

Birchwood Recreation & Shooting Park
Minutes
Board of Directors Meeting
August 31, 2015

Meeting start: 6:30 PM.

BOD members present: Gary Peters (Pres), Dave Kaiser (VP), Dave Arieno (Sec), Jon Hayes, Norman Means, Ed Jackson, Werner Waak

Excused: None

Members/Guests: Steve Cuin, C.W.Floyd, John Ulsher

BRSP Managers/ Employees Attending: Dale Andrews

BRSP Accountant: Michael Hanrahan

Minutes from July 27, 2015 meeting: Motion to approve by Kaiser with minor corrections, seconded by Waak, minutes accepted on vote.

Financials: Board members continued the discussion with Mr Hanrahan how different areas of BRSP financial info should be tracked, categories, how specific, and how these areas should be grouped and presented. He gave us excellent feedback with many positive ideas to streamline and simplify, which should make our reports more efficient and less confusing. Excellent progress is being made, especially with new software and personnel training on same. Overall state of BRSP finances are "Solid" so far this year. BRSP "comprehensive" reporting documents should be ready for review by September meeting.

***Operations Report – (Dale Andrews & Gary Peters) – various subjects to report on.**

- Dale Andrews R&P club house remodel update. Awaiting carpet and Glass for display cases.
- Dale and Jim range scheduling/rental policy decision update- Board requested Managers submit a written policy for final approval. (Kaiser made motion, Waak seconded. Motion passes on vote.
- Completed projects at shotgun - Skeet D update on elevation
- Trap and Skeet machine replacements - 1 or 2? After discussion, Arieno made motion to purchase TWO Pat-Trap machines, and sell two the two oldest after they are gone over by the Head Mechanic. Seconded by Waak, passed on vote
- Archery static range- Increased interest, but tabled until September meeting due to current priorities

*Unfinished Business:

- QuickBooks - Work in Progress.
- Range advertising - WiP
- Bank card charges and fees suspended for now -

*Committees

- Budget not complete - new format considered.

*New Business:

- Record Retention Policy needed
- Board is considering an investment policy. Arieno volunteered to research similar Organization's policies.
- Shotgun sports Maintenance Policies and Procedures program development
- Best Management Practices policy for down-range expended materials
- EPM members C.W Floyd and John Ulsher voiced strong concerns our Skeet houses are not in compliance with regulation specification for thrown targets. The board assured them this would be given highest priority and remedied ASAP, and would contact them immediately after the fix to have them certified as correct.
- Member, Steve Cuin, noticed unfired/misfired cartridges laying under the shooting benches on the R/P. While not unusual, he witnessed unsupervised children picking them up and throwing them at the ground in an effort to set them off. The board thanked him for bringing this to our attention. RSO's will keep an eye out for this behavior. R/P manager will look into a secure container for shooters to deposit bad rounds into. R/P manager reminded Mr Cuin that all members have a responsibility to act in the interest of safety, and thanked him for reporting the incident.

+ For the Good of the Order

Meeting adjourned @ 8:45 PM for executive session

Next BOD Meeting Scheduled for Monday, September 28, 2015 @ 6:30PM

David A. Arieno,
BRSP Secretary
Member, BRSP Board of Directors