

Pasadena Roving Archers  
Minutes  
May 5th, 2010

The meeting was called to order at 7:30 pm by Gary Spiers, President.

Members present: Connie Chow, Van Webster, Tony Kaap, Mike Burnham, and Eric and Odie Tollefson.

Treasurer's Report - Connie reviewed balances in both checking accounts. The printed checks for the primary account and will be used from here forward.

Old Business

- 501 (c) (3) – We have received official notification that we have been granted 501(c)(3) status. A booklet providing general guidelines needs to be reviewed by Board members. An annual 990N for must be filed annually with the IRS. Receipts will need to be provided for donations detailing what portion of donation is tax deductible. A cash flow report is due to the City of Pasadena by July 15<sup>th</sup>.
- 75<sup>th</sup> Anniversary celebration – Still working on a meeting with the appropriate individuals at the City of Pasadena offices which is being coordinated by Jim. Gary provided those present with a website ([www.sanmar.com](http://www.sanmar.com)) address to be reviewed so as to determine which shirt style and what color to order with the 75<sup>th</sup> anniversary logo. Feedback is to be given to Gary as soon as possible so we can proceed with an initial order. No stickers will be ordered as the initial suggested use is no longer necessary.
- Oak Tree Shoot - Animals should be ready by Sunday, May 9<sup>th</sup> or Monday, May 10<sup>th</sup>. Board members need to review the forms that Mike sent via e-mail to ensure they are ready for printing. Gary shared a sample of how stakes will be prepared. Members who volunteer will be allowed to shoot the tournament. Bobby is handling the trophy preparation. Gary will call United Equipment Company to order a porta-potty. The registration form will need to be updated to include the lunch order information. Tony is donating a white board that he will prepare for usage when assigning targets at tournaments. Volunteers are needed for Saturday set up, Sunday registration, and clean up on Sunday after the event. A volunteer will be sought to bring coffee and donuts on Sunday to the range.
- Range maintenance – The group discussed regarding ensuring all members are familiar with City of Pasadena's ordinance regarding trees that are protected in the arroyo.
- Work day – Eric and 3 other members worked on the front 14 targets on Saturday, May 1<sup>st</sup>. An e-mail will go out regarding the need for members to help the next 2 Saturdays so the range is ready for the Oak Tree.
- Membership Chair update – No significant changes since last month.

- Patch and Pin program update – Pins will be distributed at the Annual Meeting each year.
- Storage space – Gary announced that the storage space (garage) currently rented to hold many of our 3D animals will continue to be available.

New Business

- Use report – the upcoming quarterly report will include information on the Summer Camp Program that Jim MacQuarrie is coordinating.
- Round information – Information regarding the various options of round information (field, hunter, 3D) will be laminated and posted at the bin on the range.

The next meeting will be held on Wednesday, June 2<sup>nd</sup> at Van's Studio.

Meeting adjourned at 9:05 pm.

Odalis "Odie" Tollefson  
Secretary