

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 among citizens of the United States with a view toward the better knowledge of such citizens 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 citizen of the United States 18 years of age or older may become a member of this organization upon payment of the annual dues.

THE MINOT RIFLE AND PISTOL CLUB PLEDGE

I certify that I am a citizen of good repute of the United States of America; 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.

(a) Junior members will be 17 years of age and under. The junior instructor will determine the minimum age.

ARTICLE IV - DUES

(a) Annual dues to the club shall be \$50.00 payable not later than May first each year; this fee includes the spouse, if applicable and any children under the age of 18.

(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) New members enrolled after January 1st will be carried on the club rolls through April of the following year.

(d) 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 from any board member for a \$10.00 fee.

ARTICLE V - OFFICERS

(a) The Executive Board of the club consists of a President, Vice-President, Recording Secretary, Membership Secretary, Treasurer and six (6) board members, who, acting together shall constitute the Executive Committee. They shall be elected by a majority vote by ballot of the members in good standing present at the annual meeting of the club. The Executive Board shall hold office for one year or until their successors are elected. To qualify for an elective office a person must be a club member in good standing for 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 semi-annual 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 reaffiliating 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 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 first 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 given to all officers and members in good standing in writing by the United States mail or e-mail not less than seven days prior to the date fixed for the holding of 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 -SUSPENSION OR EXPULSION

(a) Any officer may be removed by a two-thirds vote of the members in good standing present at any special meeting called for this purpose. No vote on suspension or removal shall be taken unless at least seven (7) days notice in writing by registered mail shall have been given to the officer of the reasons for his/her removal and of the time and place of the special meeting at which such ballot on the removal is to be taken. At such special meeting the officer shall be given a full hearing.

(b) 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 Committee present at any regular or special meeting. No vote on suspension or expulsion shall be taken unless at least seven (7) days notice in writing by registered mail 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 given a full hearing. At such meeting, the suspension period or expulsion action will be fully explained to the member.

(c) Charges against any officer or member 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 Recording Secretary, who will immediately notify the President. The President will call a meeting of the Executive Committee to hear the charges. The Recording Secretary will give at least seven (7) days notice of the meeting to each member of the Executive Committee 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.

(d) 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 Recording Secretary who will notify the President. The President will call a Special Meeting of the club for the purpose of acting upon the appeal. The Recording

Secretary shall give at least fifteen (15) days notice in writing or e-mail to all members of the club in good standing stating the date, time, place and reason for such special meeting. At this meeting the Recording Secretary shall read the original charges, the supporting affidavits, and 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 to the accused. A vote will be taken by ballot of the members in good standing present and a two-thirds vote will be required to reverse the action of the Executive Committee.

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 - BYLAWS 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 bylaws 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 and e-mail at least ten (10) days previous to the meeting. A two-thirds vote of the members present will be necessary to pass.

Revised April 2nd, 2009