

By-laws of the Port Malabar Rifle and Pistol Club

ARTICLE I - Name

The Name of this organization is the "*Port Malabar Rifle and Pistol Club*".

ARTICLE II - Object

The object of this organization is the encouragement of organized rifle, pistol, and shotgun shooting among citizens of the United States with a view toward a better knowledge on the part of such citizens of the safe handling and proper care of firearms, as well as improved marksmanship. It is our further object and purpose to forward the development of those characteristics of honesty, good fellowship, self-discipline, team play and self reliance, which are the essentials of good sportsmanship and the foundation of true patriotism.

ARTICLE III – Membership

Any citizen of the United States 18 years of age or over who is or will become a member of the NRA may become a member of this organization by vote of the Executive Committee after subscribing to the following pledge and upon payment of the usual initiation fees and dues.

I certify that I am a citizen of the United States of America and that I am not a member of any organization or group, which has any part of its program the attempt to overthrow the Government of the United States or any of its political subdivisions by force or violence; that I have never been convicted of a crime of violence, and if admitted to membership I will endeavor to fulfill the obligations of good sportsmanship and good citizenship.

All regular full members must maintain NRA membership during the course of their membership in the Club.

A non-citizen may be granted all membership rights and privileges provided that all the below qualifications are met.

The applicant subscribes to and wholeheartedly endorses the principle of the text of the above pledge.
The applicant is an NRA member, or is eligible and will become an NRA member.
The application is accompanied by payment in full of the usual initiation fees and dues.
The application is approved by the Executive Committee.
The application is approved by two-thirds of the members present at a monthly Club meeting at which the application is presented for vote.

An associate membership may be granted by the Executive Committee. An associate member shall not be eligible to vote on Club issues or in Club elections. The rights, privileges, and responsibilities of an associate member shall be regulated by the Executive Committee.

ARTICLE IV – Dues, Special Assessments and Initiation Fees

Annual dues for full and associate membership shall be recommended by the Executive Committee and approved by two thirds of the members present at a monthly Club meeting. All members must be notified of the proposed change 30 days in advance of the meeting at which the vote will take place.

In addition to annual dues, the Club shall have the right to establish and make special assessments and/or charge initiation fees. The amount as well as the terms and conditions of such assessments or fees shall be recommended by the Executive Committee and approved by two-thirds of the members present at a monthly Club meeting, provided all members have been notified of the proposed change 30 days in advance of the meeting at which the vote will take place.

Any member in arrears 30 days shall forfeit his membership. Associate membership(s) contingent upon such forfeited membership shall also be forfeit.

ARTICLE V - Meetings

Annual meetings: The annual meeting of the Club shall be the first regular meeting of the calendar year at which time the new officers shall be elected. The officers shall hold office until their successors shall have been elected.

Regular meetings: The regular business meeting of the Club for the transaction of ordinary business shall be held at such time and place as may be fixed by the Executive Committee.

Special meetings: A special meeting of the Club may be held at any time upon the call of the President or upon the call of the Executive Committee, or upon the demand in writing, stating the object of the proposed meeting, and signed by not less than 20% of the members entitled to vote. Notice of the time, place and object of any special meeting shall be given all officers and members in good standing in writing by United States mail not less than seven days prior to the date fixed for holding the meeting. The place of such meeting shall be fixed by the Executive Committee.

Quorum: Five percent of the members of the Club entitled to vote shall constitute a quorum at any meeting.

ARTICLE VI – Office and Directors

The officers of the Club shall be the President, Vice-President, Secretary, Treasurer, Chief Instructor and Executive Officer. The officers shall be elected by a majority vote by ballot of the members in good standing at the Annual Meeting of the club. The term of office for incoming officers shall commence with the first regularly scheduled meeting following the Annual Meeting and terminated at the close of the club business at the next Annual Meeting. The term being one year or until their successors are duly elected.

The Executive Committee shall consist of the Club officers and three directors. Directors shall be elected by ballot by a majority of the members in good standing at the annual meeting of the Club. A director shall be elected at each annual meeting to serve a three-year term. Directors shall serve overlapping terms to provide continuity to the administration of Club business.

The Executive Committee shall provide general administration of Club business, supervision and control of Club activities, and formulate and enforce range rules and safety regulations.

The Club officers shall formulate an itemized annual budget showing projected income and expenditures for the upcoming year. The annual budget shall be approved by the Executive Committee and presented to the Club membership for approval at the first regular monthly meeting following the annual meeting. The Executive Committee is responsible for conduct of all normal club business and to authorize expenditures for club business and activities as provided for in the approved annual budget. The Executive Committee is authorized to make emergency expenditures not provided for in the annual budget in an amount not to exceed a maximum of \$5000 per occurrence, or what ever dollar figure the club members agree to, for labor and material to correct a situation that could affect range safety or otherwise create a danger or liability to the Club and/or the membership or for the purchase of equipment to keep the range operation at a satisfactory level of acceptance.

Meetings of the Executive Committee shall be held regularly at such time and place as the committee shall determine. Special meetings may be held at any time on the call of the President or on demand, in writing to the Secretary by five (5) members of the Executive Committee.

Five (5) members of the Committee shall constitute a quorum.

Resignation of any officer may be accepted by a majority vote of the remaining members of the Executive Committee.

A vacancy in the Executive Committee may be filled by a majority vote of the remaining members of the Committee. However, if more than one vacancy exists, a special meeting of the Club shall be called and new officers shall be elected to fill the vacancies until the date of the next annual meeting as provided in the first paragraph of this Article.

ARTICLE VII – Duties of the Officers

President: The President shall preside at all meetings of the Club and the Executive Committee. He shall be a member ex-officio of all regular and special committees, and shall perform all such other duties as usually pertain to his office.

Vice President: The Vice-President shall perform the duties of the President in his absence or at his request.

Secretary: The Secretary shall conduct all official correspondence pertaining to the proper preparation and forwarding of all reports required of the Club. The Secretary shall notify the members of the Executive Committee of all meetings and shall notify all members of special and annual meetings per Article V. The Secretary shall keep a true record of all meetings of the Executive Committee and of the Club and have the custody of the books and papers of the Club except financial records maintained by the Treasurer. The Secretary shall assure that the minutes of the Executive meetings shall be published in the Club newsletter to include a roll call vote of all motions made. Applications for membership in the Club shall be made to the Secretary. The Secretary shall be responsible for the collection of all members' fees and dues and shall maintain the Club roster of members, addresses, and other pertinent information as required. The Secretary shall notify all members in arrears. The

Secretary shall be responsible for re-affiliating the Club annually with the National Rifle Association. The Secretary shall receive free membership in the Club for the duration of his or her tenure as Secretary. In addition the Secretary shall receive a stipend based on Club membership as determined by the Executive Committee.

Treasurer: The Treasurer shall have charge of all funds of the Club and place the same in such bank or banks as may be approved by the Executive Committee. Such money shall be withdrawn by check signed by the Treasurer and one other officer for the payment of such bills as shall have been approved by the Executive Committee. The Treasurer shall keep an accurate account of all transactions and render a detailed report with vouchers at any meeting of the Executive Committee when requested, at each monthly meeting of the general membership, and an annual report at the Club's annual meetings. The Treasurer shall make available the financial records in good order when and if required by an auditing committee.

Executive Officer: The Executive Officer shall have charge of the range of the club, the printing of scorecards, the arranging for competitions, arranging for work parties and coordinating work projects.

Chief Instructor: The Chief Instructor shall have charge of all small arms instruction with authority to appoint his assistants.

ARTICLE VIII – Suspension of Expulsion

Any officer may be removed by a two-thirds vote of the members in good standing present at any special meeting called for that purpose. No vote on suspension or removal may be taken unless at least fifteen days notice in writing shall have been given to the officer of the reasons(s) for his removal and of the time and place of the special meeting at which such ballot on his removal is to be taken. At such meeting, the officer shall be given a full hearing.

Any member may be suspended or expelled from the Club for any cause deemed sufficient by the Executive Committee by a two-thirds vote of the members of the Executive Committee present at any regular or special meeting. No vote on suspension or expulsion may be taken unless at least fifteen days notice in writing shall have been given to the member of the charges preferred and of the time and place of the meeting of the Executive Committee at which such charges will be considered. At such meeting, the member under charges will be accorded a full hearing.

Charges against any officer may be preferred by any member in good standing. They shall be in writing clearly stating the facts relied upon and accompanied by all affidavits or exhibits which are to be used in their support. Such charges shall be filed with the Secretary who will immediately notify the President. The President shall call a meeting of the Executive Committee to hear the charges. The Secretary will give at least fifteen days notice of the meeting to each member of the Executive Committee and to the accuser and to the accused, which notice shall be in writing and will include a true copy of the charges and of the supporting affidavits and exhibits.

Any member suspended or expelled by the Executive Committee may appeal to the full membership of the Club. Such appeal shall be made in writing to the Secretary who will notify the President. The President will call a special meeting of the Club for the purpose of acting on the appeal. The Secretary shall give at least fifteen days notice in writing to all members of the Club in good standing stating the

date, time, place, and reason for such special meeting. At the meeting of the full Club the Secretary will read the original charges, the supporting affidavits, and will read or display the accompanying exhibits, and will read the minutes of the special meeting of the Executive Committee at which the charges were heard and action taken. A full hearing will be given the accused and the accuser. A vote will be taken by ballot of the members in good standing present and a two-thirds vote shall be required to reverse the action of the Executive Committee.

Any official or member of the Club who has been suspended or expelled by the National Rifle Association of America shall be automatically stand suspended or expelled from this Club immediately upon receipt of official notice by the Secretary of this Club from the Secretary of the National Rifle Association.

The National Rifle Association shall be given a complete report whenever a member of the Club is suspended or expelled, showing charges and action taken.

ARTICLE IX – Match Rules

All rifle, pistol and shotgun competitions held by the Club will be governed by the rules and regulations laid down by the National Rifle Association or any governing body of that sport. Informal or intra-club matches will be governed by rules and regulations as may be applied by the Executive Committee.

ARTICLE X - Amendments

Any proposed amendments to these bylaws may be introduced by any member of the Club at any regular meeting or special meeting called for that purpose. Such proposed amendments must be submitted to the National Rifle Association for approval. After they have been approved by the NRA, they must be acted upon by the Club membership at a regular meeting or at a special meeting called for that purpose, provided a copy of the approved amendment(s) has been sent to each club member by United States mail at least ten days prior to the meeting. A two-thirds vote of the members forming a quorum will be necessary to pass it.

I certify that these by-laws have been accepted by this club.

Carol Myers Dencer
Secretary, Port Malabar Rifle and Pistol Club, Inc.
January 26, 2000