

LASC Monthly Board Meeting Minutes  
2/24/2011

(This Meeting was Held in Lieu of a Meeting on the First Thursday in March.)

**Meeting Start Time:** 6:30 pm

**Pledge of Allegiance:** Dick Martin led the Pledge.

**Next Board Meeting:** Next meeting is April 7 (first Thursday). Tonight's meeting was held one week early at Frank's request.

**Board Members Present:** Mike Grimler, Tom Jones, Dick Martin, Steve McKelvey, Frank Pytko, Steve Rivera, and Mel Smithour.

**Other Persons Present:** Marv Alme, Darby Ferguson, Dale Melton, Mike O'Neill

The full calendar of events and training opportunities are on the LASC web page:  
<http://www.la-sc.org/> .

**New Member Orientation Schedule:** Orientation usually runs about 1-1/2 hours. (See the LASC web page for contact information.) We avoid impromptu new member orientations. Badging and fee collection takes place at the same time. This month's orientation will be

March 19 at 12 Noon  
Training by: TBD

In general, there are two scheduled orientations every month at the LASC clubhouse during the months of *April through October*. The schedule is

Second Sunday at 12 Noon  
Third Saturday at 12 Noon

During the months of *November through March*, only one orientation session is scheduled on

Third Saturday at 12 Noon

Darby reports that orientations are going smoothly. Mike says that new members will be asked to download the LASC member handbook (<http://www.la-sc.org/newmember/index.shtml#Handbook>) and safety manual (<http://www.la-sc.org/safety/index.shtml>). There will be reference copies in the clubhouse.

**New Member Fees:** At this meeting (for March 2011), the Board adopted a pro-rated new member fee schedule (see table below). Thanks are extended to Mike Grimler for developing the table.

For annual renewals (on April 1 of each year), a member (who is also an NRA member) can deduct \$60 if they have accumulated 6 hours of work credit (at \$10/hour) from the current annual fee of \$132, leaving an annual cost of \$72. The work credit program is explained on the LASC web site at <http://www.la-sc.org/workcredit/index.shtml>.

LASC Member Fee Info for 2011-2012	Types of LASC Memberships		
If you join during:	Individual, <i>and</i> an NRA Member	Family <i>and</i> NRA Member, or Individual, but <i>not</i> an NRA Member	Family, but <i>not</i> an NRA Member
	Your fee is:		
April 2011	\$132.00	\$144.00	\$156.00
May 2011	\$121.00	\$132.00	\$143.00
June 2011	\$110.00	\$120.00	\$130.00
July 2011	\$99.00	\$108.00	\$117.00
August 2011	\$88.00	\$96.00	\$104.00
September 2011	\$77.00	\$84.00	\$91.00
October 2011	\$66.00	\$72.00	\$78.00
November 2011	\$55.00	\$60.00	\$65.00
December 2011	\$44.00	\$48.00	\$52.00
January 2012	\$33.00	\$36.00	\$39.00
February 2012	\$22.00	\$24.00	\$26.00
March 2012	\$11.00	\$12.00	\$13.00

**Old and New Business:**

**1. President’s Motions for Board Approval by Vote** – The Board discussed and voted on the following motions.

- The Board appointed Steve Rivera to fill the LASC Vice President position previously held by Frank Pytko.
- The Board appointed Michael Grimler to fill the vacant Membership Secretary position.
- The Board approved the prorated membership dues schedule for 2011-2012 (see table above). The schedule was developed by Mike G. Frank researched fees at other clubs. Some clubs charge a one-time initiation fee to cover up-front expenses, but we do not.
- The Board voted in favor of providing some financial support for Ben Salas for competition in the Bunker Trap Shooting World Cup.

Support for current member Ben Salas at the Bunker Trap World Cup Competition (this month in Sydney, Australia) was discussed. Marv recommends \$250 in support. The B-trap distinguishes our club. Darby suggests that we ask Ben to put the Club logo on Ben's shooting jacket or shirt! We could provide free birds and/or ammo as an additive or alternative. Steve made a motion for \$250 plus free birds for a year (to March 1, 2012) if he maintains the LASC bunker trap equipment. This motion passed.

- The Board approved the acceptance of electronically-generated and electronically-transmitted receipts for reimbursement of official Club-related expenses.

**2. Membership Renewals (Electronic)** – The membership renewals for 2011 to 2012 will likely go out later than usual. Will this cause problems and how do we compensate for the delay? Also, the membership process continues to be problematic. For example, how do we solve the inherent problems of maintaining the member database, keeping track of and including the fee reducing work credit, and simply executing the process?

We discussed membership renewal status. Frank has the electronic process set up, but the renewals will go out late, probably on March 7. About 50 renewal notices will go out by snail mail. An issue is the change in gates combination that usually occurs on April 1. The renewal stickers and new combination will be sent out by the membership secretary. A four-digit number for the new (manual) gate combination was proposed by Frank.

**3. Appraisal of Club Assets, Insurance Coverage, and Auditing** - Do we need to have an up-to-date formal appraisal of club property, including structures, mechanical equipment, safes, firearms, etc. for insurance purposes? Do we need to reevaluate our liability insurance coverage? Because we're fiscally responsible for a significant amount of member funds, do we need to conduct an audit of accounting records, bank accounts and accounting procedures?

There was discussion, led by Frank, concerning the need for a professional appraisal for property insurance purposes, and a re-evaluation of our liability insurance. We plan on doing an inventory during the spring cleanup. Because we are dealing with a large budget, we may need to have periodic audits of our financial accounts. (We are a 501-C7 currently. For neither of these, donations are *not* income tax deductible.)

There was agreement on our needs in three areas: (1) formal appraisal, (2) evaluation of our liability insurance coverage, and (3) audit of our accounting records. We voted on independent CPA audit of our financial records after a scoping and cost of a specific end product. Mike G will meet with a CPA. A local CPA, James Dinkel, was recommended by Marv.

**4. Reimbursement of Official Expenses:** Reimbursement of member expenses has been problematic. What should we do to streamline this process and ensure timely turnarounds?

We discussed reimbursement issues. Frank and Mike suggest that we accept electronic or (credit card charge statement) e-mail receipts. A motion to this effect carried.

**5. Club Business Skills Back-Ups:** It's become apparent that we need more depth at certain critical positions. How do we identify these needs, implement training, and define responsibility at these positions? For starters, Dick volunteered to help Angie. Dick will research PayPal capabilities.

**6. Newly Approved DOE/LASC Real Estate License:** Some terms in the DOE license may need clarification, such as "environmental impact." Mel Smithour has been instrumental in single-handedly interfacing with DOE to obtain the renewal of our license. The Board is extremely grateful to Mel in this regard.

Mel discussed the recently completed four-year DOE/LASC License for Non-Federal Use of Property and our concern about the Club's liability for environmental contamination issues. While there is wording (taken somewhat out of context) like "liable to restore," and "comply with all applicable Federal, State, and local laws," This wording has been in the contract since its inception. The DOE knows what our Club does, that is, we maintain shooting ranges for sportsmen. The "standard language" pertaining to environmental protection in our contract has been reviewed by the DOE and LASC lawyers. Our annual license fee payable to US DOE is \$5520.

**7. Capital and Other Improvements:** We need an update on classroom and indoor range construction, including dates the clubhouse will be restricted or out of commission.

Steve McK – Classroom update...walls first, then electrical, then plumbing, then drop ceiling, insulation, etc. We will tend to the furnace in classroom and move one in the classroom to the range area. Steve wants time to do this considerable amount of volunteer work at a reasonable pace.

Rex Crook (an HVAC consultant Steve has been working with) suggested working with Anderson Mechanical to get a quote on fixing and upgrading the clubhouse HVAC system. A quote dated February 18, 2011 was submitted by Anderson in the amount of \$14,615. Steve (and Rex) will be evaluating the quotation for a future meeting.

Frank recommends that we have a cleaning service clean the bathrooms on a regular basis. Maybe a family business would do this for the Club. Steve Rivera has a lead on making this happen and will gather information for next meeting.

Tom Jones recommends placing porta-johns in strategic locations. Mel says that they are expensive. This idea was left pending.

Marv asked how the clubhouse door lock entry list is updated. Mike G says you simply attach a computer cable to the lock and our computer and transfer current member badge information. It only takes going to the clubhouse and updating the entry list.

The Board is considering installing electronic locks on the gates. This would utilize the same database as the clubhouse door.

**8. Youth Shotgun Program update:** Mike O – Four new shotgun instructors are being trained for the youth program. Bio-degradable clay birds are expensive (twice the cost of our standard birds. We have a big supply of bunker clays that might be traded for shotgun ammo at two boxes of shells for a case of birds. This trade was approved by the Board. Mike is working on getting a checking account for the youth program. Mike may be able to get some support from the Lab. Youth shooting dates are now on the LASC calendar.

### **LASC Officer Reports:**

**President** (Frank Pytko): Our by-laws need to be updated. We need descriptions of each Board position.

**Vice President** (Steve Rivera): Steve is looking into the clubhouse cleaning issue.

**Treasurer** (Angie Chipera): Not present.

**Recording Secretary** (Dick Martin): Dick brought up no issues. The LASC Board minutes for each month are posted on the LASC web site in the “Contacts” section under “Board Meeting Minutes.” A link to this area is <http://www.lasc.org/contacts/index.shtml>.

**Membership Secretary** (Open): The Club is still seeking a volunteer to handle this position.

**At Large Officers:** (Tom Jones, Steve McKelvey, and Mel Smithour): See several reports above.

**Section Chair Reports:** (Reminder) As always, the Club expects Section Chairs to maintain a list of things to be done to support their section during spring and fall work/cleanup days. These lists should be e-mailed as appropriate to Howard and Marv.

**Pistol** (Tom Jones): Tom reminds that only members can shoot on Club property. It is a *liability issue*. Regarding IDPA, Arlen Gurley (and IPSC shooter) is willing to be the new IDPA Point of Contact.

**Rifle** (Mel Smithour): All is well. Marv Alme is obtaining money for another AR upper, mostly from selling brass, but he is willing to accept donations.

**Shotgun** (Ed Bush): Not present. Steve reports that 5-Stand is picking up.

**Training** (Mike Grimler): Refer to LASC web-based calendar.

**Archery and House and Grounds** (Dale Melton): No news, but all is well.

**Bulletin Editor** (Howard Hall): Not present. All section heads to get input to Howard by Sunday after the Board meeting at [hmhall.lasc@gmail.com](mailto:hmhall.lasc@gmail.com)

**Hunter Education** (Mike O'Neill): See item 8 above.

**Meeting Adjourned at 8:50 pm**

Respectfully submitted,

Dick Martin

[striperam@msn.com](mailto:striperam@msn.com)

505-672-9083 (Home)

505-412-3047 (Cellular)