



Northern Colorado Rod & Gun Club
Board of Directors Meeting Minutes
June 15, 2023

1. Call to Order

A motion was made by the Defensive Pistol Chair to open the meeting at 6:00 pm, seconded by the Vice President, and approved unanimously.

Board Members Present:

President: Brian Holder

Vice President: Tom Petaja

Secretary: Gary Caldwell

Treasurer/NRL22/First Shots: Bryon Fessler

Range Master: Charles (Steve) Boehme

At Large 1: Ben Price

At Large 3: Cam Rogers

Defensive Pistol: John Pashain

Others in attendance:

Membership Services Coordinator: Leslie Shoecraft arrived at 7:06 pm

Non-Member: Randy Willer

Board Members Not Present:

At Large 2: Jason Elliott

2. Approval of Agenda

A motion to approve the agenda was made by the Treasurer, seconded by the Vice President, and approved unanimously.

3. Member Forum:

No members came forward to present.

4. Officer Reports

a. **President:** No report given.

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

c. **Secretary:** The 2022 documents were deposited into storage. The storage 2013-2016 box of records, all financial records were destroyed. The annual meeting postcard was mailed. Cost to mail the postcards exceeded \$500, the Secretary attempted to get 3 bids for printing and mailing Advance Direct Marketing \$516, Citizen Printing \$684, the third company did not respond to the bid request. Advance Direct Marketing was contracted for the printing and mailing. Patches For Less will print the 75th Anniversary patches, cost around \$1,500. The 15 paper renewals will be mailed this



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weekend. The Annual Meeting is July 8, 2023, 1-3 pm at the Senior Center in Fort Collins.

A motion to accept the minutes from the meeting dated April 20, 2023, and place them on file was made by the Treasurer, seconded by the Defensive Pistol Chair and passed unanimously.

A motion to accept the minutes from the meeting dated May 18, 2023, and place them on file was made by the Secretary, seconded by the Shotgun Chair and passed unanimously.

- d. **Treasurer:** A Balance Sheet and Income/Expense Statement was provided to all Board members with figures as of May 31, 2023. Total cash on hand in the seven accounts is \$168,305.97 with \$88,458.37 of that set aside for Reserves. Income for the month totaled \$1,230.21 and Expenses totaled \$33,280.53. Income came from Interest, Other Income (two lost badges) and the shooting disciplines. The \$700 in Program Income – First Shots came from the sale of the two Club-owned shotguns to Member #18562, per Board motion. Notable Expenses included \$358.05 in Contingency (ammo for Family Day at the Range), \$23,300 for Lease, and \$2,150.51 for Range Maintenance (which included 26 gift cards for Range Cleanup drawings). All other Expenses are normal for this time of year. Bank of Colorado charged monthly fees for the PRO Series and Marksmanship Qualification Program checking accounts for not meeting their new minimum balances. At my request, they linked these accounts with our other accounts to avoid any fees going forward and the fees have been refunded.

I am tracking the following NTE motions:

Date	Amount	Description
3/16/2023	\$2,500 NTE from Contingency for Family Day at the Range.	\$3,147.67 spent thus far.
4/20/2023	\$1,200 NTE from Contingency for Secretary to purchase 1,000 patches and stickers for Club's 75 th Anniversary (800 to members, rest to six discipline chairs).	\$0 spent thus far.
4/20/2023	\$2,000 NTE from Contingency for At Large 1 to purchase 150 hats for Club's 75 th Anniversary (10 for the Board, 20 for Family Day at the Range, 100 to the six discipline chairs, 15 to the Range Master for range cleanups, 5 to the Secretary for the annual mtg).	\$0 spent thus far.
5/18/2023	\$1,000 NTE authorizing the Treasurer to engage with Republic Services to deliver and service 4 portable restrooms (2 ADA and 2 regular).	\$873.03 spent thus far.



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A motion to accept the financials ending May 31, 2023, and place them on file for the auditor was made by the Treasurer, seconded by the Shotgun Chair and passed unanimously.

A motion to donate \$40 to River of Life Fellowship – AMP for meeting space for the Board meeting on June 15, 2023, was made by the Treasurer, seconded by the Secretary and passed unanimously.

5. Other Reports

a. Disciplines:

NRL22

35 competitors attended the first NRL22 match of the 2023 season at the Northern Colorado Rod & Gun Club. The weather was perfect, and the competition was fierce. Congrats to Jeramie Walker who took first place in Open with a perfect score (525.60 points), Bevin Walker in Ladies (512.98 points), Jennavieve Walker in Young Guns (491.49 points), Chuck Sampier in Old Guns (411.10 points), and Mike Mitchell in Base (420 points). Lots of PRs were set at this match! Special thanks to Sharon for grilling brats and dogs for the match and to everyone who helped with set up and tear down. Our next match will take place on June 17, 2023 and we look forward to seeing you there!

PRO Series

The final PRO Series match of the 2022-2023 season was held on May 20, 2023, at the Northern Colorado Rod & Gun Club. 35 competitors shot seven stages including “Batman” and “Chinese Weather Balloons.” Congrats to Bevin Walker who took first place with 722.98 points. Our Club is new to the PRO Series (we joined in March) and many of our competitors will be receiving their class ranks soon (PRO, Master, Expert, Marksman), having shot at least three matches. Remember, there is no PRO Series match in June as that is when Nationals takes place. We look forward to seeing all of you at the next match which will take place on July 15, 2023.

First Shots

Rifle seminar on 5/11/2023 for 8 shooters.

Handgun seminar on 5/16/2023 for 7 shooters (1 no show).

Rifle seminar on 5/19/2023 for 4 shooters (family).

Annual Rimfire Carnival

Scheduled for Saturday, August 12, 2023, from 10 am to 3 pm. Registration is open and limited to the first 100 shooters. \$15 for non-members, \$10 for members. Article ready to go out in the August newsletter.



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Defensive Pistol

16 people, in total, attended

10 shooters

6 RSOs

\$125 deposited in to DP account with \$100 on hand

Family Day

68 people attended

Shotgun Skeet & Trap

This report includes all events following the Skeet & Trap events held this month. Standard fees for participants, per round, are \$5 for NCRGC members and \$7 for non-members.

- 5/20 Saturday Clays (skeet & trap) | Match Director: Rogers | 6 attendees, 2 RSO, 5 members

- 5/28 Special | Match Director: McMillan | 10 attendees, 2 RSO's, 5 members

Total attendees: 16, NCRGC Members: 10

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

- b. **Chief Range Safety Officer:** CRSO spoke to the landlord, is waiting for a return call to schedule a time to drop of the lease payment and proposed future lease. A first aid kit for the Archery shed mailbox has been purchased to replace the one that a mouse got into.
- c. **Range Master:** All the gift cards for the 2022-2023 membership year have been awarded during range clean ups. A Total of 111 people attended the June range clean up. The ranges are being mowed.

6. Unfinished Business

- a. **Instructor Program Policy:** No updates to the policy have been made since the May meeting. The Defensive Pistol Chair will provide the board with a redline of the current policy for review at the July meeting. Treasurer asked DP to inventory the items that the instructors can use and include the inventory as part of the policy.
- b. **Family Day at the Range:** It rained on the original scheduled date, 68 people attended the rescheduled Family Day at the Range. Cost for the event was roughly \$3,000, it cost the Club \$45 per attendee to host the event. Food cost was \$1,750, the Club had to pay \$300 for consumables to the food truck for the rain delay day. Attendees appeared to have a good time; one guest group had to be spoken to twice by RSO's for not following the rules. The Defensive Pistol Chair asked the board if they feel it is worthwhile to hold the event next year. Shotgun Chair suggested one way to cut costs is to cook the food at the range. The Treasurer commended Defensive Pistol



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Chair on the great job leading the event. The Treasurer thinks, if we reduce expenses, this is a worthwhile social event, at least five guests expressed interest in joining the Club and participating in club disciplines. Four new shooters from Family Day showed up at the Shotgun discipline event the next day.

President moved to host Family Day at the Range in 2024, at a reduced cost, with the Defensive Pistol Chair leading the event, seconded by the Shotgun Chair and passed unanimously.

A motion to amend the original April 20, 2023, not to exceed \$2,500 motion for Family Day at the Range, increasing it \$647.67 for a total of \$3,147.67 was made by the Defensive Pistol Chair, seconded by the Treasurer and passed unanimously.

- c. **Replacement ARM Contractor:** The Range Master sent an e-mail to the board from two candidates for the open Assistant Range Master (ARM) position, one of the two candidates dropped out of the running. A third interested person approached the Range Master at the range clean up. It is possible the ARM position will be filled by two individuals. Randy Willer, who is not a member but has worked with the Range Master at Home Depot for a year and a half, applied for the position. Randy has a lot of contracting experience and is in the process of starting his own contracting business, he worked in the medical field for 35 years. Randy moved to the area 3 years ago, he is shooter and wants to become a club member. The Treasurer said the contact requires the ARM to be a Range Safety Officer, the club will pay for the training. The Treasurer asked Randy, are any issues with being an independent contractor? Randy is working with his insurance agent to obtain insurance and will register his business with the Colorado Secretary of State. Treasurer said the contract effective date will be as soon as the contract requirements are met until April 30, 2024, independent contractor contracts always expire on April 30. Item to remain on July Agenda
- d. **Nominating Committee:** The Vice President said no members have come forward expressing interest in running for any of the open board positions.
- e. **Snow Removal Policy:** Range Master submitted to the President a few recommendations to be included in the snow removal policy. The Treasurer e-mailed Range Master a policy template to use when writing the policy. Item to remain on July agenda.
- f. **Replace Portable Restrooms:** A member showed up at the June 3, range clean up with a truck and trailer and removed all the old portable restrooms. The new restrooms have been delivered and installed. The Treasurer said \$873.03 was the cost from Republic Services to drop off the new restrooms, service them and empty the old restrooms. The club will be invoiced monthly from Republic Services for portable restroom service.



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- g. **75th Anniversary:** The cost of 75th Anniversary patches is \$1,410 plus \$64 shipping, stickers cost for 2,000 is \$300.80 plus \$21.32 shipping. The April not to exceed motion needs to be amended.

A motion to amend the original April 20, 2023, not to exceed \$1,200 motion for 75th Anniversary stickers and patches, increasing it \$800 for a total of \$2,000 was made by the Secretary, seconded by the Treasurer and passed unanimously.

At Large 1 can purchase more than 150 75th Anniversary hats for the allotted \$2,000 NTE motion. Discussion took place on whether the motion for hats needs to be amended. The board decided not to amend the motion, additional hats can be purchased without exceeding \$2,000.

- h. **Firearm Vendor/Manufacturer Information Booth:** This was a discussion item for Family Day at the Range, no further discussion is needed.
- i. **Container Purchase:** The Range Master and PRO Series both need more storage. The Treasurer/NRL22 Chair/Pro Series Chair, suggested purchasing a 40' container for the Range Master to be set up at the rifle range. NRL22 and Pro Series can use the current container for storage. The Defensive Pistol Chair watched an action for sale price of 40-foot containers, they were all auctioned for between \$7,000 and \$10,000. The Defensive Pistol Chair said he thinks the club should purchase 8' x10' containers. The Treasurer got a price from Fort Collins Mobile Storage for a 40-foot cargo worthy container, the price is \$6,500. The containers advertised on Facebook Marketplace appear to be scams. Alco Mobile Storage in Cheyenne for a one trip from China, 40-foot container is \$7,825 this includes taxes, delivery and set up. The Treasurer said for the rifle range, a 40-foot container is preferable, 8' x 10' or 8' x 12' containers are ideal for the pistol, 3D Archery, Defensive Pistol areas. The President said he'd like to purchase a container with more than one door on the end. Range Master said additional doors can be installed. The President said that he was approached by an NCRGC member who modifies containers, Range Master will contact the member inquiring about installing doors.

A motion to purchase a 40-foot one trip container from Alco Mobile Storage in Cheyenne, Wyoming, not to exceed \$8,000, from operations, for the Range Master at the rifle range was made by the Treasurer, seconded by the Defensive Pistol Chair, and approved unanimously.

The Defensive Pistol Chair said, if we add a container, we will lose parking spaces. Range Master responded, with some excavating, the container can be placed so that no parking spaces will be lost. The Treasurer has volunteers to help the Range Master move items from one container to the other.



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7. New Business

- a. **Review of Financial Records:** In the Board packet was an unqualified opinion letter from the accountant, Kirk Mayfield, stating “that he is not aware of any material modification that should be made to the financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America.” Mr. Mayfield is moving his business from the current office location to his home, the Treasurer would like to continue to work with the accountant at his home location. The Board agreed to let Mr. Mayfield continue to do the club taxes.

- b. **Review of Promissory Notes:** After selling the First Shots shotguns, the Treasurer said it’s time to review open Promissory Notes.

Current Promissory Notes: Name	Make/Model	Value
Brian Holder	Ruger 10/22 Tac \square cal (Rimfire Challenge) Ruger 10/22 Carbine (Rimfire Challenge)	\$359 \$399
Bryon Fessler	Tri-Star Seter 20 Ga Adult O/U Shotgun Stoeger Condor 20 Ga Youth O/U Shotgun Apache 9800 Weatherproof Case	\$550 \$449 \$169.99
John Pashain	Fire Tablets, Cases, Timers, Bag, etc.	\$1,402.38
Richard Rogers	Tri-Star Seter 20 Ga Adult O/U Shotgun Stoeger Condor 20 Ga Youth O/U Shotgun Apache 9800 Weatherproof Case	\$550 \$449 \$169.99

Recommendations:

- 1. First Shots Lead Instructor sold the two shotguns in his possession, per Board motion, for \$700 and the money was put back into the First Shots program.

A motion to rescind the Promissory Note between NCRGC (Lender) and Bryon Fessler (Borrower) dated June 16, 2022, for Tri-Star Setter 20 Ga Adult O/U Shotgun; Stoeger Condor 20 Ga Youth O/U Shotgun; and Apache 9800 Weatherproof Case; as the items were sold, per Board motion; was made by the Treasurer, seconded by the Secretary and passed unanimously.

A motion to rescind the Defensive Pistol Chair promissory note will be made after the Defensive Pistol Chair completes the annual inventory. Item to remain on July agenda.



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- c. **Test Renewal Process with Board:** Several Board members, and two members who are not be available to renew in July, have tested the renewal process for the 2023/2024 membership year. A few changes to the process were made based on feedback from the test group. The club is using Stripe for credit card processing. The Treasurer estimates, if the fees are not raised during membership renewal, the club will save approximately \$800 by switching credit card processors. The PayPal account will remain open until the Treasurer sets up invoicing in Stripe.
- d. **Finalize Discipline Inventories:** The Shotgun, NRL22, Pro Series, Annual Carnival and First Shots inventories are complete and have been submitted to the Vice President. The defensive Pistol inventory should be complete in July. Vice President will perform an inventory audit during the July range clean up.
- e. **Guest Badges and Waivers:** The company that prints the waivers and badges has vacated the business location; no new location address was provided. At this time, the Secretary provides copying at a discounted rate, he will print the waivers and badges. When the Secretary no longer holds the position, printing costs will increase dramatically. With no objection by the Board, the Secretary is allowed to print guest badges and waivers for the club.
- f. **RCU Attendance:** It is difficult to ascertain how many members will show up for range clean ups, attendance can range from 0 – 160. The Range Master asked for a monthly range clean up RSVP to be included in the newsletter. Range Master will work with the Member Services Coordinator to add this to the monthly newsletter.

The Shotgun Chair asked the Board for approval to use railroad ties to create stairs to the trap field. President said this is okay because railroad ties are not considered a permanent structure.

8. Executive Session

A motion was made to go into executive session at 8:00 pm to discuss long-range planning was made by the Shotgun Chair, seconded by the Defensive Pistol Chair, and passed unanimously.

A motion to come out of executive session at 8:41 pm was made by the Shotgun Chair, seconded by the Treasurer, and passed unanimously.

9. Adjournment

A motion was made to adjourn the meeting at 8:42 pm by the Secretary, seconded by the Shotgun Chair, and passed unanimously.