

RRA Board Meeting Minutes

Date | time 1/9/2019 7:00 PM | *Location* Archery Club

Meeting called by	President
Type of meeting	Board Meeting
Facilitator	Jason Whitesock
Note taker	Alex

Attendees: Executive Committee and Board of Directors
Please read: Meeting Minutes and Agenda

Attendees:

Executive Committee: Jason Whitesock, Nick Enblom, Alex Spitsberg, Paul Byzewski

Not present: - N/A

Board of Directors: John Brewinski, John Marchell, Cole Johnson, Nick Corbett, Cal Thelen,

Not present: - Grand Dunham, Kristin Burggraff, Jim Klinicke

Agenda Outline - *Bold font items presented for approval

Description

- Roll Call
- Call the Meeting to Order 7:00 PM
- **Review/Approval of Meeting Minutes**
 - Any Updates

Motion made to approve October 2018 Meeting Minutes.

Motion by – Nick Corbett

Second by – John Marchell

The motion was carried unanimously

- **Treasurer Report**

- Account Status
- Expense Report
- Budget Review

Motion made to approve December 2018 Treasure Reports.

Motion by – John Brewinski

Second by – Cole Johnson

The motion was carried unanimously

- **Old Business**

- Website
 - a. Need to coordinate NDBA Membership with Mona at NDBA and send in check
- State Shoot
 - a. 3D targets – need to get ordered
 - Quote was presented at around 5,061
 - b. Spot targets
 - Rebuilt targets need to get sponsor banners on bottom

- c. Sponsorships
 - Need to get people out asking
 - d. Course Layout – Max and Jason working on it
 - Updates on that?
- **New Business**
 - Grand Forks Men's Show, Raffle for \$380 or No Raffle for Free
 - a. Going with the 380 to be able to push our raffle!

Motion made to approve January 2018 Meeting Minutes.

Motion by – Cole Johnson

Second by – Nick Corbett

The motion was carried unanimously

- Additional tools for Archery Room?
 - a. Any Suggestions?
 - Updates Allen set
 - Levels?
 - Bulk String?
 - Lighter?
 - Etc.
- Changes to Paper Tuner Target
 - a. Mentioned getting new target behind that current setup
 - No decision made
 - b. Did swap out target with old youth target
- Raffle Tickets
- Any Other Items
 - a. Touched on Foundation Luncheon
 - b. Friday Night NDBA Meeting
 - c. NDBA Luncheon Saturday

Meeting Adjourned 8:03PM

Important Information:

- Please try to keep the conversation on topic.
- Next Meeting(s): Feb 13th, 7:00 p.m.

RRA Board Meeting Minutes

Date | time 3/20/2019 6:30 PM | *Location* Archery Club

Meeting called by	President
Type of meeting	Board Meeting
Facilitator	Jason Whitesock
Note taker	Alex Spitsberg

Attendees: Executive Committee and Board of Directors
Please read: Meeting Minutes and Agenda

Attendees:

Executive Committee: Jason Whitesock, Nick Enblom, Alex Spitsberg, Paul Byzewski

Not present: - N/A

Board of Directors: John Brewinski, Cole Johnson, Nick Corbett, Cal Thelen, Grant Dunham

Not present: - *Kristin Burggraff, Jim Klinicke, John Marchell*

Agenda Outline - *Bold font items presented for approval

Description

- Roll Call
- Call the Meeting to Order 6:48 p.m.
- **Review/Approval of March Meeting Minutes**
 - Any Updates

Motion made to approve October 2018 Meeting Minutes.
Motion by – Cole Johnson
Second by – Nick Enblom
The motion was carried unanimously
- **Treasurer Report**
 - Account Status
 - Expense Report
 - Budget Review

Motion made to approve December 2018 Treasure Reports.
Motion by – Nick Corbett
Second by – Paul Byzewski
The motion was carried unanimously
- **Old Business**
 - RRA/NDBA Memberships
 - a. RRA owes NDBA \$2,210.00
 - Raffle Tickets
 - a. Send out email or contact everyone with tickets
 - b. Need them collected by Mar. 27th
 - State Shoot
 - a. 3D Targets
 - Done

- b. Spot Targets
 - Sponsor Banners – Alex - Done
- c. Course Layout – Max and Jason working on it
 - Done
- d. Things that need to be done:
 - Order Met Tape
 - Signage from CVB – Indoor and Outdoor (Sandwich Boards)
 - Close Online Registration – Friday 23rd
 - Organize Line Times
 - Cash for Shoot
 - Price flyers for Registration Table
 - SETUP/SETUP/SETUP
- Parking Lot Update
 - a. Waiting to hear back from Zavorals again
- Youth Archery
 - a. Sold out all but 4 spots in 4 hours
 - b. Last 4 sold out yesterday and we have two on waiting list
- **New Business**
 - Treasurer Replacement
 - Any Other Items?
 - a. Banquet
 - April 25th or 27th

Meeting Adjourned 7:32PM

Important Information:

- Please try to keep the conversation on topic.
- Next Meeting(s): April 17th, 2019

RRA Board Meeting Minutes

Date | time 4/17/2019 7:00 PM | *Location* Archery Club

Meeting called by	President
Type of meeting	Board Meeting
Facilitator	Jason Whitesock
Note taker	Alex

Attendees: Executive Committee and Board of Directors
Please read: Meeting Minutes and Agenda

Attendees:

Executive Committee: Jason Whitesock, Nick Enblom, Alex Spitsberg, Paul Byzewski

Not present: - N/A

Board of Directors: John Brewinski, John Marchell, Cole Johnson, Nick Corbett, Cal Thelen, Grand Dunham, Kristin Burggraff

Not present: - Jim Klinicke

Agenda Outline - *Bold font items presented for approval

Description

- Roll Call
- Call the Meeting to Order 7:07 PM
- **Review/Approval of Meeting Minutes**
 - Any Updates

Motion made to approve January 2019 Meeting Minutes.

Motion by – Nick Corbett

Second by – Paul Byzewski

The motion was carried unanimously

- **Treasurer Report**

- Account Status
- Expense Report
- Budget Review

Motion made to approve March 2019 Treasure Reports.

Motion by – Cole Johnson

Second by – John Marchell

The motion was carried unanimously

Motion made to approve March 2019 Budget Review.

Motion by – Nick Corbett

Second by – Kristin Burggraff

The motion was carried unanimously

- **Old Business**

- RRA/NDBA
 - a. Nine new members since March 1st - \$180 to NDBA (\$20/member)
- Raffle Tickets
 - a. Update on Sales

- b. Follow up on gun transfers
 - State Shoot
 - a. 228 Competitive Rounds Shot (We owe NDBA \$684, \$3 per round)
 - b. NDBA owes us \$ 2500 for speaker
 - c. CVB owes us \$1500. I filled out the survey (Jason)
 - d. Purpur glass repair - \$1,385.50
 - Parking Lot
 - a. Cole is taking that over
- **New Business**
 - Treasurer replacement – No Volunteers
 - Range Cleaning
 - a. Ask if she could go down to once a month
 - Yes
 - Randy Dufault – Target Rental Request
 - a. Denied
- **Motion made to Deny Randy Dufaults request**
- **Motion by – [Cal Thelen](#)**
- **Second by – [John Brewinski](#)**
- *The motion was carried*
- Any Other Items
 - a. Nope, not at this time.

Meeting Adjourned 8:05PM

Important Information:

- Please try to keep the conversation on topic.
- Next Meeting(s): July 10th, 7:00 p.m.

RRA Board Meeting Minutes

Date | time 7/17/2019 7:00 PM | *Location* Archery Club

Meeting called by	President
Type of meeting	Board Meeting
Facilitator	Jason Whitesock
Note taker	Alex

Attendees: Executive Committee and Board of Directors
Please read: Meeting Minutes and Agenda

Attendees:

Executive Committee: Jason Whitesock, Justin Brooks, Alex Spitsberg, Paul Byzewski

Not present: - N/A

Board of Directors:, John Marchell, Nick Corbett, Cal Thelen, Grand Dunham,

Not present: - John Brewinski, Kristin Burggraff, Cole Johnson

Agenda Outline - *Bold font items presented for approval

Description

- Roll Call
- Call the Meeting to Order 7:05 PM
- **Review/Approval of Meeting Minutes**
 - Any Updates

Motion made to approve April 2019 Meeting Minutes.
Motion by – [John Marchell](#)
Second by – [Grant Dunham](#)
The motion was carried unanimously
- **Treasurer Appointment**
 - Appoint Justin Brooks as new treasurer
- **Motion made to approve Treasurer Justin Brooks.**
 - **Motion by** – [Nick Corbett](#)
Second by – [John Marchell](#)
The motion was carried unanimously
- **Treasurer Report**
 - Account Status
 - Expense Report
 - Budget Review
- **Old Business**
 - Parking Lot
 - a. Asked Cole if he has followed up, he has yet to do so, I tried calling Dave Zavoral but have yet to hear back.
- **New Business**
 - Archery Lessons/ Youth Archery (Samantha)

- a. Asked her to give us a right up about her expectations for reimbursement, what shes willing to do, working with Jared, and any other topics she is willing to
- Hunter Warmup League
 - a. Mentioned that Paul Hahn inquired about the league we all agreed he should maybe run the league
- Any Other Items
 - a. Oscarville Stormwater Project
 - Follow up on the special they proposed to us? Quite high?

Meeting Adjourned 7:49PM

Important Information:

- Please try to keep the conversation on topic.
- Next Meeting(s): October 9th, 7:00 p.m.

RRA Board Meeting Minutes

Date | time 10/9/2019 7:00 PM | *Location* Archery Club

Meeting called by	President
Type of meeting	Board Meeting
Facilitator	Jason Whitesock
Note taker	Alex

Attendees: Executive Committee and Board of Directors
Please read: Meeting Minutes and Agenda

Attendees:

Executive Committee: Jason Whitesock, Justin Brooks, Alex Spitsberg, Paul Byzewski

Not present: - N/A

Board of Directors: John Marchell, Grand Dunham, Cole Johnson,

Not present: - John Brewinski, Kristin Burggraff, Nick Corbett, Cal Thelen

Agenda Outline - *Bold font items presented for approval

Description

- Roll Call
- Call the Meeting to Order 7:05 PM
- **Review/Approval of Meeting Minutes**
 - Any Updates

Motion made to approve July 2019 Meeting Minutes.
Motion by – [Paul Byzewski](#)
Second by – [Grant Dunham](#)
The motion was carried unanimously
- **Treasurer Appointment**
 - Appoint Justin Brooks as new treasurer
- **Treasurer Report**
 - Account Status
 - Expense Report
- Budget Review

Motion made to approve Treasurer Report
Motion by – [Grant Dunham](#)
Second by – [Paul Byzewski](#)
The motion was carried unanimously
- **Old Business**
 - Parking Lot
 - a. According to Tony, he thought they could get in Monday, depending on the weather.
 - b. Lesson/Class/Workshop Guideline Review

- **New Business**

- **Leagues**

- a. **3d League – Tuesday’s**

- Start January 14th

Motion made to approve 3D league fee change from 500 to 300

Motion by – John Marchell

Second by – Justin Brooks

The motion was carried unanimously

- b. **300 League – Thursday’s**

- c. **Monday Night League**

- **X-ring League**

Motion made to approve Monday Night league

Motion by – Cole Johnson

Second by – Grand Dunham

The motion was carried unanimously

Meeting Adjourned 8:26PM

Important Information:

- Please try to keep the conversation on topic.
- Next Meeting(s): January 8th, 7:00 p.m.

RRA Board Meeting Minutes

Date | time 11/13/2019 7:00 PM | *Location* Archery Club

Meeting called by	President	Attendees: Executive Committee and Board of Directors
Type of meeting	Executive Comm. Meeting	Please read: Meeting Minutes and Agenda
Facilitator	Jason Whitesock	
Note taker	Alex Spitsberg	

Attendees:

Executive Committee: Jason Whitesock, Justin Brooks, Alex Spitsberg, Paul Byzewski

Not present: - N/A

Board of Directors: N/A

Not present: - N/A

Agenda Outline - *Bold font items presented for approval

Description

- Roll Call
- Call the Meeting to Order 6:00 PM
- **Review/Approval of Meeting Minutes**
 - Any Updates
- **Treasurer Report**
 - Account Status
 - Expense Report
 - Budget Review
 - a. 2019 Budget Analysis and Close Out
 - b. 2020 Budget Analysis
- **Old Business**
 - QuickBooks Online
 - a. Cost?
 - \$10 Dollars a month
 - Pull together our monthly bills
 - Lesson/Class/Workshop Guideline Review
 - a. See Updates Sheet
 - Equipment Rental Agreement
 - a. Need Help
 - Rate Sheet
 - Terms and Conditions
 - See Examples

- Leagues
 - a. Captains Meeting date: Dec 2nd
 - b. 3D League – Jan 14th
 - Paul Hahn – League Supervisor
 - c. 300 League – Jan 16th
 - John Brewinski – League Supervisor
 - d. 300 Money League – Dates Coming – Range will not close – January 1st
 - Max Hoefs – League Supervisor
- Snow Removal and Lawn Care
 - a. Stick with current snow removal company for 2019/2020 winter
- **New Business**
 - Upcoming Events
 - a. The upcoming events have been scheduled with each entity below. These are RRA events. Each entity was quoted \$5/person with equipment, \$10/person without equipment with a max fee of \$100 per group and a 4-hour time limit. RRA will need to staff the facility during these events.
 - UND Wildlife Society – Nov. 20th, TBD, (Jason W) (range may not be closed to member)
 - 4-H Club – Nov. 24th, 9am – 4pm, (Brew) (Range Closed)
 - 4-hour time limit was set after this event was scheduled
 - GFAFB Civil Air Patrol – Nov. 30th TBD, (Jason W) (Range Closed)
 - b. Men's Show 2020
 - See Registration Form
 - Camera System Upgrade
 - a. See Attached Spreadsheet
 - 3 (4Meg Cameras) \$570
 - Access Control System Upgrade
 - a. Waiting on quote from Keith's Security World
 - \$5,000 & 150 yearly fee
 - b. Key Fob Purchase - \$1700
 - Computer System Upgrade
 - a. See Attached Spreadsheet
 - \$925
 - Digital Signage System
 - a. See Attached Spreadsheet
 - \$468 1st year
 - \$308 annually
 - b. Demo
 - Range Proposal
 - a. Discussion
 - Any Other Items?

Meeting Adjourned 6:45PM

Important Information:

- Please try to keep the conversation on topic.
- Next Meeting(s): December 11th, 7:00 p.m.

RRA Board Meeting Minutes

Date | time 12/12/2019 7:00 PM | *Location* Archery Club

Meeting called by	President	Attendees: Executive Committee and Board of Directors
Type of meeting	Executive Comm. Meeting	Please read: Meeting Minutes and Agenda
Facilitator	Jason Whitesock	
Note taker	Cole Johnson	

Attendees:

Executive Committee: Jason Whitesock, Justin Brooks, Paul Byzewski

Not present: - Alex Spitsberg

Board of Directors: John Brewinski, Grant Dunham, John Marchell, Cal Thelen, Cole Johnson,

Not present: - Nick Corbett, Kristin Rose

Agenda Outline - *Bold font items presented for approval

Description

- Roll Call
- Call the Meeting to Order 6:59 PM
- **Review/Approval of October Meeting Minutes**
 - Any Updates
- **Motion made to approve October 2019 Meeting Minutes.**
- **Motion by –** [Grant Dunham](#)
- **Second by –** [John Brewinski](#)
- *The motion was carried unanimously*
- **Treasurer Report**
 - Account Status
 - Expense Report
 - Budget Review
 - a. 2019 Budget Analysis and Close Out
 - b. 2020 Budget Analysis
- **Motion made to approve Treasurer Report.**
- **Motion by –** [John Marchell](#)
- **Second by –** [Grant Dunham](#)
- *The motion was carried unanimously*
- **Old Business**
 - QuickBooks Online
 - a. Simple QuickBooks Online
- **Motion made to approve QuickBooks.**
- **Motion by –** [Cal Thelen](#)
- **Second by –** [John Marchell](#)
- *The motion was carried unanimously*

- Lesson/Class/Workshop Guideline Review
 - a. Updates
- Leagues
 - a. Captains Meeting date: Dec 2nd
 - b. 3D League – Jan 14th
 - League Supervisor-Paul is moving
 - c. 300 League – Jan 16th
 - John Brewinski – League Supervisor
 - d. 300 Money League – Dates Coming – Range will not close – January 1st
 - Max Hoefs – League Supervisor
- Snow Removal and Lawn Care
 - a. Stick with current snow removal company for 2019/2020 winter
 - b. Find combined services (lawn/snow) company for 2020 Summer and 2020/2021 winter.
- Cleaning Services
 - a. Current Company will be done Dec. 31st - \$45/time
 - b. Need new company for 2020
- **New Business**
 - Upcoming Events
 - a. The upcoming events have been scheduled with each entity below. These are RRA events. Each entity was quoted \$5/person with equipment, \$10/person without equipment with a max fee of \$100 per group and a 4-hour time limit. RRA will need to staff the facility during these events.
 - UND Wildlife Society – Nov. 20th, TBD, (Jason W) (range may not be closed to member)
 - 4-H Club – Nov. 24th, 9am – 4pm, (Brew) (Range Closed)
 - 4-hour time limit was set after this event was scheduled
 - GFAFB Civil Air Patrol – Nov. 30th TBD, (Jason W) (Range Closed)
 - b. Men's Show 2020
 - Registered – Feb 14-16th
 - Camera System Upgrade
 - a. See Attached Spreadsheet
 - Access Control System Upgrade
 - a. See Attached Spreadsheet
 - Computer System Upgrade
 - a. See Attached Spreadsheet
 - Digital Signage System
 - a. See Attached Spreadsheet
- **Motion made to approve Digital Signage.**
- **Motion by – [Cal Thelen](#)**
- **Second by – [John Brewinski](#)**
- *The motion was carried unanimously*
- Any Other Items?

Meeting Adjourned 7:55p.m.

Important Information:

- Please try to keep the conversation on topic.
- Next Meeting(s): January 8th, 7:00 p.m.