



Royal New Brunswick Rifle
Association Inc.

**Minutes of RNBRA Board Meeting
Head Hall, UNB, Fredericton, NB
January 2, 2016**

Attendees: Conrad Leroux, President
Mike Lutes, Past President
Gordon Holloway, 1st Vice President
Matt Wolf, 2nd Vice President
Debbie Craig, Recording Secretary
Don Coleman, Membership Secretary
Lorraine Chapman, Director at Large, Historian

Regrets: Shelley Gregan, Treasurer

1. Call to Order. The meeting was called to order at 1:36PM.
2. Rule of Order (Article 10-02 of RNBRA Bylaws). The President read the By-Law and welcomed those in attendance, and Debbie Craig and Matt Wolf participating via telephone.
3. Approval of the Agenda. The Board agreed to accept the Agenda as circulated.
4. Treasurer's Report. Shelley Gregan, Treasurer, was unable to attend, so no report was given.
5. Minutes of Board Meeting, December 5, 2015. Mike Lutes moved, seconded by Matt Wolf, that the Minutes of the December 5, 2015 Board Meeting be accepted as circulated.
MOTION CARRIED
6. Business Arising from the Minutes of the December 5, 2015 Board Meeting.
 - a. RNBRA Storage Update. The President indicated that Lorraine Chapman would provide an update.
 - b. Trophy Storage at Museum. The President stated that he had signed a 5-year loan agreement with the CFB Gagetown Military Museum and that all trophies have been accounted for, including trophies awarded this past year which have been returned.
 - c. Membership Request Electronic Mail-out. Don Coleman reported that responses go to Lorraine Chapman and only three (3) membership renewals had been received to date.
 - d. Air Gun Issue Letter. The President requested clarification as to the content of the letter the Board had requested him to write to the Air Gun Section WRT a report on the Canada Games financial statements. Mike Lutes moved, seconded by Don

Coleman that RNBRA not accept the New Brunswick Air Gun Association to run the RNBRA Air Gun Section until they arrange a meeting with the RNBRA Board of Directors or Executive Committee to determine where monies were spent and how they accounted for monies that were supplied by RNBRA to them for developing the Canada Games team. MOTION CARRIED. Mike Lutes to confirm the amount of funds that RNBRA devolved to the Air Gun Association during the period April 1, 2014 and March 31, 2015 (dates TBC), prior to any meeting. The President will forward a letter to the Chair of the Air Gun Association thanking them for their previous reports, making reference to Mike Lutes' e-mails and indicating that RNBRA will hold back monies currently designated for the Air Gun Association until a meeting takes place, as they are not currently affiliated with RNBRA. At the time of this meeting, the Air Gun Association will be expected to provide an accounting for funds devolved by RNBRA, to them, to develop the Canada Games team during the period April 1, 2014 and March 31, 2015 (dates TBC).

- e. Appointment of Recording Secretary. The Board approved the appointment of Debbie Craig as Recording Secretary, replacing Lorraine Chapman.

7. New Business.

- a. Spending of Sport and Leisure Branch Funding. The President reviewed the Sport and Recreation Branch Assessment Summary – 2015-2016, attached; and requested guidance as to how to expend the funds currently held in the bank account. Gordon Holloway moved, seconded by Lorraine Chapman, that \$10,000 be retained by RNBRA for CORE activities and an allocation of \$4,500 to the Full Bore and \$4,500 to Hand Gun Sections. Remainder to be held in reserve. MOTION CARRIED
- b. 2016/2017 Sport and Leisure Funding Sub-Committee. Gordon Holloway volunteered to chair this Committee assisted by Shelley Gregan, Treasurer; Mike Lutes, Lorraine Chapman and others as required.
- c. Representatives to DCRA, SFC and SportNB.
 - (1) DCRA. Mike Lutes will continue as the DCRA appointee and the President will confirm with Daniel Chisholm that he will continue as the RNBRA and Provincial appointee. Gordon Holloway moved, seconded by Don Coleman, that RNBRA allocate up to \$1,500 for RNBRA representatives to attend the DCRA AGM in March 2016. MOTION CARRIED
 - (2) SFC. The President will confirm with Don Brown that he will continue as the RNBRA representative and attend the SFC AGM.
 - (3) SportNB. Conrad Leroux will continue as the RNBRA representative to SportNB.
- d. DCRA and SFC Affiliation. Mike Lutes moved, seconded by Gordon Holloway, that RNBRA remain in affiliation with DCRA and SFC for the fiscal year 2016. MOTION CARRIED
- e. RNBRA Insurance. Lorraine Chapman indicated that it is the responsibility of RNBRA to renew their insurance coverage as the insurance company does not

send renewal notices. She will ensure that Shelley Gregan, Treasurer, forwards the insurance payment before coverage expires.

- f. Committee and Trustee Appointments (By-Laws 5.8 and Article 8). The President reviewed the Constitution as to the composition and role of the Finance Committee. Gordon Holloway, in his position as 1st Vice President, volunteered to chair the Finance Committee.

8. Other Business.

- a. Coaching Certification. Mike Lutes volunteered to write the National Coaching Association and acquire a list of any/all New Brunswick persons with certified coaching qualifications.
- b. 150th Committee Report. Mike Lutes submitted a written report, attached. He will develop and submit a budget to the Board for funding of activities, such as, Provincial-level competitions, Section activities, signs, travel, etc.
- c. Club Voting Rights at RNBRA AGMs. Lorraine Chapman suggested that gun clubs, that are members of the RNBRA, have voting rights at the AGM and that this should be an agenda items for the 2016 AGM. This may require a change to the RNBRA Constitution; the President will confirm what is required and report back to the Board.

9. Correspondence. Lorraine Chapman has received a request from the Province for the Shooting Club Annual Registration for RNBRA. She will complete and submit the Registration form and forward a copy to the Recording Secretary for file.

10. Next Meeting. The next Board Meeting TBA.

11. Adjournment. The President thanked everyone for attending, in person or by telephone, and Mike Lutes moved that the meeting be adjourned at 4PM.

Respectfully submitted,

Debbie Craig