



# Northern Virginia Archers

## October 2020 On-line Meeting

Date of Meeting: October 2, 2020  
Time: 7:05 pm to 8:17 pm

NORVA members present:

John Shea	Uwe Jacobs	Jeff Van de Vaarst	Rodney Roberts
Gerry Petraitis	Jim Libovicz	David Burpee	Mark Finkenstaedt
Celeste Otsuka	Simon Mouer		

# ***Signing in at NORVA***

*NORVA is open! Please note that 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](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 October 2020 meeting.

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

## **Elections**

The first order of business of the meeting was the election of club Officers for 2021. The nominees were:

President	Joe Wolfe
Vice President	Chris Foster
Secretary/Treasurer	John Shea

No other nominations were presented. At the meeting they were unanimously elected.

Congratulations to the 2021 NORVA Officers!

## **By-Laws Rewrite Project**

Treasurer/Secretary John Shea has been working on a much-needed revision and update to the club's by-laws. At the October meeting, the Preamble and the first three Articles of the By-Laws were discussed. Prior to the meeting, John has circulated his proposed revisions to club members.

Preamble. Minor changes were proposed for the Preamble. The changes were unanimously accepted. It now reads as follows:

### **Preamble**

We, the members of the Northern Virginia Archers, working under and by virtue of the authority of a certificate granted by the Commonwealth of Virginia, do hereby adopt the following By-Laws.

Article 1. Article 1 of the By-Laws is the club's mission statement. The proposed revision contained some clarifying language. It also removed reference to the number of targets on the Field and 3-D ranges, as these references were too specific for by-laws. These changes were also unanimously approved. They now read:

### **Article 1 Mission**

- Section 1. The mission of this non-profit organization, herein alternatively referred to as the Club, is to promote safe and enjoyable archery along with good fellowship among the members of the organization and the archery community at large.
- Section 2. Further, the mission of this organization is to maintain all its facilities (e.g., practice, field and 3D ranges), including targets, shelters, foot paths, supporting equipment and supplies, in a manner consistent with good safety and operational standards.

Article 2. There were no proposed changes to Article 2.

Article 3. This Article covers Membership, Dues and Fees. It has eight Sections on various aspects of this topic. Additionally, John proposed to add one more Section (on Life Memberships). After some discussion and some suggestions for minor non-substantive revisions, the changes were unanimously approved, with the exception of the proposed changes to Section 6(a). This section covers the requirement that the Officers be members of the Virginia Bowhunters Association (VBA) and the National Field Archery Association. There was a discussion as to whether the club should pay the Officers' membership fees for these associations. The meeting attendees felt it best to table the specifics of this Section for a future meeting.

Section 1 describes who may be a member. Under the accepted revision it now reads as follows:

Section 1. Membership in NORVA is open to anyone who completes an orientation session and submits the membership application with a liability waiver and payment of fees and dues. Acceptance for membership will be granted unless a member of the Board of Directors raises a valid concern in a timely manner, e.g., not later than the next scheduled Club meeting.

Section 2 defines Adult Members. Its revision is the following:

Section 2. Adult members shall be defined as anyone eighteen years of age or older. Each adult member shall have one vote in NORVA affairs.

Section 3 defines Household Memberships. Its new version is:

Section 3. Household membership shall be defined as consisting of a primary adult member, their spouse/partner (if applicable), any of their children, or other individuals living in the same residence having a family relationship with the primary member. The primary member must be a legal guardian of all children under 18 participating in archery activities.

Section 4 originally covered Youth Membership. Because youth memberships are now included in the revised version of Section 3, the contents of Section 4 have been deleted and marked "Reserved."

Section 5 covers club dues, fees, and payments. The approved revision reads as follows:

Section 5. Club dues, fees, and payment dates are established by the Board of Directors annually and changes are approved by the members at a monthly meeting by a majority vote. Notification of any potential dues change will be presented at least one meeting prior to the vote and listed in the minutes (included with newsletter) in order to provide all members with an opportunity for notice and comment. A vote to change any dues/fees must be held no later than the November Club meeting.

Section 6 discusses NORVA's affiliation with the VBA. It also discusses membership in other archery associations. The new version reads as follows:

Section 6. As the facilities provided at NORVA are for the benefit of the archery community at large, in particular, the Virginia archery community, and as the facilities exist as a direct result of the efforts of numerous individuals and archery organizations both in and out of Virginia, and given NORVA is a club affiliated with the Virginia Bowhunters Association (VBA), a portion of an individual's NORVA membership dues are provided annually, in accordance with the VBA bylaws, by the designated NORVA officer, to the designated VBA representative, thus giving NORVA members the benefits and privileges of VBA membership. Members are also strongly encouraged to join other state and national level archery organizations such as the Virginia Field Archery Association (VFAA) which is affiliated with the National Field Archery Association (NFAA). NORVA maintains a club affiliation with the NFAA.

Section 7 covers dues.

Section 7. Dues shall be payable to the Treasurer and received no later than January 31<sup>st</sup> of each year. The Members will be given adequate advance notice it's time to renew via email and the club's internet pages. Members still in arrears after the February monthly meeting shall be dropped from the rolls of NORVA for nonpayment of dues without additional notification. Applications for reinstatement will require payment of dues and a late fee.

New Section 8 allows for the awarding of Life Memberships. It reads as follows:

Section 8. By majority vote, the Board of Directors may award Life Membership to individuals, excluding current board members, who have demonstrated extraordinary service to the club over a significant period of time. These honorees are exempt from paying NORVA annual membership dues (but still must pay their dues to other archery organizations as applicable).

## Web Master (Uwe Jacobs)

The [NORVA webpage](#) has received a facelift. It has been moved to a content management system. It still contains the same general layout and valuable information, but now all pages and forms look uniform. The menu on top has been rearranged to fit all links. A new “sign in” shortcut allows for quick access to the range sign-in form.

More than 750 people joined the [NORVA Facebook page](#) as of October 2020. The closed group requires permission to join. It is usually granted in a few hours. Meet other NORVA members, get important information first-hand, watch the images, swap gear, and so on. Check it out if you are not a member yet!



The screenshot shows the homepage of the Northern Virginia Archers website. At the top, there is a dark navigation bar with a logo on the left and menu items: HOME, ABOUT, JOIN, MEMBERS, ACADEMY, LINKS, and SIGN IN. Below the navigation bar is a large banner image of a forest with the text "Northern Virginia Archers" and the tagline "Promoting Fun and Fellowship Among Archers Since 1956!". The main content area is titled "Home" and features a large image of a green sign that reads "NORTHERN VIRGINIA ARCHERS" with a target symbol below it. To the right of the sign image is a text box containing information about the club, including its location at Fountainhead Regional Park, address (10875 Hampton Road, Fairfax Station, VA), and a link for directions. Below the text box is a "Join us on Facebook" button.

HOME ABOUT JOIN MEMBERS ACADEMY LINKS SIGN IN

# Northern Virginia Archers

Promoting Fun and Fellowship Among Archers Since 1956!

## Home



**Northern Virginia Archers (NORVA)** is an archery club located at [Fountainhead Regional Park](#):

10875 Hampton Road  
Fairfax Station, VA  
[Directions](#)

The non-profit club operates a 28 target [field archery range](#), a 30 target [3-D range](#), as well as practice and broadhead ranges. A Kids' 3-D course with 14 targets runs along the second half of the field course. The climate-controlled clubhouse offers arrow saw and spinner, bow presses and scales, paper tuning, chronograph and tools.

Join us on 

NORVA sign at gate



## Northern Virginia Archers (NORVA) 2020 Financial Statement – as of Sept. 30

Virginia SCC ID 00766931; Fed ID 54-6052665

Start of year assets:	Value	Notes
Checking account	8,883	Wells Fargo
Petty Cash	310	Clubhouse safe cashbox (~\$300 is desired max)
Property	?	See "Property" sheet
<b>Total</b>	<b>9,193</b>	

Estimated column is for year — Actual is year to date. In some cases, estimates were reduced to reflect actual over the course of the year to more accurately project year-end balance.

Income:	Estimated	Actual	Notes
<b>Membership Dues:</b>			
225 Primary (estimate)	33,750	35,946	Estimate = 2019 primary less 10% (doesn't include additional family) — see linked sheet "Income: Dues"
Minus VBA share	5,880	5,880	See linked sheet "Expense: Misc"
<b>Net dues income</b>	<b>27,870</b>	<b>30,066</b>	
<b>Tournaments/shoots:</b>			
	877	877	See linked sheet "Shoots" for event details.
<b>subtotal</b>	<b>877</b>	<b>877</b>	Gross income – club costs under expenses.
<b>Other:</b>			
Merchandise	0	44	See linked sheet "Income: Misc"
Donations	0	0	Ditto
<b>subtotal</b>	<b>0</b>	<b>44</b>	Gross income – club costs under expenses.
<b>Total Income</b>	<b>28,747</b>	<b>30,987</b>	

Expenses:	Estimated	Actual	Notes
<b>Administrative:</b>			
Insurance	3,953	3,953	Liability and property
Misc.	1,200	914	
Printing & supplies	1,200	1037	
VBA meetings	0	0	Travel expenses (current VBA rep is VBA officer).
<b>subtotal</b>	<b>6,353</b>	<b>5,904</b>	See linked sheet "Expense: Misc"
<b>Discretionary:</b>			
Donations	0	0	
Improvements	500	0	See linked sheet "Maint & Improve" for estimate and "Expense: Misc" for actuals.
Merchandise	0	0	e.g. shirts, patches
Misc.	800	650	
<b>subtotal</b>	<b>1,300</b>	<b>650</b>	See linked sheet "Expense: Misc"

Expenses (cont.):	Estimated	Actual	Notes
<b>Maintenance:</b>			
Ranges & clubhouse	17,060	15,464	See linked sheet "Maint & Improve" for estimate and "Expense: Misc" for actuals.
<b>subtotal</b>	<b>17,060</b>	<b>15,464</b>	
<b>Tournaments/Shoots:</b>			
	212	212	2,500 estimate reduced per pandemic restrictions
<b>subtotal</b>	<b>212</b>	<b>212</b>	See linked sheet "Shoots" for details of each event.
<b>Utilities:</b>			
Electric	950	664	Dominion
Phone	660	496	Verizon
Porta Pot	2,600	2,162	Don's Johns (includes unpaid last 6 months of 2019)
Trash	1,400	895	Waste Management
<b>subtotal</b>	<b>5,610</b>	<b>4,217</b>	See linked sheet "Expense: Utilities"
<b>Total Expenses</b>	<b>30,535</b>	<b>26,447</b>	

<b>Liabilities:</b>		
None known	0	0

End of year assets:	Estimated	Actual	Notes
Cash	7,405		Checking account Petty cash
Property	?	?	See "Property" sheet
<b>Total</b>	<b>7,405</b>		<b>Maintain \$5,000 minimum cash reserve.</b>

