



Northern Virginia Archers May 2020 On-line Meeting

Date of Meeting: May 7, 2020
Time: 7:00 pm to 8:00 pm

NORVA members present:

Joe Wolfe	John Shea	Rodney Roberts	Uwe Jacobs
Dave Grant	Jeff Van de Vaarst	Gerry Petraitis	Elise Walker
Jim Libovicz	Bakari Dale		

Message on NORVA's status

On May 8, Virginia Governor Northam issued an Executive Order to announce Phase 1 of the reopening of the State. This initial phase will not apply to Fountainhead Regional Park and NORVA facilities. The NORVA Board is closely monitoring this situation. As soon as we learn information regarding the status of our facilities, we will relay them to all club members.

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 May 2020 meeting.

Message from the President (Joe Wolfe)

The May 2020 meeting was held on-line and led by club President Joe Wolfe.

VBA request to host State Open shoot

President Wolfe informed that the Virginia Bowhunters Association inquired as to whether NORVA could host the State Open Field tournament shoot. They were hoping to hold it in June. After some discussion, it was decided that it would be difficult to have the course tournament-ready by June. Therefore, NORVA will decline this request.

VGDIF mentorship program

The VGDIF would like to direct beginner bowhunters to local archery clubs for guidance. They asked for a NORVA contact for this program. There was general discussion on this request. It was determined that there were liability issues. Therefore, NORVA will refrain from participating in this program.

Thanks to Rodney Roberts for getting the ATV serviced and for organizing a small work group last month to replace butts on targets 16, 27, and 28.

Treasurer's Report (John Shea)

We have a new insurance company. They did an inspection of the club on March 17. As a result, we need to address a few items:

- The clubhouse roof will need to be cleaned. We will need some new gutter parts.

•Fire extinguishers need to be inspected. Treasurer Shea will get two new ones. A local company may be able to certify and inspect them. Alternatively, we may be able to ask the Fire Marshal to inspect (in conjunction with a Park inspection).

In anticipation of a club self-audit, Treasurer Shea is preparing receipts and statements for the last three years. He will have them scanned so that the audit team can review electronically.

NOTE: At the end of this Newsletter you will find:

1. The Treasurer's report for the months of March and April, as well as the club's First Quarter 2020 financial report.
2. The results of the membership survey. Thanks to all who participated.

Web Master Report (Uwe Jacobs)

New sign-in procedure

In anticipation of the club's reopening, Web Master Jacobs has developed an on-line sign-in system for club members. This would be used instead of the log book sign-in inside the club house. This user-friendly system can be done with any smart phone that has internet access. It is a simple matter of entering your name and checking a box for your intended activity (3-D course, Field course, Academy, etc.).

Once the club reopens, specific instructions will be disseminated to all members. Club rules require that members sign in when using the facilities.

You can find the sign-in form (and Instructions) by going to the club Home Page, then clicking on 'Members,' and then 'Electronic Range Book.' The link for the sign-in form is

<https://www.novaarchers.org/signin.html>

Membership Chairman (Gerry Petraitis)

Membership Chair Petraitis reports that as of May 7 there are 274 club members. At this time last year there were 291. There was not an orientation in April, and one is not currently scheduled for May.

The NORVA membership cards and envelopes will soon be ready for mailing to club members.

He asked that a drop box be placed at or in the clubhouse. It could be used to receive renewal forms and other documents.

There was discussion of whether membership forms could be done on-line. Joe indicated that the insurance company had in the past insisted that the accompanying liability waiver be submitted in paper form. John will check to see if that is still the case.

Tournament Chairman (Rodney Roberts)

Nothing to report, as all tournaments have been cancelled.

He noted that the ranges still need a few more work parties to make them tournament-ready.

3-D Course Captain (Jeff Van de Vaarst)

Course Captain Van de Vaarst has been working with Rodney Roberts on getting 3-D replacement cores and a few new targets.

Field Targets Captain (Elise Walker)

Elise has compiled a detailed spread sheet of the required maintenance on the field targets. These will be a priority on upcoming work parties.

On March 7 we had a work party to do repairs on the field course. Thanks to the volunteers for helping us make good progress on some much-needed maintenance and repairs. All the gaps in the practice range backstop fence are now filled in. Field targets #1, 12, 13, and 15 had new block butts installed.

For now, we are allowed to do maintenance on our ranges, provided we are in groups of less than 10 people.

Thanks to Dave Grant for using his truck and trailer to pick up a new batch of butts.

Academy Update (Dave Grant)

There was nothing to report, as the Academy (like the rest of NORVA) has been closed.

VBA Matters (Bakari Dale)

Nothing to report.

Club financial reports

NORVA Checking Account 2020 Monthly Report

For April (prepared on May 7 by John Shea)

Beginning balance		17,048.04		
Date	Description	Credits	Debits	Notes
4/7	USS Don's Johns		103.89	
4/14	Dominion Energy		78.03	
4/15	Bank deposit — dues check	160.00		
4/15	Waste Management		145.52	
4/15	SurveyMonkey		99.00	
4/20	USS Don's Johns		24.36	
4/21	Check 2402 to VBA		1,308.00	Member dues share
4/27	Verizon		54.70	
4/28	Coleman Powersports		1,167.48	ATV service and new tires.
	Totals	160.00	2,980.98	
	Ending balance		14,227.06	
	Projected year-end balance	7,604.00		Maintain at least \$5,000 management reserve.

NORVA Checking Account 2020 Monthly Report

For March (prepared on April 1 by John Shea)

Beginning balance		18,777.28		
Date	Description	Credits	Debits	Notes
3/2	Bank deposit — dues checks/cash	810.00		
3/4	Returned renewal check & fee		172.00	The member then paid with credit
3/6	Home Depot		408.04	Work party material: fence panels, posts & misc.
3/9	Anitas		86.13	Burritos & coffee for work party volunteers
3/9	Papa Johns pizza		112.37	Lunch for work party volunteers
3/9	Walmart		28.58	Drinks for work party volunteers
3/9	Square deposit — dues paid with credit	165.83		
3/9	Square deposit — dues paid with credit	489.52		
3/9	Square deposit — dues paid with credit	621.82		
3/9	Bank deposit — dues checks/cash	1,020.00		
3/9	USS Don's Johns		1,131.03	Monthly bills had not been paid since June 2019.
3/11	Check 2401 for VBA dues share		2,594.00	
3/12	Dominion Energy		79.28	
3/13	Safeway		85.77	Drinks for 3/14 shoot
3/16	Anitas		68.69	Burritos & coffee for shoot volunteers
3/16	Square deposit — dues paid with credit	327.80		
3/17	Waste Management		147.48	
3/17	Walmart		31.94	External container for logbook
3/18	Square deposit — dues paid with credit	173.55		
3/18	USS Don's Johns		145.57	
3/23	Square Bluetooth reader		51.94	For contactless and chip cards.
3/24	Bank deposit — 3/14 shoot income	260.00		
3/27	Verizon		54.94	
3/30	2015 5x8 trailer with ramp		400.00	The club needed a street-legal trailer for timely transport of building material, targets and ATV for service. In good condition and was a great deal.
	Totals	3,868.52	5,597.76	
	Ending balance		17,048.04	
	Projected year-end balance	6,004.00		Maintain at least \$5,000 management reserve.

Expenses (cont.):		Estimated	Actual	Notes
Discretionary:				
	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.	0	400	
	subtotal	500	400	See linked sheet "Expense: Misc"
Maintenance:				
	Ranges & clubhous	14,500	9,500	See linked sheet "Maint & Improve" for estimate and "Expense: Misc" for actuals.
	subtotal	14,500	9,500	
Tournaments/Shoots:				
		2,500	154	
	subtotal	2,500	154	See linked sheet "Shoots" for details of each event.
Utilities:				
	Electric	1,000	234.43	Dominion
	Phone	700	164.82	Verizon 703-250-6682
	Porta Pot	2,471	1,276.6	Don's Johns (includes unpaid last 6 months of 2019)
	Trash	1,788	426	Waste Management #16-35037-83002
	subtotal	5,959	2,102	See linked sheet "Expense: Utilities"
	Total Expenses	31,989	13,721	
Liabilities:				
	None known	0	0	
End of year assets: Estimated Actual Notes				
	Cash	6,004		Checking account Petty cash in safe cashbox
	Property	?	?	See "Property" sheet
	Total	6,004		Maintain \$5,000 cash reserve.

Membership Survey Results

NORVA Secretary Treasurer John Shea sent an email to all current members on April 6 with a link to an anonymous membership survey. The board wants to be sure that we are aware of members' needs and desires in order to help guide us in making decisions on how your dues are spent and how volunteers' time is prioritized. A reminder was sent on April 26, and the survey was closed on May 4.

If you didn't get these emails, please check your junk/spam folder. Make sure that Gerry Petraitis has a good email address for you, as email is our primary method for communications between the board and membership at large — not everything is shared via website or Facebook., e.g., notification of upcoming votes on by-laws changes.

The survey had 10 questions, including a comments box for members to give feedback on anything. Thanks to the 82 members (~30%) who completed it and provided helpful suggestions. Below is a summary of the responses.

Q1 What type of bows do you use at the club (check all that apply)?

- Primitive — 6%
- Traditional recurve or longbows — 41%
- Compound bows — 79%
- Olympic style recurve bows — 4%

Q2 Which type of archery activities do you engage in (check all that apply)?

- Recreational — 80%
- Field targets — 71%
- 3D targets — 78%
- Indoor tournaments — 6%
- Outdoor tournaments — 21%
- Hunting/fishing — 61%

Q3 On average, how often do you use the practice range near clubhouse?

- A few times a week — 8%
- About once a week — 16%
- A few times a month — 35%
- Once a month — 18%
- Less than once a month — 22%

Q4 On average, how often do you use the front field range (1-14)?

- A few times a month — 16%
- Once a month — 30%

- Less than once a month — 42%
- Never — 12%

Q5 On average, how often do you use the back field range (15-28)?

- A few times a month — 10%
- Once a month — 26%
- Less than once a month — 47%
- Never — 17%

Q6 The field ranges are currently set with Hunter target faces (white center) on the front half, and Field target faces (black center) on the back half. When not set for public shoots, do you prefer we:

- Keep it that way — half hunter and half field — 61%
- Usually all field — 4%
- Half field and half animal — 3%
- Vary by season, e.g., start with all field, then switch to hunter/animal late summer — 33%

Q7 On average, how often do you use the 3D range?

- A few times a month — 37%
- Once a month — 20%
- Less than once a month — 33%
- Never — 11%

Q8 When do you use the broadhead target (check all that apply)?

- Never — 46%
- Sighting in for county deer management qualification — 30%
- Fairfax County qualification test — 27%
- Sighting in before hunting season — 45%
- Sighting in during hunting season — 27%

Q9 The board would like to see more members volunteer (e.g. work parties) to help share the load (currently only about 5% of the members contribute any significant time). The 50% volunteer discount does not appear to be enough incentive. Do you have any suggestions for how we could increase participation?

Suggestions included (in no particular order and the board hasn't discussed yet):

- Schedule and advertise work parties further in advance (at least a month).
- Need more visible notification like a specific email, not just mentioned in newsletter, website and Facebook, then send a reminder email close to event. Include calendar invite with message so folks can easily add it to Outlook etc.

- Provide greater discount on membership renewal depending on hours worked.
- Make a minimum number of volunteer hours mandatory like some other clubs do.
- Increase dues amount for those who don't volunteer and hire contractors to do some of the work.
- Have volunteer award drawings, raffles, door prizes and/or awards for X amount of hours (except for board members).
- Provide more recognition of volunteers.
- Breakup work to provide more frequent opportunities including weekdays.
- Make what needs to be done more visible, e.g., post on website such as www.signupgenius.com
- Be more welcoming to new members who show up to work.
- Give more info on what's expected, where to find things, and training as needed.
- Make the event more fun — have a cookout and fun shoot afterwards.
- Invite non-member participation, e.g., Scouts and others looking for community service credit.
- Public shaming, floggings and flaming arrows.

Q10 Any critique, suggestions or compliments?

Feedback included a lot of praise and appreciation for the volunteers.

Suggestions included (in no particular order and the board hasn't discussed yet):

- More money shoots.
- Longer broadhead range — 40 to 60 yards.
- Add at least one crossbow lane. If needed, qualify members to supervise.
- Provide some food at monthly meetings.
- Change monthly meeting to a weekend morning to get more participation.
- Improve the newsletter — don't repeat so much of the hunting info every month.
- Let all members use Academy targets when no classes are being held.
- More active recruitment of youth.