

## **By-laws of the Howard County Rifle and Pistol Club<sup>SM</sup>, Inc.**

### **ARTICLE I-Name**

The name of this organization shall be the Howard County Rifle and Pistol Club<sup>SM</sup>, Inc.

### **ARTICLE II – Object**

The object of this club shall be the encouragement of organized rifle and pistol shooting among citizens of the United States resident in our community, 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 shall be 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, eighteen years of age or older, is eligible to make application for membership in this club. All applicants, commencing in January 1993 and continuing through out membership, must be a member in good standing of the National Rifle Association, or make application for membership in the National Rifle Association within seven days of their application for membership. All applicants for membership shall be sponsored by a member of the club. The sponsoring member shall be a member in good standing and have been active in the club for at least one year. The applicant for membership must present him/herself at a quarterly or special meeting of the club, and introduce him/herself to the membership. The applicant must also participate in one additional club activity, prior to induction. Acceptance to the club by two thirds vote of the quorum at a quarterly or special meeting is required. New members who wish to use the facilities of the Patapsco Ranges will be required to have a familiarization by the club's Range Safety Officer with the Patapsco Ranges and all safety requirements and procedures, and to sign a statement of their understanding and willingness to comply therewith, before being issued a Range Badge. The requirement for participation in one additional club activity prior to induction may be waved by a two thirds vote of the quorum if the sponsoring member will appear at a club meeting and personally attest that he/she has had personal knowledge of the good character, integrity, and reliability of the applicant for at least a one year period prior to the making of the application. All other requirements still apply, including the AGC required safety briefing.

## **ARTICLE IV – Dues**

The annual membership dues for the club shall be set yearly by the Executive Committee, based on the financial situation of the club. The membership dues for the coming year shall be determined prior to the October meeting, and announced to the membership at that meeting. Those members who wish to use the facilities of the Patapsco Ranges of the Associated Gun Clubs of Baltimore, Inc. must also purchase a Range Badge. Fee for the Range Badge is set by the Associated Gun Clubs of Baltimore, Inc., and the cost of the Range Badge must be included with the annual dues. New members will pay a \$10.00 initiation fee when joining the club, plus the annual dues. The membership year shall run from 1 January to 31 December. Should a new member be accepted after 1 July, the dues shall be one half the annual dues for the remainder of the membership year, plus the \$10.00 initiation fee. For those members who elect to receive club correspondence via electronic means (e-mail), there is a \$5.00 reduction on the annual cost of membership. New members joining after 1 July will receive a \$2.50 reduction for the remainder of that year, if they elect electronic distribution of club correspondence.

Members are encouraged to renew their memberships and receive their Range Badge at the January club meeting. For those who wish to renew by mail, a \$10.00 handling fee will be charged to cover the additional processing costs, including the mailing of the Range Badge to the member. To remain in good standing, members must renew by the April quarterly meeting. All members failing to renew by the April quarterly meeting will be removed from the membership roles. To regain their membership status, they will be required to apply as new members, and pay the \$10.00 new member initiation fee, in addition to the annual dues.

## **ARTICLE V – Meetings**

(a) Quarterly Meetings - Quarterly meetings of the club shall be held in January, April, July, and October, on the second Sunday of the month, beginning at 7:00 PM. Normal location for the meetings is the Messick Hall, Patapsco Ranges, Marriottsville, MD. Changes to the date, time and location of individual meetings may be approved by the executive committee and the membership shall be notified by United States mail at least two weeks in advance.

(b) 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 demand in writing, stating the object of the proposed meeting, and signed by not less than 20% of the membership. Notice of time, place and object of any special meeting shall be given all officers and members in writing by United States mail not less than seven days prior to the date for the holding of the meeting.

(c) Quorum - One quarter of the members of the club entitled to vote shall constitute a quorum at any meeting.

## **ARTICLE VI – Officers**

(a) The officers of this club shall be a President, Vice-President, Secretary, Treasurer, and Range Safety Officer who, acting together shall constitute the Executive Committee. They shall be elected by a majority vote by ballot of the members in good standing at the annual meeting of the club. With agreement by a majority vote of the membership, the offices of the Secretary and Treasurer can be combined.

(b) The Executive Committee shall have general supervision and control of all the activities of the club. The Executive Committee may make agreements with other clubs and individuals to carry out objectives of the club.

(c) Meetings of the Executive Committee shall be held as the Committee may determine. Special meetings may be held at any time on the call of the President on demand, or by two members of the Committee.

(d) Three members of the Committee shall constitute a quorum.

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

(f) 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.

(g) The officers of this club shall maintain individual membership in the National Rifle Association for their tenure in office.

## **ARTICLE VII - Duties of Officers**

(a) President. The President shall preside at all meetings of the club and 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.

(b) Vice-President. The Vice-President shall perform all such duties of the President in his absence or at his request. The Vice-President shall also serve as the membership chairman, and be responsible for the issue of Range Badges for use of the Patapsco Ranges to the membership. All applications for new membership in the club shall be made to the Vice-President.

(c) Secretary. The Secretary shall conduct all official correspondence pertaining to the proper preparation and forwarding of all reports required of the club by the National Rifle

Association and by the Director of Civilian Marksmanship. He shall notify the members of the Executive Committee of all meetings and shall notify the members of the 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 club and have the custody of the books and papers of the club, except the Treasurer's books of account. He shall be responsible for the collection of all fees and dues and shall remit the same to the Treasurer, taking his proper receipt therefore. He shall be responsible for reaffirming the club annually with the National Rifle Association.

(d) 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 only be withdrawn by check signed by the Treasurer and for the payment of such bills as shall have been approved 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 shall provide a quarterly report to the members at quarterly meetings.

(e) Range Safety Officer. The Range Safety Officer shall instruct all new members in the safety requirements and procedures of the Patapsco Ranges, as required by the Associated Gun Clubs of Baltimore, Inc. The Range Safety Officer shall also assure the safety of all club-sponsored shooting events.

### **ARTICLE VIII - 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 may be taken unless at least fifteen days notice in writing shall have been given to the officer of the reasons 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 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 affirmative vote of the members of the Committee presented at any annual 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 members under charges will be accorded a full hearing.

(c) Charges against an 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 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 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.

(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 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 to the accuser and to the accused. A vote will be taken by ballot of the membership in good standing present and a two-thirds vote shall be required to reverse the action of the Executive Committee.

(e) Any official or member (new members as of January 1993) of the club who has been suspended or expelled by the National Rifle Association of America shall 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.

**ARTICLE IX - Amendments**

Any proposed amendments to these by-laws may be introduced by any member of the club at the annual or special meeting called for the purpose. A two-thirds vote of the quorum will be necessary to pass or reject it.

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

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President's Signature      Date

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Secretary's Signature      Date