

BYLAWS OF
THE DUBOIS RIFLE AND PISTOL CLUB, INC.
DUBOIS, PENNSYLVANIA
AS AMENDED May 10, 2017

ARTICLE I

NAME

The name of this organization shall be the “DuBois Rifle and Pistol Club, Inc.,” hereinafter referred to as the “Club” or the “organization.”

ARTICLE II

PURPOSE

The purpose of this organization shall be the encouragement of rifle and pistol shooting among citizens of the United States, with a view toward educating these citizens about the safe handling and proper care of firearms, as well as improved marksmanship. It shall be the Club’s objective to develop honesty, fellowship, self-discipline, teamwork and self-reliance, which are the essentials of good sportsmanship and the foundation of true patriotism. The Club shall also strive to educate the community regarding the importance of the rights enumerated in the Second Amendment to the Constitution of the United States.

ARTICLE III
GENDER

Within these Articles, the masculine shall include the feminine, the feminine shall include the masculine, and no article shall be interpreted so as to exclude any person based on gender.

ARTICLE IV
MEMBERSHIP

a) Any citizen of the United States at least eighteen (18) years of age who is not prohibited from possessing firearms may become a member of this organization upon payment of the annual dues and completion of orientation.

- 1) Any person satisfying the requirements for membership shall be designated a Senior Member.
- 2) Any person satisfying the requirements for membership who is also married to a Senior Member may join the club as a Spouse Member.
- 3) Any person who has otherwise satisfied the requirements for membership but who has not yet attained the age of eighteen (18) years may join the club as a Junior Member. Junior Members shall have no vote and must be accompanied by a Senior Member.

b) DUES: Dues shall be paid by each Member on a yearly basis, defined as starting on October 1st and ending on September 30th of the following calendar year. The payment of dues shall be for the entire year and will not be prorated. The amount of the dues shall be fixed by majority vote at the regular meeting in September for the year following that meeting. The amount of the dues for a Spouse Member shall be 50% of the dues of a Senior Member. The amount of the dues for a Junior Member shall be 25% of the dues for a Senior Member. In addition to paying dues, Senior Members must also purchase a card granting access to the Club. Junior Members may not possess a door card.

- 1) Any Member whose dues are not paid by October 31st of the calendar year shall automatically be suspended from membership until such dues are paid. Any Member whose dues remain unpaid the following October 31st shall be automatically expelled from membership.

c) LIFE MEMBERS: A Senior Member may be awarded a Life Membership, and the Club shall waive his annual dues if he meets at least one of the following conditions:

- 1) Has retired at or after the age of 62 years AND has been a member in good standing for at least fifteen (15) years immediately preceding the request for Life Membership. Life Membership will be contingent upon the notification of and majority approval by the Executive Committee.

- 2) Has been a Member in good standing for twenty-five (25) consecutive years. Life Membership will be contingent upon the notification of and majority approval by the Executive Committee.

- 3) Has the unanimous approval of the Executive Committee AND majority vote of the Members in good standing at a regular meeting.

ARTICLE V
MEETINGS

a) ANNUAL MEETING: The annual meeting of the organization shall be held on the second Wednesday of December each year. The election of officers shall take place during the annual meeting. If the annual meeting does not take place at the prescribed time, it shall be held within a reasonable time thereafter, and the officers shall hold over until their successors shall have been elected.

b) REGULAR MEETINGS: The regular meeting of the organization for the transaction of ordinary business shall be held on the second Wednesday of each month at 7:00 pm.

c) SPECIAL MEETINGS: A special meeting of the organization may be held at any time upon the call of the President or Executive Committee, or upon demand in writing stating the purpose of the proposed meeting and signed

by not less than 10% of the membership entitled to vote. Notice of the time, place and purpose of any special meeting shall be given to all Officers and Members in good standing in writing, by either United States mail or electronic mail, no fewer than seven (7) days prior to the date fixed for the meeting. The place of any special meeting shall be decided by the Executive Committee.

d) QUORUM: Ten (10) Members of the organization entitled to vote shall constitute a quorum at any meeting.

e) VOTING: Only Members in good standing shall be entitled to vote at regular or special meetings of the Club. A Member in good standing shall be defined as a Member who has attended at least four (4) regular meetings of the Club in the previous twelve (12) months and is current with paying annual dues.

f) ORDER OF BUSINESS: The Order of Business shall conform to Robert's Rules of Order for conducting business meetings. Robert's Rules shall govern the organization in all cases in which they are applicable and are not inconsistent with the bylaws of this organization.

g) ATTENDANCE RECORD: The names of those Members in attendance at any regular or special meeting shall be maintained by the Secretary.

ARTICLE VI
OFFICERS

a) The Officers of this organization shall be a President, Vice President, Secretary, Treasurer, and three (3) individual Range Officers. These seven Officers, acting together, shall constitute the Executive Committee. With the exception of the Range Officers, they shall be elected by majority vote by ballot of the Members in good standing present at the annual meeting of the organization. They shall hold office for one calendar year. The three Range Officers shall be appointed by the President for a one-year term.

b) The Executive Committee shall have general supervision and control of all the activities of the organization. This shall include preparation of an annual budget for the Club, which shall be presented to the membership at the regular meeting following the annual meeting. A vote by a majority of the Members in good standing at this meeting shall be required to approve the annual budget.

c) The Executive Committee, with appropriate advice, shall be the originator of all applications in the name of the Club for grants from the National Rifle Association or other body.

d) The Executive Committee shall have general supervision over the activities of the various leagues and junior teams associated with the Club, including, but not limited to, the Pistol League, the Bowling Pin League, the 4H shooting program and the Junior Rifle and Air Pistol teams. Head coaches and their assistants for the Junior Rifle and Junior Air pistol teams shall be confirmed by the Executive Committee, which shall insure that

these individuals have appropriate knowledge of their shooting discipline and have passed all background checks required by law.

e) Any coach, volunteer or other person who works with minors, as defined by state law, and who ceases to have any of the state-mandated clearances, shall be removed from his or her position by the Executive Committee as soon as practicable.

f) Meetings of the Executive Committee shall be held regularly at such time and place as the Committee may determine but at least quarterly. Special meetings may be held at any time on the call of the President. Special meetings may also be requested by three members of the Executive Committee by putting their request in writing to the Secretary.

g) Four (4) members of the Executive Committee shall constitute a quorum.

h) A vacancy in the office of the President, Vice President, Secretary or Treasurer, due to resignation, death or removal, shall be filled at the next monthly general meeting of the Club by election of the Members in good standing present.

ARTICLE VII
DUTIES OF OFFICERS

a) PRESIDENT: The President shall preside at all meetings of the organization and of the Executive Committee. He shall be a member *ex-officio* of all regular and special committees and shall perform all other duties that usually pertain to his office.

b) VICE PRESIDENT: The Vice President shall perform the duties of the President in his absence or at his request.

c) SECRETARY: The Secretary shall conduct all official correspondence of the organization. He shall notify the members of the Executive Committee of all Executive Committee meetings and shall notify all Members of the Club of special and annual meetings as required in Article V. He shall keep a true record of all meetings of the Executive Committee and of the organization and have the custody of the books and papers of the Club. All applications for membership in the Club shall be made to the Secretary. He shall be responsible for the collection of all fees and dues and shall remit the same to the Treasurer, taking his proper receipt thereof. The Secretary may be aided by such assistants as he may designate while remaining responsible for the duties of his office.

d) TREASURER: The Treasurer shall have charge of all funds of the organization and place the same in such bank or banks as may be approved by the Executive Committee. Only one checkbook shall be maintained as the depository of all funds due to and under the control of

the Club. At the discretion of the Executive Committee, the Treasurer may be directed to establish a savings account. No Member of the Club shall maintain a checking or savings account using the name of the Club nor may any Member use the name of the Club or its facilities for personal financial gain. Two signatures shall be required for any withdrawals from the Club account(s), one of which will be the Treasurer. The other signature shall be either the President, Vice-President or Secretary. Such money shall only be withdrawn for the payment of such bills in excess of \$1000 as shall have been approved by the Executive Committee. All withdrawals shall require that a receipt be presented. The Treasurer shall follow proper accounting procedures, including the use of ledger books or other appropriate methods approved by the Executive Committee, to maintain an accurate account of all Club or Club-related transactions. He shall render a detailed report with vouchers indicating the nature of any expense at any meeting of the Executive Committee when requested to do so. He also shall present an annual report to the organization at its annual meeting. The Treasurer may be aided by such assistants as he may designate, while remaining responsible for the duties of his office.

e) RANGE OFFICERS: Range Officers shall be responsible for the safe operation of the range, including a safety orientation for all new Members. They shall be responsible for enforcing the range rules and for stopping any unsafe act or situation that may arise. Range Officers may eject a shooter from the range if they feel that the individual has created an unsafe condition on the range. They may prohibit Members from shooting when, in their opinion, they exhibit unsafe firearms handling or shooting practices and/or violate any of the Club's rules, regulations or policies for the

shooting range. Members may appeal this action by presenting their issues in writing to the Club President, who shall convene a review of the grievance as specified in the bylaws of the Club. The Range Officers shall be responsible for the condition of the firing range. They shall periodically conduct and maintain an inventory of the Club's property and equipment. They shall conduct an annual financial audit of the Club's books and report the results of such audit prior to the preparation of the Club's income tax return. Range Officers and instructors shall maintain a certification from the NRA or other national shooting sports organization except that temporary range officers shall be appointed for individual events based on their experience and knowledge of the shooting sports.

f) If the Executive Committee shall deem it appropriate that the Club maintain a bank safety deposit box, the President and Treasurer shall have custody of and jurisdiction over the box.

ARTICLE VIII SUSPENSION OR EXPULSION

a) Any Officer may be removed by a majority vote of the Members in good standing present at any special meeting called for this purpose. No vote on suspension or removal may be taken unless the Officer has been given the reasons for his removal in writing AND has been notified of the time and place of the special meeting. These notifications shall be presented in writing at least fifteen (15) days prior to the special meeting, at which the Officer shall be given a full hearing.

b) Any Member may be suspended or expelled from the organization for a violation of the General Rules or for any other cause deemed sufficient by the Executive Committee. The suspension or expulsion shall require a majority affirmative vote of the members of the Executive Committee present at any regular or special Executive Committee meeting. No vote on suspension or expulsion may be taken unless at least fifteen (15) days' notice in writing has been given to the Member preferring the charges and to the Member charged, informing them of the time and place of the Executive Committee meeting where such charge(s) will be considered. At this meeting the Member under charges will be accorded a full hearing.

c) Charges against any Officer or Member may be preferred by any Member. The charges 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 will call a meeting of the Executive Committee to hear the charges. The Secretary will give at least fifteen (15) days' notice of the meeting to members of the Executive Committee and to the accuser and the accused. Said notice shall be in writing and shall include a true copy of the charges and of the supporting affidavits and exhibits. The decision of the Executive Committee shall be final. Any Member suspended shall not be permitted to use Club Facilities for any reason.

ARTICLE IX
MATCH RULES

All formal rifle and revolver or pistol competitions held by the Club will be governed by the rules and regulations laid down by the National Rifle Association of America, or other nationally recognized shooting sports organization.

ARTICLE X
AMENDMENTS

Additions to or modifications of the Bylaws of this organization must be presented from the floor in writing to the Secretary, reviewed by those Members in good standing present at three (3) consecutive regular meetings, and voted on by those Members in good standing present at the third meeting. A majority vote of Members in good standing in attendance shall be necessary to approve such amendments.

ARTICLE XI
LEGALITY CLAUSE

Any clause in the Bylaws found to be in violation of local, state, or federal law shall be null and void without effect on any of the remaining clauses.

ARTICLE XII
DISSOLUTION OF THE ORGANIZATION

a) GENERAL CONDITIONS: The decision to dissolve this organization for any reason is specifically reserved to Life Members and Annual Members who have been Annual Members in continuous good standing for not fewer than the previous five (5) consecutive years. The decision to dissolve shall be made only by ballots provided for this purpose and not less than a two-thirds majority of those ballots received shall be required to dissolve this organization. The ballots shall be forwarded by certified mail to those eligible to vote, and all ballots received shall be authenticated and counted at a special meeting of the Club called for that purpose. Said special meeting shall be scheduled no sooner than thirty (30) days and no fewer than forty-five (45) days from the date the ballots are forwarded by certified mail. Proxy ballots for the purpose of dissolution are prohibited.

b) When and if the organization is dissolved for the purpose of ceasing operation, no Member shall individually share in the assets, but the assets shall be placed in an interest-bearing organization savings account in such bank or depository as the Executive Committee shall designate for a period of no more than five (5) years and maintained there unless or until an organization with a like purpose and objective may be formed or found to be in existence in Clearfield County. Then the trust fund may be made available to the new or existing organization for the purpose of aiding in the formation or furthering the purpose of that organization. If, upon the expiration of the five-year period, no such organization has been approved

as follows, then any and all assets after payment of legal obligations shall be paid over to the National Rifle Association of America.

- 1) The organization savings account shall be established so as to require not fewer than two (2) signatures for withdrawal of any funds.
- 2) Three (3) persons shall be drawn at random from a listing of Life and Annual Members who returned their ballots for voting on dissolution. They will sign the withdrawal authorization form provided by the institution selected by the Executive Committee. If any person drawn at random is unwilling or unable to sign for the withdrawal of funds, additional name(s) will be drawn at random from the listing until three have been selected.
- 3) In the event two or more qualified organizations should simultaneously apply for the funds within the five-year period stated above, a majority of the persons authorized to withdraw funds from the organization account may at their discretion award the funds to such applicant as they shall determine to be the most worthy or may reject all applicants, and their decision shall be irrevocable.
- 4) In the event an organization applies for the funds singly, a majority of the persons authorized to withdraw funds from the organization account may either approve or reject the applicant at their

discretion without explanation, and their decision shall be irrevocable.

- 5) If an applicant organization corrects or rectifies such deficiency as deemed it unsuitable in the views of the authorized persons, it may be allowed to reapply at the discretion of any person authorized to withdraw funds from the account.
- 6) In any case where a person authorized to withdraw funds is determined to be a member or holds a fiduciary interest in any applicant organization, that person shall be replaced by a random drawing from the remaining list of Members who returned their ballots, except if the following occurs: If the five-year period elapses without an acceptable applicant, then membership in the National Rifle Association of America shall not bar a person from signing for the withdrawal of funds to be remitted to the National Rifle Association of America.
- 7) Upon the closing of the organization savings account, whether through disbursement to any applicant organization or, upon completion of the five-year period specified above, to the National Rifle Association of America, any fees required to close out the incorporation or release of tax status with the local, state or federal government shall be paid from the organization account before disbursement of the remaining funds.
- 8) When or if the purpose of the dissolution is to form a merger with an existing organization with the like purpose and objective as this

organization, then all assets shall be transferred to the newly merged organization.

ARTICLE XIII
GENERAL SAFETY RULES

The Club shall establish a list of General Safety Rules governing the conduct and safety of its members and are incorporated by reference here. Such Rules shall be subject to modification by a majority of those eligible to vote at any regular meeting.

Members shall exercise restraint in the use of tobacco products, specifically smoking and chewing. During meetings and league activities, Members are asked to be courteous by curtailing the use of tobacco or moving to another room when requested to do so by any Members present.

EXECUTIVE COMMITTEE

Don Beam, President

Nick Giovannelli, Vice President

Don Swan, Treasurer

Joanne Pentz, Secretary

Robert Emmers, Josh Kiskaddon and Jerry Williams, Range Officers

Proposed at regular meeting held on the 8th day of March, 2017

Second reading at regular meeting held on the 12th day of April, 2017

Attest: _____ President

_____ Secretary