

**SALEM TRAP & SKEET CLUB
MEETING MINUTES
January 22, 2020**

CALL TO ORDER

President Craig Rhea called the January 22, 2020 Salem Trap and Skeet Club Board Meeting to order at 6:30 p.m.

ROLL CALL

President Rhea took roll call and noted that the following Board members were present and that there was a quorum.

Craig Rhea	Larry Snow
Garret Koster	Tia Fraser
Barb Sides (via Phone)	Brad Carbaugh
Tina Schneider	Art Heitlauf
Jerry Richardson	Mike Sullivan

Also in attendance were the following members:

Debe Heitlauf
CR Snow
Austin Snow
Karren Rhea
Rich Phaneauf

MEETING MINUTES

There was discussion regarding some minor changes to the November and December Minutes. Those will be made.

MOTION: Art made a motion to approve the November Minutes and accept the "reviewed" December Annual Meeting Minutes (both as revised) which will be presented at the Annual Meeting in December 2020. The motion was seconded and unanimously approved.

TREASURER'S REPORT

Tina presented the Treasurer's Report as of December 31st, 2019. The Checking account balance was \$69,472, Capital Improvement Account \$8,780.00 and the Investment account was up to \$158,289.00 for a year-end total of \$236,541.00.00.

Cash in was \$6,987.00 and cash out was \$686.00, for a net increase to checking of \$6,301.00 in December.

Prepared February 24, 2020

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Payments made by Mid-Valley Clays this year to-date total \$51,514.00

Tina also provided the Income Statement showing income in and out by month with year-to-date totals.

Tina indicated that she and Garret now have debit cards.

She will also speak with Gerry Kroeger to see if we might be able to get reduction in fees for management of our investment funds.

Art discussed the "True-Up" portion of the Agreement with Mid-Valley Clays. Since a portion of the monthly fee they pay is based on rent for the house and a percentage of club membership fees, the total owed by MVC is unknown until the end of the year. For 2019 their total rent was a minimum of \$31,836.00 regardless of membership. The True-up is the difference between what they have paid monthly and the actual amount of their percentage of membership dues plus house rental for a lump sum payment in January. MVC's monthly rental increases 2% per year. Art said MVC has been religious with their payments.

Craig pointed out that Salem Trap & Skeet Club's Cash and Investments as of 12/31/2019 were \$236,541.00. The Club's balance on 12/31/2018 was \$177,595.00. That's an increase of \$58,946.00 over the year-end 2018 balance.

He said our Board came up with an economic formula we believe is fair to the Club and the Operator; have increased our financial assets and spent money on capital improvements and repairs

MOTION: President Rhea called for a motion to accept the Treasurer's Report, Rolling Income Statement and True-Up. A motion was made, seconded and passed unanimously.

Old Business

1. **ByLaws:** The changes to the ByLaws passed by the Members at the annual meeting will be finalized and sent to Barb for posting on our website.
2. **ODFW Grant Update** – Garret and Debbie Goetz continue to work on the grant. Garret reported he is attempting to request grant funds with the priority being the clubhouse roof and a trap for the kids.
3. **Operator's Report** - Dave and Vandy Fiedler were at the Shot Show. Craig reported in their absence.
 - Renewing members get a guest pass for 25 targets. In 2019 only 63 used them and 127 converted them to targets for personal use. Craig suggested that he send a letter to members encouraging them to use the guest passes to invite people to the club and hopefully increase membership.
 - Membership is at 363 4 life

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- The shooting school did very well in 2019. Excluding Dave and Vandy there were 237 lessons given.
- Contributions to the Clay Crushers Team from 12 people was roughly \$1,700
- 4. **Tax Status:** There was discussion regarding the Club's status as a 501(c)4 corporation vs. a 501(c)3 non-profit corporation. Brad would like authority to investigate the possibility of this conversion as the Club would then be able to have fundraisers and accept tax-deductible donations to benefit the Club.

MOTION: Jerry made a motion for Brad to investigate a change in the Club's tax status. Tia seconded and it was carried unanimously.

- 5. **Change of Investment Account Trustee:** Craig reported that there was a change in the Trustee of the Club's investment account from the Bank of New York Mellon to Fidelity Bank and we were required to approve this change.

MOTION: Motion was made, seconded and unanimously passed to accept Fidelity Bank as the new Trustee of the Club's Investment Account.

- 6. There was discussion regarding only one backup for access to the Club's financial accounts if the Treasurer was unavailable. It was suggested that there should be a total of (4) officers/directors having access to the accounts for ordinary operating purposes in that instance.

MOTION: Motion was made, seconded and unanimously passed that a Financial Resolution be issued indicating that in addition to the Treasurer, Tina Schneider and Vice President, Garret Koster, that President, Craig Rhea and Director Art Heitlauf be authorized and have authority to have full access to all financial accounts and transact regular business on behalf of the Club.

Barb will issue, sign and email the executed Financial Resolution to all Board members.

- 7. **Capital Improvement Budget:** Brad will review Dave's list of repairs and work on a capital improvement list. Then the Board will look at everything and create a Capital Improvement List so we can prepare a budget. At the moment the thought is it may be in the neighborhood of \$35,000.
- 8. **Gravel – Road Maintenance:** Austin has been doing a significant amount of road maintenance and is out of gravel.

MOTION: Motion was made, passed and seconded to get a truck/trailer of ¾- gravel for additional club/road maintenance.

- 9. **Tower Near 5-Stand:** Larry said the tower by the 5-stand is not working correctly and that as soon as his foot is healed he and Brad plan to work on it and get it fixed.

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- 10. Conference Call:** A Board conference call was scheduled for 1/29/20 at 6:30 p.m. Art gave out the conference call number and access code and asked everyone to make note of it for future reference.

There being no further business to discuss, the meeting was adjourned at 7:52 PM

The next Board Meeting will be Wednesday, March 25, 2020 at 6:30 p.m.

Respectfully Submitted,

Barb Sides
Secretary
Salem Trap and Skeet Club
Barbsides55@gmail.com

Attachments:

Financial Resolution
Treasurer's Report
Income Statement

MINUTES OF THE DIRECTORS' MEETING

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS of Salem Trap and Skeet Club (the "Corporation") was held on the 22nd day of January, 2020.

1. The following members were present, constituting the entire board:

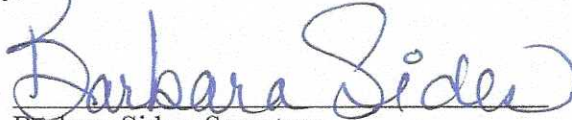
Craig Rhea	Garret Koster
Barb Sides	Art Heitlauf
Tina Schnieder	Mike Sullivan
Jerry Richardson	Larry Snow
Tia Fraser	Brad Carbaugh

2. All the directors of the Corporation being present the regular monthly meeting was called to order.
3. **UPON A MOTION DULY MADE**, seconded and unanimously carried, Craig Rhea, President and Chairperson of the meeting and Barbara Sides, Secretary of the meeting, were instructed to issue the following Resolution to be inserted into the January 22, 2020 Minutes:

IT WAS RESOLVED THAT:

1. The Corporation authorizes the following Board members: President, Craig Rhea; Vice President, Garret Koster; Treasurer, Tina Schneider; and Director, Art Heitlauf, to conduct financial business on behalf of the Corporation. Further, Craig Rhea, Garret Koster, Tina Schneider and Art Heitlauf shall have full authorization and authority as the Corporation agents (a "Designated Signer") and are authorized to sign for and on behalf of the Corporation, on any and all checks, drafts or other orders with respect to funds of the Corporation in any and all checking, savings, investment or other financial dealings of the Corporation.
2. The Designated Signers are authorized to transact any and all other business with all Institutions deemed by the Designated Signers to be reasonable and advisable except the borrowing of money or the obtaining of credit in any form or the use of any of the assets of the Corporation as any type of security or collateral without prior approval of the Board of Directors.

3. The Secretary of the Corporation is directed to communicate this authority and the relevant signature to the Institutions, and to ensure proper enforcement of this resolution.
4. Dated on this 22nd day of January, 2020.



Barbara Sides, Secretary
Salem Trap and Skeet Club (Corporation)

SALEM TRAP & SKEET CLUB

TREASURER'S REPORT

As of December 30, 2019

<u>ACCOUNT BALANCES</u>	<u>As Of</u> <u>11/30/2019</u>	<u>As Of</u> <u>12/31/2019</u>	<u>Net</u> <u>Change</u>
CASH Checking	\$ 63,171	\$ 69,472	\$ 6,301
Cap'l Impr.	8,780	8,780	-
	<u>71,951</u>	<u>78,252</u>	<u>6,301</u>
INVESTMENT ACCOUNT	154,082	158,289 (1)	4,207
TOTALS	<u>\$ 226,033</u>	<u>\$ 236,541</u>	<u>\$ 10,508</u>

Current Membership 363

CHANGES TO CHECKING A/C - 11/30/19 - 12/31/19

CASH IN

MVC - Payment Due per Contract	\$ 4,950
MVC - Note Receivable Payment	900
MVC - Equipment Purchase	1,137
4B Farms rental	-
Total Cash In	<u>6,987</u>

CASH OUT

Industrial Commercial Elec	(390)
Salem heating & Sheet Metal	(276)
Debe Heitlauf - Reimbursement for By-Law mailing and supplies	(20)
Total Cash Out	<u>(686)</u>

NET CHANGE TO CHECKING ACCOUNT

\$ 6,301

<u>PAYMENTS MADE BY MVC TO STS</u>	<u>2019</u>	<u>2018</u>	<u>INCR.</u>
Payments Due per Contract	\$ 31,570	\$ 15,000	\$ 16,570
Note Receivable Payment	6,300	-	6,300
Equipment Purchase Agreement	13,644	13,644	-
	<u>\$ 51,514</u>	<u>\$ 28,644</u>	<u>\$ 22,870</u>

<u>CASH + INVESTMENTS</u>	<u>2019</u>	<u>2018</u>	<u>INCR.</u>
Cash	\$ 78,252	\$ 44,594	\$ 33,658
Investments	158,289	133,001	25,288
	<u>\$ 236,541</u>	<u>\$ 177,595</u>	<u>\$ 58,946</u>

NOTES:

(1) The Investment a/c balance is as of 12/31/19 per G.Kroeger.

SALEM TRAP & SKEET CLUB

Rolling Income Statement

2019

ACCOUNT BALANCES												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
CASH	37,693	36,044	36,986	41,382	44,537	47,709	55,283	58,461	69,082	69,082	71,951	78,252
INVESTMENT ACCOUNT	136,148	143,663	143,001	147,504	143,352	147,117	147,846	147,699	150,510	150,510	154,082	158,289
	173,841	179,707	179,987	188,886	187,889	194,826	203,129	206,160	219,592	219,592	226,033	236,541
INCOME STATEMENT												
INCOME												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Due to STS	-	-	-	6,750	2,250	4,120	4,500	2,250	2,250	2,250	2,250	4,950
Note Receivable	-	-	-	-	-	-	1,800	900	900	900	900	900
Equipment Purchase K	1,137	1,137	1,137	-	1,137	1,137	2,274	1,137	1,137	1,137	1,137	1,137
Equipment Lease K	1,914	1,914	1,914	-	1,914	-	-	-	-	-	-	-
Farmland rental	-	-	-	-	-	-	-	-	-	30,958	-	-
	3,051	3,051	3,051	6,750	5,301	5,257	8,574	4,287	4,287	35,245	4,287	6,987
												Total
												31,570
												6,300
												13,644
												7,656
												30,958
												90,128
EXPENSES												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Equipment loan-US Bank	(1,914)	(1,914)	(1,914)	(1,914)	(1,870)	-	-	-	-	-	-	-
Attorneys	-	(2,986)	-	-	-	-	-	-	-	(2,071)	-	-
Accountant											(881)	
Insurance	(1,205)	(2,725)	-	-	-	-	-	-	-	(1,709)	(421)	-
Property taxes	-	-	-	-	-	-	-	-	-	(11,932)	-	-
Office supplies	(118)	-	(195)	-	-	-	-	-	-	-	-	(20)
Web site	(45)	-	-	-	-	-	-	-	-	-	-	(45)
Environmental	-	-	-	-	-	-	-	-	-	(4,800)	-	(4,800)
Repairs & Maintenance	(601)	-	(145)	(440)	(276)	-	(1,000)	(635)	(4,575)	(4,062)	-	(666)
Capital/Range Impr.	-	-	-	-	-	(809)	-	-	-	-	-	(809)
Equipment - AED	-	-	-	-	-	(1,275)	-	-	-	-	(105)	-
Land use	-	(125)	-	-	-	-	-	-	-	-	-	(125)
Admin	-	-	-	-	-	-	-	(186)	-	(50)	(11)	-
	(3,883)	(7,750)	(2,254)	(2,354)	(2,146)	(2,084)	(1,000)	(821)	(4,575)	(24,624)	(1,418)	(686)
												(53,595)
												36,533
NET INCOME (LOSS)	(832)	(4,699)	797	4,396	3,155	3,173	7,574	3,466	(288)	10,621	2,869	6,301