



# Northern Virginia Archers

## January 2023

Date of Meeting: January 5, 2023

NORVA members attending in person:

Joe Wolfe                  Ken Wilkinson                  Dave Grant                  Blake Hodge

NORVA members attending via phone:

Uwe Jacobs                  John Shea                  Gerry Petraitis                  Susan Erdos  
Jim Libovicz                  Mark Finkenstaedt

**Time to renew your membership!**  
Go to <https://norva.club/home/membership-renewal/>

## **Message from the Board**

As required in NORVA's by-laws, this Newsletter is a report to the membership of the Board's actions. It also constitutes the minutes from the January 2023 meeting.

## **General Items**

The January 2023 meeting was led by President Joe Wolfe.

### Building Project – Covering for shoot lines

The Club awarded a contract to build covering of the shoot lines at the practice range and Academy range. The contractor was chosen from three bidders. The one that the Club chose was in the mid-range. The contractor will need to submit a permit request to the County. We have received approval of this project from NOVA Parks. The contractor anticipates that the work will take six weeks to complete. We hope to have this project completed by late Spring.

### Earth Day Presentation at Fort A.P. Hill Grade School

The grade school at Fort A.P. Hill has asked the Club to put on an archery demonstration for the school's Earth Day (April 22) activities. We did this last year for the school. Anyone interested in volunteering for this event should contact President Joe Wolfe.

## **Archery instructors needed for the Academy!**

Share your love of Archery! The NORVA Archery Academy is looking for part-time instructors for the 2023 season (March through November). Instructors must be generally available at least one weekend day during the season, with the possibility of taking some summer weekends off when our college-age instructors return. Our instructors conduct Archery Classes at NORVA, with occasional off-site events at local Scout camps.

Candidates must currently possess, or be willing to obtain, USA Archery Instructor Certification. Experience teaching/working with children and/or adults is a plus. Hourly rate is highly competitive, and commensurate with qualification level and experience.

To apply, please send your resume to Academy Co-Owners Erin Grant and Cindy Bennett at [classes@archeryacademyllc.com](mailto:classes@archeryacademyllc.com).

## **Field Range** (Ken Wilkinson)

Ken reported that we will be exploring options to the current paper targets that we have been using. We are going to test out a non-paper material that does not need to be glued to cardboard. This new material is a little more expensive, but it is more durable. Pending a cost-benefit analysis, the Club will decide whether to make the switch.

For the practice range, we will order two styles of layered foam targets as a test for a new kind of block target. These new blocks are not the same dimensions as the current 48" x 48' blocks, but they are a little cheaper and one of the manufacturers offers free shipping. We will start testing them on the 60-yard practice range.

## **3-D Range** (Blake Hodge)

Blake cut two fallen trees (at targets 2 and 10). He hopes to schedule a work party prior to the Club's first shoot (the Icebreaker on March 11).

There was a discussion on the purchase of new targets. Historically, the Club has ordered them through Hoffman Archery. At Hoffman, they wait until they have a number of club orders before putting in its order with Rinehart (the manufacturer). This process of ordering en masse gets the Club a discount, but it can result in delays, especially because some of the smaller clubs do not have the funds to make an order until well after NORVA has submitted its order to Hoffman.

We could order directly from Rinehart, but we would not receive the discount that we receive when we purchase through Hoffman. Ken will be the POC on this project. He will consider other options, including ordering from other companies or ordering through other archery shops.

For now, we have an order for approximately \$6,500 pending with Hoffman Archery.

## **Academy** (Dave Grant)

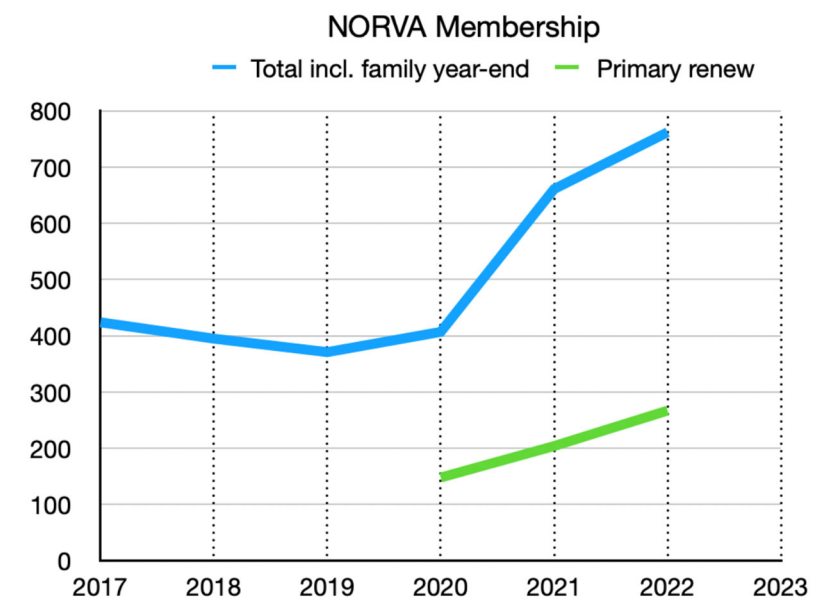
The Academy is planning for classes to start in March.

Dave will be holding a Level 2 instructor's class soon.

## **Membership** (Gerry Petraitis)

The last orientation class of 2022 was held in October. Gerry is looking to re-start the classes in February. He has about 50 email inquiries from last year.

The ending membership for 2022 was 762, a 15 percent increase over 2021, when we had 661 members. The graph below shows the growth in total member numbers since 2017 (and the growth in primary members since 2020).



### **Membership renewal:**

Club Webmaster Uwe Jacobs has opened the membership renewal portal.

To renew your membership, go to <https://norva.club/home/membership-renewal/>

## **Tournaments** (Susan Erdos)

The Club's first shoot of the year will be the 3-D Pin Icebreaker on March 11.

Possible Club money shoot. The Club received an inquiry about the possibility of hosting a money shoot in 2023. After a brief discussion, it was decided that the Club would consider hosting a small money shoot in 2024. This will give us time to consult with other clubs who have done similar shoots. If the 2024 shoot is successful, we will consider making it a bigger event.

## **Hunting Chair** (Mark Finkenstaedt)

Mark will be getting his education certification in the International Bowhunter Education Program.

**This is a general call to anyone who can serve as a Cadre to help on the 3-D Range, Field Course, Events, Membership, Tournaments, or Hunting. Please contact a Board Member. Your help will be much appreciated!**

# Treasurer's Report (John Shea)

The club ended 2022 with a balance of \$34,000 (the year-end statement appears below). We don't know yet how many members we will have in 2023. If the numbers stay the same as 2022, John projects a year-end balance of approximately \$13,500.

For the end of 2022, the club had the following large expenses:

- \$265 — video recorder replacement
- \$1,598 — order for more hoodies & shirts
- \$1,054 -- more caps, including 50 new green digital camo
- \$262 — leadership planning meeting dinner
- \$6,000 — first partial payment on contract to build shoot-line covers for the practice range (20 – 40 yards) and the Academy ranges. The total for the work will be \$33,000. This includes a \$3,000 discount for building both covers at the same time.
- \$1,186 — property insurance for 2023.
- \$2,500 — professional tree service (climbing required to take down large dying/rotted oak near practice range. Ground down stump and stump at youth range).

## Northern Virginia Archers (NORVA) 2022 Financial Statement – as of Dec. 31

Start of year assets:	Value	Notes
Checking account	13,627	Wells Fargo
Petty Cash	300	Clubhouse safe cashbox (\$300 desired max)
Property	?	See "Property" sheet
<b>Total</b>	<b>13,927</b>	

Estimated column is for year — Actual is year to date. Some estimates are adjusted over the course of the year to more accurately project year-end balance.

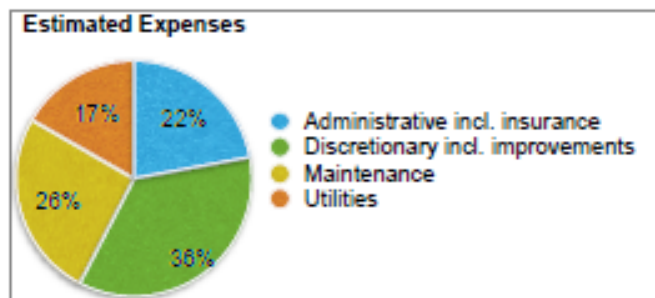
Income:	Estimated	Actual	Notes
<b>Membership Dues:</b>			2021 661 (primary 387, partner 85, youth 164, adult 25)
372 Primary \$120 by 1/31	44,640		Est. same as 2021 minus 15 (officers & life)
150 New fee \$10 + \$30	6,000		Est. 10 orientation sessions, 15 new primary each
85 Partner \$10	850		Est. same as 2021
164 Youth \$5	820		Est. same as 2021
25 Adult \$20	500		Est. same as 2021 (in same household)
<b>Total</b>	<b>52,810</b>		762 members (444 primary, 108 partner, 181 youth, 29 adult)
Minus Square fee	1,584		~3% for processing card payments
<b>Net dues income</b>	<b>51,226</b>	<b>59,147</b>	See linked sheet "Income: Dues"
<b>Tournaments/shoots:</b>			
Incl. fridge drinks/snacks	2,000	2,355	See linked sheet "Shoots" for event details.
<b>subtotal</b>	<b>2,000</b>	<b>2,355</b>	Gross income – club costs under expenses.
<b>Other:</b>			
Merchandise	1,000	2,681	See linked sheet "Income: Misc"
Donations	0	0	Ditto
<b>subtotal</b>	<b>1,000</b>	<b>2,681</b>	Gross income – club costs under expenses.
<b>Total Income</b>	<b>54,226</b>	<b>64,183</b>	

Expenses:	Estimated	Actual	Notes
<b>Administrative:</b>			
Insurance	6,000	7,187	Liability and property
Misc.	1,800	1,823	
Printing & supplies	1,000	787	
<b>subtotal</b>	<b>8,800</b>	<b>9,798</b>	See linked sheet "Expense: Misc"
<b>Discretionary:</b>			
Donations	0	0	
Improvements	6,670	6,540	See linked sheet "Maint & Improve" for estimate
Merchandise	5,968	5,968	
Misc.	1,500	1,535	
<b>subtotal</b>	<b>14,138</b>	<b>14,043</b>	See linked sheet "Expense: Misc"
<b>Maintenance:</b>			
Ranges & clubhouse	10,222	11,573	See linked sheet "Maint & Improve" for estimate
<b>subtotal</b>	<b>10,222</b>	<b>11,573</b>	See linked sheet "Expense: Misc"
<b>Tournaments/Shoots:</b>			
	1,800	992	2 shoots canceled due to weather
<b>subtotal</b>	<b>1,800</b>	<b>992</b>	See linked sheet "Shoots" for details of each event.
<b>Utilities:</b>			
Electric	400	430	Dominion
Phone	850	834	Verizon
Porta-potty	2,500	2,815	USS Don's Johns weekly service
Trash (6 yd dumpster)	2,900	2,592	Waste Management every other week
<b>subtotal</b>	<b>6,650</b>	<b>6,671</b>	See linked sheet "Expense: Utilities"
<b>Total Expenses</b>	<b>41,610</b>	<b>43,077</b>	

<b>Liabilities:</b>		
None known	0	0

End of year assets:	Estimated*	Actual	Notes
Cash	36,500	34,373	Checking account
		300	Petty cash
Property	?	?	See "Property" sheet
<b>Total</b>	<b>36,500</b>	<b>34,673</b>	\$10,000 desired minimum reserve.

\*Formula starts year using estimated income, then must be changed when actual exceeds estimated.



Prepared by John Shea, NORVA Treasurer

### NORVA 2023 Initial Budget – Jan. 3

Start of year assets:	Value	Notes
Checking account	34,373	Estimated — assumes practice & youth range cover funds not expended before 12/31/2022.
Petty Cash	300	Clubhouse safe cashbox (\$300 desired max)
<b>Total</b>	<b>34,673</b>	

Income:	Estimated	Notes
<b>Membership Dues:</b>		
318 Primary renew on-time \$120	38,160	2022 762 (444 primary, 108 partner, 181 youth, 29 adult)
135 New primary \$150	20,250	Est. 2022 minus 25% minus 15 (officers & life)
108 Partner \$10 ea	1,080	Est. 9 orientation sessions, 15 new primary each
181 Youth \$5 ea	905	Est. same as 2022
29 Adult \$20 ea	580	Est. same as 2022 (in same household)
	60,975	
Minus Square fee	1,829	~3% for processing card payments
<b>Net dues Income</b>	<b>59,146</b>	
<b>Tournaments/shoots:</b>		
	2,000	
<b>subtotal</b>	<b>2,000</b>	Gross Income – club costs under expenses.
<b>Other:</b>		
Merchandise	1,000	
Donations	0	
<b>subtotal</b>	<b>1,000</b>	Gross Income – club costs under expenses.
<b>Total Income</b>	<b>62,146</b>	

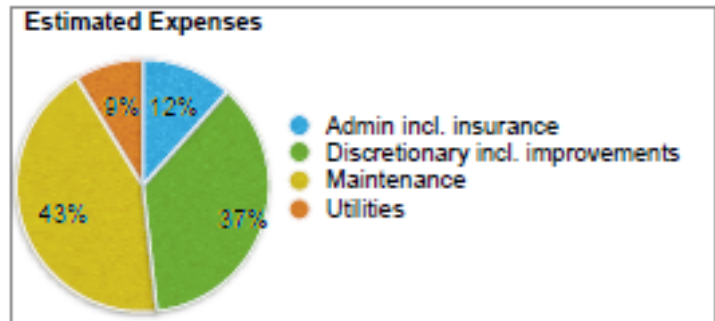
Expenses:	Estimated	Notes
<b>Administrative:</b>		
Insurance	6,700	Liability and property
Misc.	1,800	
Printing & supplies	1,000	
<b>subtotal</b>	<b>9,500</b>	<b>0</b>
<b>Discretionary:</b>		
Donations	0	
Improvements	28,300	see linked sheet "Maint & Improve"
Merchandise	0	
Misc.	1,500	
<b>subtotal</b>	<b>29,800</b>	<b>0</b>



Expenses (cont.):	Estimated	Notes
<b>Maintenance:</b>		
Ranges & clubhouse	35,000	see linked sheet "Maint & Improve"
<b>subtotal</b>	<b>35,000</b>	
<b>Tournaments/Shoots:</b>		
<b>subtotal</b>	<b>1,800</b>	<b>0</b>
<b>Utilities:</b>		
Electric	500	Dominion
Phone	850	Verizon
Porta-potty	2,900	USS Don's Johns
Trash	2,900	Waste Management
<b>subtotal</b>	<b>7,150</b>	<b>0</b> See linked sheet "Expense: Utilities"
<b>Total Expenses</b>	<b>83,250</b>	<b>0</b>

Liabilities:		
None known	0	0

End of year assets: Estimated		Notes
Cash	13,569	Checking account Petty cash
<b>Total</b>	<b>13,569</b>	<b>\$10,000 desired minimum reserve.</b>



Prepared by John Shea, NORVA Treasurer