

**4Birchwood Recreation & Shooting Park (BRSP)  
Friends of BRSP  
(Combined) Minutes  
Board of Directors (BOD) Meeting  
Monday, April 30, 2018**

**Meeting start: 18:30 hrs**

**BOD members present:** Dave Kaiser (Pres), Ed Jackson (VP), Dave Arieno (Sec), Ben Olsen, John Barnes, Richard Bolender, Scott Henderson

**Excused:** None

**Members/Guests:** Jeremiah Phillips, Jason Wood, Lindy Moss, Bob Garrabrand

**BRSP Managers/ Employees Attending:** Dennis Geary (R/P), Dale Andrews (GM), Dale Barney (SG)

**BRSP Accountant/ Ex Officio Treasurer:** Mike Hanrahan

**Approval of Minutes from April 02, 2018 BOD meeting:** Motion to approve minutes with minor changes by Olsen, seconded by Henderson, accepted on vote

**Guest and or Member issues:**

- Lindy Moss- Kids raided enough funds to pay for trappers at the SCTP State Shoot.

**BRSP Financials (Mike Hanrahan):**

- Postponed review of FoBRSP financials until next meeting, due to issues with new software integration
- Review of BRSP Financial reports. They have been improved, with addition of “Overview Report”
- Member Number report 3213 Paid members, down from 3294 in March 2018

**Operations Report**

**Shotgun:**

- Target inventory will be taken on the first day of each Bunker Trap is experiencing ice and flooding issues due to poor drainage. Working on a plan to alleviate same for future.
- We are throwing more “recreational” (Non-League) targets than anticipated.
- We may need to order more targets to ensure adequate supply for upcoming State Shoots. Looking at 22 pallets for approximately \$22K .

**Rifle/Pistol:**

- Binary Trigger use issues- Fostech now has a safety and use video, however proficiency must still be demonstrated to R/P rangemaster before use at BRSP
- R/P Youth and Adult Leagues will be starting up again shortly. Participation is growing across the board.
- BOD directed R/P & General managers to negotiate with Bob Garrabrand, (the most active of the “Brass Pickers”), first, and then with others, to come up with a local brass plan. They will report to the BOD at next meeting

**Archery:**

- Will scale back the size of the Archery walk-through due to low utilization and shared area use conflicts. (Sporting Clays, Bunker, Five stand, etc). Board discussed possible elimination of Archery as an offering due to low use, but decided to continue with operation as user groups had donated considerable funds toward establishing it. BOD will review to determine viability in the future.

**Landfill:**

- AK DEC inspection, (due to complaint by a non-member), of monofill, went well. No validity to the claim of gross pollution and wild blown debris. Monofill is operating within the constraints of the landfill plan and permit.
- CEI (Monofill contractor) will pay annual insurance and permit fee of \$11K
- GM wants a new contract with stated performance actions, formalizing what CEI intends for ongoing operations and future use.

**Overall Range related:**

- Front gate post was hit and damaged by a member. He will pay for repair of damages.
- GM Recommended alarm system upgrades facility wide, with panic buttons for cashiers. He will solicit bids for review.
- BRSP Workers Comp insurer has inquired about lead contamination issues and testing for our employees. We are testing for lead exposure with dosimeters for a one month period to determine exposure. We have added special lead removing hand soap in restrooms as a precaution.
- BRSP Umbrella insurance policy updated to reflect three less covered vehicles.
- Youth Day Prep- Getting ready for range wide youth day event for Saturday, June 2<sup>nd</sup>. With increased bear activity we have instituted an armed “Bear Watch” patrol to ensure the safety of participants. This may also include AK Troopers as they will likely be manning a booth for the event.

- GM suggested getting rid of two old “range use only” trucks. Board agreed with assessment.
- BOD Member may “Trespass” non-members off BRSP Grounds
- BRSP Facility property survey is in work. This should give us a true picture of our facility boundaries for future projects.
- BRSP received two grants from FoNRA for facility upgrades. \$10.8 K to level Pistol ranges, and \$40K toward additional restrooms for R/P area. R/P Mgr is working our options. However, these projects must be completed NLY 30 Nov 2018.
- Summer hours are now in Effect for BRSP range facilities

### **\*Unfinished Business:**

- BRSP Computer and software upgrades - Facility wide computer upgrades are progressing well, minor glitches being worked out. Chart of accounts and new S/G League program up and running.
- MSFE Event and range rentals cancelled due to non-payment rental fee. (Their deposit was forfeited, as remainder of rental fee was never paid in advance in accordance with rental agreement)
- BRSP Facility BLM land use “name change” is in work. This should be completed by end of August or earlier.

### **\*Committees**

- Record Retention and Savings Investment Policy- Resolutions file distributed to board members via email.
- Bunker Trap update – Minor details to complete are in work (Pro-Matic, etc.). Ice & flooding, and condensation issues being worked. Need to hold a bunker use meeting to discuss issues
- Election Committee- Notice of BOD election and request for candidates sent out early April. So far, eight candidates have responded. One vote per membership. (regardless of whether is covers a family) Looking into establishment of “Conflict of Interest” policy. BOD will ask Atty, and BRSP Member, Tim Verrett, to review policy for legal sufficiency before approval.
- Budget & Planning Committee- Budget is complete. Working on budget compliance issues.
- “Gate & Access” committee- Gate control software still needs upgrade

- Personnel committee- New GM search- Interim manager, Dennis Geary, will assist. He has agreed to stay on until a suitable replacement can be found. (November?)

**Meeting adjourned for executive session at 21:00**

**Meeting re-engaged at 21:30**

**\*New Business:**

- Notice to be sent out for proposed bylaw change regarding voting procedures, conflict of interest, and
- Motion to adjourn meeting by Bolender, seconded by Olsen, and accepted on vote.

**Meeting Adjourned at 21: 38**

Next scheduled BOD Meeting: Sunday, May 30, 2018 @ 5:00PM, following annual meeting @ Main Clubhouse.

For the good of the order,

David Arieno, Board Secretary, BRSP, & FoBRSP