

Salem Trap and Skeet Club
Board of Directors
Board Meeting Minutes
May 23, 2013

Revised June 20, 2013

Call to Order

President Ted Sapoznik called the Monthly Board Meeting of the Salem Trap and Skeet Club to order at the Club House in Gervais, OR, at 6:25 PM.

Roll Call

The following persons were present:

Ted Sapoznik, President
Duane Hesketh, Vice President
Robert Bottemiller, Treasurer
Craig Rhea, Secretary
Brent McTaggart, Director
Don Heppner, Director
Max Kloster, Director
Ellen Deleganes, Director
Bill Mautner, Director

Not present:
Justin Moore, Director

Also Attending,
Suzanne Parks
Dave Fiedler
Hunter Emerick

Quorum Present

Ted Sapoznik confirmed that a Quorum was present at the meeting.

April 19, 2013 Meeting Minutes were approved.

The revised minutes from the previous Board of Directors meeting held 4/19/2013 were reviewed and approved unanimously.

Treasurer's Report

Robert Bottemiller, with assistance from Don Nussmeier, presented the Treasurer's Report. Attached with these minutes is a copy of the report indicating that there is a balance of \$16,014.53, in the general fund. Also attached, is a copy of the investment account statement indicating that there is a balance of \$87,125.02 in the investment account as of May 24, 2013.

Robert Bottemiller requested that the Club furnish Quicken Quick Books software for the preparation of financial information. Duane made a motion, seconded by Don that the Quick Books software is purchased by the Club for Bob's use. The motion passed unanimously.

Secretary's Report

The Oregon Department of Justice, Charitable Organization Registration filing has been completed and sent to the Department, as requested. On April 18, 2013 the Club received written notice that the organization has been registered under the Charitable Trust and Corporation Act in the State of Oregon.

Craig reported purchasing a used Fire King 4 Drawer Filing Cabinet, which will be moved to the Club House for storage of Club Records, in the near future.

Finance and Legal Committee Report

Ted reported that an automatic extension for the 2012 Tax Return will be filed by Leah from Hoffman Stewart and Schmidt. The tax return filing deadline will be November 15, 2013.

Ted introduced a topic of the Club's compliance with Internal Revenue Code 501-C-4 and the letter written by Mike Bragg. After some discussion a plan was presented to get additional assistance to determine the Club's compliance with IRS 501-C-4. Ted presented the credentials of Eve Borenstein, an attorney who specializes in tax exempt and public benefit organization law and IRS Regulation. Ted indicated that Ms. Borenstein had proposed to review Salem Trap & Skeet Club's 990, and 990T Reports, Bylaws and Articles of Incorporation, operation, and key contracts for a fee of \$1,250.00. Duane made a motion, seconded by Max to approve this plan. All members present voted in favor of the motion, with the exception of Don Heppner who abstained.

Ted has been working with Marion County to get a record set of land use, zoning and entitlement information for the Club's Property. Ted indicated he had a meeting scheduled in the near future to receive a complete copy of the file information.

Membership Committee Report

Craig reported that he had sent the Renewal Dues Letter on behalf of the Club. By mistake Don Heppner was left off the list of Directors, and Craig apologized for that mistake.

Property and Facilities Report

The Board has been working on developing an Environmental Stewardship Plan to document how best to care for the property. To that end a presentation was made by Scot Kranz, Senior Project Manager for URS, and a consulting firm that specializes in writing plans for Small Arms Firing Range Environmental Services. Scot covered a wide range of information and answered many question during his presentation.

Max made a motion to retain URS at a cost of \$4,000.00 to complete an Environmental Stewardship Plan for Salem Trap & Skeet Club. Craig seconded the motion and the motion passed unanimously.

The National Shooting Sports Foundation will reimburse the Club for \$2,000 of this cost after the Plan has been developed.

Manager's Report

Suzanne presented the Manager's Report to the Board. Suzanne introduced Dave Fiedler to the Board. Dave will be assisting Suzanne and Stephen in the future.

Suzanne also presented information on the following topics:

- A new battery replacement program has been initiated to acquire new batteries. Suzanne indicated that they had already received some of the new batteries, which have been put to use.
- Stephen and Suzanne have designed a sponsorship program for associated businesses that wish to advertise at the club. The intention will be to secure sponsorship entities and purchase wireless control systems that will update the existing systems.
- Suzanne asked that the Property Committee of the Board contact the contracted landscape service and request that the landscaper do a better job of controlling weeds around front monument signs.
- A discussion occurred around the policy for selling sporting clay targets. Suzanne indicated a new policy will be put in place which allows a view pair to each squad and a new 7% breakage allowance.
- There will be a benefit shoot for Stephen on Saturday June 1, 2013, with all invited. The shoot will include a raffle and bake sale.
- The Kerr Boy Scout Shoot went well with a very large group of shooters.
- Suzanne reported that they had purchased 20 solar panel rechargers, and indicated that they have a plan to purchase more.
- Finally, Suzanne indicated Phil Morgan had reclaimed his bell, leaving an outdoor focal spot for a piece of art, or an item of interest.

New Business

There was no new business to discuss.

Next Meeting

The next meeting is scheduled for June 20, 2013. Board meetings will be scheduled for the third Thursday of the month. Meetings are scheduled for June 20, 2013, July 18, 2013, August 15, 2013, September 19, 2013, October 17, 2013, November 21, 2013. Dates for the Annual Meeting this year will be announced.

Adjourn

Max made a motion that the meeting be adjourned, seconded by Bill. The motion passed unanimously.