

CCGC, Inc.

By-Laws

Article I – Name

The name of our organization shall be the CCGC, Inc., aka, Coffee County Gun Club, Inc., which shall be designated hereafter in this document as The Club. Web Site: [www.coffeecountygunclub.com](http://www.coffeecountygunclub.com)

Article II – Mission Statement

The Mission of The Club shall be the encouragement of organized rifle, pistol, and shotgun shooting among all citizens of our community, with a view toward a better knowledge of firearm safety and proper handling of firearms, as well as improved marksmanship and to promote a fun, family friendly atmosphere.

Article III – Membership

(A) Any responsible and respectable citizen of the USA, 21 years of age or older, may become a member of The Club. The prospective member must pay a one-time “buy in” to The Club of \$200 non-refundable unless they are a military veteran or retired law officer in which case the “buy in” is \$50. In addition, they must undergo a safety briefing. The yearly dues for regular members are \$125 and for military veterans or retired law officers it is \$100. If a couple signs up, only one buy-in will be charged but both must pay the yearly dues. The probationary member will be issued a brightly colored membership card that must be displayed at all times while he/she is on club property. Prospective members will undergo a one-year probationary period, at the end of which the Board of Directors/Legislative Board will decide if the prospective member will be offered a permanent membership. After the completion of the probationary period, the Secretary will notify the prospective member in writing if permanent membership has been rejected.

(B) The CCGC, Inc. offers the option of a Lifetime membership. In order to become a Lifetime Member a person will first have to be a member in good standing for one year then pay \$1250 to become a Lifetime Member. The number of Lifetime Members will be limited to twenty-five until April 30, 2022. After that a maximum of five per year will be accepted until a maximum of fifty is reached. After that no new Lifetime Members will be accepted until a slot opens up.

(C) Memberships are non-transferable, married spouses will have the secondary spousal buy-in waived; annual dues will apply to each member.

(D) At the time of induction, all members of The Club shall subscribe by signature to the following pledge:

## **CCGC, Inc. Pledge**

I certify that I am a citizen of good repute of the USA; I am not a member of any organization or group having as one of its purposes the overthrowing of the Government of the United States of America, or any of its political subdivisions. I also declare that I have never been convicted of a crime of violence, and that I am legally entitled to own, carry, and possess a firearm.

Violation of The Club Pledge is grounds for expulsion from The Club.

(E) The Club shall have a maximum of 250 standing members.

(F) All members will be required to participate in 3 maintenance days as required by the CEO (Chief Executive Officer) and members. The workday year runs from January through December, and all members must complete their 3 required workdays by December 31. Those that do not participate will be fined by the club as follows: No work days performed - \$105, one work day performed - \$60, two work days performed - \$25, and three work days performed - \$0. The 12 workdays are scheduled for the 2nd Saturday & Monday in January, the 2nd Sunday and Tuesday in March, the 2nd Saturday and Wednesday in May, the 2nd Sunday & Monday in July, the 2nd Saturday & Tuesday in September, and the 2nd Sunday and Wednesday in November. Lifetime and non-lifetime members must attend at least 3 of the maintenance days. All ranges will be closed during the cleanup/ workday. New members will be held responsible for workdays based on the calendar quarter in which they sign up: those signing up in January thru March will be held responsible for 3 workdays, April thru June for 2 workdays, July thru September for 1 workday, and October thru December for 0 workdays.

(G) Non-Scheduled Workdays: A member may earn credit for a workday outside of the regularly scheduled maintenance days. The Secretary shall maintain a spreadsheet of available tasks, each equivalent to between one and one and one-half hours of work. A member wishing to complete a non-scheduled workday shall request available tasks from the Secretary, who will provide three options from which the member may choose. Upon completion of the task, the member shall submit a before-and-after photograph to the Secretary for verification, which shall serve as the member's receipt of a completed workday.

(H) Business Workday Credit: Businesses that materially assist The Club shall have their workday obligations and credits recorded by the Secretary so that they are applied consistently. The first three businesses placed on record are Swain's Pharmacy, Jerry's Sports Shop, and Taylor's Outdoors.

## **Article IV – Dues**

(A.) The annual dues of The Club shall be decided by a majority vote of the Board of Directors/Legislative Board prior to the first annual meeting of the year. The Club year runs from January through December.

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(B.) Prospective/Probationary members shall pay the full amount of the buy in when he/she is inducted. Annual dues are \$125 for regular members and \$100 for military veterans and retired law officers. Annual dues are due by the first Saturday in April. Annual dues for NEW regular members will be prorated as follows: April 2 - June 30: \$125, July 1 - Sept 30: \$95, October 1 - December 31: \$65. Annual dues for NEW military veteran and retired law officer members will be prorated as follows: April 2 - June 30: \$100, July 1 - Sept 30: \$75, October 1 - December 31: \$50. Persons signing up as new members from January 1 thru March 31 will pay dues in full for the following club year and be listed as such.

(C.) All members will be required to pay the full amount of his/her dues and fines by the annual meeting which is held the first Saturday in April. A late fee/ reinstatement fee of \$25 will be assessed for those who fail to pay their dues by the annual meeting in April. Any member who has not paid his/her annual dues and fines by the first of May will have their access to the club suspended and those who have not paid by the end of June shall be dropped from the membership roll, and he/she shall not be reinstated except through the prior membership process described in Article III.

#### Article V – Meetings

(A) Meetings of the club shall be held quarterly, at a place, time, and date designated by the CEO (Chief Executive Officer) and/or Board of Directors/Legislative Board. The meetings will be held the first Saturdays of April, October and January and the 2<sup>nd</sup> Saturday of July.

(B) Called meetings: Called meetings may be held at any time as deemed necessary by the CEO (Chief Executive Officer) or the Board of Directors/ Legislative Board. Notification of called meetings will be done via email.

(C.) Committees: The Board of Directors/Legislative Board may appoint such committees as are necessary for the proper functioning of the club. Committees shall serve until they are dismissed.

(D) Any and all meetings shall recognize and follow the Roberts Rule of Order.

#### Article VI – Officers

(A) Officers of The Club shall be: CEO (Chief Executive Officer), COO (Chief Operating Officer), Secretary and CFO (Chief Financial Officer). A Board of Directors/Legislative Board will conduct the business of The Club. A majority vote of the Board of Directors/Legislative Board will determine any and all actions of The Club.

(B) A nominating committee shall be appointed by the Board of Directors/ Legislative Board prior to the annual meeting to select next year's officers and board members.

(C) The CEO (Chief Executive Officer) shall be elected annually and must be selected by the nominating committee and must be approved by a majority of The Club present and voting at the annual meeting.

(D) The outgoing CEO (Chief Executive Officer) shall become the COO (Chief Operating Officer) of the ensuing year.

(E) The Board of Directors/Legislative Board shall be limited to the club officers and five members in good standing each appointed for a 2-year term. Two Board Members shall be elected each year by a majority vote of the members present at the annual meeting. A quorum will consist of at least 6 board members.

(F) If for any reason an office becomes vacant the Board of Directors/Legislative Board may appoint a successor for the remainder of the term.

#### Article VII – Duties of Officers

(A) CEO (Chief Executive Officer): The CEO (Chief Executive Officer) shall preside at all meetings of The Club and perform such other duties as pertain to his office and delegated by the Board of Directors/Legislative Board. The CEO (Chief Executive Officer) may at his discretion appoint a designee to preside at any and all meetings.

(B) COO (Chief Operations Officer): The Vice-CEO (Chief Executive Officer) shall perform the duties of the CEO (Chief Executive Officer) in his absence, and any other duties assigned by the CEO (Chief Executive Officer) or Board of Directors/Legislative Board.

(C.) Secretary: The Secretary shall conduct all official correspondence, shall notify the members of all meetings. He/she shall keep a true record of the meetings of The Club and of the meetings of the Board of Directors/Legislative Board. In addition he/she will process all membership applications and maintain an up-to-date membership spreadsheet. The Secretary shall also maintain the spreadsheet of available non-scheduled workday tasks, provide task options to members upon request, and verify completed tasks by means of submitted before-and-after photographs. The Secretary shall further be responsible for the management and hosting of the club website. The Assistant to the Secretary is responsible for notifying the members of upcoming shoots, projects and work days.

(D) CFO (Chief Financial Officer): The CFO (Chief Financial Officer) shall collect all fees and dues, and have charge of all funds of The Club and deposit them in an approved bank. The CFO (Chief Financial Officer) shall pay any and all bills incurred by The Club, and keep accurate records of any and all monetary transactions. He/she shall give a detailed report to the club at the annual meeting, or at any time the CEO (Chief Executive Officer) or Board of Directors/ Legislative Board deem necessary.

#### Article VIII – Suspension or Expulsion

(A) Any officer (including Board Members) may be removed by a majority vote of the Board of Directors/Legislative Board.

(B) A member may be suspended or expelled from the club by a majority vote of the Board of Directors/Legislative Board.

(C.) Any member in good standing may present charges against an officer or member.

(D) Violation of any Range Rules is cause for suspension, expulsion, fine or any other punitive action to be determined by a majority vote of the Board of Directors/Legislative Board on a case-by-case basis.

(E) Violation of the Gun Club Pledge is cause for expulsion to be determined by a majority vote of the Board of Directors/Legislative Board.

### **Rules and Restrictions**

*KNOW THE RULES, IGNORANCE OF CLUB RULES/BYLAWS IS NOT AN EXCUSE FOR VIOLATION OF THE RULES.*

If and when a member violates the Club By-Laws, a written form will be completed telling the violator what they did wrong and possible action(s) to be taken.

- (1) The lending of an access card/gate key to the club grounds to a non-member of The Club shall be deemed, without exception, a dismissal offense.
- (2) The gate to the club grounds shall be kept locked at all times, except when a sanctioned shooting or other event is ongoing.
- (3) Members are required to clean up after themselves; casings, trash, targets-including your last target. As a courtesy to the next shooter, please bring forward target stands and lean them against the back of the shooting stations. Together we can make each shooting session more enjoyable.
- (4) Shooters must ensure their firearms are unloaded and the actions are open before leaving the designated shooting stations.
- (5) The muzzle of any firearm must not be permitted to point towards anyone at any time. In addition, rifles not in use should be placed in one of the rifle racks with the action open or empty chamber indicator in place and safety engaged.
- (6) Firing will only be permitted at prescribed targets that will not endanger, deface, or litter the firing range. There will be no shooting at glass bottles or exploding targets.
- (7) It is the shooters responsibility to ensure that bullets do not go past the backstop(s).
- (8) Horseplay or any improper use of a firearm is not permitted.
- (9) Any member or guest that feels an unsafe condition exists at any time should see that all shooting is immediately stopped and the situation is corrected.

- (10) No targets shall be placed on top of any backstop or berm. Ground targets are not permitted except in club sanctioned shoots!
- (11) All members are reminded that they have the AUTHORITY to insist on the proper observance of safety regardless of the presence of a certified range officer.
- (12) No one under the age of 21 shall be permitted on the range or club property without adult supervision.
- (13) No unsafe firearm will be permitted on the firing range.
- (14) Alcoholic Beverages are not permitted on the club property, and no member or guest shall be present on club property while legally intoxicated. Any member that appears intoxicated (alcohol or drugs) will be asked to leave the club property.
- (15) No "large bore" rifles shall be fired on the range at any time. Large bore rifles shall be defined as a firearm (not muzzle loader) 50 caliber or greater.
- (16) No cannons or mortars shall be fired on club property.
- (17) All members must display current membership cards while at firing line except during scheduled events. Membership cards may not be loaned, sold, or transferred.
- (18) Must be courteous to other shooters, if the range is crowded; allow others the opportunity to shoot. A maximum one-hour time limit should be observed when the range is crowded..
- (19) Black powder firearms must not be capped prior to entering the designated shooting area(s). An uncapped black powder firearm is an unloaded firearm.
- (20) Members may bring up to five (5) guests at one time. All guests must be accompanied by a club member at all times while on club property and fill out a yearly WAIVER form located at The Club shed. Members are responsible for the actions of their guest and shall be held accountable for any destruction or violations of club rules by them.
- (21) There shall be no profanity at any club meeting (including Board Meetings) or on club property as we are promoting a fun, family friendly, atmosphere.
- (22) Smoking will not be permitted on the firing line.
- (23) All STEEL TARGETS shall be no closer than 50-yards to the firing line on the rifle ranges and 20-yards on the pistol range to eliminate any chance of ricochet. NOTE: Due to the low bullet weight of .22 LR ammo, it is recom-mended that steel targets should be no closer than 25-yards. Exceptions are made only during The Club's sanctioned shooting events.
- (24) Everyone, including guests shall wear eye and ear protection at all times while at the shooting range.
- (25) No shooting with artificial lighting (unless approved by Committee Members).
- (26) No shooting before 8am and 30 minutes after official sunset time or 8 pm whichever comes first. Late evening/low light shooting for training purposes is permitted with advance notice via email.
- (27) No Willful destruction of Club Property by any means including the use of a vehicle, four-wheeler or any other mode of transport.
- (28) Absolutely no climbing or digging on the berms.
- (29) No weapons will be fired at or upon any species of animal deemed protected while on any of the ranges. Anyone seen or caught doing so, is grounds for immediate dismissal from gun club.
- (30) Lost key cards, key fobs or gate keys will be replaced at the cost of \$50 per item.

(31) Pregnant women or women who potentially may be pregnant should take caution when firing a weapon. Sound or percussion from firing a weapon may cause injury to unborn children.

(32) Hunting is expressly forbidden on club property, exception being two previously committee approved person(s) those being Ed and Kathy Davis. When hunting they may bring a club member primarily for safety purposes.

(33) Any illegal activity will be reported to proper authorities.

(34) Anyone who has a clay target thrower may use it on the 150-yd range provided they are the first ones to arrive at the range. Clay target shooting is limited to two hours unless there are two or more people waiting to shoot in which case the limit is one hour. You must clean up the range of large pieces of clay targets or crush them into smaller pieces.

(35) Sanctioned shoots will be run by a Range Safety Officer (RSO) where possible. The RSO overseeing the shoot may not participate in the shoot unless he/she is relieved by another RSO.

Club Motto: *PASS IT ON*

### **Officer/Committee Contact Information**

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