



Northern Virginia Archers December 2020 On-line Meeting

Date of Meeting: December 3, 2020
Time: 7:06 pm to 7:46 pm

NORVA members present:

| | | | |
|----------------|------------------|-------------------|--------------|
| John Shea | Gerry Petraitis | Ken Wilkinson | Jim Libovicz |
| Celeste Otsuka | Carolton Tippitt | Mark Finkenstaedt | |

Warm Holiday Greetings to All!

Signing in at NORVA

We have a new sign-in procedure. You must do so on-line. Please use the electronic sign-in form (<https://www.novaarchers.org/signin.html>). Should you not have a smartphone available, you can sign-in and out from your home computer even after the fact. Also, guests need to sign the liability waiver at (https://www.novaarchers.org/guest_waiver.html) once per calendar year. Do not use the paper form. For detailed information, see the Electronic Range Book Instructions at (<https://www.novaarchers.org/docs/NORVA%20electronic%20range%20book.pdf>).

Message from the Board

As required in Article 4, Section 9 of NORVA's by-laws, this Newsletter is a report to the membership of the Board's actions. It also constitutes the minutes from the December 2020 meeting.

Membership renewals

The December 2020 meeting was held on-line and led by club Secretary/Treasurer John Shea.

It is now time to renew your NORVA membership for 2021. This year all membership transactions will be done online using Square for credit card payment processing. The club does not retain credit card information.

Thanks to Webmaster Uwe Jacobs for setting up this system.

Per the board's decision at the November membership meeting, paper forms and checks will no longer be accepted. To renew your membership, please use the link below:

<https://novaarchers.org/wp/home/membership-renewal/>

The dues amounts are the same as 2020. Please complete your renewal, including family members, by January 15, 2021. Renewals must be completed by January 31. Any members still in arrears on February 1 will be dropped from our roster and will not receive the 2021 gate and clubhouse lock codes (nor any other NORVA emails). Renewals after January 31 will be charged a late fee.

For those who worked at the club 10 or more hours this past year and want the volunteer discount, please contact John Shea.

Field Course

The field needs a lot of work. If the club wants to do a state-level shoot, we will need to upgrade the field course. Field Course Captain Ken Wilkinson asked about the funds that were budgeted to repair the field course. A lot of the old block targets need to be repaired or replaced.

Treasurer John Shea reported that in 2020 the club bought enough blocks for about half the Field Course. We hope to buy the other half in 2021. Some of the blocks that we purchased this year went to the Academy and the Practice Range.

Ken discussed his plans for extending out the roofs for the block targets. He also has ideas for the type of target glue that could be used. John told him that the building materials in and around the storage shed can be used for Field Course repairs.

Treasurer's Report (John Shea)

There were no expenditures last month, except for utilities (phone, trash, porta-potty, and power) for a total of \$409.04. The club had income of \$226.75, all from 9 board members testing the new online renewal process. The year-end projected surplus is \$6,322 (plus a \$5,000 reserve). The 2020 year-end projection assumes that the remaining funds budgeted for maintenance (~\$2,000) and miscellany (~\$600) will be spent this month.

NORVA Checking Account 2020 Monthly Report

| For November (prepared on Dec. 2 by John Shea) | | | | |
|-------------------------------------------------------|------------------------------------|------------------|---------------|-----------------------------------------------|
| Beginning balance | | 14,670.25 | | |
| Date | Description | Credits | Debits | Notes |
| | 9 Board member renewals via Square | 226.75 | | |
| 10 | Dominion Energy | | 53.29 | |
| 16 | Waste Management | | 143.09 | |
| 20 | USS Dons Johns | | 156.01 | |
| 27 | Verizon | | 56.65 | |
| | | | | |
| | Totals | 226.75 | 409.04 | |
| | Ending balance | 14,487.96 | | |
| | Projected year-end balance | 11,322 | | Maintain \$5,000 minimum cash reserve. |
| | | | | |

January Club Meeting

At the January 7 club meeting, the following two items will be on the agenda:

The next phase of the by-laws revision.

NORVA's affiliation with the VBA.

Volunteer Work

There was a discussion at the club meeting as to how to make it easy for members to do volunteer work. Events Chair Celeste Otsuka suggested that the club use Sign-up Genius as a means to allow members to sign up for work. There may also be a free Google app that can be used. She will look into this issue.

Membership Chair Gerry Petraitis suggested that each club officer develop an SOP on how to do the tasks of that officer's position. This document would serve for succeeding officers.

Tree Stands

The question has come up regarding tree stands at the club. The club's insurance policy currently does not cover tree stands. If we are going to allow them, we will first need some rules on their use at NORVA. We need a volunteer to develop a draft set of rules on tree stands. The Board would then have to approve the rules.

Membership Chair (Gerry Petraitis)

The next orientation is scheduled for February 2021. Gerry reports that he has approximately 45 interested new members.

Tournament Chair (Rodney Roberts)

The Lancaster Archery Classic, scheduled for January 21 – 24, has been cancelled.

Prince William Archers are shooting on Thursdays and Saturdays at 7:30 pm.