



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
August 19, 2021

1. Call to Order

A motion was made by Range Master to open the meeting at 6:00 pm, seconded by At Large 2, and approved unanimously.

Secretary chaired the meeting in the absence of the President and Vice President, a quorum was achieved and maintained throughout the meeting.

Board Members Present:

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

Defensive Pistol: John Pashain

Rimfire Challenge: Chance Snider

3D Archery: Kyle Black

Board Members not present were:

President: Brian Holder

Vice President: Tom Petaja

At Large 3: Cam Rogers

Steel Challenge: Steve Jessup

Others in attendance:

Assistant Range Master: Dean Sailer

Member Services Coordinator: Leslie Shoecraft

2. Approval of Agenda

A motion was made by Defensive Pistol Chair to approve the agenda with the additions of item 7 New Business f. passing of Board member Loren Gitchel; g. rimfire challenge chair announcement, seconded by 3D Archery Chair, and approved unanimously.

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

4. Officer Reports

a. President: Not present

b. Vice-President: Not present



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- c. **Secretary Report:** The renewal process for 2021-2022 concluded at midnight on July 31st with 669 members renewing compared with 670 renewing in 2020 and 662 renewing in 2019. New member enrollment started at 7:00 pm on Wednesday, August 5th with 131 openings. The last open member slot was filled on Sunday, August 15th. Last year, our open member slots were filled on August 7th. New Member Safety Orientation meetings will be on Sunday 8/29, Saturday 9/11, and Sunday 9/12. All meetings will start at 1:00 pm at the lower range. All Board Members are requested to attend all three of these meetings. We will require the assistance of several Board Members in handing out new member badges at the conclusion of the Safety Orientations. Discipline chairs will want to be present to answer questions about your disciplines after the conclusion of the safety orientation. Current member badges have been mailed and should have been received by now. We are currently renewing spouse badges through August 31st.

A motion to accept the minutes from last month's meeting -- dated July 15, 2021 -- and place them on file was made by the Secretary, seconded by At Large 2 and passed unanimously.

Treasurer Report: A Balance Sheet and Income/Expense Statement were provided to all Board members with figures as of **July 31, 2021**. Total cash on hand in the eight accounts is \$189,188.10 with \$60,087.04 of that set aside in Reserves for future repairs or replacement. Income for the month totaled \$116,699.31 and Expenses totaled \$7,779.68. Notable Income included \$24,522.92 in Cleanup Fees, \$91,197.83 in Membership Dues, and \$23.97 in Other Income for a lost badge. The rest of the Income came from the shooting disciplines and some Interest. Notable Expenses included \$662.23 for the Annual Meeting.

In your Board packet, you have a copy of the budget and the actual expenses for the first quarter of the fiscal year (May – July). On the Income side, we received \$24,522.92 in Cleanup Fees (budgeted \$16,000) and this is due to the \$125 cleanup fee going into effect this year. The rest of the income from membership renewal is tracking nicely against our budget. On the Expense side, we are \$10 over budget for Contract Services – Accounting, \$485 over budget for Contract Services – Grading, \$350.88 over budget for Program Expense – 3D Archery, \$1,277.75 over budget for Program Expense – Defensive Pistol, and \$1,194.11 over budget for Range Maintenance. The Executive Committee has as tasking from the Board to discuss the Procurement Policy with the Range Master and then report back to the Board.

Also included in your Board packet is a financial snapshot of membership renewal (July) and new members (August) along with graphs from PayPal. Additionally, I am tracking a Board motion for \$1,000 (NTE) out of Contingency to purchase a trauma kit and supplies.



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A motion to accept the financials ending July 31, 2021, and place them on file for the auditor was made by the Treasurer, seconded by At Large 2 and passed unanimously.

A motion to donate \$40 to River of Life Fellowship for meeting space for the Board meeting on August 19, 2021, was made by the Treasurer, seconded by 3D Archery Chair, and passed unanimously.

A motion to ratify the transfer of \$140 from the Operations account to the Shotgun account to reimburse the Shotgun Chair for the annual maintenance and inspection of the four loaner shotguns was made by the Treasurer, seconded by Range Master, and passed unanimously.

A motion to renew our affiliation (R2189) with the National Rifle Association (NRA) for insurance purposes with an expiration date of June 2023 was made by the Treasurer, seconded by At Large 1 and passed unanimously.

- d. **Range Master:** Range Master has keys to be signed over to 3D Archery Chair after the meeting. Assistant Range Master advised the July and August range clean up attendance was less than usual; it is helpful to have additional volunteers in the summer months to help with summer projects. Treasurer requested the grills and sheds be treated for rodents.

5. Other Reports

a. Disciplines

Hunter Education 45 Students are enrolled in the upcoming hunter education seminars, 6 people remain on a waiting list. Hunter Education training will take place on September 18 and October 16 from 11 am – 2 pm. Three RSO's will be in attendance, at large 1 will take pictures.

A motion to close Rifle Range lanes 1 thru 12 on September 18 and October 16 from 11 am – 2 pm for Hunter's Education Training was made by Secretary, seconded by Treasurer, and passed unanimously.

NRL22

The Club hosted the monthly NRL22 match on July 24, 2021, and 31 shooters participated in some fun stages including, "Summer Yard Sale," "Laps Around America," "Tankity Tank Trap," "Have a Barrel of Fun," and "Take It for a Spin." The fun stages were called "Hungry Squirrels" and "Squirrel Overload." Congratulations to our first-place winners including Jackson Behrman (Open), Craig Schneider (Base), Erin Pruet (Ladies), Dave Parker (Old Guns), and Juliette Walker (Young Guns). Special thanks to everyone who helped set up and tear down. Scores are posted



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at <https://www.ncrgc.org/shooting-disciplines/nrl22/> as is the link to sign up for next month's match. Hope to see you there!

First Shots

We held several First Shots seminars as follows:

- 7/19/2021 – Rifle (4 shooters)
- 7/20/2021 – Rifle (4 shooters)
- 7/22/2021 – Rifle (4 shooters)
- 8/10/2021 – Rifle (8 shooters) (Young Marines)
- 8/11/2021 – Rifle (8 shooters) (Young Marines)
- 8/12/2021 – Rifle (6 shooters)
- 8/14/2021 – Rifle/Handgun (80 shooters)

6th Annual Rimfire Carnival

The 6th Annual Rimfire Carnival was a huge success! 80 shooters participated in the event which is a new Club record. We gave away 140 swag items during the raffle including two beautiful Ruger 10/22 collector series rifles with American Flag synthetic stocks, which both went to young guns. Special thanks go to the 15 RSOs who volunteered their time and talent to ensure a safe and fun event. Additional thanks go to Chef Casey for grilling the brats/dogs and to Terri and Leslie for serving the chips, cookies, and drinks. My family also played a special role by helping with the registration and raffle. Special recognition goes to the Club members who donated raffle items, constructed target stands, and assisted me with setup and tear down. Over 250 volunteer hours went into this premier event. Thank you! *#LetsGoShooting #PlusOneMovement #nssf #ncrgc #firstshots #pewpew #rimfire #22lr #RangeChallenge*
<https://youtu.be/R0M091YCN4s>

Shotgun

7/25/21 Event canceled

8/8/21 8 members 3 non-members \$105 collected.
Discipline Chair keeps \$100 on hand for making change in addition to the above reported monies.

Defensive Pistol

Defensive Pistol Match Day - 1 Aug
21 Shooters (11 guests, 10 members)
5 Volunteers

\$315 deposited into DP acct on 3 Aug
\$100 on hand (in 5s) for change



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- b. **Chief Range Safety Officer.** Not present

6. Unfinished Business

- a. **Public Events and COVID-19** 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 guidelines. Item to remain on September agenda.
- b. **Instructor Shed** Range Master contacted three vendors for estimates, Tuff Shed, private party quote, Rocky Mountain. Rocky Mountain quote is the lowest at \$18,211.73. The reserve study allows \$5,000 to replace this shed. Treasurer suggested as an alternative keeping a watch out for auctions that are selling portable sheds. Item tabled but the reserve study shed replacement cost will be adjusted.
- c. **Reserve Study** Item on hold pending inventory reports from the discipline chairs.
- d. **Discipline Chair requests for Additional Funds** Treasurer presented a report of 21 years of historical funds allocated to each discipline chair. 3D Archery Chair mentioned that he has donated over \$1,000 worth of supplies to his discipline. Treasurer said discipline chairs shouldn't have to purchase supplies with their own money. Range Master reminded the Board that equipment not owned by the Club is not covered by insurance. Item to remain on September agenda for Vice President suggestions on how to fairly handle future requests for funds from discipline chairs.

Shotgun chair presented a proposal to the Board for replacement of two clay skeet throwers and one clay trap thrower, all items are past their useful life, have been repaired several times, replacement parts are either difficult to find or no longer available. Three vendors were contacted for quotes: La Porte, manufactured in France, warranty two years, cost \$10,999 for 2 skeet machines, \$7,399 for one trap machine total cost for three machines \$18,398; Pro Matic top of the line commercial machines, warranty three years, cost trap machine \$7,295, two skeet machines \$9,895 for a total of \$17,190; Matterelli, manufactured in Italy with a distributor located in Houston, Texas, warranty three years cost for two skeet machines \$6,950, one wobble trap machine \$5,150, shipping, delivery, install, dial in cost \$2,540 total cost \$14,640. Matterelli machines are used by the Tucson Trap and Skeet Club during international skeet shooting championships. Of the three quotes, Shotgun chair chooses to purchase Matterelli. Range master asked if the Club current houses can accommodate the Matterelli machines? Shotgun chair said yes, with modifications to the high house. He obtained rental estimates for adjustable lift quotes from three vendors: Sunstate, United, Wagner Rental. Wagner Rental in Fort Collins was least expensive, they deliver the lift, train driver, and pick it up for \$830.32, per day. A Club member that is a carpenter, offered to provide a proposal for modifications to the high house. Defensive Pistol asked the cost to replace the high house? Treasurer



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advised the last time a quote was obtained cost of replacement was \$75,000 - \$80,000. Range Master suggested the Board consider the modification costs compared to replacement costs if the modifications are a short-term investment. Treasurer asked Range Master if we can offer the member carpenter range clean up credit? Range Master said yes, and we can hold a mid-week range clean up for volunteers to help with the high house modifications. Treasurer asked Range Master where funds for construction materials should be charged? Range Master suggested that the proposal be obtained before deciding how to handle the cost. At Large 1 asked about the cost, and warranty, if the Club relocates the machines to new houses after the original set up by manufacture dealer at the current location? This answer will be researched by Shotgun Chair.

Shotgun's Chair proposal, with supporting documentation, will be distributed to the Board for review.

A motion was made by Secretary to designate, not to exceed \$1,000, from contingency funds to shore up the high house in preparation for changing out the throwers, motion seconded by Range Master and approved unanimously.

- e. Quarterly Social Events At Large 1 asked member participants at the range cleanup for suggestions regarding the types of social events they would like the Club to sponsor. No suggestions have been received. At Large 1 suggested we ask for social event suggestions from Club members in the newsletter.

7. New Business

- a. Full Effect At Large 1, Defensive Pistol and Rimfire Challenge Chairs met to discuss stage designs. Defensive Pistol chair asked for safety briefings from each discipline by September 30, 2021, so that he can create one safety briefing. An event safety packet will be presented to club CRSO, Brian Holder, for review prior to the Full Effect event. Defensive Pistol Chair would like to organize one other combined discipline event before the end of the summer.
- b. **Instructor Program Fee**

A motion was made by Treasurer to keep the instructor program fee at \$150 for the membership year that runs from September 1, 2021, thru August 31, 2022, seconded by Secretary, and passed unanimously.

- c. **Sign Holders** Treasurer is missing five NRL22 signs that were posted at the gate during NRL22 events. He asked the Range Master if a permanent locked sign holder could be installed at the gate to display signs? At Large 1 created designs of sign display holders



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that will be e-mailed to the Board. He asked the discipline chairs to submit verbiage for signs for their discipline events. In addition to a sign display, Range Master will permanently post, at the front gate, a sign announcing event range closures.

- d. **Email Design 101** Included in the Board packet is a Constant Contact article by Suzanne Wently, Email Design 101: Best Practices for Email Marketing Design and the August 21, 2021, Newsletter analytics. Treasurer suggested the Board read the Best Practices article and consider them when writing newsletter articles. To increase newsletter traffic, long articles should include links to the website that members can click to read the full article. Discipline chairs will send website updates to the Webmaster, newsletter articles will be sent to the MSC.
- e. **Safety Orientations** Secretary asked the Board to arrive for Safety Orientation set up on August 29, 2021, at 12:00 pm. Safety orientation will be held under the shade at the pistol range. Five tables displaying alphabetical signs will be set up to check ID's and distribute badges to attendees. Attending spouse members show their ID and sign in, spouse member badges will be mailed the end of September.
- f. **Passing of Loren Gitchel** A Celebration of Life will be held October 15, 2021, from 10 am – 2 pm for Loren Gitchel, a longtime member, Board Member, CRSO and Know your Limits Chair who passed away on August 13, 2021. The Celebration of Life will be held at the pistol range picnic area. In honor of Loren's dedication and service to the Club, all ranges will be closed on October 15 from 10 am – 2 pm. A plaque dedicated to Loren will be designed and mounted on the rock at the Know your Limits tactical bay.

A motion to close all ranges at the gun club in honor of Loren Gitchel, during his Celebration of Life on October 15, 2021, from 10 am – 2 pm, was made by Range Master, seconded by At Large 2, and passed unanimously.

- g. **Resignation of Rimfire Challenge Chair** Chance Snider, Rimfire Challenge Chair, announced his resignation effective August 30, 2021. Due to personal commitments Chance needs to resign as Rimfire Challenge Chair effective August 30, 2021. The Board thanked Chance for the many volunteer hours he dedicated to the rimfire discipline.

A motion to accept the resignation of Chance Snider, Rimfire Challenge Chair, effective August 30, 2021, was made by Treasurer, seconded by the Range Master, and passed unanimously.

A motion to transfer two Rimfire Challenge 22 rifles to Defensive Pistol via USA Liberty Arms, post inspection and cleaning, with the transfer fee to be paid by the Club, was made by Treasurer, seconded by Range Master, and passed unanimously.



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After the Board meeting, Rimfire Challenge Chair turned over to Treasurer \$75 discipline cash on hand and, for shredding, the club debit card.

Rimfire Challenge Chair will turn over keys to Range Master on August 29, 2021, after Safety Orientation.

8. Executive Session

A motion was made to go into executive session to discuss the lease at 9:10 pm by At-Large 2, seconded by the Secretary, and passed unanimously.

A motion was made to come out of executive session at 10:01 pm by At-Large 2, seconded by the Range Master, and passed unanimously.

A motion was made to allow the Treasurer to present Club financial information to the Bank of Colorado for financial planning purposes was made by the Secretary, seconded by 3D Archery Chair, and passed unanimously.

9. Adjournment

A motion to adjourn the meeting was made at 10:03 pm by the Range Master, seconded by At-Large 2, and passed unanimously.