



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

1. Call to Order

A motion was made by At Large 1, to open the meeting at 6:00 pm, seconded by Secretary, and approved unanimously.

Board Members Present:

President: Brian Holder

Vice President: Tom Petaja

Treasurer/NRL22/First Shots: Bryon Fessler

Secretary: Gary Caldwell

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

Steel Challenge: Steve Jessup

Board Members not present were:

Know your Limits Chair: Shannon Walford

Others in attendance:

Member: # 18704

Member Services Coordinator: Leslie Shoecraft

Assistant Range Master: Dean Sailor

Guest: Scott McKenna, Unit Commander, Rocky Mountain Young Marines

2. Approval of Agenda

A motion to approve the agenda with the addition of item 6.i. Unfinished Business Digital Communications Admin Policy New was made by the Secretary, seconded by At Large 3, and approved unanimously.

3. Member Forum:

No members presented during the forum

4. Officer Reports

a. President: No report given

b. Vice-President: No report given



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c. Secretary Report:

Requests for badges from new members and spouses who have not completed a smart waiver is closed, no additional badges will be issued for the 2021/2022 membership year. A procedural change for the 2022/2023 membership year will be implemented. Spouse renewal will run concurrently with primary membership renewal. A spouse smart waiver link will be on the website for spouses to complete online smart waivers.

A motion to accept the minutes from last month's meeting, dated October 21, 2021, with the addition of Assistant Range Master to others in attendance, and place them on file was made by the Secretary, seconded by Treasurer, and passed unanimously.

d. Treasurer Report:

A Balance Sheet and Income/Expense Statement were provided to all Board members with figures as of October 31, 2021. Total cash on hand in the nine accounts is \$211,121.19 with \$90,088.78 of that set aside in Reserves for future repairs or replacement. Per Board motion, I established an account for KYL for \$1,000 out of Operations. Also, per Board motion, I transferred an additional \$10,000 from Operations to Reserves. Income for the month totaled \$981.98 and Expenses totaled \$8,414.19. Notable Income included \$46.50 in Other Income from Colorado Parks and Wildlife for the use of our Rifle Range for the Hunter Education program. This money will be passed on to our Hunter Education instructors. Notable Expenses included \$603.83 in Contingency for the new range closure and directional signs, \$452.13 for Meetings (we had two in September), and \$1,724.42 for Mileage Reimbursement. I am tracking three Board motions to be paid out of Contingency. The first is for \$1,000 (NTE) to purchase a trauma kit and supplies (\$334.32 spent to date). The second is for \$1,000 (NTE) to shore up the high house in preparation for changing out the throwers (\$0 spent to date). The third is for \$1,300 (NTE) for new range closure and directional signs (\$603.83 spent to date). In your Board packet you also have a budget snapshot for the first six months of our fiscal year. We budgeted \$154,010 in Income and we currently have \$165,048.86 for a difference of \$11,038.86. Most of that came from higher than anticipated Capital Improvement Fee and Cleanup Fee. We budgeted \$144,990 in Expenses and we currently have \$94,907.11 for a difference of \$50,082.89. Finally, the Procurement Policy states that mileage reimbursement requests must be submitted monthly to the Treasurer. Additionally, per Board motion dated July 15, 2021, "...the Treasurer shall not pay any expenditure that does not comply with the Procurement Policy without presentation to and approval by the Board."



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A motion to accept the financials ending October 31, 2021 and place them on file for the auditor was made by the Treasurer, seconded by At Large 1, and passed unanimously.

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

A motion to ratify the Treasurer's decision to reimburse At Large 3 for \$235.20 for mileage from 5/20/2021 to 10/21/2021 was made by the Treasurer, seconded by Secretary, and passed unanimously.

A motion to ratify the Treasurer's decision to reimburse Defensive Pistol for \$337.12 for mileage from 8/20/2021 to 10/21/2021 was made by the Treasurer, seconded by At Large 3, and passed unanimously.

A motion to ratify the Treasurer's decision to reimburse Steel Challenge for \$528.26 for mileage from 5/20/2021 to 10/23/2021 was made by the Treasurer, seconded by Secretary, and passed unanimously.

A motion to ratify the Treasurer's decision to charge Steel Challenge a total of \$90.95, which represents duplicate mileage that was submitted for the Board meeting on 5/20/2021 and Steel Challenge match on 5/22/2021, was made by the Treasurer, seconded by the Defensive Pistol chair, and passed unanimously.

Going forward mileage should be submitted to the Treasurer monthly.

5. Other Reports
a. Disciplines

NRL22

The Club hosted the monthly NRL22 match on October 23, 2021, and 29 shooters participated in some fun Halloween-themed stages including The Endless, A Nightmare on Elm Street, Scream, The Descent, and A Tale of Two Sisters. The fun stages included Attack of the Killer Pumpkins and Braaiiinnns! Congratulations to our first-place winners including Justin Topel (Open), Tim Watson (Base), Doug Lynch (Old Guns), and Jennavieve Walker (Young Guns). As a reminder, there must be at least three shooters in a category to award first-place. Special thanks to everyone who helped set up and tear down. We raffled off a sling, bipod, and hat at the end of the match. Also, my sincere gratitude to Jeramie and Bevin for running the match in my absence. They did a fantastic job ensuring a safe and fun match and I am very grateful. Thank you! Scores are posted



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on the NCRGC website as is the link to sign up for next month's match which will feature gift certificates to all the winners in celebration of Thanksgiving!

NRL 22 Matches, beginning the December match, will move from the 4th Saturday of the month to the 3rd Saturday monthly.

Additionally, due to work requirements, Justin Topel has been unable to assist me for several months. I want to thank Justin for everything that he has done for the Club and NRL22.

A motion to remove Justin Topel as NRL22 Assistant Match Director was made by the Treasurer, seconded by Secretary, and passed unanimously.

First Shots

We held three seminars, as follows: 10/16/2021 – Rifle (8 shooters) which was cancelled due to no shows, 10/19/2021 – Rifle (4 Shooters), and 10/26/2021 – Rifle (4 Shooters). Additionally, I am working with the Young Marines to schedule handgun seminars.

Steel Challenge

Report for the Steel Challenge match of Oct 23rd (and more!):

Price to shoot this match: \$15.00

2 shooters preregistered on Practiscore, one didn't show (refund) - \$15

6 additional shooters showed for the match, 1 RSO (no charge) - \$75.00 (plus \$15 from the last match.)

This made for 7 shooters, which was done as one squad.

Total take: \$105.00 (\$90 cash)

Holding \$40 in petty cash for making change on the morning of the match.

Note – The Steel Challenge matches for November and December have been cancelled due to conflicts with Thanksgiving and Christmas. January through March are listed as “pending weather.” The next match scheduled for sure is on April 23rd, 2022. Hopefully, by that time ammo price and availability will become more reasonable. (At 195 plus rounds to complete the match, everyone is feeling a pinch from ammo.)

Other events on the horizon: ***Ring in the New Year***. The plan is moving forward with an all steel shoot on January 1st – from 12:30 to 3:30 PM. (This should not conflict with the range cleanup that someone else posted for Jan 1)

Between now and then, the SC shed will be cleaned out with new pest control product put out. 2x4's will be replaced. The long-awaited inventory list will be completed and turned in, as will the SOP write up.



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Steel Challenge chair asked for guidance regarding his request to replace his steel. The Board asked him to submit three bids via email for an electronic vote.

- b. **Chief Range Safety Officer** Five buckets of brass were disposed of, CRSO requested brass be disposed of properly and regularly. An RSO course will be scheduled for either January 8 or 15, 2022, the cost for members is \$45 each. The Young Marines are invited to enroll in the RSO course at a cost of \$45 each.
- c. **Range Master** Range Master report, Defensive Pistol Chair asked the Board to ratify the November 3, 2021, e-motion to clean up the separate room attached to the range master shed.

E-Motion, November 3, 2021, Defensive Pistol chair made an e-motion to have funds set aside from the range maintenance budget to reimburse John Pashain, Defensive Pistol Chair, personally, not to exceed \$1,000 to move forward with the range master shed room remodel. If it appears further funds are needed, Defensive Pistol will inform and wait for approval from the Board prior to going past \$1,000, seconded by Steel Challenge chair. E-Motion vote: Yes votes - at Large 3, Vice President, Secretary, Treasurer, Steel Challenge and Defensive Pistol; Abstained - At Large 1, At Large 2/Shotgun, At Large 3, President, 3D Archery, and KYL Chair

A motion to ratify the Defensive Pistol chairs November 3, 2021, e-motion to remodel the range master shed was made by Defensive Pistol chair, seconded by Steel Challenge chair, and passed unanimously.

A motion to amend the November 3, 2021, e-mail motion to increase, not to exceed, from the range maintenance budget, the cost of the range master shed remodel to \$1,500, was made by Defensive Pistol chair, seconded by Steel Challenge chair, and passed unanimously.

The range master shed reached the end of useful life in 2017, the remodel extends the useful life of the shed.

6. Unfinished Business

- a. **Young Marines** Scott McKenna, Unit Commander for the Rocky Mountain Young Marines, presented to the Board a framed picture from the Young Marines thanking NCRGC for allowing them to participate in first shots and volunteer to help at events. The Young Marines aged 8 – 16, would like to continue to volunteer for club events and asked the Board to keep them apprised of any future volunteer opportunities. Unit Commander McKenna asked if a first shots handgun program is available to train the regimen on the use of 9mm handguns in preparation for a unit shooting competition. The First Shots chair said yes and asked for dates the Young Marines are available for scheduling. The Young Marines are looking for a range to host a weekend overnight event for approximately 100 young marines and asked if the NCRGC range could



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be an option. The current NCRGC lease does not allow overnight camping. A discussion took place about other locations that do accommodate overnight camping, additional volunteer opportunities, and participation in other NCRGC discipline events.

- b. **Public Events and COVID 19** The Board decided that each discipline chair has the authority to determine whether or not to hold their events based on the restrictions set forth by the Larimer County COVID guidelines. Item to remain on December agenda.
- c. **Additional Trauma Kit and supplies** Trauma kits have been purchased, supplies will be purchased, and the kits will be installed during range clean up.
- d. **Club Facebook account** A disciplinary case has been opened against member #18011, case #20211106. The member refused to turn over admin access to the Facebook account, chose to delete the account, and face disciplinary action. The likes, links, and hashtags associated with the deleted page are lost. A new Facebook account has been created with proper admin access assigned. At Large 1 asked the Board if they want to address the derogatory remarks the member wrote on the Facebook page? The Disciplinary Committee will present disciplinary action recommendations to the Board at the December meeting.
- e. **Shotgun High House Repairs and Maintenance** The estimate to shore up the high house exceeded \$1,000, Shotgun chair asked the Board to rescind the August 19, 2021, motion. The shotgun chair said it doesn't make sense to spend a lot of money on a temporary fix or for cosmetic repairs to the structure.

“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.”

A motion to rescind the August 19, 2021, motion was made by Shotgun chair, seconded by Secretary, and passed unanimously.

Considering a change in the projected purchase timeline due to the challenges of installing throwers in the winter, the Shotgun chair requests the Board rescind the September 16, 2021, motion approving the purchase of new throwers.

“A motion was made by Secretary to allow, not to exceed \$15,500 from reserves, to the Shotgun chair for the purchase, from Mattarelli, of two skeet clay throwers and one trap clay thrower, seconded by At Large 3, and passed unanimously.”

A motion to rescind September 16, 2021, motion was made by Shotgun chair, seconded by 3D Archery chair, and passed unanimously.



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The Board does plan to revisit the proposals with the intention of replacing the throwers in the Spring of 2022. Item placed on business on hold.

- f. **New Range Master** No interest has been expressed from any member in the open Range Master position. Vice President recommends, considering January 1 is the first Saturday in January, the range clean-up should be rescheduled to January 8, 2022. A notice of the new date will be posted on the website and placed in the December newsletter.
- g. **Rimfire Challenge Loaner Rifles** – Tabled to December
- h. **Inventories** Vice President is waiting on consumables inventories from Shotgun and 3D Archery and consumable and expendable inventories from Defensive Pistol and KYL. Defensive Pistol chair is having difficulty finding comps for many of the items in the shipping container. Treasurer said some of the items in the container are left over from other disciplines. President recommended two inventories be created, one for NCRGC property, one for Defensive Pistol property. Defensive Pistol chair will focus on completing a defensive pistol inventory and eventually complete a separate inventory of NCRGC property.

Per Board motion, the Treasurer has transferred \$1000 from the operations account to Shotgun, 3D Archery, Rimfire Carnival, NRL22, and Steel Challenge. Defensive Pistol has already received over \$1,400 and KYL received \$1,000 for the year. Treasurer will complete the inventory for the Rimfire Challenge discipline and assist the new KYL chair with her inventory.

If a new Rimfire Challenge chair is not appointed within six months, the money in the Rimfire account will be transferred to the operating account and the Rimfire account will be closed.

- i. **Digital Communications Admin Policy** At Large 1 did not receive any changes to the policy presented at the October 21, 2021, meeting. The chair did make a few verbal clarifications to the policy. At Large 1 asked the Board to adopt the policy as written.

A motion to accept the Digital Communications Account Admin Policy dated November 11, 2021, was made by Secretary, seconded by Steel Challenge chair, and passed unanimously.

The Board asked At Large 1 to provide e-copies (Word/PDF) of the approved policy to the Secretary and Webmaster.



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7. New Business

- a. **New Club Facebook Page** The new Facebook page is [Facebook/www.ncrgc.org](https://www.facebook.com/www.ncrgc.org), within the page, each discipline is a subgroup with a designated photo album. Vice President, At Large 1, and At Large 3 will be assigned Admin access. To invite editors access to the page, they must have an active Facebook account. At Large 3 asked the Board to message him from their Facebook account if they want editor privileges on the new page. Currently, posts are restricted, Vice President, at large 1 and At Large 3 will moderate all internal and external posts.
- b. **Reserve Study** Treasurer updated the Reserve Study based on the reserve items reported in the recently updated inventories. The club strives to meet the best practices recommendation of 80% in reserves. According to the June 17, 2021, reserve study the club needed to maintain \$172,800 in reserve. Based on November 10, 2021, Reserve Study, the projected amount needed in reserves by 2024 is \$214,525. The current reserve deficit is \$81,531.22. Full reserve contributions have been made for the last three years and in 2021, an extra \$10,000 was put into reserves. The Board discussed options for meeting the 80% funding best practice including additional reserve contributions, special assessment, etc. The Board decided to stay the course for now. Also, the Treasurer was not advocating a special assessment and said that many times during the meeting. The President asked the Board to look at their calendars for February and March so that a Board Retreat could be scheduled that would include Budget Preparation.
- c. **Wheelchair Access Pistol Range** Member #18704 presented to the Board ADA requests from member #18649. To accommodate wheelchairs, the trash can at the pistol range will be relocated closer to the member shed. Member is always accompanied on the range by a helper but has requested a handicap ramp be installed on the member shed for access to the trauma kit. There was a discussion about installing ramps on the pistol and rifle range member sheds or a box under the table nearest the member shed to store the trauma kit. The Board wants to do everything reasonably within its power to accommodate handicapped members but, as a private gun club, the range is not required to be 100% ADA compliant. During the December range clean-up, a crew will look at the viability of installing ramps or relocating the trauma kits. The cost for these upgrades will be paid for by the range maintenance budget. Member # 18704 will act as a communication liaison between the Board and the member requesting the ADA upgrades. Item to remain on December agenda.
- d. **Women's Group** Defensive Pistol announced a new women's group, that operates under the Defensive Pistol chair, has been started and will be led by Rebecca Lee and Donna Schmidt. The December newsletter will contain an article announcing the group.



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8. Executive Session

No executive session needed

9. Adjournment

A motion was made by the Secretary to adjourn the meeting at 9:17 pm, seconded by At-Large 2, and passed unanimously.