

Bylaws

PASCAGOULA SHOOTING CLUB

BYLAWS

10-15-22

REV 12

TABLE OF CONTENTS

<u>ARTICLE I – NAME</u>	<u>3</u>
<u>ARTICLE II – OBJECTIVES</u>	<u>3</u>
<u>ARTICLE III – MEMBERSHIP</u>	<u>3</u>
<u>ARTICLE IV – DUES</u>	<u>5</u>
<u>ARTICLE V – PSC OFFICERS</u>	<u>5</u>
<u>ARTICLE VI – DUTIES OF OFFICERS</u>	<u>6</u>
<u>ARTICLE VII – UTILIZATION OF CLUB FINANCES</u>	<u>8</u>
<u>ARTICLE VIII – MEETINGS</u>	<u>9</u>
<u>ARTICLE IX – AMENDMENTS</u>	<u>11</u>
<u>ARTICLE X – LIABILITY</u>	<u>11</u>
<u>ARTICLE XI – EQUAL OPPORTUNITY</u>	<u>12</u>
<u>ARTICLE XII – DEACTIVATION</u>	<u>12</u>
<u>REVISION HISTORY</u>	<u>13</u>

ARTICLE I – NAME

The name of this organization is the PASCAGOULA SHOOTING CLUB (hereafter referred to as “PSC”)

ARTICLE II – OBJECTIVES

The PSC exists to promote sportsmanship and marksmanship among members and their families, potential members, and authorized guests through:

- (a). Promoting and ensuring safe firearms handling practices;

- (b). Disseminating firearms techniques and marksmanship training;

- (c). Promoting firearms competitions among members/organizations and the general public in cooperation with Mississippi shooting organizations, the National Rifle Association of America (NRA), the Civilian Marksmanship Program (CMP), USA Shooting, and other organizations.

ARTICLE III – MEMBERSHIP

1. The Board of Directors (also referred to as the “BOD”) may approve membership for any person legally eligible to possess or use firearms.

2. Membership in the PSC may be acquired and maintained through payment of prescribed annual dues as outlined in ARTICLE IV of the PSC By-Laws. This membership shall be permanent unless revoked for cause by the BOD, subject to the provisions outlined in the PSC Standard Operating Procedures (also referred to as the "SOP" or "SOPs"). Any member convicted of a felony or other charge which carries with it the loss of right to own and possess a firearm shall be immediately expelled from the club.

3. Members of the club in good standing enjoy all benefits and privileges offered by the club, including voting rights at regular or special meetings. Members under the age of 18 are not permitted voting rights. Members who have had their membership suspended by the majority decision of the BOD or by vote of the general membership shall not retain the right to vote but may attend the regular or special meetings of the club.

4. Members of the PSC are expected to be familiar with the PSC SOPs. Failure to follow prescribed SOPs may result in disciplinary action, pursuant to the provisions outlined in the PSC SOPs.

5. Any members under the age of 18 shall shoot under the supervision of an adult.

6. Any PSC member in good standing who is activated or called to duty to support and defend the Constitution of the United States of America shall retain status as a member in good standing for the length of their absence, and upon returning to the PSC shall not be required to pay dues until the next annual renewal.

7. The membership roster for the PSC shall be limited to six hundred fifty (650) persons. A waiting list shall be created to track those persons who wish to join after this number has been reached. This will be done on a "first come, first served" basis. Any current member who does not renew his/her membership by June 30th shall be considered to have relinquished his/her membership, and that spot shall be filled from the waiting list.

ARTICLE IV – DUES

1. Standard membership dues are \$100 and are due in full prior to the first Saturday of April of each year. Seniors who are 75 years or older will get a \$25 discount. Veterans who are 100% disabled or who are missing a limb will receive a \$25 discount. Standard membership shall include range privileges for spouse and minor children of the member. Voting rights do not extend to anyone other than the paying member.

2. Existing members' dues are not prorated.

People wishing to join shall pay the following pro-rated fees:

- April 1st – June 30th: (\$100 full annual cost for April 1st to March 31st).
- July 1st – September 30th: \$75
- October 1st – December 31st: \$50
- January 1st – March 31st: \$125 (covers the last quarter and the following year's membership)

3. Active military will get a 50% discount in dues. Military I.D. must be shown.

ARTICLE V – PSC OFFICERS

1. PSC Officers include the President, Executive Officer, Executive Secretary, Treasurer, Safety Officer, and Operations Officer. These Officers shall be elected from the general membership by a majority vote of the members in good standing present at the annual January meeting of the Club. Members shall show their current membership card or a photo ID and have their membership verified on the active membership list in order to receive the ballot to vote.

2. A meeting will be held on the first Sunday in December at 2:00pm at the range facility for the express purpose of nominating members in good standing for positions on the Board of

Directors, with elections to follow at the January meeting as prescribed in the By-Laws (currently every other year). Nominations shall be closed at the end of the December nomination meeting. Nominations shall be recorded by the Secretary for posting on the official Club website, as well as at the range, a minimum of 14 days prior to the date of the January meeting. Persons being nominated must be present at the meeting, or must provide, orally, or in writing, to a member of the Board of Directors of the PSC in advance, notification that they will accept the nomination for a particular position. No member shall accept a nomination for more than one position.

3. The term of service for all members of the Board of Directors shall be 2 years.

Any Officer of the PSC may be removed from the BOD by majority vote of the members in good standing;

4. The BOD members' duties shall include general supervision and control of all activities of the club pursuant to ARTICLE VI of the PSC By-Laws.

5. Three voting members of the BOD shall constitute a quorum.

6. Resignation of any officer of the BOD may be accepted by the remaining members of the BOD.

7. Any vacancy in the Board of Directors shall be filled by election by a majority vote of the members in good standing present at the next regularly scheduled PSC meeting. The position will be up for election at the next scheduled January meeting of the club at which elections are scheduled to be held, regardless of the time the position was held.

ARTICLE VI – DUTIES OF OFFICERS

1. The President shall preside over regular and special meetings of the PSC, as well as the meetings of the BOD. As such, the President is a non-voting position on the BOD, except in the case of a deadlock vote of the BOD, at which time the President will cast the deciding vote. The President may designate any member of the BOD to preside over meetings of the PSC and the meetings of the BOD. The President represents the BOD as a single point of contact with the general membership. The President shall represent the PSC as a single point of contact with people outside the PSC as directed by the BOD.

2. The Executive Officer shall be a voting position on the BOD. The Executive Officer is responsible for recruitment of new members and oversight of the range operations. The Executive Officer shall perform duties as directed by the BOD.

3. The Executive Secretary shall be a voting position on the BOD. The Executive Secretary shall author all official correspondence, including the preparing and forwarding of all reports required by the President or BOD. The Executive Secretary shall notify all members of annual, regular, or special meetings, and shall retain custody of club records. The Executive Secretary shall perform other duties as directed by the BOD.

4. The Operations Officer shall be a voting position on the BOD. The Operations Officer shall oversee range facilities and advise the BOD on maintenance and operational requirements and the costs associated. The Operations Officer is authorized to work directly with contractors to complete maintenance or construction tasks. The Operations Officer shall perform other duties as directed by the BOD. The Operations Officer may appoint committees as necessary to assist in fulfilling the duties of Operations Officer with approval of the BOD, pursuant to the provisions of the PSC SOP.

5. The Safety Officer shall be a voting position on the BOD. The Safety Officer is responsible for ensuring a safe environment for all range activities. The Safety Officer is responsible for ensuring that members and guests complete any safety training and indemnification paperwork required by the PSC Standard Operating Procedures. The Safety Officer oversees all recreational shooting, competitive shooting, and training events. The Safety Officer shall perform other duties as directed by the BOD. The Safety Officer may appoint committees as necessary to assist in fulfilling the duties of Safety Officer with approval of the BOD, pursuant to the provisions of the PSC SOP.

6. The Treasurer shall be a voting position on the BOD. The Treasurer will maintain financial records of the PSC, including, but not limited to bank statements, tax records, loan documents, asset/liability statements (balance sheet), and income statements. The Treasurer shall perform other duties as directed by the BOD. The Treasurer is responsible for preparing financial reports of the PSC to the general membership, pursuant to ARTICLE VII of the PSC By-Laws.

7. Officers of the PSC, alone or collectively, without the consent of the general membership, shall not indebted the PSC, pursuant to ARTICLE VII of these PSC By-Laws.

ARTICLE VII – UTILIZATION OF CLUB FINANCES

1. All expenditures of PSC funds shall be conducted in full compliance with all Federal, State, and Local laws, statutes, and ordinances.

2. Expense receipts shall be copied onto an 8 ½ x 11 paper and kept in a 3-ring binder. The budget line item for the expense and the check number for paying that expense shall be recorded on the receipt. All PSC financial records shall be made available to members at each scheduled regular meeting. Members in good standing may request viewing of the PSC financial records between regular meetings by submitting a written request to the Executive Secretary, who will notify the President and Treasurer. The records must be made available for viewing at the PSC facility within 14 days.

3. All checks issued by the club shall be “2-Party” checks, requiring the signature of two BOD members to be valid.

4. The BOD, collectively, individually, or in any combination thereof, may not indebted the club for amounts exceeding \$2000 collectively per quarter without the consent of the general membership through a vote held at either regular or special meetings.

5. The BOD shall prepare and publish an annual budget which shall outline the projected operational costs of the PSC for the subsequent year, proposed range improvement projects for the subsequent year, and proposed costs of said improvements. This budget shall be made available for review by all club members in good standing at least 14 days prior to the April annual general meeting. The budget shall be voted upon using a line-item method by the general membership at the April annual general meeting. A line item expenditure can be exceeded by 25% but the additional funds must come from savings from other line items. The BOD shall be held to the total budget as approved by a vote of the general membership.

6. Emergency expenditures shall require the unanimous vote of the BOD and immediate notification of general members of the circumstances and amount of expenditure.

7. The BOD shall not be reimbursed for personal expenses incurred during the course of official PSC business without approval by a vote of the general membership in good standing.

8. The BOD may authorize payments, not to exceed \$100, to reimburse any PSC-related expense incurred by a general member.

ARTICLE VIII – MEETINGS

1. Regular PSC meetings are held on the Third Saturday of January, April, July, and October at the range facility at 2:00PM. This meeting may not be moved or rescheduled. In the event that the meeting cannot be held, the meeting will be postponed until the next scheduled regular meeting.

2. A majority of the voting PSC BOD and any members in good standing present at the Regular Meeting shall constitute a quorum. BOD and members shall sign a list verifying their attendance in the meeting for the club records.

3. The January meeting of each even-numbered year (2010, 2012, etc.) shall also serve to host the election of Officers to the BOD, the makeup of which is outlined in ARTICLE V of these PSC By-Laws.

4. Should natural disaster or major impact to the club facilities prevent a scheduled election, the BOD shall remain in effect until the next Regular PSC meeting, at which time elections shall occur. In the event that the range facilities are unable to be used for this meeting in April, a substitute location shall be proposed by the BOD at least 1 month prior to the April meeting date.

5. Special PSC meetings may be called by the President of the PSC, or upon request of any member in good standing in writing. Notice of the Special PSC meeting time shall be provided to all officers and members in good standing in writing, by mail or email, and by notification on the Club Website (www.pascagoulashootingclub), no less than 14 days prior to the meeting date. Special meetings shall be held at the PSC range except in extreme circumstances.

6. A majority of the voting PSC BOD plus at least 8% of the members in good standing shall constitute a quorum for the Special Meeting.

7. All regular and special meetings shall have an official agenda posted by the BOD, both at the range and on the Club Website, at least 14 days prior to the meeting. The BOD shall follow the agenda. Introduction of items other than on the agenda by the BOD is not permitted. Members

in good standing may introduce items other than those on the agenda for discussion, but action on said items shall be tabled until the next regular or special meeting. This delay in action shall not be required for items which directly impact the safety of the membership.

8. A current listing of PSC members in good standing shall be made available at each PSC meeting to determine who is eligible to participate, vote, and hold office, as well as ensure that an 8% membership representation has been achieved to provide for a quorum at Special Meetings.

9. All meetings shall be conducted in accordance with Robert's Rules of Order.

ARTICLE IX – AMENDMENTS

1. Amendments to the PSC By-Laws or SOP may be introduced by any PSC member in good standing, including Officers of the BOD, at any Regular or Special meeting of the PSC or by contacting a member of the Board of Directors in writing, detailing the amendment proposed.

2. Proposed amendments must be posted at the range and on the Club Website at least 14 days prior to the Regular or Special meeting at which they will be introduced for vote.

3. After presentation and discussion during the Regular or Special meeting, the proposed amendment will be put to a vote. In order to pass, the amendment must be passed by a 2/3 “supermajority” of members in good standing at the meeting.

4. The BOD shall, with a 4/5ths “supermajority” vote, be allowed to amend the SOP when the reasons for doing such impact directly on Club liability and/or Club/member safety.

ARTICLE X – LIABILITY

1. The PSC shall maintain property and liability insurance with reasonable limits of coverage to protect the interests of the PSC. This shall include, but not necessarily be limited to property insurance, general liability coverage and directors and officers liability coverage.

2. All persons participating in any events on PSC property shall sign acknowledgements of the range SOPs and “hold harmless” agreements to indemnify the PSC from harm resulting from neglect or misconduct.

ARTICLE XI – EQUAL OPPORTUNITY

1. The PSC is an equal opportunity organization and employer and will not practice, permit, nor condone discrimination of any time based on race, color, religion, sex, national origin, age, disability, marital status, and/or sexual orientation. Sexual harassment is strictly prohibited. PSC has a zero tolerance for sexual harassment and any proven violations may result in expulsion.

2. Any member or applicant who believes they have been discriminated should contact an Officer of the PSC for immediate attention, investigation, and attempted resolution. In addition to contacting an Officer, a written statement of the violation from the person who was allegedly violated shall be sent to the BOD within 30 days of the alleged violation.

ARTICLE XII – DEACTIVATION

1. Deactivation of the Club may be accomplished only by the vote of a 2/3 “supermajority” of the total membership in good standing, as evidenced by a signed petition.

2. Upon deactivation, after all bills and valid debts are paid, any residual funds shall be donated to the NRA-ILA, assets shall be summarily sold and proceeds sent to the NRA-ILA, and real property shall be deeded to an appropriate wildlife refuge.

Revision History

Date	Section	Rev	Comments
01/28/07			Adopted by General Membership vote
10/7/07			Amended by General Membership vote
04/06/08			Amended by General Membership vote
1/4/09			Amended by General Membership vote
1/2/11			Amended by General Membership vote
1/17/15			Amended by General Membership vote
4/16/16			Amended by General Membership vote
4-15-17	Revision	8	Added Revision History
4-15-17	VII.5.	8	Changed one month to 14 days. Plan to budget
4-15-17	VIII. 7. 9	8	Changed 10 days to 14 days.
10-21-17	IV.2	9	Only new members get prorated dues

10-21-17	IV.3	9	Active military get 50% discount
10-21-17	VII.5	9	Allow 25% overage on budget line items but cannot exceed overall budget.
4-21-18	IV.1	10	Seniors and disabled veterans receive dues discount.
1-15-22	VII.2	11	Recording of expense receipts
10-15-22	III.7	12	Reduced membership to 650