



Quantico Shooting Club Board of Directors Quarterly Report 11 April 2020

Dear QSC members, family and friends,

This isn't business as usual, it's a time of stress and uncertainty. As you know, we've had to shut down the ranges and clubhouse operations due to Federal, DOD and state-wide directives that have effected not only Marine Corps Base Quantico, the National Capital Region, the State of Virginia, but the entire United States as a whole.

At the current state of affairs with the COVID-19 restrictions, the likelihood of opening before the end of the month is slim. Determinations as far as we know are looking like more toward mid-May at best.

We are working close with the base commander and monitoring the daily COVID-19 restrictions very closely. Rest assured, the moment that the "all clear" is given, and the board further determines that it is safe to resume club operations and recreational shooting, you will be amongst the first to know.

This is also a moment in time where your board of directors are working diligently on your behalf. Since the convening of the new board in January, we have completed a top down review of the entire club operations from an administrative, business, financial, legal, technological, manpower, and range safety/live-fire perspective.

The board has met in person nearly every weekend on average of five hours per meeting for the last three months. This does not include the plethora electronic/telephonic communication during the week and weekends. I am both grateful and thankful for the current board members for their unselfish sacrifices they have already made within 90 days of taking office. We are taking our job very seriously and have all intentions of bringing the club into compliance in every imaginable functional area we are required to do so.

There is a lot to be done, and we need your help. As you know, this is an all-volunteer organization, unfortunately, we have struggled for a long time to get volunteers to assist to ensure the club is run in an efficient and effective manner. We are asking for your assistance in all areas (e.g., various committees, office

administration, grounds keeping, minor repair work. building targets, inventory and maintenance of QSC property and supplies, etc...)

Our RSO cadre is lifeblood of the club, without them, we have no reason to remain open. Without going into detailed figures, approx. 9% of the club membership are RSOs, however, that number drops by 50% who are actually active RSOs, and the ones who open the ranges weekend after weekend. As you can see, this is a rather dismal figure. It is our intent to get ALL the ranges open once the COVID-19 restrictions are lifted. I understand that not everyone can become an RSO, and that not everyone can sacrifice the time to open a range every weekend. We would really like to see those numbers to double at a minimum.

In closing, I am truly honored to be your president, and I will do everything in my power along with the board of directors to ensure QSC provides you the best shooting experience imaginable. Please stay safe, remain vigilant and virus free!

Sincerely,
Mark

- **Status Report**

- **Base Closure – HPCON Status**

- MCBQ remains on HPCON Charlie with only mission essential personnel reporting for duty. All other personnel are teleworking.
- All non-essential services, including the QSC and recreational activities, are closed until further notice. However, there is movement to relax closures beginning early May. There will be conditions to any re-opening that includes social distancing and masking. We are actively monitoring the situation and will continue to update members.

- **Base Access – DBIDS**

- Defense Biometric Identification System (DBIDS) registration is mandatory to gain access to the Base.
- DoD issued ID cards (CAC, Retiree, Family Member, Reserve) are already enrolled and allows base access, so no further action is necessary.
- Other approved Federal and State ID cards can be used after registration into MCBQ DBIDS.

- DoD ID cardholders who have been granted unescorted access can vouch for co-travelers in the same vehicle (allows access without going to VCC or registering in DBIDS).
 - Short term visitors must visit the Visitor Control Center and obtain a visitor pass for entry at the gates.
 - To enroll in DBIDS visit: <https://dbids-global-enroll.dmdc.mil/enroll#!/>
 - Additional information available at: <https://www.quantico.marines.mil/Base-Access/>
 - Now would be a good time to get enrolled and avoid the summer rush!
- **Club Office closure / tele-operation in effect**
 - With the Base closure of recreational facilities, the club has temporarily closed its office on base.
 - The club Operations Officers are teleworking and can be reached at staff@quanticoshootingclub.com
 - Additionally, the QSC Board Members can be contacted at bod@quanticoshootingclub.com
- **Membership Renewal and Annual Dues**
 - Board of Directors is exploring the appropriate response to the closure attempting to balance the loss of member access against required funding. We will publish an update as soon as a decision is rendered.
 - Additionally, the Annual Dues structure and process for 2020 is being reviewed by the Board.
- **April Quarterly Meeting cancellation**
 - Given consideration of the Base closure and Federal guideline on COVID-19 the Quarterly Meeting scheduled for 18 April 2020 will be cancelled.
 - Time permitting another meeting could be scheduled prior to the scheduled July Quarterly Meeting of the QSC.
- **Eastern Armed Forces Memorial Match (EAFMM) postponement**
 - With the uncertainty of the duration of Base closure, the Board posted notices to club membership and to Match Directors that the EAFMM would be postponed to Labor Day Weekend (5-7 September 2020).

- **Match Schedule and Recreation Fire cancellations / postponements**
 - Both MCBQ Range Control and the G7 Staff are permitting the QSC to continue scheduling Shooting Matches and Recreational Fire into the future.
 - This keeps the events on the Base schedule and will permit the Club to quickly ramp up to full operation as soon as the restrictions are lifted.
 - The Board will keep membership informed via Email, QSC Website, and QSC Facebook page of any changes in the status of ranges.
 - When the base relaxes the shutdown, we anticipate recreational shooting delays as active duty and reserve forces schedule qualifications to make up for cancelled sessions.

- **Range Safety Officer Certification / Recertification**
 - Expiring RSO certifications and the inability to certify new RSOs remains an issue during the Base closure. QSC Board is staying in constant communication with the Range Safety Specialist as he works through the issue.
 - The Board will update current and prospective RSOs as additional information regarding training and certification testing is available.
 - All members interested in becoming RSOs please contact the QSC Chief RSO at RSOTraining@quanticoshootingclub.com

- **Audit Committee Members**
 - Seeking volunteers to join and chair the Audit Committee.
 - Required by QSC ByLaws. Need three volunteers.
 - Counts as your volunteer requirement.

- **Membership Numbers**
 - Currently there are 475 regular and 153 associate members on the club roster

- **Financials**
 - Attached to this Report are the Quarterly Financial statements

- **Vice President's Comments**
 - Drafting update to the QSC ByLaws
 - Updating the QSC Range Safety SOP

- Assisting the President and CRSO in updating QSC RSO Training Program
 - Working with CRSO and the Member at Large to implement a “Surge Plan” to get maximum ranges open as soon as restrictions are lifted.
 - Seeking club members to join and Chair the Audit Committee
- **Member-At-Large’s Comments**
 - Soliciting suggestions for precision (not PRS) rifle matches that test members accuracy and repeatability through simple shooting activities
 - Assisting with administrative updates and SOPs.
 - Working a surge plan to ensure maximum ranges once restrictions are lifted.
 - Enabling a different email provider to ensure member connectivity while adding a newsletter component to correspondence.

Quantico Shooting Club, Inc.

STATEMENT OF FINANCIAL POSITION

As of March 31, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Petty Cash	300.00
1001 Bank Of America Checking	24,869.63
1002 Bank Of America Savings	26,892.13
1003 PayPal	-1,779.89
1005 Payroll Holding Account	0.00
Total Bank Accounts	\$50,281.87
Accounts Receivable	
1100 Accounts receivable	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
1210 Inventory - TShirts/Hats/	1,305.51
Uncategorized Asset	0.00
Total Other Current Assets	\$1,305.51
Total Current Assets	\$51,587.38
Fixed Assets	
1400 Fixed Assets	
1410 Range Equipment	37,134.77
1415 Office Equipment	6,807.48
1425 Furniture & Fixtures	4,952.97
1430 Software	920.98
1499 Accumulated Depreciation	-39,572.58
Total 1400 Fixed Assets	10,243.62
Total Fixed Assets	\$10,243.62
TOTAL ASSETS	\$61,831.00
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2050 Volunteer Deposit	48,336.05
2055 Unearned Member Dues	0.00
2100 Payroll Liabilities	715.51
2200 Payroll Clearing	3,230.46
Total Other Current Liabilities	\$52,282.02
Total Current Liabilities	\$52,282.02
Total Liabilities	\$52,282.02

Quantico Shooting Club, Inc.

STATEMENT OF FINANCIAL POSITION

As of March 31, 2020

	TOTAL
Equity	
3010 Unrestrict (retained earnings)	9,093.63
Net Revenue	455.35
Total Equity	\$9,548.98
TOTAL LIABILITIES AND EQUITY	\$61,831.00

Quantico Shooting Club, Inc.

STATEMENT OF ACTIVITY

January - March, 2020

	TOTAL
Revenue	
4003 Dues	
4005 Membership Dues	15,377.52
Total 4003 Dues	15,377.52
4010 Volunteer Forfeit Deposit Income	2,125.00
4050 General Income	100.42
4060 Interest Income	1.00
4080 Volunteer Donation	84.00
4999 Uncategorized Income	19.00
PayPal Sales	-273.84
Uncategorized Revenue	42.00
Total Revenue	\$17,475.10
Cost of Goods Sold	
5100 Match Activity	
5110 Match Pistol - Income	-1,830.00
5111 Match Pistol - Expense, Fees	179.00
5114 Match Pistol - Expense, Material & Equip	5,113.01
5131 Match Shotgun - Expense, Fees	50.00
Total 5100 Match Activity	3,512.01
5200 Range Activity	
5210 Range Pistol - Income	-70.00
5220 Range Rifle - Income	-30.00
5230 Range Shotgun - Income	-763.80
5280 Range General - Income	-211.50
5281 Range General - Expense, R&M	300.19
Total 5200 Range Activity	-775.11
5800 EMT & RSO	630.00
Total Cost of Goods Sold	\$3,366.90
GROSS PROFIT	\$14,108.20
Expenditures	
6010 Advertising & Marketing	2,550.00
6020 Auto	
6023 Kubota - Repairs & Maintenance	132.49
Total 6020 Auto	132.49
6025 Banking Expense	
6028 PayPal Fees	119.20
Total 6025 Banking Expense	119.20
6040 Computer	
6042 Software	80.00
Total 6040 Computer	80.00
6060 Internet Service	110.00

Quantico Shooting Club, Inc.

STATEMENT OF ACTIVITY

January - March, 2020

	TOTAL
6065 License & Permits	65.00
6205 Office & General	
6215 Office Expense	150.00
6220 Soda Mess	-25.00
6230 Office Supplies	561.72
Total 6205 Office & General	686.72
6310 Outside Consultant	2,450.00
6410 Payroll Wages	5,792.00
6420 Payroll Taxes	483.74
6460 Rental Expense - Porta John	706.40
6550 Supplies	16.58
6575 Telephone	460.72
Total Expenditures	\$13,652.85
NET OPERATING REVENUE	\$455.35
NET REVENUE	\$455.35