



Royal New Brunswick Rifle
Association Inc.

**Minutes of RNBRA Board Meeting
Engineering Bldg., Rm HC24, UNB, Fredericton, NB
September 26, 2016**

Attendees:

Conrad Leroux, President
Gordon Holloway, 1st Vice President
Shelley Gregan, Treasurer
Debbie Craig, Recording Secretary
Don Coleman, Membership Secretary
Bert DeVink, Director at Large
Lorraine Chapman, Director at Large
Steven Stewart, Director at Large
Diane Gould, Pistol Section Representative

Regrets:

Mike Lutes, Past President
Matt Wolf, 2nd Vice President
Dollard LeBlanc, Trophy Trustee

1. Call to Order. The meeting was called to order at 6:13PM.
2. Rule of Order (Article 10-02 of RNBRA Bylaws). The President referred to the By-Law and welcomed those in attendance; Debbie Craig and Diane Gould participated via telephone.
3. Acceptance of the Agenda. Steven Stewart moved, seconded by Bert DeVink, that the Board accept the Agenda as circulated and amended. MOTION CARRIED
4. Minutes of Board Meeting, March 13, 2016. Steven Stewart moved, seconded by Gordon Holloway, that the Minutes of the March 13, 2016 Board Meeting be accepted as distributed. MOTION CARRIED
5. Business Arising from the Minutes of the March 13, 2016 Board Meeting.
 - a. Medals for NB/PEI Cadet Air Gun Championship. Don Coleman recommended that the RNBRA continue to award ten (10) RNBRA medals to New Brunswick shooters participating in the Annual NB/PEI Cadet Air Gun Championship, as this is the only contact RNBRA has with cadets and will give some visibility for RNBRA within the cadet community.
 - b. Request for Withdrawal of the President's Report, RNBRA AGM 2015. The President responded with an email to April Brewer, dated June 7, 2016; that after discussion the Board was "not inclined to reverse the decision of the majority of members attending the AGM".

- c. New Brunswick Air Gun Association Response for Request for Financial Records. The President stated that several emails had been sent to Darlene Turner of the Air Gun Association requesting Canada Games accounting information and a meeting with RNBRA members. The President read his last correspondence with Ms. Turner, dated July 19, 2016, in which she indicated that a response would be sent in a few days. To date she has not provided the information, arranged a meeting or accepted the offer of the \$2,250 Sports and Leisure funding for this year.
6. Membership Report. Don Coleman indicated that as of September 25, 2016 there are sixteen (16) New Brunswick shooting clubs affiliated with the RNBRA; Board members are to contact clubs which have not yet renewed their membership. There are currently 93 individual members, compared to last year (143), with most new memberships resulting from Range Officer (RO) courses being conducted by RNBRA. Don stated that the website had been updated as at end-March and recommended that wallet-sized membership cards be sent in future by email, that there be a fixed membership cost for RO course participants and that the Membership List be accessible to Board members. He reiterated that all membership applications must be in writing. Don also mentioned that mistakes in maintaining membership records are usually the result of the sporadic way applications are received and recommended that membership renewals should be received during a specific timeframe, perhaps with a discount for early application. Don Coleman moved, seconded by Bert DeVink, that RNBRA membership cards be sent by email in 2017. MOTION CARRIED.

The President suggested that RNBRA consider a fixed membership fee but that a break be given to those wishing to join, other than automatic membership renewals. Steven Stewart spoke about optional membership, in the RNBRA, to those participating in RO courses or giving them a membership discount. The President recommended that the incoming Board consider not making membership obligatory or charge a membership fee to individuals taking an RO course, due to the low level of membership renewals from this group.

7. Treasurer's Report. Shelley Gregan stated that the current Bank Balance is \$65,736.24, with all investments/long-term assets renewed, totaling \$39,289.69. To date, expenses total \$10,991. Funding from the Provincial Government has been received and their requirement of a six-month review of the books will be completed prior to October 16, 2016 with a letter prepared for the grantors for the 2015/2016 fiscal year. Moved by Shelley Gregan, seconded by Don Coleman, that the Treasurer's Report be accepted as presented, subject to audit. MOTION CARRIED

Steven Stewart, Chair of the Audit Committee stated that on September 6, 2016, the Audit Board, consisting of himself, Ed Chapman and Ed Weatherdon, had reviewed the books for the period of October 2014 to October 2015 and found no irregularities. The Audit Committee Report has been submitted and will be presented at the RNBRA AGM on October 16, 2016.

8. New Business.
 - a. Range Officer Courses. Steven Stewart reported that two (2) Range Officer courses were conducted; participants being charged \$60, which included membership in the RNBRA. He stated that at the end of five (5) years, ROs must apply for certification renewal through their affiliated Club. These clubs will then forward written verification, that the RO is still

active, to the RNBRA. ROs, not full members of the RNBRA, must be members of the Affiliated Club.

- b. 150th Anniversary Report. Lorraine Chapman updated the membership on the activities of the 150th Anniversary Committee, in particular the positive feedback at a recent gun show especially with regards to the design of the commemorative pin. Letters have been sent to all affiliated clubs and the DCRA President with a complimentary pin; pins have also been presented at various shooting competitions. Approximately 120 pins are on hand with some being presented at the RNBRA AGM on October 16, 2016. It was recommended that a letter, with a pin, also be forwarded to the Lieutenant Governor for the Province of New Brunswick. Gordon Holloway and Mike Lutes will draft an official Anniversary announcement, to be issued later.
- c. Nominating Committee Report. Don Coleman, Chair of the Nominating Committee, reported that the new Slate of Officers, to be presented at the RNBRA AGM on October 16, 2016 will be: President, Gordon Holloway; 1st Vice President, Steven Stewart; 2nd Vice President, Matt Wolf and Directors-at-Large: Lorraine Chapman, Thomas Nowlan and Mike Lutes. Don will distribute this Slate of Officers to the membership and stated that ballots will indicate: Yes, No or Abstain. He clarified that nominees do not have to be present to be voted into office, there will be no nominations from the floor and that the Nominating Committee can propose changes to the Slate of Officers, if necessary.
- d. Staff Help/Past President Proposal. The President spoke about Mike Lutes' proposal, dated July 25, 2016, to investigate the acquisition of Government funding available for administration help for the Association. After discussion, Bert DeVink moved, seconded by Don Coleman, that the Association investigate further the feasibility of this proposal and a progress report be provided at the next Board meeting. MOTION CARRIED
- e. RNBRA Full-bore Trophy Storage. The President stated that there are approximately 12 full-bore trophies to be engraved and Bert DeVink volunteered to store these trophies at his home. Steven Stewart mentioned that Bert may have to acquire a rider clause for his home insurance to cover these trophies. The President suggested that the Prince of Wales Trophy, the oldest shooting trophy in Canada, be displayed in a public place such as Old Government House. He will check out this possibility. Steven Stewart mentioned that 1 RNBRA has an RNBRA shooting trophy, worth approximately \$4K, on display in its Officers' Mess and held on the Unit Distribution Account (DA).
- f. Sports & Leisure Funding of Last Year (2015) and Status of NBAGA. The President provided an update of last year's the Sports & Leisure Funding and the status of the New Brunswick Air Gun Association; \$2,250 was allocated to the St. Croix gun club and \$2,250 allocated to the Air Gun Association, which is not being used. A motion was made to reallocate this unused funding to the St. Stephen gun club but Steven Stewart suggested that consideration be given to providing some of this funding to other air gun clubs associated with the RNBRA. Moved by Steven Stewart, seconded by Bert DeVink, that \$320 of the \$2,250 be given to the air gun program of the O'Dell Shooters and Collectors Fraternity. MOTION CARRIED. Moved by Lorraine Chapman, seconded by Don Coleman, that the \$2,250 offered to the Air Gun Association be devolved to the St.

Stephen gun club, less the \$320 allocated to the O'Dell Shooters and Collectors Fraternity. MOTION CARRIED. The President will prepare the covering letters to the Fraternity and the St. Stephen club.

- g. Sports & Leisure Funding of this Year (2016). The President provided an update of this year's Sports & Leisure Funding, reading extracts from the Sports and Recreation Consultant, Jamie Shanks' email, dated September 25, 2016 with regards to a future grant renewal policy. This new policy may pose a challenge to the RNBRA to model its activities and align them with future funding allocation. He indicated that \$16,600 was received but not spent; allocations will be made to the Pistol Section and the Air Gun Association after they immediately report on how they spent last year's allocation and indicate what their requirements are for operating expenses next year.
- h. Coaching Needs and Development in RNBRA/Past President Proposal. The President spoke about Mike Lutes' 2016 Coaching Coordinator Update Report, dated July 23, 2016, and his request that RNBRA contact all Affiliated Clubs about any need or interest in club coaching coordinator funding and training. The President and Gordon Holloway to review Mike Lutes' proposal and write the affiliated pistol and air gun sections requesting a report on how they are spending their current funding; a draft of this letter to be forwarded to the Board for comment.
- i. Strategic Plan and Direction for 2017. Gordon Holloway mentioned that the DCRA has both a 2-year and 5-year strategic plan and that RNBRA would benefit by having similar plans which would give unity to its future direction. He proposed a Strategic Plan for the RNBRA for 2017; this plan would be helpful in defining the RNBRA goals to which it aspires in future, ie, championships hosted yearly, representation at National and World championships and development of a future path for young shooters. Defining the strategy for accomplishing these goals would also make it easier to identify funding requirements. Gordon also mentioned that he will not be responsible for preparing the RNBRA funding request for 2017.
- j. RNBRA Insurance. Steven Stewart reported on the current insurance coverage and suggested that RNBRA consider changing to the Shooting Federation of Canada club insurance. He stated that the full-bore section would be the most affected by this change and that they should evaluate and indicate which provider they prefer; the RNBRA to support this decision and negotiate next year's insurance coverage.
- k. Notice of Motion By-Law. The President indicated that who may vote has to be clarified, specifically with regards to the vote from affiliated clubs. He will prepare a Notice of Motion, "one vote per affiliated club at the RNBRA Annual General Meetings". A special meeting will be held later in the year, after a 60-day Notice of Motion has been forwarded to the membership. The President to check the RNBRA By-Laws .
- l. RNBRA Website. The President read the website funding options provided by the Webmaster, Chris Whiteley, in Mike Lutes' email, dated September 20, 2016. Moved by Lorraine Chapman, seconded by Steven Stewart, that the RNBRA accept the first option "upgrade plan that includes free website updates to existing content for \$100 per month"

effective October 1, 2016. MOTION CARRIED. Mike Lutes' suggestion that the Board find and appoint another website coordinator for next year was referred to next year's Board.

9. Time and Place for the RNBRA AGM. The President reminded all Committee and Section representatives to prepare their annual reports for the RNBRA Annual General Meeting to be held at the Gateway Mall, Sussex, NB, at 9:30AM on Sunday, October 16, 2016. Lorraine Chapman to send the President a copy of last year's AGM Notice of Meeting.

10. Other Business.

Andy Gunter Award. Bert DeVink congratulated the RNBRA on its 150th Anniversary and presented the President with a trophy, he had crafted from Andy Gunter's original shooting medals. This trophy will be known as the Andy Gunter Award and will be presented at each RNBRA Annual General Meeting, by the President, to an outstanding full-bore shooter. Details as to how the recipient's name will be recorded, to be determined later.

11. Adjournment. The President thanked everyone for attending, in person or by telephone, and Steven Stewart moved that the meeting be adjourned at 9:03PM.

Respectfully submitted,

Debbie Craig