



WEST LIBERTY GUN CLUB INC.

Minutes for May 26, 2021

Opening

The May regular board meeting of the West Liberty Gun Club was called to order by President John Riggs at 6:31 PM on May 26, 2021 on a video conference call via Zoom.

Roll call of Board Members by Secretary John Riggs

Present: President John Riggs, Vice-President Austin Collins, Treasurer Elizabeth Scovill
CRO Ian Wicke, Secretary Tomma Riggs,

Directors: Jim Amlong, Chet Duda, Bruce Guither, Bob Jensen, Don McConnel, Brenda Quick.

Absent: None

There were also 11 regular members in attendance:

Approval of Agenda

Are there any additions to the May agenda?

Motion to approve the May agenda as presented/amended by Ian Wicke

Second by Jim Amlong

Any discussion Yes / **No**

All In Favor / Any opposed - Motion - **Carried** / Failed

Approval of Minutes of the April Meeting and Board Reports

Are there any additions or corrections to the minutes of the April meeting?

Motion to approve the minutes as distributed/amended by Tomma Riggs

Second by Elizabeth Scovill

Any discussion Yes / **No**

All In Favor / Any opposed - **Motion - Carried** / Failed

Secretary's Report: Tomma Riggs

- **Orientation and Club Safety:**

Dates: Mar 24, 2020 – Apr 27, 2021

of New Members: 5

- We have a total of 300 members

Chief Range Officer's Report: Ian Wicke

- RO Report: \$195 Range Fees, \$2,190 Ammo Sales, \$4 Target Sales, Total \$2,409
- 20 gauge shotgun shells only ammo remaining for sale

Vice-President's Report: Austin Collins

- Report will be covered in New Business

President's Report: John Riggs

- No Report

WLGC Treasurer's Report for March 24, 2021: Elizabeth Scovill

- Tax return for 2020 is not completed as of yet but extension has been obtained
- Treasurer Reports – See Attachment #1, 2 & 3

Presentation of Additional Bills to be paid

To:

For:

Amount:

None at this time

Motion to approve the Board Reports as presented by Jim Amlong

Second by Don McConnel

Any discussion Yes / **No**

All In Favor / Any opposed - Motion - **Carried** / Failed

Special Committee Reports:

Building & Long-Range Planning:

- Report in New Business

Grants and Donations:

- No Report

Policy Manual and By-Laws Review Committee:

- No Report

Competition Matches:

WLPS - USPSA / SCSA / RCSA / 3-Gun - Monthly Activity Report: Ian Wicke / John Riggs

- April 25th was the first USPSA Match of the year: \$670 gross, \$114 in expenses, \$56 in activity fees for a total of \$500 net profit.
- April 30th to June 2nd was the SCSA Tier II Major Match: \$2,860 gross, \$2,197 in expenses, \$303 in activity fees for a total of \$180 net profit
- Resulting I net profit of \$680 for the month

Monthly Activity Report for NRA & Other Sanctioned Matches:

- No Report

Range Rental Training Activity:

- No Report

Regular Business:

Old Business (Open or Tabled Issues):

- Hunting on WLGC Grounds presented by Bruce Guither.
 - ◇ Spoke with Lee Gertz, Acting City Manager for West Liberty. The permission for hunting was supposed to be for the property behind ours and the address on the permit was incorrect. Bruce will be reaching out to the DNR about hunting on the property adjacent to see if it is legal.

New Business:

- Building & Long-Range Planning Committee Report, Discussion & Motion – See Attachment #4

Board Member Communications: This is the time and place for board members to relay information, messages, items of interest to the board or request items be placed on future agendas.

Date and location for Next Board Meeting

July 28, 2021, 6:30 PM on video conference call via Zoom.

Adjournment by President John Riggs.

Motion to conclude business and adjourn by Austin Collins Second by Chet Duda

Any discussion Yes / **No**

All In Favor / Any opposed - Motion - **Carried** / Failed

President John Riggs adjourned the meeting at 7:36 PM

(Attachment 1)

West Liberty Gun Club, Inc.

Profit and Loss
January - April, 2021

	TOTAL		
	JAN - APR, 2021	JAN - APR, 2020 (PY)	CHANGE
Income			
4000 Match Income	4,319.39	3,261.26	1,058.13
4300 NRA Matches	1,340.00		1,340.00
Total 4000 Match Income	5,659.39	3,261.26	2,398.13
4400 Membership Dues	735.00	3,736.34	-3,001.34
4450 Discounts given		-525.09	525.09
Total 4400 Membership Dues	735.00	3,211.25	-2,476.25
4500 Program Income			
4510 Public Use		15.00	-15.00
4515 Public Use - Groupon	390.00	45.00	345.00
Total 4510 Public Use	390.00	60.00	330.00
4520 Target and Ammo Sales	1,804.50	1.00	1,803.50
Total 4500 Program Income	2,194.50	61.00	2,133.50
4600 NRA Commissions	110.00	171.00	-61.00
4700 Donations		10.00	-10.00
Total Income	\$8,698.89	\$6,714.51	\$1,984.38
GROSS PROFIT	\$8,698.89	\$6,714.51	\$1,984.38
Expenses			
6100 Administrative Expense			
6110 Bank Charges		41.04	-41.04
6140 Dues and Membership Fees	50.00	80.00	-30.00
6150 Office Supplies		109.65	-109.65
6160 Range Officer Expenses	300.00	345.00	-45.00
Total 6100 Administrative Expense	350.00	575.69	-225.69
6200 Match Expenses			
6210 Targets			
6210 Targets		0.00	0.00
6211 Practical Shooting		395.28	-395.28
6213 Three Gun		341.64	-341.64
Total 6210 Targets		736.92	-736.92
6220 Pastors			
6220 Pastors	192.17	0.00	192.17
6221 Practical Shooting		21.25	-21.25
Total 6220 Pastors	192.17	21.25	170.92
6240 Miscellaneous			
6240 Miscellaneous	846.94	211.20	635.74
6241 Practical Shooting		248.78	-248.78
6242 Steel Challenge		36.81	-36.81
6244 NRA Matches	320.00		320.00
Total 6240 Miscellaneous	1,166.94	496.79	670.15

West Liberty Gun Club, Inc.

Profit and Loss January - April, 2021

	TOTAL		
	JAN - APR, 2021	JAN - APR, 2020 (PY)	CHANGE
6250 Prizes and Awards			
6252 Steel Challenge	545.38		545.38
6254 NRA Matches	470.59	739.33	-268.74
Total 6250 Prizes and Awards	1,015.97	739.33	276.64
Total 6200 Match Expenses	2,375.08	1,994.29	380.79
6300 Operating Expenses			
6320 Cleaning		44.94	-44.94
6340 Facilities and Equipment	123.30	861.64	-738.34
6360 QuickBooks Payments Fees	38.55	56.09	-17.54
6370 Repairs and Maintenance	32.09	9.31	22.78
6380 Utilities			
6381 Electric Expense	418.45	354.68	63.77
6382 Portable Restroom Expense	201.02	107.00	94.02
6384 Telephone, Telecommunications	112.15	107.77	4.38
Total 6380 Utilities	731.62	569.45	162.17
6390 Miscellaneous	62.95	408.99	-346.04
Total 6300 Operating Expenses	988.51	1,950.42	-961.91
6400 Sales Tax Expense	1,426.00	226.11	1,199.89
Total Expenses	\$5,139.59	\$4,746.51	\$393.08
NET OPERATING INCOME	\$3,559.30	\$1,968.00	\$1,591.30
Other Income			
7100 Interest			
7120 Savings, Short-term CD	113.87	68.66	45.21
Total 7100 Interest	113.87	68.66	45.21
Total Other Income	\$113.87	\$68.66	\$45.21
NET OTHER INCOME	\$113.87	\$68.66	\$45.21
NET INCOME	\$3,673.17	\$2,036.66	\$1,636.51

West Liberty Gun Club, Inc.

Profit and Loss

April 2021

	TOTAL		
	APR 2021	APR 2020 (PY)	CHANGE
Income			
4000 Match Income	1,471.25	40.03	1,431.22
4400 Membership Dues	296.00	1,488.10	-1,192.10
4450 Discounts given		-525.09	525.09
Total 4400 Membership Dues	296.00	963.01	-667.01
4500 Program Income			
4510 Public Use			
4515 Public Use - Groupon	210.00		210.00
Total 4510 Public Use	210.00		210.00
4520 Target and Ammo Sales	1,529.00		1,529.00
Total 4500 Program Income	1,739.00		1,739.00
4600 NRA Commissions	110.00	39.00	71.00
4700 Donations		10.00	-10.00
Total Income	\$3,616.25	\$1,052.04	\$2,564.21
GROSS PROFIT	\$3,616.25	\$1,052.04	\$2,564.21
Expenses			
6100 Administrative Expense			
6110 Bank Charges		24.00	-24.00
6150 Office Supplies		24.20	-24.20
Total 6100 Administrative Expense		48.20	-48.20
6200 Match Expenses			
6220 Pastors	192.17		192.17
6240 Miscellaneous	846.94	146.20	700.74
6250 Prizes and Awards			
6252 Steel Challenge	545.38		545.38
6254 NRA Matches	470.59	175.19	295.40
Total 6250 Prizes and Awards	1,015.97	175.19	840.78
Total 6200 Match Expenses	2,055.08	321.39	1,733.69
6300 Operating Expenses			
6340 Facilities and Equipment	123.30		123.30
6360 QuickBooks Payments Fees	17.69	31.52	-13.83
6370 Repairs and Maintenance	32.09	9.31	22.78
6380 Utilities			
6381 Electric Expense	101.53	93.99	7.54
6384 Telephone, Telecommunications	28.11	26.87	1.24
Total 6380 Utilities	129.64	120.86	8.78
6390 Miscellaneous	62.95	402.00	-339.05
Total 6300 Operating Expenses	365.67	563.69	-198.02

West Liberty Gun Club, Inc.

Profit and Loss

April 2021

	TOTAL		
	APR 2021	APR 2020 (PY)	CHANGE
6400 Sales Tax Expense		226.11	-226.11
Total Expenses	\$2,420.75	\$1,159.39	\$1,261.36
NET OPERATING INCOME	\$1,195.50	\$ -107.35	\$1,302.85
Other Income			
7100 Interest			
7120 Savings, Short-term CD		17.37	-17.37
Total 7100 Interest		17.37	-17.37
Total Other Income	\$0.00	\$17.37	\$ -17.37
NET OTHER INCOME	\$0.00	\$17.37	\$ -17.37
NET INCOME	\$1,195.50	\$ -89.98	\$1,285.48

(Attachment 3)

West Liberty Gun Club, Inc.

Balance Sheet As of April 30, 2021

	TOTAL		
	AS OF APR 30, 2021	AS OF DEC 31, 2020 (PP)	CHANGE
ASSETS			
Current Assets			
Bank Accounts			
1000 RO Office Cash	100.00	100.00	0.00
1050 Match Petty Cash	100.00	100.00	0.00
1100 Checking-Hills Bank	19,923.39	19,738.09	185.30
1200 Checking - Practical Shooters	8,370.55	6,709.60	1,660.95
1400 Hills Bank CD 5512	50,198.55	50,099.72	98.83
1450 Hills Money Market	52,528.09	50,515.39	2,012.70
Total Bank Accounts	\$131,220.58	\$127,262.80	\$3,957.78
Accounts Receivable			
1800 Accounts receivable (A/R)	3,522.70	3,960.86	-438.16
Total Accounts Receivable	\$3,522.70	\$3,960.86	\$ -438.16
Other Current Assets			
1900 *Undeposited Funds	-7.78	-7.78	0.00
Total Other Current Assets	\$ -7.78	\$ -7.78	\$0.00
Total Current Assets	\$134,735.50	\$131,215.88	\$3,519.62
Fixed Assets			
1520 Machinery & Equipment	15,886.85	15,886.85	0.00
1550 Indoor Range	41,984.10	41,984.10	0.00
1551 Office-Shed	5,636.73	5,636.73	0.00
1552 USPSA Storage	3,775.00	3,775.00	0.00
1560 Land Improvements	56,485.14	56,485.14	0.00
1565 Accumulated Depreciation	-32,588.00	-32,588.00	0.00
Total Fixed Assets	\$91,179.82	\$91,179.82	\$0.00
TOTAL ASSETS	\$225,915.32	\$222,395.70	\$3,519.62
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
2560 Sales Tax Payable	1,617.78	1,566.33	51.45
2600 NRA Memberships Payable	255.00	560.00	-305.00
2610 Gate Key Deposits	3,720.00	3,620.00	100.00
Total Other Current Liabilities	\$5,592.78	\$5,746.33	\$ -153.55
Total Current Liabilities	\$5,592.78	\$5,746.33	\$ -153.55
Total Liabilities	\$5,592.78	\$5,746.33	\$ -153.55
Equity			
3200 Unrestricted Net Assets	216,649.37	216,649.37	0.00
Net Income	3,673.17		3,673.17
Total Equity	\$220,322.54	\$216,649.37	\$3,673.17
TOTAL LIABILITIES AND EQUITY	\$225,915.32	\$222,395.70	\$3,519.62

Building & Long-Range Planning Discussion

- Presented by: Board Chair, Austin Collins
- Meeting was held on May 12, 2021, at 6:30 pm, attending Austin Collins, Ian Wicke, and Brian Alatalo
 - ◆ Committee member Dale Kofron was informed of the meeting's results via email and has offered no objections to the content of this Report
- Reviewed were: Expense, Regulatory Issues, Maintenance, and the lease for the land
- Findings:
 - ◆ Cost would be prohibitive to bring building up to current codes (\$350,000 to \$750,000)
 - ◆ Need to gain approval from regulatory bodies which is unlikely
 - ◆ Liability questions
 - ◆ Lease issue: Paragraph 3b provides that the city must pay for upgrades; however,
 - ◆ Paragraph 6g stipulates that the Club would require written approval to make reconfigure
 - ◆ the property more than \$5,000 without written approval from the city.
- Recommendations were discussed
 - ◆ John Riggs
 - ◇ More than 50% of the original building was destroyed during the fire resulting in whatever is replaced must be up to the codes existing on the day a permit is granted.
 - ◇ Iowa DNR will need to be involved in maintaining the air quality. We must have the equipment for this and that is where the greatest amount of expense comes in.
 - ◇ Recommended amending the report to keep some funds available to make the use of the building possible for other activities
 - ◆ Elizabeth Scovill
 - ◇ There is no fiscal feasibility to carry the costs to make the indoor range possible
 - (1) We have not been obtaining donations like in the past
 - (2) We are not making enough return on our investments to keep up with inflation.
 - ◇ Agrees with committee
 - ◆ Ian Wicke
 - ◇ Agrees with committee
 - ◆ Tomma Riggs
 - ◇ Agrees with the committee as they have done the research
 - ◆ Jim Amlong
 - ◇ What are we going to do with the current building?
 - ◇ Other options for its use:
 - (1) Air guns, meeting hall for club use, ...
 - (2) Do we have to have the restrooms approved by the city to have them installed?
 - (3) Do the restrooms need to be installed to use the building as we have the portables?

Building & Long-Range Planning Discussion

- ◆ Bruce Guither
 - ◇ Doesn't believe that city will want us to have the indoor range as it doesn't make sense to have it so near to housing.
 - ◇ Upkeep of the building and liability are a concern
 - ◇ May be other opportunities for us to acquire different property, partner with another club for the expense, or purchase a range already built
 - ◇ City Appraisal of the property for us to buy it was approximated at \$247,000 if we were to purchase it
- ◆ Bob Jensen
 - ◇ Would like to see current building used for meetings, DNR stuff, airguns, whatever we can do to make use of it instead of it being used as just storage
 - ◇ Agree with the findings of the committee as we can't afford the indoor range and he never thought that we would have it again after the fire.
- ◆ Chet Duda
 - ◇ Wondering about the restrooms, otherwise agree with committee
- ◆ Don McConnel
 - ◇ Would like to promote interest in the sport with younger generations, ways to do that include the air gun idea.
 - ◇ Another potential use for the building would be archery
 - ◇ The NRA has helped the club in the past with attorney fees, so keep that in mind if we need to dispute the building upgrades with the city.
- ◆ Brenda Quick
 - ◇ Wondering if we need to get the restrooms done with the portables in place
 - ◇ Otherwise, agree with committee
- ◆ Dave Caccioli
 - ◇ Would like to see this issue put up for vote to the membership
 - ◇ Objected to the terminology regarding **permanently abandon and cancel** any plans to build an indoor range
 - (1) **Elizabeth moved to amend the report with the removal of the word permanently. Don seconded**
 - (2) More discussion was had resulting in an amendment to the amendment (I didn't catch all of that discussion but I believe that Austin was sending that to you)
Movement to amend the amendment was made by Don and seconded by Bob with All in Favor and Motion Carried.