

## Smith Mountain Lake Pistol Shooting Association

PMB 204  
12787 B.T. Washington Highway, Suite 104  
Hardy, VA 24101

### ARTICLE I – NAME

The name of the organization shall be Smith Mountain Lake Pistol Shooting Association, Inc, d/b/a **SMLPSA** – doing business as a 501(c) 7 Not for Profit Corporation.

### ARTICLE II – OBJECT

The object of this organization shall be the encouragement of recreational and organized competitive shooting among the citizens and legal residents of the United States, and the State of Virginia, with a view towards a better knowledge on the part of the members 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, resident of the State of Virginia, or legal resident alien aged eighteen (18) years or older who is eligible to possess a firearm may become a member of this organization on a two-thirds (2/3) vote of the Executive Board after subscribing to the following pledge, attending an approved orientation session, and on payment of the usual initiation fee and/or dues, **and as the Primary Household Member, is a current active member of the NRA.**

When a member's spouse joins SMLPSA the usual initiation fee shall be waived. If a member's child joins within the first calendar year after their eighteenth birthday, they are exempt from paying the usual initiation fee. Membership categories shall be **Charter Members** (limited to the first 100 members of the club as established in 2010), **Active Members** as established by those who renew or join in 2011 and beyond by paying the annual associated dues, **Honorary Members** as recommended by a simple majority of the Executive Board, **Associate Members** who are active members of another regional gun club and are recommended to membership through sponsorship of an active **SMLPSA** member, and **Guests** who may only use the Club privileges while accompanied by an active **SMLPSA** member.

### PLEDGE

*I certify that I am a citizen of good repute of the United States or my country of origin; that I am not a member of any organization or group having as its purpose the overthrow by force or violence of the Government of the United States or any of its political subdivisions; that I have never been convicted of a felony and that I am not under indictment for any judicial proceedings that might result in a felony conviction. I further certify that there are no legal prohibitions (local, state, or federal) against my possessing or using a firearm. If admitted to membership, I will fulfill the obligations of good sportsmanship and good citizenship and I agree to uphold and abide by the club rules and policies.*

## **ARTICLE IV – DUES**

**Initiation Fee for *new membership*** shall be one hundred fifty dollars (\$150.00). Charter Members (the first 100 members to establish the Club in 2010) shall pay the established Annual Club Dues for each fiscal year 2010 – 2011. The Club Membership may also choose by 2/3 majority vote at a called business meeting to waive the Initiation Fee at any time deemed necessary to increase Club Membership as desired.

### **Life Time Memberships:**

A \$200 initial payment, then a \$10 per fiscal year payment for the next five years for renewal. This \$50 (total) maintenance fee may be paid in full by one payment at any given time. After that, no renewal fees or other fees apply. Life Memberships can buy Range Use Discount Cards at any time. The \$200 fee shall include a one-time issue of a (10) hour Range Use Card. All other cards must be purchased at the member's expense.

### **Discounted Regular Memberships:**

\$100 initial payment, which includes a pre-paid Range Discount Use Card good for (10) one hour sessions at the range. All other cards must be purchased at the member's expense.

### **Full Price Occasional Use Memberships:**

\$60 initial payment per fiscal year, and shall pay \$8.00 per hour to use the range. Range Discount Use Cards are not available to purchase at this level of membership.

### **Associate Memberships for Family\*:**

\$20 initial payment per person per fiscal year, and will pay \$8.00 per hour per person to use the range. Range Use Cards cannot be purchased at this level of membership.

Member-Guests will pay \$12.00 per hour for range use. Guests must be accompanied by a Member at all times when attending the range, and must comply with all Range and Facility rules. Members will be allowed to have (one) guest per day who must be at least 18 years of age if not an immediate family member. On occasion, a Range Safety Officer on duty may "sponsor" a second guest for an individual session at the range.

Fiscal year begins on October 1<sup>st</sup> and ends on September 30<sup>th</sup>, and all non Life Memberships automatically expire by October 31<sup>st</sup> of each fiscal year.

No Initiation Fees will be charged to new members until such time the Club membership reaches 500 active members.

Range Usage Cards shall be issued with a One Year Expiration Date.

Partial year reduction in one Year Annual membership shall be as follows:  
After June 1<sup>st</sup> of any fiscal year, the Discounted Regular Membership fee shall be reduced from \$30 per year to \$10 per fiscal year. The Full Price Occasional Use Memberships shall be reduced from \$60 per year to \$20 per fiscal year.

*\*Limited to immediate family members {i.e. children and grandchildren} 12 years of age or older and must be accompanied by adult member, and also pays \$8.00/hour for range use)*

Non-Member Guests shall pay \$12.00 per hour for range use and must be accompanied by a member, and, be at least 18 years of age. All Club rules and regulations must be followed by Guest and Member is responsible for Guests actions. Guests may attend without limitation other than members have primary time allotment of available range booths during normal operating

Dues for the approaching fiscal year must be paid by September 30th. Late dues payments shall be accepted until December 31st with an additional \$25 penalty. Any member who has not renewed by January 1st shall be dropped from the roster and must re-apply for membership. No member in arrears shall be eligible to vote or to enjoy any other privileges or benefits of this Club. All dues and fees to join this Club shall be set by the Executive Board, and are subject to change if the W. E. Skelton 4-H Organization changes the hourly use rate (with proper notice) of the indoor range facility to the Club. Annual Memberships are renewed in the month of October. Anyone who has not paid their dues by October 31<sup>st</sup> shall not be issued a new membership card, or whatever means of identification the Club issues for renewals, and may not use the range until such dues are paid and membership is renewed.

## **ARTICLE V - MEETINGS**

A. General membership meetings - The Club shall hold semi-annual general membership meetings on the first Monday in May and the first Monday in October. Meetings will be held at the W.E. Shelton 4-H Facility located at 775 Hermitage Road, Wirtz, VA 24184 in a room available to the Club - which is suitable for the size of the anticipated meeting attendance. If these meetings cannot take place at the time fixed, they shall be held within a reasonable time thereafter, and the Officers and/or Directors shall hold over until their successors are elected.

B. Special meetings – A Special Meeting of the Club may be held at any time upon the call of the President or Executive Board.

C. Quorum– Thirteen percent (13 %) of the members entitled to vote shall constitute a quorum at any meeting.

D. All Club meetings shall be governed by Robert’s Rules of Order whenever a meeting is held.

## **ARTICLE VI – OFFICERS and DIRECTORS**

- A. The Officers of this Club shall be a President, Vice-President, Secretary, Treasurer, and Report of Officers, and, a four (4) member Board of Directors from the Club Membership, who, acting together, shall constitute the Executive Board. They shall be elected by a simple majority vote by ballot of the Members

in good standing either present at the October business meeting or by official absentee ballot. The elected Officers shall hold office for three (3) years or until their successors are elected. Officers may hold consecutive terms of office as approved by a simple majority vote of the membership.

A1. The three year term shall be considered an Annual term automatically renewed unless the Officer chooses to resign his/her post through written notification to the Board at least 30 days prior to the scheduled Annual Meeting.

The offices of Secretary and Treasurer may be combined in the event both positions cannot be independently filled.

A2. As per a vote by the Majority on 1/15/2014, an Officer who has already held a three year term may run again (consecutively) for another three year term if so elected.

B. The Executive Board shall have general supervision and control of all the activities of the Club.

C. Meetings of the Executive Board shall be held regularly at such time and place as the Board may determine. Special meetings may be held at any time on the call of the President or on demand, in writing to the Secretary, or by three members of the Executive Board who have notified the President and Secretary in writing at least 30 days prior to the called meeting date.

D. Electronic voting by the Executive Board shall be valid when the stated motion, second, all discussion, and voting are done using the "Reply to All" feature. The motion and voting results shall be appended to the regular meeting minutes for the month in which such electronic voting occurs.

E. 50% +1 of the Executive Board shall constitute a quorum and a quorum must be present for the Board to act on Club business.

F. No one, whether elected or appointed may serve more than three (3) consecutive years on the Board of Directors. Said person shall be eligible for office again after a two (2) year absence from the Board. Term limits do not apply to Club Officers.

G. The resignation of any Officer may be accepted by a majority vote of the remaining members of the Executive Board.

H. Any vacancy in the Executive Board may be filled by a majority vote of the remaining members of the Board. If there are more than 3 vacancies, an election must be held and the vacancies filled by majority vote of the membership.

I. Members of the Executive Board 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 of the Executive Board. He shall be a member ex-officio of all regular and special committees, and shall perform such other duties as usually pertain to the office.

B. **VICE-PRESIDENT** - The Vice-President shall perform the duties of the President in his absence or at his request. In the event of the resignation or removal of the President, the Vice-President shall be the acting President until the next annual October membership meeting when a new President and Vice-President shall be elected. The Vice President shall also work in unison with the Reports of Officers designee to monitor and maintain Club Membership rosters and annual membership dues. It shall be the Vice Presidents duty to make sure that all Club Memberships are current, paid, and all NRA memberships are current and paid to date whenever a membership is renewed.

C. **SECRETARY** - The Secretary shall be responsible for keeping an accurate account of each official meeting of the Club and shall have custody of the books, records and files of the Club, except for the Treasurer's books of account. He shall conduct all correspondence of the Club. He shall maintain the official membership roster and shall be responsible for

carrying out all of the normal duties of the office. He shall be custodian of the official Club seal and shall be responsible for affixing the same to all ballots and other official papers that require the Club seal. The Secretary shall be responsible for maintaining the annual re-affiliation with the NRA, the Amateur Trap Association, and any other Board-sanctioned shooting organization.

D. TREASURER - The Treasurer shall have charge of all Club funds and shall be entitled to disburse funds as approved by the Executive Board. He shall deposit funds and maintain the necessary accounts in the bank or banks as approved by the Executive Board. The Treasurer shall keep an accurate account of all transactions and shall render a detailed report with vouchers at any meeting of the Executive Board and an annual report to the organization at its Annual Meetings. The Treasurer – along with the President shall have authorized signatory power on Club payments or checking accounts as established. The Treasurer shall also maintain the Clubs “books” through standard recognized accounting principles. If the “books” are maintained electronically, the software program used should be an acceptable standard such as Quicken QuickBooks, and shall be backed up electronically on a regular basis to maintain the integrity of the information. The Treasurer shall also be responsible along with the Secretary to develop and submit any quarterly or annual Federal, State or Local tax returns which must be filed under the corporate designation of our Club.

E. The Report of Officers position shall have charge of monitoring (as a Secretary) any and all subcommittee meetings organized within the Club. The position shall also be responsible to manage and maintain secure records keeping in a location established by the Club Officers as the designated place of doing business. Whenever a subcommittee meeting is held, the subcommittee shall notify the Report of Officers position of scheduled meeting at least 15 days in advance, and, the Report of Officers designee will only be at that meeting to record and observe meeting discussion and notes, and have no authority to run or supervise said meeting. That responsibility shall go to the subcommittee Chairperson.

F. As part of the Directors duties, the Club President, Vice President, Secretary and Treasurer are asked to use the range for one hour per week to evaluate conditions including safety, operating methods, procedures, and systems, and report observations to the Executive Board, and, Club membership at annual meetings as necessary. During such usage, the SMLPSA Club Operating Account will cover the costs for that hour of usage per Director as part of the rental agreement with 4-H.

G. SMLPSA shall apply for and maintain a federal firearms license (FFL), and in addition obtain and maintain State and County licenses to sell ammunition for the convenience of the members. Firearms delivery and transfer shall occur at a designated location where adequate firearm storage is available, and all transfers of firearms records shall be maintained at that location. Ammunition sales shall occur only at the John G. Rocovich Shooting Sports Complex (The Range) where complete records of such sales shall be maintained. The Rules and Regulations for sales of firearms and ammunition are as follows: a) all transfers of firearms and ammunition shall be done to SMLPSA **members only**; b) all firearms transfers shall be charged a nominal fee of \$10 per firearm; c) all transfers shall incur net cost, plus shipping, plus VA State sales tax, plus added insurance costs (as determined); and e) all firearms ordered for SMLPSA members must be paid for **in-full in-advance**.

## **ARTICLE VIII - SUSPENSION OR EXPULSION**

A. Any member may be suspended or expelled from the Club for any cause deemed sufficient by the Executive Board by a two-thirds (2/3) affirmative vote of the members of the Board present at any regular or special meeting provided there is a quorum as defined in VI-E.

B. Any Officer may be removed by a two-thirds (2/3) affirmative vote of the members in good standing present at any special meeting called for this purpose as long as the quorum outlined in Article V, Section C. is present. No vote on suspension or removal may be taken unless fifteen (15) days' prior notice in writing (by acceptable means of transmittal through Certified US Mail, email with acknowledgment of receipt, facsimile or other forms of technological paper transfer with acknowledgement of receipt) shall have been given to the Officer stating the reason for his removal and of the time and place of the special meeting at which such vote on his removal is to be taken. At any such special meeting, the Officer shall be given a full hearing.

No vote on suspension or expulsion for a Member may be taken unless at least 15 days' prior notice in writing (by acceptable means of transmittal through Certified US Mail, email with acknowledgment of receipt, facsimile or other forms of technological paper transfer with acknowledgement of receipt) shall have been given to the Member of the charges preferred and of the time and place of the meeting of the Executive Board at which time such charges shall be considered. At such meeting, the Member under charges will be accorded a full hearing.

If the Member does not appear at the meeting, expulsion will be automatic.

C. Charges against any Officer or Member may be referred by any Member in good standing. They shall be in writing clearly stating the facts relied upon and accompanied by all affidavits or exhibits that are to be used in support of the charges. Such charges will be filed with the Club Secretary, who will immediately notify the Club President. The President shall call a meeting of the Executive Board to hear the charges. The Secretary will give at least fifteen (15) days' prior notice of the meeting to each member of the Executive Board and to the accuser and the accused. Such 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 Board may appeal to the full membership of the Club. Such appeal shall be in writing to the Secretary who will notify the President. The President shall call a special meeting for the purpose of acting on the appeal. The Secretary shall give at least fifteen (15) days' prior notice in writing to all Members of the Club in good standing stating the date, time, place and reason for the special meeting. At the meeting of the full Club, the Secretary shall 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 Board at which the charges were made and action taken. A full hearing will be given the accused and the accuser. A vote will then be taken by ballot of the members in good standing present and two-thirds (2/3) majority vote shall be required to reverse the action of the Executive Board

#### E. CLUB RULES:

1. No alcoholic beverages shall be sold, consumed or openly displayed on Club property at any time. Anyone physically impaired due to alcohol or drugs shall be asked to leave by a Range Officer, Club Member or removed by a Law Enforcement Officer if said person refuses to leave on his own. No one is to handle a firearm while consuming or after consuming any alcoholic beverage, or while using illegal drugs or prescribed medication which could impair their judgment or safe operation of a firearm. Anyone caught violating this policy shall be banished from the range facility and lose their Club Membership. In the event of a planned Club social activity to be held at any location **other than** the John G. Rocovich Jr. Sports Shooting Complex, or another Club or Facility where firearms are actively discharge, the consumption of alcohol **may be considered** for the event upon a vote by the Membership for said event.
2. No loud or obscene language, and no horseplay of any kind.
3. Follow all gun safety rules as stated in your Orientation Package and/or

posted at the John G. Rocovich Jr. Shooting Sports Complex, or any other range the Club may be using during competition.

4. Take care of Club property at all times. Respect the facility as if it were your own.

5. If several people are waiting to shoot, and you have gone over your scheduled range time, you must shoot your round and give others a chance to use the facility.

6. No rapid fire on indoor range regular target shooting activities. In the event of a scheduled indoor range Club competition - which requires rapid fire, an exception for that event (only) shall be made. Such event must be monitored by at least two Range Safety Officers (one RSO per six lanes in use).

7. The spouse and legal dependents of a Member may exercise the privileges of the Club while in the company of said Member as a Guest on a twice a month basis only. All rules and regulations that apply to a Member shall apply to a Guest. Guests who violate any rules or regulations shall cause the Member to be banished from the range facility and lose his/her Club Membership.

## **ARTICLE IX - MATCH RULES**

All firearms competitions held by the Club shall be governed by the rules and regulations of the **SMLPSA** and the rules of the governing body of the competition being held, including, but not limited to, the IPSA, IDPA, IPSC, VSSA, VCDL, National Benchrest Shooters Association, International Benchrest Shooter, etc.

## **ARTICLE X – AMENDMENTS**

In accordance with the Articles of Incorporation, the Executive Board of the Corporation shall have the power to adopt, amend and repeal the By-Laws of the Corporation unless said By-Laws are amended to the contrary by the Members at a specially called meeting of the Members or at the annual October business meeting of Members. A quorum, as described in Article V (C) must be present at either the regular scheduled meeting or the special called meeting for official business to be conducted. A 2/3 (two-thirds) affirmative vote of all of the Members present at the meeting shall be required to overturn any changes made to the By-Laws by the Executive Board.

## **ARTICLE XI – PRUDENT OPERATING BUDGET**

As part of the general operation of the SMLPSA, the Executive Board shall meet on occasion and develop and vote upon, a prudent operating budget for the upcoming fiscal year, to include but not limited to keeping funds in a Reserve/Trust account to support any prepaid Range Use Cards sold, any Life Membership fees collected, any funds collected for the purpose of supporting expenses for a planned event, any funds collected as sales of raffle tickets, or any other funds necessary to support future anticipated costs the Club may incur. All funds deposited to the Reserve/Trust Account shall be clearly accounted for by deposit records to allow for accurate income/expense reporting with respect to each item or event. The Club Treasurer shall provide full oversight and direction for any Club Reserve/Trust Account, and upon conferring with the Club President, shall be allowed to move funds from

the Reserve/Trust Account to the Club General Operating Account to pay any valid debt owed by the Club.

Expenditures by all Executive Board Members must be discussed and approved among the Board before incurring any debt to the Club, with the exception of general operating expenses less than \$100 per purchase (i.e. printing, postage, office supplies, range supplies, or other sundry items needed for the operation of the Club or a specific event on a daily basis). Any gifts, grants, or philanthropy by the Club to another Organization shall be done with majority vote approval by the Executive Board for a value exceeding \$500 of any one item.

## **ARTICLE XII – INSURANCE**

SMLPSA shall maintain on an annual basis, sufficient liability and casualty insurance to protect the Executive Board and Club Membership from any possible risk associated with the activities of the Club as allowed under a 501(c)7 Not For Profit Charter. This policy shall take into consideration the actual total active members of the Club body, and provide coverage within those guidelines as prescribed by the Insurance Carrier to insure all members are covered by the policy. The policy shall also name the W.E. Skelton 4-H Conference Center and it's agents as "Additionally Insured" as part of the annual Agreement set forth between the W.E. Skelton 4-H Conference Center and SMLPSA.

## **ARTICLE XIII – FFL and AMMO Purchases and Sales**

The legal address for SMLPSA is 13010 B.T. Washington Highway, Suite 204, Hardy, VA 24101 as listed on the Clubs FFL for place of doing business.

The mailing address for firearms delivery is to a designated location in Bedford County where adequate firearm storage was available. All records of firearm transfer would be maintained at one location, namely the Bedford County address. All ammo sales transactions and records would be maintained at the Range in Franklin County. Rules for the sale of firearms, including 1. all transfers of firearms and ammo shall be done to SMLPSA members only (and ammo may also be sold to active members of DCJS when needed); 2. all transfers shall be charged a nominal fee of \$10 per firearm; 3. all transfers shall incur net cost, plus shipping, plus VA State Sales Tax, plus added insurance costs (to be determined) and a \$25 Club Fee for Handguns and Receivers, as well as a \$35 Club Fee for Long Guns and Shotguns; 4. all firearms ordered for Club Members must be paid for in-full in advance. All firearms are the property of the Club until transferred. Club Officers maintain authority to use the Clubs Debit Card or Checking Account to order Firearms and Ammunition on behalf of the Club and it's Membership.

Approved by the Executive Committee: February 9, 2014  
Amended by Club Vote: January 15, 2014