



Date: June 1, 2022 | **Location:** BRGFA Clubhouse | **Time:** 07:30

Facilitator: Jason Combe | **Note Taker:** Anika Evans

1. CALL TO ORDER

7:32pm

2. APPROVAL OF PREVIOUS MINUTES

Motion to approve minutes as presented.

Motion: Brent Steliga; Second: Brett Steffes. All in favour, Carried.

3. EXECUTIVE & CHAIR REPORTS

3.1 EXECUTIVES

President – Jason Combe

Did range clean up day. Jason away from business due to family emergency much of month.

Vice President – Brett Steffes

(a) Met with RM council to deliver update on BRGFA. There was one complaint, and a question as to whether we are following the agreement drawn up years ago. Assurance was given that BRGFA is indeed.

[discussion moves to (b) and (c), comes back to this topic]

Agreement was drawn up in 2017. There is a concern on behalf of BRGFA, as club is currently *not* in compliance with agreement due to sporting clays schedule/events. An agreement was entered into by BRGFA and Dale & Kelly Bourns (sporting clays) in 2018, and the Bourns' were *not* given notice at that time of 2017 agreement with RM. This is a matter of false pretenses, and needs to be worked out on all levels.

(b) Topic of lease of wetland sections: Council is not for or against lease by BRGFA at this time, though they may favour a group large and national in scope (e.g. Ducks Unlimited) for such an agreement. Rate of failure in small clubs is frequent, and could put 100-year lease type agreement in jeopardy. Action on issue is not 'hot' due to coming election and more pressing issues. BRGFA should be notified when topic comes up for discussion again. Recommendation to wait until after fall election to bring up again.

(c) In general, little concern over renewing 25 year lease when the time comes.

Treasurer & Membership Chair – Kelly Bourns

- RBC account: \$26,640 opening balance. Deposit of \$248. Outstanding cheque: 4,472.55. Closing balance of \$24,216.02. (Reserve: \$3,008.18.)

MOTION (22-09) TO ADD FOLLOWING BUDGET REQUESTS FOR 2022:

Jason Combe motions to accept proposed budget (below) with stipulation that range officers must keep track of their spending. (Discussion in which clubhouse maintenance line was removed in favor of allotting funds to road/culvert instead.)

Brent Steliga 2nd, Kelly Bourns abstains, All in favour, Motion Carried.

- General range maintenance (outhouse, mowing, etc.) \$1,500
- Range Maintenance (rifle, handgun, sporting clays) \$4,500
- Road/Culvert \$2,000
- Administrative/Office \$1,000
- Club Sundries \$500
- Ads/Donations/Etc. \$2,000
- Signage \$1,500
- (Total request \$13,000)

General remarks:

- We have been coasting for a few years, and need to figure out income flow. Kelly puts forward that execs work up a plan over the summer and present at meeting in the fall. Volunteers are a big problem. One solution is “volunteer bond”.
 - In the past the banquet has been a big draw, and has had a budget of up to ~\$20K. Success of banquet dwindled over years, and last one in 2017 actually lost money. Will need to re-format if we are to hold banquet again.
 - Will the RM pay for gravel for road? Probably not. \$1,800 was spent on gravel four years ago. Give Al Meisner first crack at gravel contract, as he has been supporter of BRGFA.
 - Sustainable Communities grant a possible source of funding for various projects. Question: Can projects be paid for retroactively thru grant? Paul Millan will contact Alix Richards.
 - Kelly has a membership cheque that might have bounced, she can't assess until statement is issued. Non-sufficient funds charge? Bank charges BRGFA \$7.50. For now pass this along to member if applicable. Will need to establish policy on NSF.
- Sunova account: \$12,145.52 opening +\$485 deposit +\$300 float = \$12,930.52.

There are now nine sporting clay station sponsors totaling \$2,250 income. Dale built sign holders. THANK YOU station sponsors: Dead-A-Pair; Rat River Outdoors; iHunter (Manitoba); Voyageur Technical; Score; Greg Michie Realty; Pinchin. In addition to sponsor signage

range boundary and range signage was acquired to fill minimum order with sign printer.

- **MOTION (22-10)** made by Brett Steffes to remove Ryan Keefe from Sunova account, and add Jason Combe. Anika Evans 2nd. Jason Combe and Kelly Bourns abstain. All in favour. Motion carried.
- Question posed as to whether money could be borrowed from Sunova (sporting clays) account to temporarily fund things such as a banquet. It is a consideration.
- Membership: 146 (11 general). 9 applications with issues to be resolved. Mark Miller might take over membership from interim chair, Kelly Bourns. Kelly recommends that anyone dealing with membership do a training session with her so that everyone is on the same page. Two new members need to do an orientation. (Paul Millan suggests that outhouse maintenance can be taken care of during these orientations. Brent will open gate for them when needed.)

Secretary – Anika Evans

- Need all exec/committee chair email/phone for directory
- Took care of ads and emails for CCFR National Range Day event.
- Might be having issues with email reach. Looked into issue, fix is to get _____brgfa.ca email address. (Motion already approved.) Will work out with Kelly Bourns.
- Update/additions to social media presence may improve communication. OK to turning 15 year old Facebook “group” from public to private, and starting Facebook “page” to be public face of BRGFA. Will remove non-active admin/mods from FB group. Will also start Instagram account to be managed by Anika Evans.

Range Officer (Rifle) – Brent Steliga

- Dale and Kelly Bourns helped change the railroad ties on the backstops. Brent Steliga cut and replaced boards.
- There is now a can for brass shells on the rifle range, and there will be soon on the handgun range.
- Please send an email if a need for range maintenance is noticed!

Range Officer (Handgun) – Mark Miller

Mark Miller sent regrets, no report.

Range Officer (Shotgun/Sporting Clays) – Dale Bourns

- 55 shooters attended first event. Despite water on the course there were 13 stations.
- **MOTION (22-11)** TO PURCHASE TARGETS at \$11,000 for 7 pallets put forward by Dale Bourns. Jason Combe 2^{nds}. Dale and Kelly Bourns abstain; All in favour; Motion Carried.
- A sporting clays shoot will be held June 11th, plus a few Sunday member shoots coming up.

3.2 COMMITTEE CHAIRS

Sponsorship – April Obriek

April Obriek sent regrets, no report

Conservation/Moose Management – Bob Austman

- The meeting to discuss big game hunting originally scheduled for May 12 in Anola, then canceled, is now on again. It is scheduled to be held after the long weekend in September.

Archery – Chair currently vacant

No report

Training & Education – Kelly Bourns & Jason Combe

- No Ladies/Youth Learn to Shoot for CCFR National Range Day due to lack of sign-ups. Have seven for Sporting Clay Fundamentals clinic.
- Probably no more Ladies/Youth Learn To Shoot clinics being held for rest of the year. Plan for spring.
- Jason asks if anyone among membership is doing PAL courses. None known, but Paul Millan is doing Hunters Ed courses in the fall and will get info to secretary to get out to membership.
- **MOTION (22-12)** Jason Combe: Leonard Winnicki Scholarship yearly donation to be made. \$500 cheque will be issued by treasurer. 2nd, Brent Steliga. Jason Combe and Kelly Bourns abstain; All in favour; Motion carried.

4. CORRESPONDENCE

None

5. NEW BUSINESS

5.1 Coming CCFR National Range Day

Presenter/Person Responsible: Anika Evans

Deadline for action: June 2nd, 2022

- Archery to go by Sea-Cans
- Jason Combe is getting balloons and ammo
- April Obriek has some door prizes
- Cubs will do 50/50
- We're ready!

5.2 Event Timeline Proposal

Presenter/Person Responsible: Anika Evans

Deadline for action: June 2nd, 2022

- Anika wrote up proposal for event timelines (attached below). This will be a work in progress that will need constant revision, but after discussion it was decided that it's a good framework.
- Per Paul Millan, Ryan Keefe should be emailing Anika later with info about pending fishing derby.
- Jason will 'captain' gear swap events.
- July 8th/9th/10th ranges will be closed due to sporting clay provincials. Anika will post on website and put in member email.

6. OLD BUSINESS

(none)

7. EVENT REPORTS

- Gear Swap (May 7th)
- Mother's Day Weekend Sporting Clays (covered in sporting clays report)
- Range Clean Up Day

Gear Swap was a success. 9 vendors, lots of attendees. Canadian Gun Guys was only corporate vendor, they were pleased. Despite standing water in parking lot it was a great day. Range clean up was productive. Cleaned up Wondershow trailer and Sea-Cans, and discussed CCFR Range Day Event. All attendees were board members or Cubs (Jim/Charlene), save one regular member who has been recognized with a \$25 Cabela's gift card.

8. BEARPIT (Open Discussion)

(NONE)

9. ADJOURNMENT & NEXT MEETING

Summer break! Next meeting will be September 7th at Clubhouse. 7:30pm for members, execs please come for 7pm.

ATTENDEES:

Jason Combe
 Brett Steffes
 Anika Evans
 Paul Millan
 Randy Draward
 Kelly Bourns
 Dale Bourns
 Brent Steliga
 Brenda Russnak
 Fred Jensen
 Nettie Jensen

REGRETS:

Mark Miller
 April Obriek
 Bob Austman

Charlene Baert

Event Timeline Proposal:

What do other board/committee chairs need from event organizers, and when?

Minimum 3 monthly meetings or 12 weeks before event...

Event announcement. This is to include at least date, starting time, location, and event summary either presented in full or worked out by the end of the meeting. (Remember that all agenda items must be submitted to the secretary in advance!) The more detail the better. Need for volunteers must be identified, with specific numbers and tasks.

Event "captain" will be designated. This person will ideally be a board or committee member. Throughout the event cycle, captain duties include:

- Facilitating communication between event organizers. The "captain" will be the communications hub for all involved and should be familiar with the duties of each organizer.
- Making sure all facets of the event are covered by an organizer with appropriate support.
- Ensuring that there aren't "too many cooks", and that duties are clear to each organizer.
- Helping the group stick to timelines.
- Taking an active roll in finding volunteers as needed.
- Delegating tasks or stepping in if any one organizer becomes ill or has an emergency.
- The event report will be delivered by the captain, or the task will be delegated to another appropriate organizer.

"Save the Date" will be added to website with as much info as we have. Event notice will be sent to members by email, including call for volunteers. If the range is to be closed to members, the notice will be posted.

Minimum 2 monthly meetings or 8 weeks before event...

All details must be finalized and submitted to the secretary. This includes a description of all event activities, where *exactly* the activity/activities will take place, associated costs for attendees (e.g., gate fee, charges for specific activities), schedule, and the specifics of things like food and prize draws.

Advertising will be designed, and communications sent to members and associated clubs by email. (Ads and emails will be done by secretary unless decided otherwise.)

Minimum 6 weeks before event...

Community Classified in Clipper will start. (Monday deadline for Thurs publications), and display ad will be designed and ad campaign planned.

Minimum monthly meeting or 4 weeks before event...

Event planning will be finalized and display ad(s) in Clipper will start in this period. General meeting should be used to make sure all loose ends are being tied and all organizers are ready for the event.

After event...

Event captain will generate report (or delegate) for the next monthly meeting. Report will include topics such as event planning cycle issues and successes, figures related to attendance, and ideas for the improvement of future events.