

MEETING MINUTES FOR Kent County Conservation League

I. MEETING DETAILS

Chairperson; Carol Seacord
Secretary: Mat Peabody
Date: January 17, 2023
Time: 7:00 PM

Location: KCCL Banquet Room
Address: 8461 Conservation St.
City: Ada
State: MI Zip: 49301

II. ROLL CALL

Thad Bembenista, Judd Carroll, David Held, Mark Jacobson, Larry Mennetti, Craig Priebe, Carol Seacord, Mat Peabody

III. CALL TO ORDER

The meeting was called to order by Carol Seacord at 7:02 PM. The Minutes from the October 2022 meeting were read. Motion and Second to approve—Unanimous approval

IV. OLD BUSINESS

The check for the Memorial Plaque ordered by Carol Seacord has been re-issued. A check was cut, but we have no evidence it was ever cashed. The new check will ensure we get the plaque in the next week or so.

V. NEW BUSINESS

Committee Reports:

Shotgun Committee—We have engaged Troy Spicer to set our Sporting Clays and 5-Stand courses. Unless agreed otherwise, the courses will be reset every 3 weeks. An exception was made for Winter League, when the courses will be changed at the beginning of January, February and March and will remain so for each month to ensure that Winter League participants in these sports all shoot the same course.

Pistol and Rifle—No abnormal occurrences were reported. There is a safety need to put up a barrier to protect the “pit” area; this was captured as an action item. The list of Action Items is appended as a “To-Do”.

Treasurer’s Report—Decision was made to pay off Mercantile Bank loan (~\$25k) and switch banks to reduce banking fees which had become excessive. Potential other banks are Union City Bank or LMCU.

Bank Balance: \$131K, Liabilities \$121K (including the loan mentioned above).

The POS system will be revamped to ensure more clarity.

Inventory will be conducted on a monthly basis.

Manager’s Report—Kim Williams and Hunter Derenski are on board. We have also hired four new pullers, one of whom has already moved on. Winter League is in progress with about 150 shooters—about the same as last year. Kim Williams has been tasked with score keeping. The scores will be input in an Excel file and will be posted on-line and on the white board in the hall.

The lockers have all been inventoried and those with past due accounts have been notified. We have the potential to rent 13 lockers. There are some lockers that need to be emptied, and that will be addressed today.

Debugging of the electronic system is continuing and we are making good progress. Machine reliability has been exceptional, but we need to develop a concrete way of measuring this and keeping track of it. Data downloads from the new readers are possible and we need to make sure that we know how to do this and that it is done on a regular basis. We can qualitatively say that we are wasting less birds, and that bird accountability is up, but this needs to be quantified.

The Sporting Clays course is receiving a lot of compliments and we are getting a lot of non-member shooter participation. We need to reexamine member vs non-member pricing and this is captured as an action item in the attached “To Do” list.

Also, we need to ensure that we are controlling the way the course is reset.

The Pistol Range backer boards need to be replaced. This has been captured as an action item and is appended in the To Do list attached.

Year-end inventory has been completed except for the kitchen and retail. These will be done by the end of this week.

President’s Report—

Working hard at maintaining what we have. We are happy with the Winter League turnout. Thanks for all the volunteers and support staff.

Extremely happy to say we have paid off the loan on the skeet machines.

A motion was made to accept the committee reports as presented. Seconded. Passed unanimously.

VI. OTHER ITEMS

- a. **Loan Payoffs**-Already handled in the Treasurer's Report (above)
- b. **By-laws review**-this was captured as a "To Do" (Number 10—led by Carol Seacord)
- c. **Board Meeting Times**-Eight Meetings per year after April
- d. **Board Elections**—Appoint Brant Erbentraut to fill empty position. Judd Carroll will approach Brant. If he accepts, then it will only require ratification by the rest of the BOD.
- e. **Miscellaneous**
 - Plaque**-check reissued. Plaque will be delivered this week
 - Job Descriptions**- Assigned; not done
 - Next meeting date**- **February 21, 2023 at 7:00 PM**

Approvals called for purchase of:

Sea Container ~\$3000

Solar Panels ~\$4000

Seconded. Approved unanimously.

VII. ADJOURNMENT

Call for Adjournment Seconded. Adjourned at 9:05 PM

Meeting ended at 9:05 PM

Minutes submitted by: _____ Print Name: Mat Peabody_____

Approved by: _____ Print Name: Carol Seacord_____

January 18, 2023

TO DO LIST FROM 1/17/23 BOARD MEETING

No.	Description	Responsible	Date	Status
1	Set up Sporting Clays Under the Lights	JC	1/31/23	We decided to hold a KCCL SC tournament in the spring and again in the fall.
2	Get KCCL Raffle License	KW	1/31/23	Done
3	Set up netting to protect the "Pit"	MJ, JW		
4	Monthly electronic readers' data (Priebe knows how to do this)	MP, CP, KG	1/22/23	We know how to do this and are in the process of downloading the data to create the reports.
5	Periodic Inventory Procedures	MP, CP	1/22/23	Done
6	Streamline/simplify POS (point of sale; not piece of ----)	MP, CP, DH	1/31/23	Done
7	Member vs Non-member SC pricing	LM, CP		Done

8	Safety rules for website	MJ, LM, CP	1/20/23	Done
9	Pay Mercantile, switch banks	CS, JW, CP	ASAP	Done
10	Record changes in By-Laws	JW, CS	2/21/23	
11	Buy a sea container	JW	ASAP	Done
12	Buy solar panels	MP		Done—still doing tests to determine the best panel for our needs
13	Organize and handle elections	TB, CS, DH		In progress
14	Straighten out MUCC, PF and DU relationships	JW	2/21/23	Done
15	Respond to Board inquiries in email	JW	2/14/23	
16	Light at Club entrance	JW	ASAP	Done