



THE ROYAL NEW BRUNSWICK RIFLE ASSOCIATION

L'ASSOCIATION ROYALE DE TIRE À LA CARABINE DU NOUVEAU-BRUNSWICK

Promoting marksmanship through competition since 1866 • Promouvoir l'adresse au tir grâce à la compétition depuis 1866

RNBRA Board Meeting Minutes

Virtual Meeting

December 14, 2021

Attendees:

Gord Holloway, President, Acting Treasurer

Steven Stewart, Past President

Laura Kaderly, Recording/Membership Secretary

Adam MacDonald, Director-at-Large

Mitch Pelletier, 1st Vice President

Ken Kyle, 2nd Vice President

Francis Bezeau, Director-at-Large

Mark McMullin, Director-at-Large

1. Call to Order & Opening Remarks: The meeting was called to order at 7:05pm. The President welcomed the new Board and stated his goal was to run well planned, organized and efficient meetings.
2. Reading of Article 10.02 of the By-Laws: Article 10.02 was read by Laura.
3. Agenda Approval: Ken requested to add to the agenda "Honorary Life Members." Laura motioned to accept the agenda as amended. Motion was seconded and CARRIED.
4. Welcome & Discussion of RNBRA Policies: The President reviewed the RNBRA By-Laws and Constitution with the Board members, specifically Articles 5 & 6 of the By-Laws that describe roles and responsibilities of the Board and the Executive.
5. Approval of Recommendations for Secretary/Treasurer: Laura volunteered to serve as the Secretary-Treasurer for 2021/2022. Steven motioned to appoint Laura as Secretary-Treasurer. Motion was seconded and CARRIED. Steven requested a full audit of the books be completed prior to Gord turning over the Treasurer role to Laura.
6. Minutes of Board Meeting –October 12, 2021: Laura did not distribute the meeting minutes prior to this meeting, so she summarized her notes. Formal minutes will be typed and distributed to the Board for their review.
 1. Matters Arising from Minutes of Board Meeting: Gord discussed the minutes of the April 25 Board Meeting, specifically the Sport & Rec Funding Allocation.
7. Membership Update: Laura discussed previous years' programs to programs to support club affiliations. Steven motioned to cap individual club affiliation fees at \$200 (as per the 2021 program) and if a club has never affiliated, their first-year fees are waived (as per 2020 program). Motion was seconded and CARRIED. Ken requested that these programs be communicated with all gun clubs in the province, including non-affiliated.



8. Treasurer Update: Gord noted the interim balance is \$90,156 with an outstanding cheque for the Part-Time Assistant of \$6000.

New Business

9. Committees, Trustees, Liaisons: Chairs of the following committees and Trustees were appointed. It was noted that Chairs could recruit others to join their committees; committee members are not required to be Board members.
- Audit: Ken (chair), member Steven
 - Finance: Laura (chair), member Ken
 - Nominating: Mark
 - Election: Laura
 - Awards: Gord (Andy Gunter Award)
 - Website: Laura
 - Club Outreach (ad hoc): Steven
 - Covid (ad hoc): Debbie Craig
 - Trophy Trustee: Mark
 - Historian: Lorraine Chapman (tentatively, TBC)
 - DCRA Advisory Board: Gord
 - SportNB Rep: Gord
 - SFC Rep: Steven
 - DND Rep: Mark to follow up with DND
10. Approval of Part-Time Assistant Contract for 2022: Steven motioned to renew Laura's Part-Time Assistant Contract from Jan. 1 2022 – Dec. 31 2022 for \$6000. Motion was seconded and CARRIED.
11. 2021 Funding Allocations Discussion: A discussion was held regarding the 2021 Sport & Rec funding allocations. In June 2021, the RNBRA received \$22,200 that has not yet been distributed. Ideas discussed included supporting sections, specific club events (youth, ladies, PRS, extended long-range, etc.). The President will seek feedback from the individual Board members prior to soliciting funding requests from clubs and sections.
12. 2022 Meeting Schedule: The President presented a proposed meeting schedule for 2022 (see attached).



THE ROYAL NEW BRUNSWICK RIFLE ASSOCIATION

L'ASSOCIATION ROYALE DE TIRE À LA CARABINE DU NOUVEAU-BRUNSWICK

Promoting marksmanship through competition since 1866 • Promouvoir l'adresse au tir grâce à la compétition depuis 1866

13. RNBRA Website: Laura discussed the current website and requested permission from the Board to develop a new website that the Board could maintain and update without using a third-party web developer. This would save money, as well as allow for easier updates and better control over the RNBRA content. This would replace the newsletter. Laura will develop a draft for review by the Executive and Board.

14. Honorary Life Members: Ken asked if there was a complete list of all Honorary Members; Laura said her list includes the names below. Ken questioned if Ron Surette and Wayd Clifford should be on that list. Laura noted that Honorary Members are approved at the AGM, so records should be available. All Honorary Members receive a yearly membership card and are included on all membership correspondence.
 - Leo d'Amour
 - Bert deVink
 - Conrad Leroux
 - Steven Stewart
 - Ron Surette

15. Adjournment: Meeting was adjourned at 9:00pm.

Prepared by L. Kaderly



THE ROYAL NEW BRUNSWICK RIFLE ASSOCIATION

L'ASSOCIATION ROYALE DE TIRE À LA CARABINE DU NOUVEAU-BRUNSWICK

Promoting marksmanship through competition since 1866 • Promouvoir l'adresse au tir grâce à la compétition depuis 1866

RNBRA Meetings for 2021/22

- 1) First Executive Meeting
 - i. Appoint Sec/Treasurer, Planning for 2021/22
- 2) First Board Meeting Week of December 12 2021
 - i. Approval of Executive Recommendation for Secretary/Treasurer
 - ii. Approve extension of part time assistant contract for 2021/22
 - iii. Assign Committees & Trustees: Audit, Finance, Nominating, Elections, Awards, Website, Outreach (adhoc), Covid (adhoc), Trophy Trustee (Conrad is stepping down)
 - iv. Appoint Liaisons with SFC, SportNB, DCRA, IPSC, DND
 - v. Board Input on Distribution 2021/22 Government Funding)
- 3) Second Executive Meeting Week of Feb 6 2022
 - i. Finalize funding recommendation for the board.
 - ii. Board business including payment of insurance and memberships
 - iii. Send out requests for financials for the 2022/23 Funding
- 4) Second Board Meeting Week of March 13 2022
 - i. Approval of 2021/22 funding allotments
 - ii. Final review for Govt funding submission for 2022/23
 - iii. Review of shooting programs
- 5) Third Board Meeting Week of October 10 2022
 - i. Receive the report of the nominating committee
 - ii. Plan the Election
- 6) Third Executive Meeting Week of October 10 2022
 - i. Wind up RNBRA business for the year
 - ii. Plan the AGM
- 7) Annual General Meeting Week of November 6 2023