



Minutes of RNBRA Board Meeting
UNB Fredericton, Rm HE41
September 17, 2017

Attendees:

Gordon Holloway, President
Steven Stewart, 1st Vice President
Shelley Gregan, Treasurer
Conrad Leroux, Immediate Past President
Debbie Craig, Recording Secretary
Lorraine Chapman, Director at Large
Mike Lutes, Director at Large
Thomas Nowlan, Director at Large
Don Brown, SFC Representative
Adam MacDonald, President's Designated to
DCRA Board

Regrets:

Dollard LeBlanc, Cadet Committee Chair
Mark McMullin, Fullbore Section Representative
Richard Telenicki, Pistol Section Representative
Matt Wolf, 2nd Vice President
Capt John Woodgate, 2RCR Representative

1. Call to Order. The meeting was called to order at 1:12PM.
2. Opening Remarks. The President welcomed those in attendance and Debbie Craig and Mike Lutes who participated by telephone. He stated that this was the last meeting of the 2016/17 season; Board Meetings were held on November 27, 2016 and April 30, 2017 and an Executive Meeting on January 8, 2017. An objective of the meeting was to set a date for the RNBRA Annual General Meeting.
3. Reading of Article 10.02 of the RNBRA By-laws. The President referred to Article 10.02 of the RNBRA By-Laws.
4. Agenda Approval/Amendments. Minor amendments were made to the Agenda and items added. Steven Stewart moved, seconded by Adam MacDonald, that the Board accept the Agenda as distributed and amended. MOTION CARRIED
5. Minutes of Board Meeting, April 30, 2017. The President distributed copies of the Minutes of the Board Meeting, April 30, 2017, for the members to review. Shelley Gregan moved, seconded by Steven Stewart, that the Minutes of the April 30, 2017 Board Meeting be accepted as distributed and amended. MOTION CARRIED
6. Matters Arising from the Minutes of the April 30, 2017 Board Meeting. The following items, arising from the Minutes of the April 30, 2017 Board Meeting, were discussed:
 - 6.1 Information Request from the Springfield Sports Club (Para 6.1). Lorraine Chapman indicated that she has not yet spoken with John Harper, President of the Springfield Sports Club, but will follow up on his request for detailed information on the general operation of the RNBRA.

- 6.2 Invitation to the NB Lieutenant-Governor to be RNBRA Patron (Para 6.2). The President stated that although he has not received formal correspondence that the Lieutenant-Governor, Hon. Jocelyne Roy-Vienneau, has accepted the invitation to be the RNBRA Patron, she was introduced as the Patron at the Annual RNBRA Competition at the Batouche Range, Base Gagetown on July 16, 2017. He noted that Lieutenant-Governors of the Province of New Brunswick have been RNBRA Patrons since 1983. The President stated that he has prepared a news article about the Lieutenant-Governor's presentation of the Prince of Wales Trophy at the RNBRA Competition on July 16, 2017, and is in contact with the Times & Transcript to have it published.
- 6.3 Hiring a Part-Time, Paid Assistant to the Board (Para 6.3). Conrad Leroux advised that he would address this item later under New Business, Para 10.1.
- 6.4 Government Funding Submission (Para 6.4). The President stated that the Association was successful in their grant request for funding for the Fiscal Year 2017-18 from the Province's Department of Tourism, Heritage and Culture.
- 6.5 Distribution of Funding (Para 6.5). Steven Stewart stated that he has not received a request for funding (\$150/each) from either the St. Croix or Woodstock clubs, which hosted the Smallbore Championships; he will contact both clubs.
- 6.6 Responsible Coaching Movement (Para 7.1). The President indicated that he and Mike Lutes were to meet with Jamie Shanks, Consultant, New Brunswick Sport and Recreation Branch, to discuss the Coaching Association of Canada initiative "Responsible Coaching Movement". Unfortunately, due to conflicting timings the meeting did not take place; the President and Mike still plan to arrange a meeting.
- 6.7 Fullbore Section Report (Para 8.2). Steven Stewart indicated that he has not received a request from CFB Gagetown to facilitate a field-firing shoot and until there is a request he will not pursue this initiative.
- 6.8 Coaching Coordinator Report (Para 11.1). The President addressed the motion that "the Association set aside \$2,500 for the next year, to help RNBRA members take coaching training" indicating that he had not received a report from the Coaching Coordinator identifying a way forward and a common position. Mike Lutes presented a brief report indicating that there has been no interest shown for formal coaching training and no proposals made to use any of the money RNBRA made available. He stated that he distributes correspondence about training offered by the Province to registered or interested persons and archives all coaching related emails on the RNBRA website. Although interested in formal coaching training, he stated that the program sponsored and promoted as the National Coaching Certification Program (NCCP) has not worked to grow shooting or shooters in Canada. The President indicated that the funding is still set aside for this training and recommended that the new Board renew the Association's commitment to coaching training.

7. Correspondence. The following letters and emails were discussed:

- 7.1 Request from Fullbore for Match Funding. The President referred to Bert deVink's request of September 12, 2017, that the RNBRA grant \$460 to cover the expenses related to the Inter-Maritime and British Team Matches. This represents the amount incurred by the Club de Tir St-Antoine Gun Club Inc. on behalf of the RNBRA Fullbore Section to host the annual Inter-Provincial match; New Brunswick being the host Province this year. The expenses are related to target construction. Steven Stewart moved, seconded by Lorraine Chapman, that RNBRA decline the request. MOTION CARRIED (see Para 10.1). **Note:** During the discussion Lorraine Chapman inquired as to whether RNBRA had allocated funds toward a defibulator purchased by the Fullbore Section; the President stated that no invoice was submitted so no funding was provided.
- 7.2 Funding Request from John Stamp. Steven Stewart spoke about his email of September 13, 2017 advising that John Stamp had represented New Brunswick at the DCRA Canadian Black Powder Target Rifle Championship this summer, winning Silver; attached was a news article about the event, "Sesquicentennial at the Nationals" by Sandy Post. After discussion, it was decided that funding requests by individual shooters should be addressed by the Sections. The President indicated that he already referred Mr. Stamp's request for funding to the Fullbore Section and they will respond to Mr. Stamp.
- 7.3 National Firearms Association Membership and Insurance. The Secretary stated that she received the 2017-18 National Firearms Association Membership card and Confirmation of Insurance for Coverage by NFA Liability Insurance (NFALI). She will forward the originals to Shelley Gregan for her records and a copy to Gordon Holloway for posting on the RNBRA website.
- 7.4 2017-18 Funding Model. The Secretary confirmed that a letter, dated June 8, 2017, was received from the Minister responsible for the Sport and Recreation Branch of Tourism, Heritage and Culture, granting RNBRA \$16,000 in support of our application under Funding Model 2017-18. The grant represents a 4% (\$600) decrease compared to 2016-17 funding. Jamie Shanks, Sport and Recreation Branch Consultant, suggested that RNBRA continue to strengthen athlete development.
8. Treasurer's Report. Shelley Gregan, Treasurer, presented the following report:
- 8.1 Review of the RNBRA Financial Statements for the Fiscal Year 2016-17. The Review was completed on September 16, 2017, and forwarded to the President. He will send this Accounting Report to Jamie Shanks, Consultant, Sport and Recreation Branch, as per the requirement to do so six-months after the submission of the Association's request for funding.
- 8.2 Current Bank Balance. The RNBRA current Bank Balance is \$73,325.51 with an Outstanding Payment a \$20, a Quick Books fee; this balance does not include the Association investments. Shelley Gregan moved, seconded by Conrad Leroux, that the Treasurer's Report be accepted as read, subject to audit. MOTION CARRIED. The Treasurer noted that she recently received a fraudulent e-mail, using both the RNBRA and Gordon Holloway's name; she did not act on the request to issue funds and the President thanked her for her vigilance.

8.3 Audit Committee. Lorraine Chapman moved, seconded by Mike Lutes that an Audit Committee be appointed to review the RNBRA financial records for the Fiscal Year 2016-17, chaired by the Finance Committee Chair, Stephen Stewart, with one other member, and to present their report at the AGM. MOTION CARRIED

9. Activity Reports. The following Activity Reports were presented:

9.1 Pistol Section Report. The President stated that Richard Telenicki is the new RNBRA Pistol Section Representative, replacing Diane Gould, whose term has expired. Both were unable to attend the meeting, so there was no report.

9.2 Fullbore Section Report. In the absence of Mark McMullin, Adam MacDonald briefly reviewed Fullbore activities to date such as the Atlantic Championship and three (3) Provincial Championships. He noted that it is now the end of the shooting season with only a few shoots left. Adam mentioned that he attended the DCRA World Championship in Ottawa this summer, placing ninth Individual shooter in the World with his team placing 2nd out of 14 teams competing.

9.3 Air Gun Club Report. Don Brown reported that, although a slow start, the Club is currently recruiting new shooters. The Club is experiencing a lack of funding and relies on selling tickets to fund their activities. They are also seeking new accommodations; currently being housed in the Boys and Girls Club and paying \$400/month. He spoke about the continued success of Club shooters, in particular Emily Dean, whose mother has prepared a letter she plans on submitting to newspapers. Don distributed an unedited version of the letter, stating that its purpose will be to identify the funding challenges individual shooters encounter and the difficulty with getting reimbursed for expenses but the letter will also thank supporters, such as the RNBRA. Don also distributed a document prepared by the Newfoundland Shooting Association outlining fees charged to shooters. He noted that their Association is structured differently from the RNBRA, with their organization supporting Air Gun shooting not a club.

9.4 Shotgun and Smallbore Report. Steven Stewart reported on the activities of the Fredericton Trap & Skeet Club (FTSC) this past summer and an upcoming shoot. He also spoke about a combined effort of Smallbore and Air Gun to host a Smallbore Championship this winter.

9.5 Range Officer Report. Steven Stewart stated that Range Officer training is going well, having recently conducted two (2) courses for the Department of Natural Resources. He will prepare a statement of expenses for Shelley Gregan, who will forward an invoice to the Department. Steven revisited special rates for Range Officer course participants and suggested that an email be sent to Affiliated Clubs offering these rates to shooters registered prior to year-end, December 31, 2017. The current charge, per individual participating in an RO Course, is \$60; the special rates will be \$30 for a paid-up member of an Affiliated Club and \$40 for a paid up member of an Unaffiliated Club. Course participants receive a certificate and an RNBRA Membership Card. Steven will draft an email for Gordon Holloway who will send a notice to shooting clubs encouraging them to take advantage of the discounted rates by registering prior to December 31, 2017 for RO training.

10. New Business.

10.1 Hiring a Part-time, Paid Assistant to the Board. Conrad Leroux and Gordon Holloway presented the following report:

10.1.1 Conrad Leroux reported that he has approached other organizations with the view of sharing their paid Administration Manager. After discussion it was decided that Conrad should continue searching for a part-time RNBRA Administration Manager, soliciting applications from qualified individuals in addition to continuing to investigate job-sharing with other organizations. The President asked that the Job Description of the RNBRA part-time, paid Administration Manager be included as part of the 2017-18 Annual Grant application to the Sport and Recreation Branch.

10.1.2 Conrad noted that the funding allocated to hire a part-time Administration Manager will not be required this year. Steven Stewart moved, seconded by Conrad Leroux that RNBRA allocate \$4,000, from the \$5,000 funding set aside for an Administration Manager, to be distributed to the Pistol Section (\$1,500), the Fullbore Section (\$1,500) and Air Gun Program (\$1,000). During discussion, Adam MacDonald suggested that the \$4,000 be distributed consistent with the original funding proposals submitted by the Clubs for 2016-17 (Para 7.1 of Minutes of the RNBRA Executive Meeting, January 8, 2017). As a result, Steven Stewart and Conrad Leroux amended their original motion to read, that RNBRA allocate \$4,000, from the \$5,000 funding set aside for an Administration Manager, to be distributed to the Pistol Section (\$1,500), the Fullbore Section (\$1,335) and Air Gun Program (\$1,165). The President asked for approval of the original motion, as amended. MOTION CARRIED

10.2 Assessment of RNBRA Objectives for 2016/17. The President reviewed the RNBRA Objectives established for 2016/17 (Para 11.5 of Minutes of the RNBRA Board Meeting, November 27, 2016) as follows:

10.2.1 Increase club affiliations by a net increase of five (5). This includes re-affiliation and new affiliations. There has been no increase in club affiliations; currently 21 shooting clubs are affiliated with the RNBRA. It was felt that clubs are not affiliating due to the loss of a vote within the Association; this will be addressed at the RNBRA Annual General Meeting on October 29, 2017 (Para 12, Minutes of the RNBRA Annual General Meeting, October 16, 2016). Lorraine Chapman suggested that the shooting clubs be offered free RNBRA targets for affiliating with the Association; she is to design and price these targets and the President will send out a notice to shooting clubs with this offer.

10.2.2 Sponsor two (2) Range Officer Courses in 2017. Steven Stewart advised that this Objective was achieved.

10.2.3 Increase the number of young shooters. The general consensus was that this Objective was successful, to some extent.

10.2.4 Develop an RNBRA coaching plan. Coaching remains an individual effort within Sections.

10.2.5 Facilitate more Club-sponsored Provincial competitions. Steven Stewart stated that the Pistol Section has definitely achieved this Objective. Although RNBRA provides an avenue to Provincial funding and association with other clubs; clubs are leery of running RNBRA sanctioned championships, as well, some of their members do not want to participate in competitive shooting.

10.3 Thank-you Letter to Lieutenant-Governor, Re: Prince of Wales Trophy. The President stated that he has drafted, and will forward, a Thank-you letter to the Lieutenant-Governor of the Province of New Brunswick, the Hon. Jocelyne Roy-Vienneau, thanking her for presenting the Prince of Wales Trophy at the RNBRA Annual Competition at the Batouche Range, Base Gagetown, on July 16, 2017.

10.4 Shooting Federation of Canada. Don Brown mentioned that the Shooting Federation of Canada was interested in sending shooting officials from Ontario to participate in a shoot involving ten (10) electronic targets; however, he thought that the expense in bringing these targets together was prohibitive.

11. Committee Reports.

11.1 Membership Committee Report. The President stated that no report would be given as Matt Wolf was absent.

11.2 Coaching Report. Mike Lutes stated that he had nothing to add to his report presented in Para 6.8 under Matters Arising from the Minutes of the April 30, 2017 Board Meeting.

11.3 Nominating Committee Report. Conrad Leroux presented the following report:

11.3.1 Two (2) nominations have been received: Lorraine Chapman for Director at Large and a proposed Honourary Life Membership (this name will remain confidential until presented at the AGM).

11.3.2 Conrad and Don Coleman prepared the following slate of officers for presentation at the RNBRA AGM:

Past President – Conrad Leroux

President – Gordon Holloway

1st Vice President – Steven Stewart

2nd Vice President – Diane Gould (has not confirmed; should she decline, a nomination from the floor will be asked)

Director at Large – Dollard LeBlanc

Director at Large – Don Brown

Director at Large – Lorraine Chapman

11.3.3 Andy Gunter Award. Mike Lutes, Committee Chair, will notify Affiliated Clubs to solicit submissions; he noted that the Award criteria is on the RNBRA website.

12. Annual General Meeting. The President spoke about the RNBRA Annual General Meeting to be held in Sussex, NB on Sunday, October 29, 2017. The meeting will be held at Smitty's beginning at 9AM. Conrad Leroux asked that his Notice of Motion (Para 12, Minutes of the RNBRA Annual General Meeting, October 16, 2016) be attached to the AGM Notice of Meeting. The Notice of Motion stated "I move to amend Section 9.1, 3b) of the Bylaws of the Royal New Brunswick Rifle Association Inc. as revised in 2014 to read: "The following may vote on any election or question: Honorary Life Members and Regular Resident Members of the Association, who are in good standing as of three weeks prior to the AGM, and one representative of each affiliated club as designated by such affiliated club. It is understood that no person may exercise more than one vote".

13. Adjournment. The President thanked everyone for attending, in person or by telephone, and reminded Board members to submit their travel claims. Mike Lutes moved that the meeting be adjourned at 4:17PM.

Respectfully submitted,

Debbie Craig