

NSSA EXECUTIVE COMMITTEE MEETING
September 25, 2020
National Shooting Complex Headquarters
San Antonio, Texas



1. NSSA OFFICERS & EXECUTIVE COMMITTEE

- a. **Roll Call** – Meeting was called to order by President Don Kelly at 8:00am. All Executive Committee members were present; also present were staff members Nathan Boyd, Gary Burley, Steve Scales, Misty Deleon; Louise Terry (Finance Committee Chairman), Al Magyar (incoming Zone 3), Steve Johnstone (incoming Zone 4). Don Kelly recognized Jim Tiner for all his years of service on the Executive Committee and his efforts in particular for Junior programs and the Armed Services shoots. Steve Johnstone, the new Zone 4, Executive Committee representative was welcomed. Also thanked John Haugh, Past President, for his years of service. Executive Committee and Committee rosters for 2021-2022 were included in the binder.
- b. **Approval of Executive Committee Meeting Minutes** – Due to Covid-19 there have been numerous Executive Committee conference calls to address the challenges faced by the Association. **Motion by Jim Tiner, 2nd by Dave Wood, to approve all of the past minutes. Motion passed all in favor.**
- c. **Zone Reports** – All the Zones reported that registered events having been picking up after the “lockdown” earlier in the year, and many events that were cancelled have been rescheduled for later this year.

2. NSSA WORLD SHOOT

- a. **2021 World Shoot** will be held October 1-8
- b. **2021 World Shoot Entry Form** was included in registration packages; will start accepting them on Wednesday. Mike Valerio is onboard with Skeet Manager for next year’s shoot.

3. FINANCE UPDATE

- a. Louise Terry reported that we have prepared a “no deficit” budget for 2021 since we now have debt to service due to borrowing against our line of credit during the spring/summer COVID shutdown. The proposed budget takes a conservative approach regarding revenue and an aggressive one for expenditures.

Due to Covid-19, capital spending was curtailed for 2020. There were no pay increases or bonuses. The Association received a big boost from the Federal Government Payroll Protection Program (PPP) and those funds, in conjunction with utilizing our Frost Bank line of credit, meant we didn’t have to lay off or furlough any fulltime employees. The funds were received as a “loan”; however, we are in the process of submitting the paperwork for “payback forgiveness” that will make the funds a grant.

- b. **2021 Budget Approval** – Misty Deleon and Steve Scales presented the proposed budget. Key assumptions in the development of the budget include:
 - NSSA, NSCA, NSC major events, member & club renewals and daily fees based on 75% of 2019 actuals

- No base salary increases; no annual bonuses; reduction in overhead to be done through attrition; new staffing limited to backfill for new IT programmer
- NSSA/NSCA Club assistance grants will be allocated from marketing funds

Motion by Billy Williams, 2nd by Steve Patke, to approve the 2021 budget. Motion passed all in favor.

c. July YTD Financial Statements – Steve Scales/Misty Deleon

Steve Scales reported that event revenue is down considerably. Also, annual member dues; don't know if that will be "permanent". Previous three-year membership "drive" has proved very beneficial. Daily fees not at the levels we usually see, but are now showing an up-tick. Also, because a lot of shoots were rescheduled to later in the year, will see more daily fees than normal in those months.

Revolving Line of Credit (RLOC) – Have established a disciplined payback schedule for all draws of 18 months.

4. NEW DATABASE UPDATE

Gary Burley – A lot of training will be required, and won't go "live" until we are comfortable. Will complete normal end-of-year (i.e., membership cards, etc.) and beginning-of-year (i.e., All-American Team points, etc.) processes first. Looking at February at the earliest for going live with the new system.

In the past, we asked our "vendors" what their interface was to design our systems, instead of the reverse, which is how it should have been. So, going forward, this means that those vendors will have to make changes to their systems.

Everything for our members will be "browser" based; that is, web-based, no app.

John Haugh recommended we explain to our members how THEY are going to benefit from the new system. Need to "advertise" through Target Talk and CTN to prepare our members; perhaps a feature article or articles, starting in the January issue of CTN.

5. NSSA DIRECTOR UPDATE

Problem arose with the April/May date for the Masters in 2021, due to Forest City's refusal to hold it on the "normal" dates. The new date, which will be the following weekend (May 6-9), impacts the Armed Services Championships. Everything has been worked out, with AFSA moving the Pletcher and their shoot back to accommodate the "new" Masters shoot date. The change will unfortunately have a ripple effect, impacting other shoots held later in the month, but there wasn't any other option and it's a "one time" occurrence. 2021 is the last year of the current contract with Forest City Gun Club, but no specific dates were included in the contract. Future contracts WILL include exact dates for the Masters. Based upon comments that have been received regarding this year's dates for the Masters, might even consider end of August/early September dates.

The sponsor for NSSA's March shoot at NSC is experiencing some issues, and will not be able to fulfill their current contract.

U.S. Open iShoot – Scheduled for June 25-27, 2021; still have about 800 shooters pre-registered, and might have some additional clubs interested in hosting.

Junior World – Do not have a club scheduled to host 2021. Several have expressed interest. A “new” club in California, LA Clays (old Triple B), has submitted a proposal, but there are some facility improvements/repairs need to be made before NSSA approves their proposal. Do have support from a core group. However, club management doesn't have any experience with registered shoots, yet. There are some reservations, since the club is located in LA County, and there are still a lot of Covid-19 restrictions that impact the club being able to hold registered shoots, which the county won't permit at present. Might be best to have LA Clays wait until 2022, hold the 2021 shoot at NSC, and have someone from LA Clays attend so they can see what it's all about and give them the opportunity to hold some registered shoots before embarking upon a Junior World. Will pursue identifying another club for 2021, with NSC as a back-up. LA would be a GREAT venue.

Statistics – Membership down 8% compared to end of 2019; member clubs down 6%.

Last minute surge in sign-ups for the Mini and Main; virtually full at this time. Have done a lot of work on the facilities, targets and shoot-off procedures. Water will be in coolers, as in the past, in lieu of passing water bottles out on the field as originally intended. BIG thanks to everyone on the World Shoot committee, along with the NSSA/NSC staff.

To streamline the process, Director-at-Large nominations this year were held prior to the annual meeting, with the election to be held at the meeting. For this year only, nominations will still be permitted from the floor. Under the new process write-ins will be allowed. Will be putting forth a Bylaws change to formally approve the process, but won't have enough Directors at this year's meeting to vote. An electronic ballot will be sent to the current Directors for ratification.

6. COMMUNICATIONS & CTN/MARKETING UPDATES

This year's challenges resulted in a re-prioritization of projects by the Communications staff, focused on reducing overall costs while delivering all member benefits. Because CTN is a major expense, researched ways of reducing production costs and presented options to the Finance and Executive Committees.

To retain advertisers'/sponsors' participation and express our appreciation for their support, have created value-added opportunities for 2021.

A previous full-time position has been replaced with two part-time staff to give us flexibility and cost savings.

7. EXECUTIVE DIRECTOR REPORT

- a. NSC Update** – “Destination” corporate events have been curtailed by companies and expect that trend to continue in 2021. Local corporate events are picking up. Still waiting on the county for pole in entrance drive to be moved.
 - b. Headquarters and Staff Update** – Amber Schwarz is now in charge of Member, Club, and shoot input; staff will be cross-trained between NSSA and NSCA, but Amber will manage the work assignments.
 - c. NSCA Update** – Trending to 25-30% decrease, but are hopeful that recent uptick with World shoot will happen with the Nationals. Have seen significant increase in participation in elections, due to electronic balloting.
- 8. BOD BINDER REVIEW** – Social distancing measures will be in place for the annual meeting; box dinners will be provided. Most important event for the meeting is the election of Directors-at-Large. We will have enough Directors present to conduct regular business, but not to ratify the Bylaws change, so an email ballot will be sent to all the Directors.
- 9. ADJOURNMENT** – There being no further business, **motion by Alesandro Vitale, 2nd by Tom Pavlack, to adjourn the meeting at 11:23am. Motion passed all in favor.**

Respectfully submitted,

Steve Malcolm, Secretary-Treasurer