

El Dorado Hills Bowmen (EDHB)

Meeting Minutes

April 12, 2023

This Meeting was held at the Range Clubhouse, 3321 El Dorado Hills Blvd., El Dorado Hills, CA 95762.

The Club Board met one half hour prior to the General Meeting to review comments made concerning the revised Bylaws, which had been posted for member review during the prior month. Following a short discussion, Mr. Dave McReynolds made a motion to adopt the final revision. The motion was seconded by Mr. Rob Kunstel.

The motion was unanimously approved. The completed Bylaws will be posted on the Club Website, under the drop-down menu titled, "Documents."

Following the above discussion and vote, the Board went on to conduct an "After Action" review of the 3D Open Shoot to improve it in the future. An overview of the results is contained in the Events section of these minutes.

General Meeting

1. Call to Order

The After Action discussion continued until 7:08 PM, at which time the General Meeting was called to order by Mr. Kayo Shiveley.

2. Attendance

In attendance were VP Events Kayo Shiveley, VP Publicity Debbie Heise, Range Manager Rob Kunstel, Treasurer David McReynolds, Secretary Sal Segura and Members-at-Large Greg Landon and James Myers. Members Mike Ramsbotham, Duane Heilman and Greg Dodds were also present.

3. Treasurer's Report

David provided a financial recap of the 3D Open Shoot. After expenses, Club proceeds amounted to just under \$2,000.

Though donated income was lower than expected, at \$587. The FEDHPAR account totals are healthy, exceeding last year's year-to-date (YTD) by over \$1,000. The EDBH account balance also exceeds last year's YTD totals by 18 percent, including over \$2,000 in funds collected from the Member's Monthly 3D Shoots. This latter amount is designated for 3D target replacements, as needed. Membership dues brought in just under \$2,000 during the last month.

David also reviewed the Monthly Budget. This coming month, in addition to recurring expenses, we anticipate subsidizing approximately \$1,000 for the Club Dinner; are spending \$300 on award pins; and have budgeted \$8,500 to purchase a new All Terrain Vehicle.

4. Secretary's Report

Sal reported the latest membership figures:

YTD	Memberships (Total Members)		Board/Life	Family	Senior	Adult	Youth
	205	(349)	19	66	59	53	8

5. Old Business

- Scout Project – Greg Landon reported that Ms. Kirsten Jones is submitting her plans for replacement of the shade structure at the Memorial Shed to the BSA for approval and should soon be presenting them to the Club for review.
- Group Events/Classes Policy/Requirements – Kayo presented an outline of requirements for regulating and conducting classes on the Range. These include requiring certified instructors, Club membership (unless otherwise approved), liability releases, and a proposed list of fees. He will continue to work with other Club instructors in fleshing out the details.
- Bylaws Revision - Sal briefly reported on final changes to the Bylaws and on the Board's vote to approve and post them to the website.
- Awards for the Annual Dinner – The Annual Dinner typically includes recognition of members who significantly contributed towards the Club/Range's operations and maintenance during the prior year. Rob displayed the Exceptional Service Pins recently purchased for this purpose – one in black for first time recipients, the other in red for second-time recipients. Several potential candidates were considered; however, there was insufficient recollection of who has already been given this award.

Sal will send Officers a list of previous recipients so that nominations can be made for 2023 awards.

6. New Business

- 3D Open Shoot Results – Although the weather did not fully cooperate (we experienced a drizzly, cold morning), turnout was better than last year, with 125 registered participants, representing approximately \$2,000 in income. The overall feeling was that the Shoot was a success. The After-Action review conducted by the Board brought up the following issues for consideration in preparing for next year:
 - ✓ Although Kayo and his crew did an excellent job of preparing meals, sales were disappointing. It was felt that in the future, food sales along the course should be limited to snacks and drinks to encourage meal purchases at the Clubhouse, nearer to the lunch hour.
 - ✓ While participants heavily complemented the condition of the Range and how well the event was run. Internally, staff turnover and the lack of experienced volunteers resulted in some hiccups and confusion. It was suggested the Club develop an "Operations Plan" to document the myriad activities and processes involved in running the Shoot. Listing the various tasks, the number of people needed for each activity, the materials and equipment required for each station, etc., will ensure a smoother running operation.

Member Greg Dodds related he is familiar with developing operations plans, due to his military background. He will provide a suggested outline, which the various Officers will then flesh out.

- ✓ Overall preparation of the concessions, facility and targets went smoothly, with many of the necessary tasks having been scheduled weeks in advance; however, some of the logistics went awry and additional organization is needed to make sure we can find items needed for the raffles, money collection, etc.

The responsible Officers will work on better sorting, labelling, and storing materials and equipment needed for each event.

- ✓ Another issue was the limited number of volunteers that turned out to help. As a result, some activities were curtailed, and staffing was stretched. Emailed requests for help did not seem to have a significant impact. It was suggested that calling members may help at future events.
- ✓ There was unease regarding the Club being legally able to use photographs taken during the Shoot, due to a failure to secure image releases from non-members (members sign a liability and an image release as part of their application). It was proposed that similar releases be a requirement at all future events.

Sal volunteered to merge the two existing documents and stock a supply of the revised forms.

- FEDHPAR Officer Vacancies – Sal reported that two of the Officers serving on the Club's sister organization's Boar have resigned. While these positions are not as demanding as those of the Club's, they are critical. He asked attendees to consider volunteering.

Duane Heilman related he might be interested in a position. Sal and David will provide him with an overview of the duties and activities involved.

- Club Wear/Attire – Debbie reported that she is working with the provider of the 3D Shoot printed tee shirts to develop a virtual store to link to the website. The suggestion is to identify a limited number of items for sale, to ensure the Club does not get caught up with an overstock of unsaleable goods. She is open to suggestions on what items might best be featured.

7. Events

- Annual Dinner Update - Kayo updated the group on progress:
 - Catering has been arranged for 50 meals.
 - The menu will include two main dishes (chicken and pulled pork), potatoes and a salad. There is an option of a third main dish (brisket) at a higher cost.
 - Kayo will supply appetizers, desserts, and drinks.
 - Alcoholic beverages will not be available, but guests may bring in their own.
 - He will draw on his catering supplies to provide sufficient tables; the Club will be renting chairs.
 - Kayo will also use his own table settings, linens, and glassware.

- ✓ The need to rent an additional portable toilet and washstands was debated. David related he had set aside \$1,000 for expenses and to subsidize attendance. Renting additional equipment would use a sizeable portion of those funds.

Given the slim margin allocated to run the entire event, it was decided to do without the additional equipment.

- ✓ Rob related that an inventory of our 3D targets revealed we have several older Ragland targets that are not being used and are in degrading condition. He proposed we auction them to raise funds.

The suggestion was approved. Rob will identify those we no longer need but are still suitable for a home range.

- ✓ Kayo reported that ticket sales were slow, with most purchases having been made by Board members, to date. After discussion, it was decided the Club should call members to help fill the room. While the Club is prepared to subsidize a portion of the cost of the meals, too low an attendance will significantly impact the Club coffers.

Debbie and Greg Dodds volunteered to make contacts. Sal will supply them with a current list of members and their telephone numbers.

- Girl Scout (GSA) Expo in Lone – Kayo reported that he, Debbie and Sal will be travelling to Comanche Lake on the 22nd to participate in this event. The GSA is expecting approximately 800 participants. Sal and Debbie will staff an EDHB information booth and Kayo will be assisting the Lodi Bowmen Club with archery classes.
- Try Archery (CSD) Classes – Club instructors McReynolds and Myers will hold two CSD Classes during the month. These are noted on the administrative calendar.
- CSD Staff Archery Outing - The Club will, once again, be hosting the CSD Staff for an archery outing on the 27th. Sal has contacted Director Kevin Loewen to include an introduction to the Club's new Officers. It is hoped that meeting face-to-face and an exchange of contact information will improve communications between the groups.
- EDHB/CDA 2023 Youth Archery Activities – Member Todd Stevens, who is also the local representative of the California Deer Association (CDA), has expressed a desire to continue sponsoring this youth activity. The program will undergo some changes, among them: using Kayo and David as lead instructors; sponsoring only the top two competitors for JOAD; and CDA has requested they be allowed to participate in the Club's Monthly Members' Shoot. The program is expected to run from November through February, meeting Sundays from 1 to 3:00 PM.

Several details are still pending, specifically, an invitation to EDHB members, a decision on how much of the dues the Club will sponsor for Youth memberships, and extending the Memorandum of Understanding between the CDA and the Club.

Kayo will continue to work with Todd to resolve the outstanding issues.

- Wounded Warriors – Kayo has continued to work with this veterans’ organization. The first session is scheduled for June 16, with 16 participants. Details and an itinerary for the event are being developed.

8. Maintenance Projects

- Workday Results 3/11, 3/25, 4/8 – Rob reported that despite poor turnouts at the first two Workdays (Spring Break and rain were contributing factors), most repairs and upgrades necessary for the 3D Open Shoot were completed, leaving only a few tasks and set-up for the Friday and Saturday prior to the event. April 8th was used to prepare and paint spare parts for the target housings, general clean-up and to apply finishing touches to the Kiddie Range.
- Weed Abatement (goats) – Although CAPRA representatives had expressed an interest in using portions of the Range to fodder their animals in April, the visit has not come to pass. Rob continues to work with them to see what can be arranged to help minimize mowing and weed whacking.

9. Good of the Order

- Member Etiquette - The Club received an email from a member regarding archers not following safety practices at the Sight-In Range. As Sal explained the substance of the complaint, several attendees agreed that some archers’ behaviors are a concern and, at times, a potential danger. Uncontrolled public access to the Range results in visits from novice/casual archers who may be ignorant of expected conduct, and there are doubtless some seasoned visitors/members who are just plain rude.

It was proposed the Club post signs outlining safe/expected practices at the Sight-In, CSD and Kiddie Ranges. These will serve to educate neophytes and help reinforce proper practices to those who simply don’t practice courtesy.

It was agreed the signs should be purchased. Sal will work with Club instructors to develop the content, then arrange for them to be made and installed.

Banking Access - Turnover in the Board make-up has given rise to the need to revise the list of those authorized to access the Club’s financial accounts. Sal will draft a letter to the bank advising of the change in signees and coordinate the arrangements between the Officers and the bank to make them official.

Violation Notices – On numerous occasions, members and guests have parked blocking the driveway or gate, blocking access to equipment, or in designated no parking areas. The Club’s corrective practice has been to post website or Facebook reminders; however, it is generally agreed that this practice of “shotgunning” when only a few individuals are in error can have a detrimental effect. It was proposed that a notice be posted on the improperly stationed vehicles instead. Sal presented a sample form and solicited input on its content. Once finalized, Officers may judiciously issue them, taking care to notify other Board members to ensure broad awareness of the incident.

10. Adjournment – After confirming the date of the May General Meeting, the gathering concluded at 8:36 PM.