

Bylaws

Pine Mountain Lake Shooting Club

Pine Mountain Lake, Groveland, CA

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Article I Name and Type of Organization

The name of the organization shall be "Pine Mountain Lake Shooting Club", commonly called the PML Shooting Club", and herein referred to as the "Club". The Club shall be organized as an Organized Group under Pine Mountain Lake Association (PMLA) Resolution #01.05, as amended May 18, 2002.

Article II Purpose

The purpose of the Club shall be

- to help Pine Mountain Lake Association in the re-establishment of the original shooting range within Pine Mountain Lake Property,
- to maintain a recreational association of members of Pine Mountain Lake Association who have a common interest in shooting sports,
- to provide a safe environment for shooting, consistent with basic rules for safe handling of firearms,
- to enable shooting practice and proficiency for its members,
- to provide a safe haven for establishing and maintaining self defense skills, and
- to support a shooting sport amenity to those members of the Pine Mountain Lake Association who have an interest in the responsible and safe use of firearms for the shooting sports.

Article III Membership

Section 1 Eligibility

There are two classes of membership; voting members and affiliate members. To be eligible for membership, a member of either class must be lawfully able to possess a firearm pursuant to State and Federal Law.

- a. A voting member is any individual who is:
 - i. A member of PMLA; or
 - ii. A renter of property in PMLA with assigned owner privileges.
- b. An affiliate member is any individual who does not meet the requirements of a. above.

Section 2. Application for Membership.

A person shall become a member upon:

- a. Acceptance and approval of the application for membership by the Executive Committee, and
- b. The payment of the first year's dues as fixed by the Executive Committee of this Club.

Section 3. Rejection of Application.

The Executive Committee may refuse membership to any person who is not in sympathy with the mission and vision of this Club.

Section 4. Dues and Fees

- a. The renewal dues shall be determined yearly by the Executive Committee and ratified by a majority vote of the membership present at a special or regular meeting.
- b. Annual renewal dues shall be payable in January of each year.
- c. For members who join the Club in a month following January in any given year, the first year's dues shall apply from the initial date of membership to 31 December of that year.
- d. For members who join the Club in the months of October through December in any given year, the first year's dues shall apply from the initial date of membership to 31 December of the following year.

- e. Other fees may be determined yearly by the Executive Committee if and as necessary to fund the Club's activities. Other fees shall be ratified by a majority vote of the membership present at a special or regular meeting.

Section 5. Privileges, Rights, and Duties of Membership

Voting members:

- a. Shall have the right to vote in Club elections and other matters properly brought before the Club.
- b. Shall have the right to invite guests to use Club facilities and equipment. Members' guests may only use Club facilities and equipment in the presence of the member who invited them. Members' adult guests shall be lawfully able to possess a firearm pursuant to State and Federal Law.

All members:

- a. Shall uphold the Club regulations.
- b. Shall have the right to use Club facilities and equipment under the supervision of a Club Approved Range Master.
- c.

Section 6. Termination or Forfeiture of Membership

- a. The membership of any member shall terminate upon the occurrence of any of the following events:
 - i. Resignation of the member in writing to the Secretary of the Club.
 - ii. Expiration of the membership year, unless dues are paid for the succeeding membership year within the time and terms set by the Executive Committee.
 - iii. Expulsion pursuant to subsection b, below.
- b. Before a member may be expelled, the following procedure shall be followed:
 - i. Upon determination by the President of the Executive Committee that reasonable cause exists for consideration of expulsion of a member, notice shall be given to such member, personally or by first class mail addressed to the most recent address of the member as shown on the Club's records, setting forth the reasons that expulsion is to be considered. The notice

shall be given or mailed at least 15 days prior to the date of the meeting of the Executive Committee to consider the expulsion, and shall state the time and place of the meeting and notify the member of his or her right to be heard.

- ii. The member shall be permitted to be heard personally or in writing before action is taken by the Executive Committee upon the expulsion question. The member may also present statements of others, orally or in writing, on his or her behalf.
- iii. Following the hearing, the Executive Committee shall decide whether or not the member has engaged in conduct seriously prejudicial to the interests of the Club and should have temporary or permanent restrictions placed upon their membership, be expelled or other disciplinary actions taken. The decision of the Executive Committee shall be final and shall be effective five days after the decision.

Article IV Financial Transactions and Obligations

- a. The Treasurer or delegated officer shall make expenditures specifically approved by a majority of the Executive Committee. Meetings by telephone or email for the purpose of conducting the financial business of the Club are permitted.
- b. The Treasurer shall keep a true and accurate record of income and expenditures of the Club. The Treasurer's statement of income and expenses shall be available for examination by all Club members at regular meetings and upon request by email or regular mail to any member who requests a copy of said statement.

Article V Meetings

Section 1 – Conduct of Meetings

All meetings shall be conducted in accordance with Roberts Rules of Order.

Section 2 – Regular Meetings

Regular meetings shall be held at least once per year at times and places to be announced by email messages to members in good standing. One of the regular meetings shall be held in October of each year, and the October meeting shall be for the purpose of election of officers for the following calendar year. Notice of the time and place of the October meeting shall be not less than seven (7) days prior to the date fixed for holding the October meeting. The Executive Committee shall be responsible for establishing the

place and time for meetings and notifying all members. Incoming officers shall take office at the first regular meeting of the following calendar year.

Section 3 – Special Meetings

Special meetings may be held at any time upon call of the President, Executive Committee, or upon demand in writing by any member, stating the object of the meeting and signed by not less than 20% of the voting membership. Notice of the time, place, and object of the meeting shall be given to all members in good standing not less than seven (7) days prior to the date fixed for holding of the meeting. The Executive Committee shall be responsible for establishing the place and time for special meetings and notifying all members.

Section 4 – Quorum

A quorum of a regular or special meeting shall consist of at least a majority of the Executive Committee. Actions to be taken by the voting members at a regular or special meeting shall be by the approval of a majority of voting members present.

Article VI Officers and Range Safety Officers

- a. The officers of this Club shall be a President, Vice-President, Secretary, Treasurer and Range Supervisor, who, when acting together, shall constitute the Executive Committee. The President, Vice-President, Secretary, Treasurer and Range Supervisor shall be elected by the majority vote of the voting members in good standing at the October meeting of the Club. Each officer shall hold office for one year or until his successor is elected. An officer must be a voting member.
- c. The Executive Committee shall have general supervision and control of all the Club activities.
- d. Meetings of the Executive Committee shall be held regularly at such time and place as the Executive Committee shall determine. Special meetings of the Executive Committee may be held at any time on call of the President or on demand by two members of the Executive Committee.
- e. A majority of the members of the Executive Committee shall constitute a quorum.
- f. Resignation of any officer may be accepted by a majority vote of the remaining members of the Executive Committee.

- g. A vacancy in the Executive Committee shall be filled by nominations at the next regular or special Club meeting with elections to be held at the following regular or special Club meeting.
- h. The Executive Committee has the authority to appoint an interim officer to perform specific duties of the appointed office until that office can be filled by an election.
- i. Club Range Safety Officers, while not necessarily Officers of the Club nor members of the Executive Committee, shall be appointed by the Range Supervisor.
- j. To be eligible for the position of Range Safety Officer, an individual must be a member in good standing of the Club and must possess a current Range Safety Officer certificate issue by a recognized shooting organization such as the National Rifle Association.

Article VII Duties of Officers

- a. **President.** The President shall preside at all meetings of the Club and of the Executive Committee as defined by Roberts Rules. He shall be a member *ex officio* of all regular and special committees and shall perform such duties as pertain to his office. The President shall appoint standing or special committees as may be required by the bylaws or as he may find necessary.
- b. **Vice-President.** The Vice-President shall perform the duties of the President in his absence or at his request, and shall perform other duties as assigned by the President. He shall provide responsible oversight of all capital equipment owned by the Club.
- c. **Secretary.** The Secretary shall conduct all official correspondence pertaining to the Club and shall maintain a complete record of all correspondence. He shall keep a true record of all meetings of the Executive Committee and Club.
- d. **Treasurer.** The Treasurer shall maintain a complete record of all financial transactions. He shall have custody of the books of the Club. He shall be responsible for collection of dues, paying of bills, and preparing a detailed accurate account of all funds of the Club and shall place same in such bank or banks approved by the Executive Committee.
- e. **Range Supervisor.** The Range Supervisor must be a Voting Member as well as a Certified Range Safety Officer. He shall approve all Club Range Safety Officers and verify their certifications. He shall be responsible for the development of and updates to the range rules. He shall maintain and publish a list of Club Approved Range Safety Officers and their contact information.

- f. All Club officers are required to attend all meetings and appointed committees. Attendance may be excused for individual meetings for reasonable cause.

Article VII Amendments

Any proposed amendments to these bylaws may be introduced by any member of the Club at any regular meeting or special meeting and submitted to the Secretary. A copy of any proposed amendment shall be provided to the general membership at least ten (10) days prior to the meeting during which the vote shall be taken. A quorum and a majority vote of the members present shall be necessary to pass a proposed amendment.

I hereby certify that this Club has adopted these bylaws and amendments and that a copy of these bylaws has been made available to all Club members.

Carol Simpson 18 October 2014
Secretary date

Bylaws Revision History

Revision 1, adopted 9 October 2011

III.4.a. *Delete* "and shall be prorated on a monthly basis for members who initially join the Club in a month following January in any given year."

Insert "III.4.c. For members who join the Club in a month following January in any given year, the first year's dues shall apply from the initial date of membership to 31 December of that year."

Insert "III.4.d. For members who join the Club in the months of October through December in any given year, the first year's dues shall apply from the initial date of membership to 31 December of the following year."

Change numbering of 4.c to 4.f.

Revision 2, adopted 18 October 2014.

Article III Membership, Section 5. Privileges, Rights, and Duties of Membership

III.5 *Move* "All Members c. Shall have the right to invite guests to use Club facilities and equipment. Members' guests may only use Club facilities and equipment in the presence of the member who invited them." *to become b under the subtitle 'Voting Members'* "b. Shall have the right to invite guests to use Club facilities and equipment. Members' guests may only use Club facilities and equipment in the presence of the member who invited them."

III.5 *Insert* "Members' adult guests shall be lawfully able to possess a firearm pursuant to State and Federal Law." as the new, third sentence in III.5.Voting members b.

Article V Meetings, Section 2 – Regular Meetings

V.2. *Delete* "4 times" and *insert* "at least once"

V.2. *Delete* "in the Club Events Calendar" and *insert* "by email messages to members in good standing"

Article VI Officers

VI. *Add to the Title* "Officers" "and Range Safety Officers"

Insert VI.i. "Club Range Safety Officers, while not necessarily Officers of the Club nor members of the Executive Committee, shall be appointed by the Range Supervisor."

Insert VI.j. " To be eligible for the position of Range Safety Officer, an individual must be a member in good standing of the Club and must possess a current Range Safety

Officer certificate issue by a recognized shooting organization such as the National Rifle Association."

Article VII Duties of Officers

VII.e. *Delete* "Certified Range Master" and *insert* "Certified Range Safety Officer"

VII.e. *Delete* "Range Masters" and *insert* "Range Safety Officers"

VII.e. *Delete* "Club Approved Range Masters" and *insert* "Club Approved Range Safety Officers"

VII.e. *Delete* "for use by Club Members"