



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
August 18, 2022

1. Call to Order

A motion was made by Defensive Pistol Chair to open the meeting at 6:04 pm, seconded by Treasurer, and approved unanimously.

Board Members Present:

President: Brian Holder

Vice President: Tom Petaja – Arrived 6:08 pm

Treasurer/NRL22/First Shots: Bryon Fessler

At Large 2: Jason Elliott

3D Archery: Kyle Black

Defensive Pistol: John Pashain

Range Master: Charles Boehme

Board Members not present were:

Secretary: Gary Caldwell

At Large 1: Ben Price

At Large 3/Shotgun Chair: Cam Rogers

Others in attendance:

Member Services Coordinator: Leslie Shoecraft

Member # 18255

Guests in Attendance: None

2. Approval of Agenda

A motion to approve the agenda as amended with the addition of New Business g. Tactical Bay Certification, New Business h. Use of Club Property by Instructor Program, was made by Treasurer, seconded by At Large 2 and approved unanimously.

3. Member Forum: None

4. Officer Reports

a. President: No report given.

b. **Vice-President:** Vice President was an RSO for the 7th Annual Rimfire Carnival, he commended Bryon Fessler, NRL22 Chair, for how well the event was organized and orchestrated.



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- c. **Secretary:** Treasurer is filling in for the Secretary while he is on vacation. Membership renewal update 688 members renewed this left 112 openings for new members. Open enrollment began August 5, 2022, at 7 pm – 74 new members signed up with the first 15 minutes, all 112 slots were filled in less than 40 hours. The 2022/2023 membership renewal process went smoothly, continuity procedures were followed very well. Treasurer thanked the Member Services Coordinator, Webmaster and Secretary for the hard work during membership renewal. A \$100 gift card was presented to Member Services Coordinator as a thank you. Spouse badge renewal started August 15 and ends August 31, 2022. The Treasurer e-mailed a safety orientation reminder to new members.

A motion to accept the minutes from the meeting dated July 22, 2022 and place them on file was made by the Treasurer/Secretary, seconded by At Large 2 and passed unanimously.

- d. **Treasurer:** A Balance Sheet and Income/Expense Statement were provided to all Board members with figures as of **July 31, 2022**. Total cash on hand in the eight accounts is \$168,930.89 with \$70,781.92 of that set aside for Reserves. Income for the month totaled \$64,322.71 and Expenses totaled \$10,370.29. Income came from Cleanup Fees, Interest, Membership Dues, and Program Income from the Disciplines. Notable Expenses included \$982.11 for the Annual Meeting, \$30 in Contingency (gun transfer), and \$31.11 in Gifts (engraving ARM's rifle). The rest of the Expenses are normal for this time of year. We are holding off on making the \$20,000 Reserve Transfer until PayPal releases the funds from Membership Renewal which as of July 31, 2022 totaled \$59,699.01. Board members also received the actual vs budget numbers for the first quarter (May – July). We have two outstanding checks from last FY (Secretary for \$23.06 and President for \$76.35).

A motion to accept the financials ending July 31, 2022 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 18, 2022, was made by the Treasurer, seconded by At Large 2 and passed unanimously.

The Executive Committee, in order to keep the MSC \$100 gift card a surprise, made a motion outside of the Board meeting to purchase a gift card.

A motion to ratify the Executive Committee's decision to ratify the Executive Committee's decision to recognize the Member Services Coordinator with a \$100 gift card (plus \$5.95 in activation fees) was made by the Treasurer, seconded by At Large 2 and passed unanimously.



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5. Other Reports

a. Disciplines

Defensive Pistol August 8, 2022 - 26 shooters, 9 RSO's - \$185 deposited on August 8, 2022, and \$100 cash on hand.

Shotgun This report includes all events following the Skeet & Trap event held on the 2nd Sunday of the previous month and up to and including the bi-monthly Skeet & Trap event on the 2nd Sunday of the month. Standard fees for participants, per round, are \$5 for NCRGC members and \$7 for non-members.

- 7/6 Wednesday Clays (trap) | Match Directors: Terri & Casey Meadows | 6 attendees, 3 RSO's, 3 members / 3 non-members. \$35 collected.
- 7/10 Bi-monthly event (trap & high house skeet) | Match Director: SG Chair | 5 attendees, 4 RSO, 5 members / 0 non-members. \$5 collected
- 7/13 Wednesday Clays (trap) | Match Directors: Terri & Casey | 4 attendees, 2 RSO's, 3 members / 1 non-members, \$38 collected
- 7/20 Wednesday Clays (trap) | Match Directors: Terri & Casey | 5 attendees, 2 RSO's, 4 members / 1 non-members, \$34 collected
- 7/24 Bi-monthly event (Trap) | Match Director: SG Chair | 9 attendees, 3 RSO, 5 members / 4 non-member(s). \$64 collected

Total attendees: 29 | Total collected and given to the Treasurer: \$176

Cash on-hand retained by the SG Chair: \$100

NRL22 29 shooters participated in the July match, and we shot some fun stages including Let Freedom Ring; Boston Tea Party; One if By Land, Two if by Sea; The Redcoats are Coming; and Battle at Bunker Hill. Congratulations to Jackson Behrman for taking first place in Open, Tim Watson in Base, and Erin Pruett in Ladies. Great job! The entry fee is \$15 with a \$5 discount for members who request it at registration. The Match Director keeps \$100 on hand for this purpose.

First Shots We completed First Shots seminars on 7/7 for 4 shooters, 7/11 for 4 shooters, and 7/23 for 8 shooters.

Annual Rimfire Carnival The 7th Annual Rimfire Carnival was a huge success! From stage design to preparation, parking to registration, food preparation to raffle, this premier Club event took over 300 volunteer hours to execute. 102 shooters participated in the event which is a new Club record. We gave away 160 swag items during the raffle including three rifles, which were all donated. I want to personally thank the 13 Range Safety Officers who volunteered their time and talent to ensure a safe and fun event. They always go above and beyond, and this event would not happen without their dedication and support. Additional thanks go to Chef Casey for grilling some amazing



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cheeseburgers and dogs and to Terri for serving the chips, cookies, and drinks. My family always plays a huge role leading up to and during the carnival I truly appreciate it. Finally, I want to thank all the shooters and wonderful sponsors. This is truly a family event, and I am honored to be a part of it. See you next year!

- b. **Chief Range Safety Officer:** No items to report.
- c. **Range Master:** The August 6, 2022, range clean up went well, winners of the two \$25 gift cards are member #18195 and #18351. Portable toilets were emptied prior to the Rimfire Carnival, an extra \$35 per unit fee will be charged to the club from the vendor (\$175 total for 5 portable toilets). Yellow and black tape has been placed on the stair edging at the pistol range as a test of the tape's durability, if the tape proves durable, the yellow line on the rifle range will also be taped for testing. A cost estimate for re-siding the high house was submitted, the estimate included three vendor quotes for a one-week lift rental from Wagner Rents \$1,679: Sunstate \$1,802 and H&E \$1,866, plus the cost of delivered supplies from Mawson Lumber & Hardware in Fort Collins. Estimated total cost for the project is \$3,074.

A motion, not to exceed \$3500 from reserves, for re-siding of the high house was made by the Treasurer, seconded by Defensive Pistol Chair and passed unanimously.

6. Unfinished Business

- a. **Public Events and COVID-19:** 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. **Disciplinary Committee Policy:** The Board finished their review of the Northern Colorado Rod & Gun Club (NCRGC) Disciplinary Committee Policy.

A motion, to adopt the Northern Colorado Rod and Gun Club (NCRGC) Disciplinary Committee Policy as written was made by At Large 2, seconded by the Treasurer and passed unanimously.

- c. **ATV Training:** The first ATV training was held on August 6, 2022, Board members attending: At Large 2, 3D Archery Chair, Treasurer, Defensive Pistol Chair and Range Master. Waivers have not been signed.
- d. **Legal Review of Bylaws:** The President signed the fee agreement with Wick & Trautwein, LLC – Fort Collins on August 8, 2022, Attorney Mike Samelson will review the Club bylaws. Treasurer paid the \$1,500 retainer fee and gave the law firm a copy of



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the current Club Bylaws. Recommendations should be available for the Board to review by the September board meeting.

- e. **New Range Signs:** The Treasurer gave the Range Master the new range safety signs that need to be installed asap.
- f. **Shotgun house repairs:** This item was addressed during the Range Master report. Item to remain on September agenda.
- g. **Sale of old shotgun throwers:** Tabled to September Agenda
- h. **New trap installation:** Tabled to September Agenda

7. New Business

- a. **Safety Orientations:** Three Safety Orientations are scheduled on August 28, September 10 and September 11, orientations should last about two hours, all Board members who are available will attend the orientations.
- b. **Transfer of firearms from KYL and Promissory Note:** President will contact the former KYL Chair and have the guns transferred to President. Treasurer gave President a promissory note, he will pay for the transfer of the guns and be reimbursed by the Club Treasurer. Item to remain on September agenda.
- c. **Replacement Assistant Range Master:** Member 18255 applied for the Assistant Range Master position, he attended the meeting to introduce himself to the Board and answer questions. Range Master has had several conversations with the applicant who currently owns a commercial landscaping business in Fort Collins. Based on these conversations, Range Master recommends member 18255 be offered a contract for the Assistant Range Master position. The Board asked the applicant questions, according to applicants' responses, there doesn't appear to be any conflicts of interest with the applicant. The Board decided to further discuss this matter during executive session.
- d. **Combination Changes:** The main gate combination changes after sunset on August 31, 2022. Range Master was given a vendor, landlord and emergency personnel contact list to notify of the new gate combination.
- e. **Range Clean Up – Prep, kits, tools, checklists, etc.** Treasurer prepared and handed out an e-mail with recommendations regarding range clean up preparation, kits and tools. He recommends routine range clean up task kits be prepared and clearly labeled for safety reasons and to avoid searching for tools and materials during the clean ups. Range Master said he has observed and acknowledges that improvements need to be made to the



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range clean ups, he requested 60 days to implement his ideas and then will ask for Board feedback.

- f. **Instructor Program Renewals:** Instructor program applicants Mark Richtermeyer and John Pashain of 7 Hills Security, LLC., have been approved. Steve Taylor needs to submit proof of the \$1,000,000 insurance requirement before approval.
- g. **Tactical Bay Certification:** Survey Hero now charges for online testing. The Club will return to the former PDF tactical bay certification testing process. Members will complete the test and e-mail it to safety@ncrgc.org for grading.
- h. **Instructor Member Use of Club Property:** Instructor John Pashain, of 7 Hills Security, LLC., asked about offering discounted instruction rates to members in exchange for use of defensive pistol non-consumable property during training. President said there is concern about fairness to all instructors and replacement of equipment if it is damaged. 3D Archery asked about compensation for wear and tear of the equipment. Several board members were not present for the meeting, it was decided to table this item to the September agenda for additional discussion.

3D Archery requested CRSO provide a small non-emergency first aid kit for the 3D Archery first aid red mailbox.

8. Executive Session

A motion to go into Executive Session at 7:50 pm to discuss the contracting and for privacy reasons was made by the Treasurer, seconded by At Large 2 and passed unanimously.

A motion to come out of Executive Session at 8:23 pm was made by At Large 2, seconded by the Range Master and passed unanimously.

The Range Master disclosed a potential conflict of interest with the Assistant Range Master (ARM) candidate as they live in the same neighborhood. After further questioning, the Board determined that no conflict of interest exists.

A motion to contract with David "Rock" Francia (DBA TBD) for the Assistant Range Master (ARM) position at \$20/hour as an Independent Contractor, with the requirement to obtain RSO training within 6 months, course and cost to be provided by the Club, was made by the Range Master, seconded by the 3D Archery Chair and approved unanimously. Insurance will be researched by the Range Master and Treasurer and no paid work shall commence until Independent Contractor provides a business name, registered with the Colorado Secretary of State, to the Treasurer.



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A motion to adjourn the meeting at 8:25 pm was made by the Defensive Pistol Chair, seconded by At Large 2 and passed unanimously.

9. Adjournment

A motion was made to adjourn the meeting at 8:54 pm, was made by Defensive Pistol Chair, seconded by At Large 2, and passed unanimously.