



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
April 21, 2022

1. Call to Order

A motion to start the meeting at 6:00 pm was made by At-Large 3, seconded by Defensive Pistol Chair, and passed unanimously.

Board Members Present:

President: Brian Holder

Vice President: Tom Petaja

Treasurer/NRL22/First Shots: Bryon Fessler

Secretary: Gary Caldwell

At Large 2/Skeet and Trap: Jason Elliott (virtual)

At Large 3: Cam Rogers

3D Archery: Kyle Black

Defensive Pistol: John Pashain

KYL Chair: Shannon Walford

Board Members not present were:

At Large 1: Ben Price

Others in attendance:

Assistant Range Master: Dean Sailer

Member Services Coordinator: Leslie Shoecraft

Members in Attendance:

#18388, #18149, #18497, #18255

2. Approval of Agenda

A motion was made to accept the agenda amending 7. e. to say RSO T-shirts was made by the Treasurer, seconded by 3D Archery Chair, and passed unanimously.

- 3. Member Forum:** Member 18497 asked the Board to look into the possibility of allowing group interactions through the club Facebook page. The Board will discuss expansion of the Facebook page during the June meeting.

4. Officer Reports

- a. President: No report given.
- b. Vice-President: A final letter regarding safety incident 2021006 was sent to member 18011, matter is closed. Additional items to be addressed during Unfinished and New Business



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
April 21, 2022

- c. **Secretary:** The 2021 documents have been deposited with Smart Document Storage. There were 395 guest waivers completed for the lower ranges and 472 for the upper range in 2021. Those numbers are similar to 2020 with 448 guest waivers completed for the lower ranges and 494 at the upper range. The Annual Meeting will take place on July 9, 2022, at 1:00 pm at the Fort Collins Senior Center 1200 Raintree Drive in Fort Collins. In an effort to lessen our paper consumption, we are going to accelerate monthly meeting prep by 1 calendar week. All agenda items and materials are due to the MSC by Wednesday the week prior to the Thursday meeting. Those finalized materials will be posted to a Board access common folder on the Google drive on Thursday one week prior to the meeting. The only materials that will be distributed in print form at the meeting will be the agenda, sign-in sheet, minutes, and treasurer reports.

A motion to accept the minutes from the meeting dated March 17, 2022, with the President's response under Member Forum clarified to read "President responded more research is needed." and place them on file was made by the Secretary, seconded by At-Large 3 and passed unanimously.

- d. **Treasurer:** A Balance Sheet and Income/Expense Statement were provided to all Board members with figures as of **March 31, 2022**. Total cash on hand in the nine accounts is \$176,612.62 with \$83,862.68 of that set aside for Reserves for future repairs or replacement. Income for the month totaled \$257.90 and Expenses totaled \$10,680.29. Income came from Interest, Other Income (\$23.64 for replacement badge and \$46.50 for Hunter Education class) and Program Income from NRL22. Notable Expenses included \$1,290.22 in Contingency (all Special Meeting expenses, detailed below), \$150 in Dues & Subscriptions (NSSF and Safe Deposit Box), \$604 in Porta Potties (no invoice in February, two invoices in March), and \$3,778.48 in Range Maintenance (grass seed, gravel, Home Depot, Lowes). The Club's fiscal year ends on May 31, 2022 so please submit all of your receipts no later than the Board meeting in May. The total cost of the Special Meeting for the member's appeal was \$1,665.22 (\$165 envelopes, \$490.22 printing/postage, \$800 meeting space, \$210 deputy sheriff). There has been no activity in the Rimfire Challenge checking account for eight months (since August 23, 2021) so we need to close the account and transfer the \$1,459.89 balance to Operations. Finally, the Treasurer and Secretary each signed rental contracts that need to be ratified by the Board.

A motion to accept the financials ending March 31, 2022 and place them on file for the auditor was made by the Treasurer, seconded by Shotgun chair and passed unanimously.

A motion to donate \$40 to River of Life Fellowship for meeting space for the Board meeting on April 21, 2022, was made by the Treasurer, seconded by Secretary and passed unanimously.



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
April 21, 2022

A motion to close the Rimfire Challenge checking account and transfer \$1,459.89 balance to Operations was made by the Treasurer, seconded by Secretary and passed unanimously.

A motion to reimburse Dean Sailer for \$46.50 for Hunter Education supplies was made by the Treasurer, seconded by At Large 3 and passed unanimously.

A motion to ratify the contract signed by the Treasurer (per direction from the President) dated February 25, 2022 between NCRGC and the Drake Center for \$800 for the purpose of the Special Meeting for the member's appeal was made by the Treasurer, seconded by 3D Archery chair and passed unanimously.

A motion to ratify the contract signed by the Secretary dated April 2, 2022 between NCRGC and the City of Fort Collis Recreation Division for \$130 for the purpose of holding the Annual Meeting in July 2022 was made by the Treasurer, seconded by KYL chair and passed unanimously.

5. Other Reports

a. Disciplines

NRL22 The Club hosted the monthly NRL22 end-of-season match on April 16, 2022, and 48 shooters participated in eight challenging stages. Congratulations to our first-place winners including Jeramie Walker (Open), Bob Grimmer (Base), Dave Parker (OG/Adaptive) and Jennavieve Walker (Young Guns). We raffled off 49 items including ammo, hats, shirts, water bottles, shooting bags, etc. along with a CZ-457 rifle courtesy of Jason and Erin Pruet, who also baked 96 cupcakes for the match. Thank you to all our sponsors! This event would not happen with your generosity and support. Thanks also goes to Casey and Terri Meadows for cooking over 100 brats and hotdogs for the participants and to my wife for staffing the registration table. Additionally, we got to see some of the latest steel target technology from Origin Tactical Solutions (OTS) who sponsored two of our fun stages titled Easter Egg Hunt and It's Rabbit Season. Their steel targets are amazing, and the challenging eggs and bunnies did not disappoint. We were thrilled when Matthew Chase (CEO), Tanner Raubenstine (Business Development Associate) and Graham Powers (Lead Mechanical Engineer) showed up to shoot some of the stages. Their sponsorship means a lot to our Club, and we are truly grateful. Scores are posted on the NCRGC website (Northern Colorado Rod & Gun Club - NCRGC). 385 shooters for the season (289 last year) including 70 new shooters! Remember, there is no NRL22 match in May and we start back up in June. Please contact the Match Director if you have any questions (nrl22@ncrgc.org).

First Shots I am in the process of scheduling two more large groups of shooters. I have the Young Marines scheduled for handgun seminars at the end of May.



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
April 21, 2022

Defensive Pistol

Special Guest MD: VP Petaja

We had 12 shooters at the match. Setup 4 bays.

Did not keep scores this time. I promoted our possible vendors visits next month, told them to watch Facebook and newsletter for more info.

All had a great time and plenty of help.

Collected \$15.00 for each person, except RSOs.

\$90 was collected and turned over to DP Chair

3D Archery

No event held

KYL

5 shooters at the match. No money collected.

- b. **Chief Range Safety Officer** A trauma kit was mounted at the 3D Archery shed. Trauma kits were inventoried during the range cleanup, several items are close to expiration and will need to be replaced.
- c. **Range Master** Treasurer, Acting Range Master. 148 people attended the Range Cleanup on April 2, 2022 (127 badged members, 2 guests, 19 youth). Special thanks to the President and Vice President for helping with this large of a crowd. The sign in process needs improvement; long lines, some members turned away because they forgot their badge, family members not allowed to sign-in for the regular/associate member, printing names twice, etc. We completed all the mandatory checklist items for the five ranges. We completed 8 of the 9 additional items for the Rifle Range. Open item:
1. Paint yellow and red lines on concrete at Rifle Range. Acting Range Master said it might be worthwhile to contract this item out so the lines are straight.
- We completed 14 of the 23 additional items for the lower ranges. Open items:
1. Install rain gutters on Pistol Range and Gitchel Classroom. Contracted task.
 2. Clean and fill entrance holes in both grills where mice enter with wire mesh
 3. Cut grass for 3D Archery (emailed 3D Archery Chair)
 4. Move timbers to Archery and 3D Archery (emailed 3D Archery Chair)
 5. Paint orange, yellow and red lines on concrete at Pistol Range Could be completed by the contractor at the same time as rifle range.
 6. Paint red safety area on manual thrower
 7. Sell tractor (President is working on this)
 8. Put dirt on Pistol Range to get rid of valleys
 9. Straighten out stairs on North side of Shotgun Shed
- On March 22, 2022, Treasurer emailed the Board for approval to exceed the \$2,000 Range Master monthly amount for March as several big-ticket items came up during his time as Acting Range Master. For example, grass seed, gravel, combo locks, etc.



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
April 21, 2022

Estimated \$4,000, actual \$3,778.48. Women on the Range (WOTR) would like to make announcements and pass out flyers at the remaining Range Cleanups. Finally, member #18388 volunteered to fill the open Range Master position. He is a general contractor with 40+ years of experience, owns his own business (High Country Construction), and lives close to the range. President also spoke to member 18383 at the range clean up and invited him to attend the April Board meeting.

A motion to accept the donation of an Echo Weedwhacker from Jason Elliott was made by 3D Archery chair, seconded by At Large 3, and passed unanimously.

6. Unfinished Business

- a. **Safety Incident 20220313 (Vice President)** The Disciplinary Committee had a telephone conference with member 18246 to discuss the reported violations of the guest policy, membership policy and range safety policy. Vice President provided a verbal summary of the telephone conversation. Member 18255, as a witness to the incident, attended the meeting to report to the Board what he witnessed. Item to be further discussed during Executive Session.
- b. **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 May agenda.
- c. **Club Inventories** Steel Challenge inventory has been verified. Vice President asked the chairs to keep him updated on new items purchased and items disposed of. Inventories are complete for fiscal year 2021/2022.
- d. **Tractor Disposition** President took pictures, did a lot of online research but current comps (same model tractors sold in the last 3 – 4 years) were hard to find. In 2016 and 2017 the same model tractor with loader sold for \$5,000.00 at auction. President suggests a price of \$3,500 or best offer, for the club tractor including attachments. The tractor will be advertised, through the newsletter, to club members first.
- e. **Keys/Combo Locks** All key locks have been changed to combo locks. Vice-President will compile a list of combinations, Executive Committee will be given the complete combination list, Secretary will notify discipline chairs of the combination for their discipline shed. Board members have turned in their keys for the key locks.
- f. **Spring Multi-Discipline Event** At Large 3 researched food and catering, it was decided that hamburgers, cooked at the range, will be served. The Young Marines are volunteering during the event. 22 ammo and 9 mm ammo will be purchased. ORIGIN is providing targets that will be set up in tactical bay 1, the stage will be run by NCRGC



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
April 21, 2022

RSO's. Discipline chairs will conduct safety briefings at their stations. The event is scheduled for May 14, from 9 am – 12 pm, then lunch will be served. This is a free event to club members.

A motion, not to exceed \$1,500.00, out of contingency, for the 2AMD Event to purchase ammo, food and other expenses was made by Defensive Pistol chair, seconded by At Large 3, and passed unanimously.

- g. **Changes to bylaws** At Large 3 reviewed the current bylaws and overall restructured the document and corrected grammatical errors. Article II Section 6 page 1 regarding notice to members was rewritten, other Articles that reference notice were updated. Article VI – Board of Directors, an Indemnification section was added. Discussion took place amongst the Board regarding bylaws changes. The bylaws, with changes, will be posted on the website for members to review prior to the Annual Meeting.

A motion, to accept the changes to the bylaws for approval at the 2022 Annual Meeting was made by At Large 3, seconded by Secretary, and passed unanimously.

- h. **Range Directional and Closure signs** Tabled to May agenda
- i. **KYL Promissory Note** KYL Promissory Note will be signed and turned over to the Treasurer at the end of the meeting.
- j. **Budget for FY2022-2023** Treasurer updated the budget with changes discussed during the Board retreat.

A motion, to accept the budget for NCRGC fiscal year 2022/2023 was made by Secretary, seconded by At Large 3, and passed unanimously.

- k. **Reserve Study** Treasurer updated the reserve study with changes discussed during the Board retreat.

A motion, to approve the reserve study for NCRGC fiscal year 2022/203 was made by 3D Archery chair, seconded by Secretary, and passed unanimously.

- l. **Resignation of Steel Challenge Chair**

A motion, to accept the resignation of Steven Jessup as the Steel Challenge chair effective April 11, 2022, was made by Secretary, seconded by Treasurer, and passed unanimously.

- m. **Resignation of Shotgun Chair** President authorized the Treasurer to purchase a \$300 plus fees, gift card for the Shotgun chair. President has the gift card.



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
April 21, 2022

A motion, to accept the resignation of Jason Elliott as Skeet and Trap chair effective May 23, 2022, was made by Secretary, seconded by At Large 2, and passed unanimously.

7. New Business

- a. **Shotgun Chair Volunteer Proposals** An article will be placed in the newsletter asking members interested in the Shotgun chair position to notify the President of their interest by May 15, 2022; At Large 3 will write the newsletter article. Based on the submissions, the decision of who will be the new shotgun chair will be made during the May Board meeting. Member 18041, a NCRGC RSO, wrote an e-mail offering to run weekday skeet & trap events. Member and Associate Member 18149, both NCRGC RSO's, attended the meeting and offered to be assistants to the new Shotgun chair. The new Shotgun chair needs to agree to take on the tasks of shoring up the high house and procuring 3 new throwers.
- b. **Young Marines Shooting Competition** Commander Scott McKenna contacted First Shots chair about using the range for an NRA 50 foot course of fire to qualify 4 young marines for a national shooting competition. Young Marines will provide rifle, ammo and targets. First Shots chair asked the Board for permission to schedule tactical bay 2, on a day that it is not in use for a club activity, and loan First Shots table, chairs and umbrella to the Young Marines. President and First Shots chair will coordinate and supervise the activity, NCRGC RSO's will run the event. The Board approved use of the range.
- c. **Gate Damage** April 2 or April 3, 2022, the big tactical bay 1 gate was damaged, it appears the gate was hit by a vehicle that drove through the gate onto the tactical bay. An article, with pictures, asking members if they have any information about the incident will be included in the May newsletter.
- d. **Steel Challenge Access for Facebook and Google Drive** Vice President removed Steel Challenge chair access to Facebook and Google Drive. Member 18011 has been removed from the RSO, member and Constant Contact lists.
- e. **Theft of Club Property** Sometime in late March, before the April 2 range clean up, several First Shot items were stolen from the Rimfire shed, the items were in locked bins inside the shed, the locks were cut. Some of the items stolen include a folding table, folding chairs, metal stands, bins of safety glasses, bins of ear plugs, furring strips, shoot and see targets, bins of chamber flags. First Shots chair researched replacement cost of the items, estimated replacement cost is \$808.00 plus shipping.

A motion, to accept a \$100.00 Scheels gift card to the First Shots program from Secretary, was made by Treasurer, seconded by 3D Archery chair, and passed unanimously.



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
April 21, 2022

A motion, not to exceed \$750.00 from contingency, to replace First Shots stolen property was made by President, seconded by Secretary, and passed unanimously.

- f. **RSO t-shirts** 3D Archery chair would like to order RSO T-Shirts, he will research cost of the shirts and report the information during the May meeting.
- g. **Approval of Special meeting minutes** Secretary will place documents from the meeting in Smart Document storage.

A motion, to accept the Special Meeting minutes, dated April 10, 2022, was made by Secretary, seconded by At Large 3, and passed unanimously.

- h. **Range Master Volunteer** Member 18388, who is volunteering to fill the open Range Master position, introduced himself. The Board asked questions. President asked member to attend the April range cleanup and, if still interested in the position, attend the May Board meeting.
- i. **Shotgun Chair volunteer proposals** Tabled to May Agenda
- j. **Range Safety Rules** The Treasurer outlined the timeline for making changes to the Range Safety Rules (e.g., discuss in April, approve in May, codify in June for the renewal in July). At-Large 3 asked several questions regarding the rules and they were answered during the meeting. Based on the recommendation of the Chief Range Safety Officer (CRSO), the Board agreed to disallow the use of Pistol Caliber Carbines (PCCs) on the Pistol Range and move them to the Tactical Bays. This will require updating the Tactical Bay test. Additionally, the Board agreed to allow the use of the Manual Clay Thrower when Tactical Bays 1 and 2 are in use (and vice versa) as there is no chance of overspray. The Board also agreed to change the target loads on the Shotgun Fields and Manual Clay Throwers to 7 1/2 to 9 shot only (no slugs). Finally, the Board agreed to correct the spelling of nock on the Archery Range. The Treasurer will make the changes and provide a final copy of the rules for the Board to approve at the May meeting.
- k. **Ratify General Liability electronic vote** A motion was made electronically on April 1, 2022.

Treasurer moved and President seconded to accept the new General Liability policy from Acceptance Indemnity Insurance Company (administered by Lockton Affinity, LLC), policy number LOC-GL-005720-00, policy period 5/2/2022 to 5/2/2023, at a cost of \$8,271.27 plus an additional \$40 for NRA membership dues.

E-Motion passed with six yes votes (Treasurer, President, Secretary, At-Large 3, Vice President, and Defensive Pistol), zero nay votes, and five votes not recorded. E-Motions must be ratified by the Board of Directors at the next Board meeting:



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
April 21, 2022

Treasurer moved and At-Large 3 seconded to ratify the above e-motion that was made electronically on April 1, 2022. The motion passed unanimously.

- l. **Annual Meeting prep** The 2022 Annual Meeting will be held July 9, 2022, at 1 pm at the Fort Collins Senior Center 1200 Raintree Drive in Fort Collins, the building has a 120 person capacity. Water will be provided. Secretary prepared a draft of the annual postcard to be mailed to members.
- m. **Appoint Nominating Committee** According to the bylaws, the President appoints 3 Board members as the Nominating Committee.

A motion, to appoint At Large 1, President and 3D Archery chair to be the nominating committee for the 2022/2023 membership year was made by President, motion was not seconded.

A motion, to ratify that the Nominating Committee will be comprised of At Large 1, President and Secretary to for the 2022/2023 membership year was made by President, motion was not seconded.

A motion to ratify, the appoint of the disciplinary committee to Defensive Pistol chair, KYL chair and 3D Archery chair for the 2022/2023 membership year was made by President, seconded by At Large 3, and passed unanimously.

At Large 3, with experience on the nominating committee, will provide direction as needed.

- n. **Mid-week Range Cleanup** A midweek range cleanup is scheduled on May 25, 2022, from 10 am – 1 pm. Secretary is Acting Range Master. The clean up will be announced in the May newsletter.
- o. **Disciplinary Committee Protocols** Tabled to May agenda
- p. **Out-processing of Board Members Procedure/policy** Tabled to May agenda

A 5-minute break before executive session was called at 9:55 pm.

8. Executive Session

A motion was made to go into Executive Session at 10:00 pm for privacy concerns to discuss Safety Incident #2022313 was made by the Secretary, seconded by At-Large 3, and passed unanimously.



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
April 21, 2022

A motion was made to come out of Executive Session at 10:11 pm by the Treasurer, seconded by the KYL Chair, and passed unanimously.

A motion was made to expel Member #18246 and spouse involved in Safety Incident #2022313 was made by the Secretary, seconded by the KYL Chair, and passed unanimously.

9. Adjournment

A motion was made to adjourn the meeting at 10:14 pm by the Secretary, seconded by the 3D Archery Chair, and passed unanimously.