

Estes Park Gun and Archery Club

P.O. Box 982, Estes Park, CO 80517

Board Meeting Minutes September 8, 2008

- I. The Board meeting was convened by President Sharyn Gartner at 7:00 PM on September 8, 2008, at the REMAX conference room. Present besides Mrs. Gartner were Dave Norman, Bill Conger, Paul Kuna, Don Osborn, Bill Prohs, and Jeff Van Bogaert. Jim Wilson and Jim Cohen were absent.
- II. The proposed agenda was reviewed and adopted unanimously.
- III. The minutes of the August 11th meeting were approved unanimously.
- IV. Reports of Officers
 - A. President's Report
 - i. **Waste Management:** Final bill for services was presented to club by EVRPD. The billing goes to the Rec District for the one port-a-let that is found at the outdoor range. Because of the confusion of the second port-a-let and its cancellation, the final billing was sent to the Rec District and in turn EVRPD figured out our final financial responsibility. The billing was passed on to our Treasurer.
 - ii. **RSO Student Packets:** Student packet exchange has been received with only the postage cost of the return to NRA.
 - iii. **September Newsletter:** Mrs. Gartner mailed the newsletter out on August 29th with the help of Bev & Ed Ray in folding and stuffing envelopes. Presenting billing for #10 envelopes, ream of buff legal paper and copy toner and this should hold us for the last newsletter including the already purchased postage stamps. **Motion:** Dave Norman moved, seconded by Bill Conger, that Mrs. Gartner be reimbursed for her newsletter expenses, \$20 for Trade Name registration, and \$10 for the Secretary of State annual filling fee, for a total of \$176.44. Motion passed unanimously.

Mrs. Gartner mentioned that postage may increase for the December newsletter because we plan to include board nominations and bylaw changes for consideration at the Annual Meeting.
 - iv. **Clean-up Sept. 13th:** Special note should be taken that EVRPD Executive Director Stan Gengler, and Board President Mike Richardson, will be attending

the September 13th cleanup to discuss the Mill Levy with attending members at the outdoor range at 9:45. It would be nice to have all board members present for this even if you can only stay for the presentation. This is the last cleanup work day so board get your time on the list as participating for this cleanup .

- v. **Colorado Sales Tax Exemption:** An application has been sent in to the Colorado Department of Revenue, \$12.00, for the Sales Tax Exemption. The Club has the IRS Tax Exemption but this allows the club to purchase products in the State of Colorado, without being taxed. Mrs Gartner also filed with the State of Colorado for a Statement of Trade Name for a Reporting Entity. This may have been an over kill of filing but the trade name used to be filed with the Colorado Department of Revenue and the Secretary Of State has taken over this job. This is a one time filing .
- vi. **GOCO/Grant Committee:** Paul Kuna and Mrs. Gartner attended the Grant Committee meeting with Stan Gengler on Thursday. A new group to the club to focus on is Great Outdoors of Colorado that the club can submit grant requests through the EVRPD. Idea is to seek ADA Vault facilities funding from BOR/GOCO for the outdoor range. Mr. Kuna and Mrs. Gartner plan to meet with police chief Wes Kufeld for possible grants the Police Department can acquire for range development. Any research found on grant possibilities should be forwarded to David Norman and Bill Conger.

Archery Event: In lieu of participation fees, Jim Widmier has said he would pay for the two extra port-a-lets from Waste Management (value \$225 to \$265). A food vending booth will be provided by the club and volunteers are needed. Mrs. Gartner priced items for 100 people including shredded BBQ Pork sandwich with bun, chips, apple, cookie, and pop or water with a cost to club at \$220. Cost for the meal would be \$5.00 or they could purchase separately food items with itemized pricing (meal could cost \$6.00 if purchased separately). Meal would be offered from 11:00 to 1:00 and then sell items separately. Wayne Long has already offered his help with 12x12 canopy and Mrs. Gartner has a 10x10. We hope to start setting picnic tables in the area for the booth at this cleanup.

B. 1st Vice President

- i. Mr. Norman reported he obtained nine picnic tables from Tony Palmeri of Jellystone Campground. Four have been installed, and the other five will be evaluated for installation or retention for parts. He also obtained six each eight foot benches. **Motion:** Bill Conger moved, seconded by Bill Prohs, that the tables be accepted in lieu of a \$50 cleanup non-participation fee for Mr. Palmeri for 2009. Motion passed unanimously.
- ii. Mr. Norman extracted one bucket of brass and one of lead from the last cleanup.

- iii. Mr. Norman submitted bills for various items including bolts for the one hundred yard bench top, mortar, 15 bags of cement, etc. **Motion** from Mr. Kuna, seconded by Mr. Conger, that Mr. Norman be reimbursed for his \$173.97 expenses. Motion passed unanimously.
- iv. The approval for the International Karate event is pending receipt of an acceptable liability certificate. The certificate must also cover the EVRPD and BOR.
- v. Mr. Norman is continuing to gather information on revising/rebuilding the backstops at Common Point.

C. 2nd Vice President – Mr. Kuna discussed various issues:

- i. The indoor range roof has been repaired. The final bill was \$245 greater than previously approved. **Motion:** Mr. Norman moved, seconded by Mr. Prohs, that the remaining balance be paid to the contractor. Motion passed unanimously.
- ii. Mr. Kuna received a bid of \$250 to repair the stucco at the gun range. **Motion:** Mr. Van Bogaert moved, seconded by Mr. Norman, that the Club expend \$250 for stucco repairs. Motion passed unanimously.
- iii. Mr. Kuna is continuing to explore the feasibility of electric heaters for the indoor range.
- iv. Mr. Kuna is continuing to work on the leakage problems at the indoor range.

Mr. Kuna checked on repairing the light outside the door at the indoor range. An electrical contractor agreed to make the repairs for \$87.50. **Motion:** Mr. Norman moved, seconded by Mr. Conger, that the repair be approved. Motion passed unanimously.

D. Secretary

- i. Mr. Van Bogaert reported that membership remains at 288 active members, of whom approximately 180 have not yet attended an outdoor range cleanup.
- ii. Eric Prohs has completed his work on the Waiver of Liability form to be signed by all shooters. The Board suggested minor changes, primarily dealing with typographic errors. Eric Prohs will review these suggestions, incorporating those he feels are appropriate, and send the document electronically to Mr. Van Bogaert.
- iii. Mr. Van Bogaert requested reimbursement of the semi-annual charge of \$29.94 for the web site hosting. **Motion:** Mr. Conger moved, seconded by Mr. Norman, that Mr. Van Bogaert be reimbursed. Motion passed unanimously.

E. Treasurer

- i. Mr. Osborn presented the Club's financial report, along with calendar year recaps for 2007 and 2008 to date and a projection of 2008 expenditures.

Motion: Mr. Conger moved, seconded by Mr. Prohs, that the financial report be accepted. Motion passed unanimously.

F. Miscellaneous

Mr. Conger requested reimbursement of \$31.35 which he expended on outdoor range maintenance. **Motion:** Mr. Norman moved, seconded by Mr. Kuna, the Mr. Conger be reimbursed. Motion passed unanimously.

V. Reports of Committees

- A. Cleanup Committee – Mr. Norman has given Mrs. Gartner a plan of action for the September 13th cleanup.

- B. Procedural Manual Committee – Mr. Norman is working on the SOPs.

In conjunction with this activity, there was a discussion of liability insurance and range use charges for profit making enterprises using our ranges. One specific organization, lead by Eric Adams, firearm instructor, is conducting classes without proof of insurance. The Board decided that a registered letter be sent to Mr. Adams to explain that no classes will be scheduled until a \$1,000,000 certificate of Insurance has been received naming the Estes Park Gun & Archery Club, Estes Valley Recreation & Park District and the Bureau of Reclamation in the special endorsement area. The President will draft a letter under the direction of the Secretary and send it by registered mail.

- C. Grant Proposal Committee – The grant committee is working with the City about getting a grant to improve the ventilation and air filtration at the indoor range. They are also working on a grant proposal to install a handicapped accessible vault toilet at the outdoor range.

- D. By-law Committee – Mr. Van Bogaert reported that he has sent a first draft of the proposed bylaw revisions to the Bylaw committee. Committee members are to respond with suggested changes by September 12th. After Mr. Van Bogaert incorporates these changes, there will be a meeting of the Bylaw committee to hammer out the version for submission to the Board for review.

VI. Unfinished Business – None.

VII. New Business

There was a discussion of the possibility of having days when the public can access the ranges for sighting in their rifles, First Shot days, etc. Mrs. Gartner will form a planning committee to look into this.

VIII.Meeting adjourned at 9:05 P.M.

Respectfully submitted by: Jeff Van Bogaert, Secretary

Minutes noted and approved October 13, 2008.