month's meeting -- dated February 18, 2021 -- and place them on file was made by Secretary, seconded by the Treasurer, and passed unanimously.

- d. **Treasurer's Report:** A Balance Sheet and Income/Expense Statement were provided to all Board members with figures as of **February 28, 2021**. Total cash on hand in the eight accounts is \$142,748.65 with \$60,084.52 of that set aside in Reserves for future repairs or replacement. Income for the month was \$1,264.14 which included \$295.35 for the Instructor Program, \$640.61 in Other Income (Range Safety Officer course), \$298.76 for NRL22, \$28.52 for Steel Challenge, and \$0.90 in Interest. Notable expenses included \$23.33 in Bank Charges (checks for the new Operations account) and \$450 in Contingency (NRA Range Technical Team Advisor for the long-range gongs). All other expenses were normal for this time of year. As for the budget, we projected \$147,520 of Income and we received \$159,970.00 for a difference of \$12,450.09. Most of the additional income came from the Capital Improvement Fee and Cleanup Fee. Additionally, we projected \$133,650 in Expenses and we expended \$111,742.36 which means we are under budget by \$21,907.64. We still have two months to go in our fiscal year and we still need to pay our Insurance, but we are on pace to make a sizeable Reserve Transfer at the end of the fiscal year. We went over in a few Expense line items including Contract Services – Grading, Meetings, Mileage Reimbursement, Program Expense – NRL22, Reserve Transfer, and Supplies. COVID is contributing to the overages for Meetings and Mileage Reimbursement. Finally, we need to review/approve the new contracts for the Assistant Range Master (ARM) and Member Services Coordinator (MSC) and that is later on the agenda. Additionally, we need to dedicate some time next month to review/approve the budget for FY2021-2022. Finally, we need to spend the \$200 grant for Shotgun (First Shots).

A motion to accept the financials ending February 28, 2021 and place them on file for the auditor was made by Bryon Fessler, 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 March 18, 2021 was made by Bryon Fessler, seconded by At Large 3 and passed unanimously.

- e. **Range Master:** Over 80 members attended the March Range Clean up, the members cleaned up the range for the NRA site visit. The berm by the archery range has been repaired. The culvert is plugged, the plan is to pump it. Due to snow accumulation from



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the recent blizzard, the range is currently closed. The grading and snow removal budget is expended, Range Master asked the Board if they want to approve additional funds to excavate the range road and reopen the ranges? Vice President said that excavating to open the range is a good idea but also for drainage purposes it makes sense to excavate the road. Range Master priced a snow blower, the cost for a snow blower is about \$2,500. Range Master asked the Board to consider purchasing a snow blower in the future? Considering the immediate need to open the range, Treasurer recommends approving additional funds now for excavation. The current budget for excavation is \$2,000 monthly, if additional funds need to be expended the Board needs to approve the expenditure via motion.

A motion to approve up to an additional \$1,500 over and above the \$2,000 monthly budget for one-time range emergency snow mitigation was made by Secretary, seconded by Steel Challenge chair and passed unanimously.

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 February 27, 2021 and 29 shooters participated in some fun stages including, “Love Stinks And So Do Ladders,” “Pick Your Poison, But Do It Quickly,” “Shot Through The Heart,” “You Give Love (And Support Side) A Bad Name,” and “All My Ex’s Live In Texas.” The fun stage was called “It’s Cookie Time” and everyone who participated got a free box of Girl Scout cookies. Congratulations to all our first-place winners including Michael Watt (Open), Alan Behrman (Base), Bevin Walker (Ladies), Jeff Meyer (Old Guns), and Jennavieve Walker (Young Guns). Special thanks to everyone for helping setup and tear down and for braving Colorado’s freezing temps, snow, ice, and high winds. Scores and pictures are posted at www.ncrgc.org as is the link to sign up for next month’s match. Hope to see you there! #ncrgc #nrl22 #22lr #rimfire #pewpew #precisionrifle #letsgoshoooting

Burris Video Crew is requesting to film an NRL22 match and interview NRL 22 Discipline Chair. Burris crew has agreed to complete and sign waivers. NRL22 Chair will schedule the video shoot in May 2021.

2020/2021 NRL22 Championship will be held May 28 – 30, 2021, in Nehawka, Nebraska. NRL22 chair is submitting 5 names of our best NRL shooters to represent NCRGC at the championship.



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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 79 people on a waiting list and that number does not include the Young Marines.

6th Annual Rimfire Carnival August 14, 2021 from 10 am to 3 pm. Safe, family friendly event that is open to the public. 20 stages including bowling pins, aliens, playing cards, pencils, ducks, steel, zombies, etc. Every stage that you "win" gets you a raffle ticket good for numerous prizes including firearms! Stages are set up to accommodate both rifle and handgun in .22 LR only (no centerfire). All firearms must be unloaded and cased (no holsters) until you are on the firing line under the direction of a Range Safety Officer. Please bring approximately 200 rounds of .22 LR ammo as each stage is a max of 10 shots. \$15 admission includes lunch. Limited to the first 100 shooters who preregister and prepay. Rifle Range is closed during this annual event.

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 February for Archery.

Know Your Limits

March 3rd 6 Shooters: 3 Members, 3 Non-members open sights
 6 Shooters: 3 Members, 3 Non-members back & forth double target

3D Archery Grant

Bass Pro Shops donated a 3D Archery Bear target and a 3D Archery Buck target value of \$248.86 to the 3D Archery Discipline. The condition for the grant is that the donation from Bass Pro Shops needs to be advertised at 3D Archery events.

A motion to accept the \$248.86 donation from Bass Pro Shops for a 3D Archery Bear Target and a 3D Archery Buck target with the provision that we will advertise the donation at our 3D archery matches was made by Treasurer, seconded by 3D Archery Chair and passed unanimously.

Steel Challenge

Steel Challenge chair is noticing a decline in participants for Steel Challenge events. It is possible the event participation had declined due to COVID-19 and the current ammunition shortage.

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



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6. Unfinished Business

- a. **Club Documents - Cloud Storage Access Policy.** At Large 1 completed a draft of the Cloud Storage Access Policy, a copy was provided to the Board. President asked the Board to review the policy within the next week to expediate approval of the policy. Treasurer requested access to the MSC and Secretary Google Drive folders.
- 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.** No response from member for Club access to Facebook account. The matter is escalated to a disciplinary violation case 031820201.
- d. **By-Laws Changes.** A Bylaws Review Committee consisting of At Large 1, At Large 3 and Steel Challenge Chair was created. The President, Treasurer and Secretary will attend the meeting to represent the Executive Committee, any other Board members who are available are also encouraged to attend.

Treasurer advised, due to the recent changes to the Colorado Non-Profit Act, some updates to the current Bylaws need to be made, and an indemnity section needs to be added. A redline version of the Bylaws will be prepared for the April meeting.

e. **Banking Options**

Closing Accounts

The President and Treasurer met at Wells Fargo at 9 am on February 22, 2021 and closed seven of the eight accounts based on the Board motions. We also obtained a cashier's check for \$40,000 from the Operations account at Wells Fargo based on the Board motion.

Shooting Disciplines and Reserves

We were able to close seven accounts at Wells Fargo and transfer the balances to new accounts at Bank of Colorado including:

- 3D Archery: \$960
- Defensive Pistol: \$821.19
- NRL22: \$4,084.96
- Rimfire Challenge: \$964.89
- Shotgun: \$1,648.79
- Steel Challenge: \$3,170.19
- Reserves: \$60,084.45 (slightly higher than our motion due to interest)

Operations

We transferred \$40,000 from the Operations account at Wells Fargo to the new Operations account at Bank of Colorado. This left approximately \$35,000 at the



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Operations account at Wells Fargo. The total in the two Operations accounts is \$71,567.01 as of 2/28/2021.

Bank of Colorado

Establishing the eight new accounts was relatively easy thanks to all the prep work that had been accomplished. Special thanks to Bank of Colorado and NCRGC Board members (President, Secretary, Shotgun Chair, and Defensive Pistol Chair) who met me at the bank that day and to everyone who completed the requested paperwork in advance.

Debit Cards

We received debit cards for 3D Archery, Defensive Pistol, NRL22, Shotgun, Steel Challenge, and Operations. Treasurer passed out Bank of Colorado debit cards to discipline chairs and asked them to activate and begin using the new debit cards for expenses.

- f. **Instructor Shed.** The shotgun shed is past its useful depreciation life, Range Master went to Rocky Mountain Sheds for a quote on a shotgun shed, the estimate is approximately \$7,600 plus additional materials over time. The Board is considering repairing the current shotgun shed.
- g. **Colorado State Shooting Association (CSSA).** No progress has been made on the decision to join CSSA. Item to remain on April agenda.
- h. **Long Rang Gongs/Range Evaluation Report.** The NRA site visit is complete. The NRA consultant complemented NCRGC on the cleanliness of the range. The NRA Range Source Book has been updated, the Club needs to purchase a copy of the updated book. A newsletter article will be submitted for inclusion in the April newsletter.
- i. **ARM/MSC Contracts.** Contracts have been presented to the ARM and MSC. MSC has signed and submitted an annual contract effective May 1, 2021. It is expected the ARM will also sign and submit a contract.

7. New Business

- a. **Safe Deposit Box Contents.** The safe deposit box contents have been inventoried. President and Secretary have been assigned keys to the Safe Deposit Box at Bank of Colorado.
- b. **Range Closure Signs.** When ranges are closed for discipline events, range clean ups and other club events, Range Closure signs will be posted at the gate, under the administrative range rules.
- c. **Organizational Email Accounts.** Treasurer wrote a draft "Corporate E-Mail Usage Policy" for the Board to review. Corporate e-mail accounts have been created for Executive Committee members. It was decided that corporate e-mail accounts will be created for At Large 1, 2, 3, CRSO and Discipline Chairs. MSC already exclusively uses a corporate e-mail account. The corporate e-mail accounts will transfer to the successors



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prior to leaving office. The policy also addresses e-mail storage and e-mail guidelines. Item to remain on April agenda.

- d. **Authorized use of NCRGC Range equipment.** For insurance reasons, only trained Board of Director members are permitted to operate machinery larger than a push lawn mower.
- e. **Key return from retiring Discipline chairs.** The NCRGC key policy requires the Range Master to check out keys. It is the responsibility of discipline chairs to return key's that have been checked out to them when they resign. The replacement discipline chair must sign a key contract before taking possession of the prior discipline chair keys. After the meeting, four Defensive Pistol keys were transferred from resigning Defensive Pistol Chair, Mike Triplett, and assigned to new Defensive Pistol Chair, John Pashain. New Defensive Pistol Chair suggested, for security reasons and peace of mind, locks should be rekeyed anytime a chair resigns.

A Motion was made by Secretary to remove Mike Triplett as Assistant Defensive Pistol Chair due to his relocation out of state, seconded by Range Master and passed unanimously.

- f. **Public Shooting Range.** The Town of Severance purchased 120 acres in Weld County on the corner of County Road 19 and County Road 84 to build a public shooting range. The Town of Severance asked Treasurer to consult on the design of their public range.

8. Executive Session

A Motion was made by At Large 1 to go into Executive Session at 8:55 pm for presentation of the NRA Range Evaluation Report, seconded by At Large 2 and passed unanimously.

A motion to come out of executive session at 8:57 pm was made by Treasurer, Seconded by At Large 3, and passed unanimously.

9. Adjournment

A motion to adjourn the meeting at 8:57 pm was made by the Range Master, seconded by At-Large 2, and passed unanimously.