

# MINOT RIFLE AND PISTOL CLUB

## BY-LAWS

Minot, North Dakota  
(Affiliated with the National Rifle Association)

### ARTICLE I – NAME

The name of this organization shall be Minot Rifle and Pistol Club, Inc.

### ARTICLE II – OBJECT

The object of this organization shall be the encouragement of organized rifle and pistol shooting with a view toward better knowledge on the safe handling and proper care of firearms, as well as improved marksmanship. It shall be our further object and purpose to forward the development of the 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

- (a) Any individual who, under the laws of the United States of America and of the state of North Dakota, is permitted to possess firearms and is 18 years of age or older may become a member of this organization upon payment of the annual dues.
- (b) Junior members will be 17 years of age and under. The junior instructor will determine the minimum age.

#### THE MINOT RIFLE AND PISTOL CLUB PLEDGE

*I certify that under the laws of the United States of America and of the state of North Dakota I am permitted to possess firearms; that I am not a member of any organization or group having as its purpose or one of its purposes the overthrow by force and violence of the government of the United States of America or any of its political subdivisions; that I have never been convicted of a felony or a crime of domestic violence (exceptions would be made for those individuals that have had their civil rights restored or if they have been granted relief from state law); and that, if admitted to membership, I will fulfill the obligations of good sportsmanship and good citizenship.*

## ARTICLE IV – DUES

- (a) Annual dues to the club shall be not less than \$100.00 or a price set by the Executive Committee payable not later than May first each year; this fee includes the spouse, if applicable, and any children under the age of 18. Life membership will be \$1500 or the equivalent of 15 years dues, whichever is greater. Annual dues shall be pro-rated for first time members ONLY based on the following schedule. It is the responsibility of the member to renew their membership in a timely manner; no pro-rata discounts will apply to any renewal or reinstatement of membership. No pro-rata discounts will apply to any Life Membership.
- (1) May, June, July Dues Shall be 100% of the annual rate
  - (2) August: Dues Shall be 90% of the Annual Rate rounded up to the next \$5.00 increment
  - (3) September: Dues Shall be 80% of the Annual Rate rounded up to the next \$5.00 increment
  - (4) October: Dues Shall be 70% of the Annual Rate rounded up to the next \$5.00 increment
  - (5) November: Dues Shall be 60% of the Annual Rate rounded up to the next \$5.00 increment
  - (6) December: Dues Shall be 50% of the Annual Rate rounded up to the next \$5.00 increment
  - (7) January: Dues shall be 140% of the Annual Rate rounded up to the next \$5.00 increment, and the new member shall be carried on the club roles through April 30th of the following year.
  - (8) February: Dues shall be 130% of the Annual Rate, rounded up to the next \$5.00 increment, and the new member shall be carried on the club roles through April 30th of the following year.
  - (9) March: Dues shall be 120% of the Annual Rate rounded up to the next \$5.00 increment, and the new member shall be carried on the club roles through April 30th of the following year.
  - (10) April: Dues shall be 110% of the Annual Rate, rounded up to the next \$5.00 increment, and the new member shall be carried on the club roles through April 30th of the following year.
  - (11) Any special promotional deal on memberships that may be offered from time to time shall have the rules, duration, and dues set by the Executive Committee.
- (b) No member of the club in arrears shall be eligible to vote at the annual or semi-annual meeting nor allowed to enjoy any privileges or benefits offered by this club.

- (c) Guest memberships are available for those members wishing to escort visitors on the outdoor range. These memberships are good for 5 days only, and are available during the new member meeting for a fee of 25% of the full annual membership rate rounded up to the next \$5.00 increment.
- (1) The intended purpose of guest memberships is to promote the shooting sports by allowing those individuals new to the shooting sports, or friends and family members from outside of the Minot area an opportunity to use the facility without the obligation of purchasing a full membership immediately. They should not be used to bring the same guest to the range on multiple occasions in an attempt to realize a financial benefit by avoiding or delaying the obligations of membership. Any attempt to avoid the obligations of membership through use of the Guest Membership passes shall be considered sufficient cause to deny the issuance of a guest membership pass.
  - (2) Members are responsible for monitoring, mentoring, and ensuring the safety of their guests, and safety of other users of the facility. To that end, no adult member may escort more than 3 guests to the range at a time without prior approval of the Executive Committee, and should the Committee grant such a request, the member must meet any specific safety obligations that the Executive Committee may consider reasonable and prudent. Minor children, those under the age of 18, may not sponsor a guest membership at any time.
  - (3) Guest memberships **MUST** be obtained in advance prior to the commencement of any shooting activities. Any non-member engaged in shooting activities without a valid guest membership must leave the facility immediately. There shall be no guest memberships issued after any shooting activity has commenced.

## ARTICLE V – OFFICERS

- (a) The Executive Committee of the club consists of a President, Vice-President, Recording Secretary, Membership Secretary, Treasurer and six (6) board members. They shall be elected by a majority vote by ballot of the members in good standing present at the annual meeting of the club. Board members shall hold office for staggered two (2) year terms with three (3) elected per year. The officers shall be elected each year. To qualify for an elective office a person must be a club member in good standing for a minimum of one (1) year prior to the election.
- (b) The Executive Committee shall be the governing body of the club and will have direct control and supervision of all activities of the club. The general membership is invited to the monthly meetings of the Executive Committee and discussion from the members is invited. However, the Executive Committee shall be the final approving authority of all matters concerning the club. The general membership is entitled to vote only at the annual and semiannual meetings for the sole purpose of electing new officers, board members and for the approval of by-laws and amendments to the by-laws. In addition, any member of the Executive Committee missing three (3) consecutive unexcused meetings shall be removed from office.
- (c) Meetings of the Executive Committee shall be held regularly at such time and place, as the Executive Committee shall determine.
- (d) A majority of the Executive Committee shall constitute a quorum.
- (e) A vacancy in the Executive Committee caused by a resignation 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 chosen to fill the vacancies until the next annual election as provided in (a) above.

## **ARTICLE VI - NOMINATION AND ELECTION PROCEDURES**

- (a) Notification of annual elections will go out no later than March 15th to all members.
- (b) A nominating committee will be appointed at the March meeting by the President.
- (c) Nomination Procedure shall be as follows: For each elected office, nominations will be called for three (3) times by the President before proceeding to the next elective office.
- (d) Election shall take place in April at the annual meeting. Election procedures shall be as follows:
  - 1) Starting with the office of President; nominations will be called for three (3) times followed by election of said office.
  - 2) The remaining elective offices will be filled in the following order, Vice-President, Recording Secretary, Membership Secretary, Treasurer and open board positions. These offices will be nominated and elected as prescribed in (1) above.
  - 3) Range officers will be selected from a list of volunteers by the Executive Committee.

## ARTICLE VII - DUTIES OF OFFICERS

- (a) President: The President shall preside at all meetings of the club and of the Executive Committee. He/she shall be a member ex-officio of all regular and special committees, and shall perform the duties as usually pertain to this office.
- (b) Vice-President: The Vice-President shall perform the duties of the President in his/her absence or at his/her request.
- (c) Recording Secretary: The Recording Secretary shall conduct all correspondence pertaining to the proper preparation and forwarding of all reports required by the National Rifle Association and by the Director of Civilian Marksmanship. He/she shall notify the members of the Executive Committee of all meetings and shall notify all members of special and annual meetings, as required in Article VIII. He/she shall keep a true record of all meetings of the Executive Committee and have custody of the books and papers of the club, except for the Treasurer's books of accounts.
- (d) Membership Secretary: The Membership Secretary handles all applications for membership in the club and shall be the only individual to pass out the combination to the outdoor range, unless the board authorizes an individual or business to do the same. He/she shall be responsible for the collection of all fees and shall remit the same to the treasurer, taking his/her proper receipt therefore. He/she shall be responsible for re-affiliating the club annually with the National Rifle Association.
- (e) Treasurer: The Treasurer shall have charge of all funds of the club and place the same in such bank or banks as approved by the Executive Committee. Such money shall only be withdrawn by check signed by the Treasurer or members designated by the Executive Committee and for payment of such bills as shall have been approved of by the Executive Committee. The Treasurer shall keep an accurate account of all his transactions and render a detailed report with vouchers at any meeting of the Executive Committee when requested and an annual report to the organization at the annual meeting.

## **ARTICLE VIII – MEETINGS**

- (a) Annual Meeting: The annual meeting of the club shall be held on the third Thursday of April of each year. If the annual meeting shall not take place at the time fixed it shall be held within a reasonable time thereafter and the officers shall hold over until their successors have been elected.
- (b) Regular Meetings: The regular business meeting of the club for the transaction of ordinary business shall be held on the first Thursday of each month, at such time and place as may be fixed by the Executive Committee.
- (c) Special Meeting: A special meeting of the club may be held at any time on call of the President or on call of the Executive Committee, or upon demand in writing, stating the object of the proposed meeting and signed by not less than 20% of the members in good standing. Notice of the time, place and object of any special meeting shall be sent to each member of the club by United States mail or e-mail at least ten (10) days prior to the meeting or posted on the Minot Rifle and Pistol Club website at least thirty (30) days prior to the meeting. The Executive Committee shall fix the place for the special meeting.
- (d) Quorum: The members in good standing of the club present plus a majority of elected officers shall constitute a quorum at the annual or semi-annual meeting.
- (e) All meetings of the Minot Rifle and Pistol Club shall be governed by Robert's Rules of Order.

## **ARTICLE IX - WARNING, SUSPENSION OR EXPULSION**

- (a) Any member may be warned, suspended or expelled for:
  - (1) Violation of club rules
  - (2) Disregard of directions by a Range Safety Officer
  - (3) Destroying club property
  - (4) Violating recognized gun safety standards
  - (5) Any behavior that could result in a criminal charge
  - (6) Any other behavior that could bring the club into disrepute.
  
- (b) A complaint may be made by any member in good standing. The complaint will be in writing stating the facts. It will include any witness statements and evidence which supports it. The complaint will be filed with the Recording Secretary who will notify the President. The President will call an Executive Committee meeting. At least 7 days before that meeting the Recording Secretary will send written notice to the accused, the complaining party and the members of the Executive Committee. This notice will include time, date and place of the meeting, a copy of the complaint, witness statements and any other evidence.
  
- (c) This Executive Committee meeting will be a hearing with testimony from both sides. A decision of the Executive Committee supported by a 2/3 majority of the members of the Board present will be final.
  
- (d) For egregious and/or dangerous behavior any Executive Committee member may temporarily suspend a member until the next board meeting. At that board meeting the Executive Committee will hear the complaint and make a decision to return privileges or continue suspension pending a formal complaint as outlined above.

## **ARTICLE X - MATCH RULES**

All firearms competitions held by the club will be governed by the rules and regulations laid down by the Minot Rifle and Pistol Club being approved by the applicable association. The match director will render a full written report to the Executive Committee and the Treasurer detailing all expenses and profit that they have incurred for each match they run.

## **ARTICLE XI - AUDIT**

An audit of the treasurer's records shall be accomplished annually in the month of March or as required prior to elections. A committee of three (3) members in good standing selected by the Executive Board at the March meeting, not to include the Treasurer, shall accomplish the audit. However, the treasurer must be present during the audit.



## **ARTICLE XII – BY-LAWS AND CLUB RULES**

All members upon being accepted for membership shall receive a copy of the rules of the club, so that he/she may understand his/her rights and responsibilities as members. The by-laws will be posted at the indoor range and on the club website.

## **ARTICLE XIII – AMENDMENTS**

Any proposed amendments to these by-laws may be introduced by any member of the club at the annual and semi-annual meeting or special meeting called for the purpose. They must be acted upon by the membership at the annual or semi-annual meeting or at a special meeting called for the purpose provided a copy of the proposed amendments has been sent to each member of the club by United States mail or e-mail at least ten (10) days prior to the meeting or posted on the Minot Rifle and Pistol Club website at least thirty (30) days prior to the meeting. A two-thirds vote of the members present will be necessary to pass.

## **ARTICLE XIV – DISSOLUTION OF THE ORGANIZATION**

In the event of the dissolution of the organization, the then current members of the Executive Committee shall:

- (a) Pay all outstanding liabilities of the organization in full from organizational funds. In the event such funds are not adequate to pay all the liabilities, the Executive Committee shall take whatever action is reasonable and prudent to generate those funds within the limits of the law.
- (b) Decide which non-profit organization shall receive the remaining assets. Priority shall be given first to a local organization of similar interest and goals to that of this organization who qualifies as a non-profit organization under 26 USC 501(c), or the corresponding section of any future tax code. Failing that, the Executive Committee may direct the remaining assets be distributed to a National level organization such as the National Rifle Association, or other such non-profit organization as is appropriate and in keeping with the intent of this section.
- (c) The Executive Committee will then take whatever actions under State and Federal law as may be necessary to legally dissolve the organization. Under no circumstance shall any member of the Executive Committee, nor shall any member of the organization, collectively or individually, receive any distribution or payment of organizational assets or property, nor shall any assets or property of the organization inure to the benefit of same.