

ARTICLE I – NAME

The name of the organization shall be The Meeker Sportsman's Club Inc., consistent with Articles of Incorporation, and may be referred to as "MSC" or "the Club."

ARTICLE II - PURPOSE

This Corporation is organized exclusively for charitable, educational and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, or corresponding section of any future federal tax code.

ARTICLE III - ACTIVITIES

Educational activities will be conducted that are intended to improve or develop the capabilities of individuals in the proper use, safe handling and care of firearms and archery equipment. Through classroom and field instruction, individuals from the community, Members and public entities, like law enforcement organizations, shall be provided training in such topics as hunter safety, qualification by live firing, concealed carry permitting, black powder handling safety and other courses and training so as to foster the purpose stated in Article II. To enable the purpose, the Club will maintain outdoor and indoor facilities suitable to conduct the necessary classroom and field instruction. Charitable and scientific activities may be conducted by the Club as long as they are for exempt purposes.

ARTICLE IV - MEMBERSHIP**SECTION 1. Eligibility.**

Citizens of the United States and legal residents 18 years of age or older may become a member of Meeker Sportsman's Club Inc. provided that they can meet the following criteria:

- a.) Can legally own a firearm
- b.) Agree with the purpose of MSC as stated in Article II
- c.) Agree with the Policies and Rules of the Club

SECTION 2. Types of Membership.

Meeker Sportsman's Club Inc. shall maintain four classes of membership as set forth below:

- a.) Full Member –A Full Member shall have voting rights at any club meeting and shall be eligible to hold any MSC office. A full member's spouse shall also be eligible to hold office. The spouse and other family members under the age of 18 shall be granted access to MSC facilities. Any person under 18 must be accompanied by an adult member. The voting member shall be the person whose name is on the application, meaning one vote per household. The spouse can vote in the absence of the Full Member.
- b.) Temporary Member – A membership valid for 30 days for a fee of \$20. Temporary members shall not have the right to vote on club business or hold

any MSC office. The spouse and other family members under the age of 18 shall be granted access to MSC facilities. Any person under 18 must be accompanied by an adult member.

- c.) Agency Member – a full member granted access to Club facilities through the membership of their affiliated law enforcement or other agency that pays for their membership. Agency Members shall be eligible to vote on club business and hold any MSC office. The spouse and other family members under the age of 18 shall be granted access to MSC facilities. Any person under 18 must be accompanied by an adult member.
- d.) Honorary Member – a member that has been granted membership by the Executive Committee due to financial hardship, service to MSC, or other reasons deemed appropriate. Honorary members shall have full membership privileges including voting rights at any club meeting and shall be eligible to hold any MSC office. The spouse and other family members under the age of 18 shall be granted access to MSC facilities. Any person under 18 must be accompanied by an adult member.
- e.) Under 18 – Persons under the age of 18 must be accompanied by an adult Club member when using the MSC facilities.

SECTION 3. Application for Membership.

Applications for membership may be downloaded from “meekersportsmansclub.com” or picked up at any place of business that supplies and/or accepts applications for the Club. Membership dues and fees shall be collected at the time of application submittal. The membership will be deemed active once paid in full at the time the application is signed, submitted, and the applicant receives a card and the current year’s padlock combination.

ARTICLE V - GUESTS

Guests are welcome to observe or participate in MSC scheduled events. Members may bring guests in order to introduce and recruit them for membership. During any visit, guests are the member’s responsibility, and all guests shall abide by the rules of the Club. Guests shall arrive when the member arrives, and they shall leave when the member leaves. No guests shall be left unattended while on MSC property.

ARTICLE VI - DUES

All MSC members shall pay annual dues: honorary memberships excluded. Dues shall be determined annually on a calendar year basis (i.e., January 1 – December 31). Any membership purchased after September 1st of the current year, is valid through December 31st of the following year. All fees and first year dues shall be paid in-full on acceptance of new membership. Members shall be removed from the rolls if annual dues are not paid in-full by January 1st. Dues are subject to annual adjustment by a simple majority vote of the Executive Committee. Current dues shall be published in the current membership application.

ARTICLE VII - EXECUTIVE COMMITTEE**SECTION 1. Composition.**

Meeker Sportsman's Club Inc. is comprised of an Executive Committee, Division Chairpersons, as well as members.

a.) *Executive Committee* - The Executive Committee is as follows:

- 1.) President
- 2.) Vice President
- 3.) Executive Secretary
- 4.) Treasurer

b.) *Division Chairpersons* – The Division Chairpersons are included to inform Executive Committee Members of special interest areas. The Division Chairpersons are as follows:

- 1.) Archery Chairperson
- 2.) Muzzleloader Chairperson
- 3.) Law Enforcement Representatives (one designated liaison from each member agency)
- 4.) Shotgun Sports Chairperson
- 5.) 4-H & Youth Representative
- 6.) Raffle Chairperson
- 7.) Membership Chairperson – provide and collect membership applications, maintain roster and contact/mailing list of members, present membership numbers at regular meetings, transfer monies to Treasurer.
- 8.) R-100 Chairperson

SECTION 2. General Powers.

All affairs of Meeker Sportsman's Club Inc. shall be managed by the Executive Committee. The Committee provides oversight to the range property, operations, and facilities. The Committee shall have the responsibility and authority to:

- a.) Draft policy and operating procedures
- b.) Authorize approved expenditures
- c.) Govern membership
- d.) Determine divisions and club activities
- e.) Regulate club activity schedule
- f.) Appoint committees or individuals for special duties
- g.) Move issues to vote by the membership
- h.) Authorize expenditures or purchases up to \$1500.00 annually without membership approval

SECTION 3. Election and Term.

Each position on the Executive Committee shall be elected by a simple majority vote of the membership at the first club meeting of the year. Each one year term of office shall begin at the time of election.

SECTION 4. Nominations.

Nominations for the Executive Committee shall be made by the members present at the first meeting of the year. Nominations can be made in absentia provided that the member nominated consents to run for office. A member may not nominate themselves for office.

SECTION 5. Vacancies.

A vacancy on the Executive Committee shall be filled by a simple majority vote of the remaining members of the Committee. However, if two or more vacancies exist, they shall be filled by an election of the membership at the next regular meeting, following proper notification to all voting members.

SECTION 6. Eligibility.

Any fully entitled voting member of the Club shall be eligible to hold a position on the executive committee. Spouses of full members are also eligible to hold office.

SECTION 7. Position Description Responsibilities

The duties of Executive Committee offices are described herein. These enumerated duties shall be the sole responsibility of the elected official. No delegation of duties shall take place without the approval of the Executive Committee. All officers must be aware of and involved in proposed business dealings with outside entities. Any/all proposed business dealings must be approved by membership. Approval may be obtained through electronic communication.

- a.) *President* - The President shall be the principal officer of the club and shall, in general, supervise and control all of the business and affairs of MSC including the following:
 - 1.) Preside at all meetings of the members and of the Executive Committee (Schedule meeting room).
 - 2.) Facilitate communication among Executive Committee members, the general membership, and the public at large
 - 3.) Establish and maintain clear communication with law enforcement liaisons ensuring range scheduling is consistent with the Bylaws.
 - 4.) Function as the chief signatory on all official documents
 - 5.) Engage in all regular and special committees as an ex-officio member
 - 6.) Serve as the designated statutory agent of the club

- b.) *Vice President* - In the absence of the President or in event of his/her inability or refusal to act, the Vice President shall perform the duties of the President, and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. Any Vice President shall perform such other duties as assigned by the President or by the Executive Committee including:
 - 1.) Keep a record of inventory for all Club property valued over \$200
 - 2.) Other examples of Vice President duties include leading the design of activities, promote and schedule events, propose event participation fees and over-sees collection of fees, maintains roster of event participants,

transfers event monies to Treasurer, coordinates maintenance and upkeep of MSC property, maintains control of all MSC locks and combinations.

- c.) *Executive Secretary* – The Executive Secretary shall be responsible for the official records of the club. Duties are as follows:
 - 1.) Draft minutes for all meetings of members and the Executive Committee
 - 2.) Retain all official club records
 - 3.) Conduct all official correspondence and notification
 - 4.) Keep the schedule of events current
 - 5.) Maintain MSC website
 - 6.) Maintain club bylaws
- d.) *Treasurer* – The Treasurer shall be responsible for all financial business of the club including:
 - 1.) Maintain a complete and accurate set of accounting records as required by State of Colorado statutes and by the Executive Committee
 - 2.) Retain all club receipts
 - 3.) Track and record all club expenditures
 - 4.) Prepare financial reports as required by the Executive Committee, Colorado Department of Revenue, and Internal Revenue Service
 - 5.) Provide a financial update at all club meetings or at the request of the Executive Committee
 - 6.) Settle MSC financial obligations with club funds
 - 7.) Notify the Executive Committee of any change in the financial status of the club
 - 8.) Maintain bank signature cards as needed
 - 9.) Maintain insurance for the club
 - 10.) Provide tax filing information to tax preparer in timely manner and ensure 990PF is filed.
- e.) *Raffle Chairperson* – The Raffle chairperson is responsible for maintaining the raffle according to state regulations. Transfer monies to treasurer for deposit into Raffle account. File quarterly reports with SOS, renew raffle license annually, keep accurate records (to meet State requirements) of ticket sales, proceeds, and prizes. Suggest prizes to membership and officers for consensus.
- f.) *Membership Chairperson* – The Membership chairperson is responsible for maintaining all aspects of membership tracking and records including:
 - 1.) Processing all membership application forms
 - 2.) Collecting dues and issuing membership cards
 - 3.) Keeping a mailing list of all members and provide current copy to Secretary timely for monthly emails (meeting notice etc.).
 - 4.) Maintaining a record of membership for auditing purposes

- 5.) Reporting and transferring collected monies to the Treasurer, all dues and other monies and keep a duplicate record to be signed by the Treasurer as having received such monies
- 6.) Presenting membership status of the club at regular meetings including new applicants and general changes in the composition of the club membership

ARTICLE VIII - MEETINGS

SECTION 1. Frequency.

Meeker Sportsman's Club Inc. shall hold a regularly scheduled meeting once a month. The Executive Committee may increase the frequency of meetings as necessary.

SECTION 2. Time and Location.

The Executive Committee shall meet at Kilowatt Korner the first Thursday of every month starting at 7:00 p.m. The membership shall be notified of any change to the time and location of all meetings.

SECTION 3. Attendance.

All members are eligible and encouraged to attend all MSC meetings. Officers are required to attend all regular meetings or provide a written report to the President prior to the regularly scheduled meeting. Failure to attend or provide reports may result in removal from office. Any officer with three unexcused absences may be removed by the Executive Committee. Any discussion after 3rd unexcused absence will occur at this time.

SECTION 4. Types.

The three categories of official meetings held by MSC are:

- a.) *Organizational* – regularly scheduled monthly meetings where standard club business is conducted.
- b.) *Annual* – the meeting held during the month of January where the Executive Committee is elected.
- c.) *Special* – meetings called for by the Executive Committee to conduct any form of business other than elections. Special meetings are limited to the specific topic for which they were created. No other club business shall be conducted during these meetings. Membership shall be notified of special meetings at the next regularly scheduled meeting.

SECTION 5. Voting.

Voting decisions made at Meeker Sportsman's Club Inc. meetings shall operate in the follow manner:

- a.) *Executive Committee* – votes by Executive Committee shall be conducted for the authorities outlined in Article VII, Section 2. The Executive Committee shall also vote to determine the Committee's general operating guidelines and

procedures. Decisions by the Executive Committee shall be settled by a simple majority vote of those members attending the meeting unless otherwise dictated in these Bylaws.

b.) *Membership* – votes by Membership shall be conducted for all MSC business that affects the Club as a whole including elections. Decisions by the Membership shall be settled by a simple majority vote of those attending the meeting unless otherwise dictated in these Bylaws.

Each member, regardless of the position or positions held, shall be entitled to one vote in accordance with Article IV, Section 2. The member (or their representing spouse) shall be present at the meeting in which they cast their vote. Voting by proxy shall be prohibited.

SECTION 6. Official Notification.

Official notification or correspondence shall constitute any of the following methods:

- a.) Regular mail
- b.) Email
- c.) Postings on the official club website
- d.) Phone call, including leaving a message

ARTICLE IX – DISCIPLINARY ACTIONS

SECTION 1. Charges.

A Member may bring charges against any officer or member. Charges shall be submitted to the President, in writing, including all facts, affidavits, and exhibits supporting the charges in. At the next regularly scheduled club meeting, the concerned parties shall attend, and the Executive Committee shall hear and rule on the charges within 30 days of the meeting.

SECTION 2. Suspension and Expulsion.

A majority of the Executive Committee shall have the power to suspend or expel any member, after proper hearing of the accused, if evidence warrants such action. The length of suspension shall be determined by the Executive Committee. Any member being considered for suspension or expulsion by the Executive Committee shall be notified, in writing, of the impending action 15 days in advance of the meeting and shall be stricken from the membership roll after evidence of severity is proven.

Suspension/expulsion documentation must be kept on file.

SECTION 3. Officer Removal.

Any officer may be removed from office by a two-thirds vote of the full members present at any regularly scheduled meeting. No vote on removal of an officer may be taken unless the officer is notified of the reasons for removal at least a 15-day prior to the meeting. The officer shall be given a full hearing at such meetings.

SECTION 4. Appeals.

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 Executive Secretary who will notify the President. At the next regularly scheduled meeting, the Executive Secretary shall present the appeal to the attending membership. The member in question has the right to appear at the appeal and present his case. The member must leave the meeting prior to a written ballot being held by the members present. A two-thirds vote shall be required to reverse the action of the Executive Committee. An appealing member who has been suspended or expelled from the Club shall not have any membership rights until the appeal is voted on by the membership.

ARTICLE X - AMENDMENTS

These Bylaws may be altered, amended, or repealed and new bylaws may be adopted by a majority of the membership present at any regular meeting or at any special meeting, if at least 20 days written notice is given of intention to alter, amend or repeal or to adopt new bylaws at such meeting. Such notice must include proposed changes for the membership to review. Members shall be notified of a proposal to change the Bylaws. Corrections to clerical errors that do not change the purpose or intent of the bylaws may be approved without 20-day notice.

ARTICLE XI – OPERATIONS

SECTION 1. Procedures.

The Executive Secretary and Treasurer shall maintain a copy of the club operating procedures. The operating procedures may be amended at regular or special meetings, provided that the proposed amendment has been communicated to the membership at least five days prior to the meeting. A majority vote of the members present shall be required to approve any such amendment. Operating procedures shall include, but not limited to, range rules, initiation fees, dues and financial procedures.

SECTION 2. Collection of Funds.

All monies collected for any Club function and its associated balance sheet shall be transferred to the treasurer within 30 days of the event. Proper balance sheets shall be maintained for every activity. All monies outstanding at the end of the year shall be turned in with their balance sheets not later than December 31st.

SECTION 3. Expenditures.

Any expenditures not addressed in the annual budget must be brought before the Executive Committee at a regularly scheduled meeting for approval by a majority vote of the members present. The Executive Committee of the organization shall have the authority to make expenditures or purchases up to \$1500.00 annually without bringing the matter before the membership for approval. Maximum limits to expenditures may be adjusted by the Executive Committee.

SECTION 4. Private Benefits.

No part of the organization's net earnings may benefit any person having a personal and private interest in the activities of the organization. For purposes of this requirement, it is not necessary that net earnings be actually distributed. Even undistributed earnings can

benefit members. Examples of this include a decrease in membership dues or an increase in the services the club provides to its members without a corresponding increase in dues or other fees paid for club support.

SECTION 5. Educational Classes.

In alignment with the Club Purpose, Article II, educational classes (e.g. 4-H, CPW, and other youth programs, law enforcement training, various classes, training, etc.) may be taught by private instructors at MSC with prior authorization by the Executive Committee. If the instructor is not a member of MSC, they must meet membership criteria and provide proof of insurance. All classes shall be listed on the schedule of events.

SECTION 6. Unauthorized Use.

Any use of Club property for any activity not previously addressed in these bylaws shall be voted on by a majority of members present at a regularly scheduled meeting.

ARTICLE XII - PARLIAMENTARY AUTHORITY

The current Robert's Rules of Order shall be the Parliamentary Authority for these bylaws. The applicability of said Rules of Order shall be as determined by the Executive Committee.

ARTICLE XIII – USE OF RAFFLE FUNDS

Ways in which raffle money can be spent in compliance with Colorado state requirements and MSC needs:

- Facility, range maintenance and development, and purchase and maintain equipment.
- Pay for expenses as needed for annual Kenny Johnson Memorial Turkey Shoot to off-set club costs.
- Purchase Raffle prizes annually.
- Donate partial or full funds for the annual college scholarship for a graduating high school senior. Amount is dependent on club vote.
- Support educational and youth events that relate to family and individual shooting sports, events, recreational use, hunting, and competitions. Demonstrate, implement, and emphasize safety and ethical practices.

ARTICLE XIV – PROHIBITED OR RESTRICTED ACTIVITIES

No part of the net earnings of the corporation shall inure to the benefit or, or be distributable to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes described in section 501(c)(3). No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) in any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal

Revenue Code, or the corresponding section of any future federal tax code. The organization will not be permitted to conduct a trade or business that is unrelated to exempt purposes.

ARTICLE XV – DISSOLUTION CLAUSE

Upon the dissolution of this organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code to the Meeker Veterans Community Center; a 501(c)(3) organization or another chosen qualifying 501(c)(3).

ARTICLE XVI - REVIEW AND EFFECTIVE DATE

These Bylaws shall be reviewed and updated once per calendar year at a regularly scheduled meeting. These Bylaws shall become effective immediately upon the approval hereof by the membership and the Executive Committee.

SIGNATORIES

Scott Nielsen – *President*

Jim Harris – *Vice President*

Mary Taylor – *Executive Secretary*

Scott Nielsen - *Treasurer*