



# June 2019 Monthly Minutes

## North Star Shooting Sports Club Board of Directors Meeting June 17, 2019

Present: Brian Griffith, Chairperson, Mark Bovee, Ed Harapat, Carl Berg, Nik Opsal,

Absent: Pat Idstrom, Bill O'Neill

Club Manager: Richard Boston

Members present: Alan Colliander, Rita Bovee, recording secretary

The meeting was called to order with the Pledge of Allegiance at 6:34 pm.

### **Secretary's Report:**

The secretary's report, as distributed, requires one correction: they should read that the \$3,000.00 advance from Carl Berg has not been repaid. Motion to correct the minutes made by Mark, seconded by Ed, motion passed. Motion to accept the corrected minutes made by Nic, seconded by Mark, motion passed. The corrected minutes will be sent to Alan for publication on the website.

### **Treasurer's Report:**

The treasurer's report included the following: End of May checkbook balance of \$1,768.10; about \$6,500.00 of payables; June deposits to date are \$9,548.00. We have received a check from the WACC for \$500.00 that is a donation resulting from Mark and Rita working for the Leech Lake Walleye Contest.

Discussion about how quickly the money goes into our account when the Square Trade device is used. It should appear within 1-2 days. A monthly report should show both the deposits generated and the associated fees charged. Carl requested that the daily envelopes from the cash register also include all of the monies taken using the Square Trade.

Discussion about the costs of the grant project. Expenses have met what the grant request was for – within 5%. Alan will complete all of the paperwork for the grant and will mail it by registered mail before the June 30<sup>th</sup> deadline, so that we have a signature of when the DNR has received it. Ed made a motion to accept the treasurers report, Nic seconded, motion passed.

### **Range Report:**

1. Richard shared the information he has received from the Lucky Moose about the opportunity to do advertising on a new LED sign. The costs for a 7 by 7 inch metal sign is \$5.00 per week, but a two year commitment is required, for a total of \$520.00 plus a design fee. Discussion included that ultimately the cost of this advertising is buying their sign for them. It was agreed to not proceed with this type of advertising.

2. Richard shared his current calendar of scheduled events and special venues. Included in this calendar is the special venue of Reeds/Ducks Unlimited shoot that will involve all areas of the club ranges. Richard will be charging \$100.00 per hour per range, plus the nonmember range fees for trap and sporting clays, as was discussed at the February 2019 board meeting.



3. Richard shared a copy of the invoice that has been sent to the WHAN Booster club for use of the range for their season. An invoice of \$1,888.00 has been sent to them. Discussion had about how well the kids did during the state meet, and how the scoring has changed over the past few years.
4. Issues: we need more staff. The current staff are not computer savvy, electronic and mechanical problems continue without proper knowledge to fix things.
5. Richard had observed that shooting on all ranges is down this year. Skeet is down, trap is remaining stable, rifle is picking up, and the pistol range needs to be reopened.
6. Advertising for more employees has not happened. A proof was sent to Brian that was not acted on prior to publication date. A correct ad will run starting Thursday (6/20/19) with the correct phone numbers, correct business name and removing the amount of hourly wage.
7. Discussion about the manager having a monthly expense account. The current amount is \$250.00 that he can spend at his discretion. Anything above that amount needs the approval of the board. The president can double that amount if needed; anything greater than that needs the full board to approve. This expenditure should be included in the monthly range report.
8. Discussion about the cost of liquid propane being used by the club. Carl said he will contact his contacts to see about getting a tank we can purchase so we are not tied to one vendor for the fuel needed.
9. The trap league has 9 teams this year. Many are looking for alternate/additional shooters. Motion to accept the range report made by Ed, seconded by Mark. Motion passed.

### **Old Business:**

1. Status of the rifle/pistol range construction and the DNR grant and signage. Rifle range is done and looks good. Pistol range needs to complete the bunkers. The sand needs to be placed within the bunkers, green treated timbers to line the bunkers from the steel plate forward to collect shrapnel and protect railroad ties. Signs are complete, done by Lynn Mineer, done and paid for.
2. Discussion regarding the hiring of new employees. It was reviewed again that we cannot hire anyone under the age of 18 due to liability issues. An ad has been placed in the Pilot Independent.
3. Outhouses and Operation Round-Up Grant. Brian need the bids from the contractors so he can complete the application for the grant. There is a question as to whether the requests will be ADA compliant. Brian will look to see if there are any plans available for ADA compliance on line.
4. Signage along the NE and NW lines of the property need to be completed. Brian and Mark will complete that next Tuesday, June 25, 2019.

### **New Business:**

1. Discussion about the cost of using club property for non-club business. The current plan is to charge \$100.00 per hour per range for exclusive use by a business. After lengthy discussion, it was agreed that Mark and Nic would each write a proposal and present it to the board at the July meeting. It will include how to make the range accessible, who pays, when (what function), who doesn't pay, and how much they pay.
2. Discussion about an increase in wage for the manager. In the absence of Richard, discussion was held that there should be a \$3.00 per hour differential between the staff and the manager. Carl made the motion to increase the manager wage to \$16.00 per hour, beginning at the start of the next pay period. Mark seconded. Motion passed. Discussion also about being able to be paid



every two weeks versus once a month. It costs \$75.00 each time the accounting firm does payroll, so Carl has been doing this only once a month.

3. The club bylaws state that a budget needs to be put together for operating costs. Discussion included that we had money for operating until the pistol storage shed was built, but there was no volunteer labor to get it completed, so the labor had to all be paid. Carl stated that he would not even consider doing a budget until the fall, after the operating expenses, income, banquet, and grant monies are all accounted for. Discussed that by August there should be adequate information to do a budget in September.

4. Discussion about how to improve the effectiveness of the board. Mark stated we need to spread the work load of the board and increase the perspective and expertise of the overall board. He suggested increasing the board size by 2-4 members. He also stated that talking with prospective board members is the responsibility of every board member. He stated that we need to find a new treasurer as Carl is stepping back as of the annual meeting, or no later than 1/1/20. It was also stated that we are about 65-70 days from the annual meeting with two of our existing board members not running for another term.

Mark made the motion to adjourn, Ed seconded. Adjourned at 9:06 pm

Respectfully submitted,

Rita Bovee, recording secretary

Note from Mark Bovee:

As an afterthought, not discussed during the meeting hours, we may need a change in the by-laws to increase the board size. That could be done by including a ballot with the annual meeting notice if the board decided to proceed with this.

Find the Club's bylaws at: <https://nssclub.org/pdf/bylaws.pdf>