

DIXIE DESPERADOS BY-LAWS
(Revised 4 April 2017)

ARTICLE I – NAME

SECTION I: Club and Range Name

1. The name of the club shall be the Dixie Desperados Rifle and Pistol Club, commonly known as the Dixie Desperados.
2. The name of the club's shooting facility shall be Desperado Canyon.

ARTICLE II: OBJECTIVES

SECTION I: Club Objectives

1. To encourage and promote Cowboy Action Shooting in a safe and organized competitive manner for the benefit of all members and the public at large.
2. To organize and hold regular competitive shooting events.
3. To encourage sportsmanship, camaraderie, and the safe and lawful use of Old West style firearms.

ARTICLE III – MEMBERSHIP

SECTION I: Eligibility

1. Membership in the Dixie Desperados is open to all who can legally possess and who safely use firearms at the Dixie Desperados' shooting facility.
2. Membership is not required to shoot at Dixie Desperado events. The public is welcome, subject to all safety, shooting, club and event rules.

SECTION II: Membership

1. All memberships, except life memberships, are based on a calendar year and are valid through December of the current year.
2. Life Memberships: club members may purchase a Life Membership, as determined by the Board of Directors.
3. Junior Memberships are available for youth 8-16 years of age.
 - a. Junior members must be sponsored by an adult family member or other active club member, with the express written permission of the youth's parent or legal guardian.
 - b. Any shooters 17 years and under must be supervised by a parent or guardian.
 - c. Junior members are exempt from paying annual membership dues.
 - d. Junior members shall enjoy all privileges of club membership, except they may not vote or be a club officer.

SECTION III: Term of Membership

1. New memberships shall be for the remainder of the calendar year in which enrolled, with membership thereafter for the full calendar year.
2. Current members (i.e., those with valid or paid memberships) shall have full voting and membership privileges in the club, except that Junior Members are subject to the conditions appertaining thereto.

3. Life members shall retain their club privileges until deceased. Life memberships are not transferrable.

SECTION IV: Membership Lists

1. Lists of club members (printed and/or electronic) are confidential and shall be used only for purposes of conducting club business.
 - a. Lists of club members shall not be made public, except that a roster of club members, using their aliases, may be placed on the club website and may include email addresses and/or phone numbers, unless a member specifically requests otherwise.

ARTICLE IV – DUES AND FEES

SECTION I: Membership Dues

1. Annual membership dues shall be set by the Board of Directors at the last meeting of each calendar year, and be effective for the next calendar year. If the Board of Directors does not address annual membership dues prior to a new calendar year, then the rate for the previous calendar year shall apply.
2. Annual dues for new members shall be prorated, by month, to the end of the current calendar year.
3. Annual dues for members are due 1 January of each year.
 - a. If a member is late in paying their annual membership dues, they shall be required to pay non-member shoot fees until dues are received.
 - b. Dues must be paid for the full year, even if a member is late in paying their annual membership dues.
4. Life Membership dues shall be paid in one lump sum, at the rate set by the Board of Directors. Previous annual membership dues may not be applied towards a Life Membership.

SECTION II: Shoot Fees

1. Shoot fees for regular monthly matches will be set annually by the Board of Directors.
 - a. Junior members and other youth 16 years and under shall not pay fees for regular monthly shoots.
 - b. First-time shooters (i.e., those new to cowboy action shooting) shall not pay a shoot fee for their first regular monthly shoot.
2. Shoot fees for annual events shall be proposed by the appointed match director(s) and approved by the Board of Directors.

ARTICLE V – MEETINGS

SECTION I: Club Meetings

1. The club shall have regular meetings held within Washington County, Utah.
2. A quorum at a club meeting is defined as at least nine (9) voting members.
3. Meeting schedules shall be announced in club newsletters and/or emails.
4. The club President or a Club Officer assigned by the President shall chair the meeting.

5. The Club Secretary, or designated substitute, shall take minutes of the meeting, which will be made available to all club members prior to the next meeting.
6. Each meeting shall include a vote to approve minutes from the previous meeting, with an opportunity to discuss the minutes and make any needed changes or additions.
7. Each meeting shall include a current financial report, prepared by the Club Treasurer, which shall be attached to the minutes of the meeting.
8. All voting on club business shall normally take place at the regular club meetings, although a vote by email or other means is allowable if approved by the Board of Directors.
9. Robert's Rule of Order shall be the governing protocol for conducting all club meetings.

SECTION II: Suggested Order of Business for Club Meetings

1. Call to order.
2. Welcome guests and new members.
3. Approval of the minutes of the previous meeting.
4. Reading and approval of the Treasurer's report.
5. Old business.
6. Reports from Committees.
7. New business.
8. Establish date, time, and place of next meeting.
9. Adjournment.

SECTION III: Board of Directors Meetings

1. The Board of Directors shall meet no less frequently than once a calendar quarter.
2. A quorum at a meeting of the Board of Directors shall consist of at least five (5) directors.
3. Meeting date, time, and location shall be announced to all members by email.
 - a. Unless otherwise stated in the meeting announcement, meetings of the Board of Directors are open for any member to attend.
4. Recommendations of the Board of Directors are to be made to the general membership for approval, at general club meetings.
5. The club President or a Club Officer assigned by the President shall chair the meeting.
6. The club Secretary, or designated substitute, shall take minutes of the meeting, which will be made available to all club members prior to the next meeting of the Board of Directors.
7. Each meeting shall include a vote to approve minutes from the previous meeting, with an opportunity to discuss the minutes and make any needed changes or additions.
8. All voting shall normally take place at the regular Board of Directors meetings, although a vote by email or other means is allowable.
9. Robert's Rule of Order shall be the governing protocol for conducting all Board of Directors meetings.

ARTICLE VI – OFFICERS

SECTION I: Club Officers and Directors

1. Club Officers shall include: President, Vice President, Secretary, Treasurer, Range Master, Territorial Governor, and Member-at-Large.
2. All club officers must have been a member of the Dixie Desperados for at least one (1) full year and be current on their club dues.
3. All club officers shall be elected for a term of one (1) year.
 - a. Term of office shall run from 1 January through 31 December.
 - b. There are no restrictions on how many terms an officer may serve.
4. Club Directors (i.e., members of the Dixie Desperados Board of Directors) shall consist of all seven (7) club officers, with the club President serving as Chair.

SECTION II: Election of Officers

1. Notice of Elections shall be posted in the club’s newsletter, on the club website, and/or by email, giving notice to club members that nominations for the next year’s officers shall be held at a general membership meeting in November, giving the date, time, and place of that scheduled meeting.
2. Any club member may nominate a member in good standing for any elected office, providing the candidate meets the requirements for that office as noted herein.
 - a. The nominating member shall be responsible for contacting the member they wish to nominate, prior to submitting their nomination, and obtain that person’s resolve to run for office. All nominations must note the nominee’s acceptance.
 - b. Nominations may be mailed or emailed to the Club Secretary, and must be received before the November club meeting.
 - i. Mailed nominations must be postmarked at least ten (10) days prior to the scheduled November meeting.
 - ii. Emailed nominations must show a “sent” time at least seventy two (72) hours before the scheduled November meeting.
 - iii. Nominations may also be made, in person, at the scheduled November meeting, subject to the pre-approval on the nominee, as stated above.
3. After the scheduled November general meeting, the Secretary shall compose an official club ballot showing each office and all qualified nominees, followed by a blank line which may be used for a “write-in” candidate.
4. Official club ballots shall be mailed to each club member in good standing, with a return envelope pre-addressed to the club Secretary.
 - a. Member’s mailing address on the current membership list shall be the official mailing address, and it is the member’s sole responsibility to make sure their address is current and correct.
 - b. Ballots must be postmarked no later than ten (10) days before the scheduled December general club meeting, or may be hand-delivered to the Club Secretary at the December general club meeting.
5. Official club ballots will be opened and counted at the scheduled December general club meeting, by the club Secretary assisted, if necessary, by other members of the Board of Directors.
 - a. Nominations with a majority of votes received shall prevail.

- b. In case of a tie vote, the tie breaker will be determined by secret written ballot at the December meeting by those members who are in attendance and eligible to vote.
6. Newly elected officers shall take office on 1 January following the December vote.

SECTION III: Vacancies

1. In case of vacancy of a Club Officer position, for whatever reason, the Board of Directors shall appoint a replacement for that position for the remainder of the original term, subject to normal eligibility requirements.

ARTICLE VII – DUTIES OF OFFICERS

SECTION I: President

1. The President shall preside at general membership meetings and meetings of the Board of Directors.
2. The President is responsible to the club and its members to communicate on proposed projects that will require the expenditure of club funds.

SECTION II: Vice President

1. The Vice President shall perform the duties of the President in his/her absence.
2. The Vice President shall form and chair a committee responsible for regular monthly shoots.

SECTION III: Secretary

1. The Secretary shall maintain official correspondence, including keeping minutes of general membership and Board of Directors meetings.
2. At the end of their term of service as Secretary, he/she shall pass along to the next Secretary a complete record of club minutes and correspondence in their possession, so as to provide a history of the club.
3. The Secretary, with the assistance of the Treasurer, is responsible for processing applications for membership in the Dixie Desperados.

SECTION IV: Treasurer

1. The Treasurer shall retain an accounting of all funds that pass through the club. Such monies shall be deposited in a financial institution, in a club account, for safekeeping and disbursement.
2. The Treasurer shall submit a written financial report to the club Secretary at scheduled club meetings, to be filed with club meeting minutes.
3. The Treasurer shall maintain all funds and records according to the Articles of Incorporation and the bylaws of the Dixie Desperados.
4. The Treasurer shall turn over all records to the Board of Directors should they wish to hold an audit of club finances.
5. The Treasurer shall be responsible for Corporation renewals, payment of taxes, required reports, deposit of all monies received, and the recording of annual dues and shoot fees.
6. The Treasurer shall maintain all club financial records for a minimum period of the three most recent full years.

SECTION V: Range Master

1. The Range Master, or a designated substitute, is responsible for conducting a range safety meeting prior to each match.
2. The Range Master is obligated to report and correct any unsafe condition at the range.
3. The Range Master shall maintain a First Aid Kit at all organized club shooting activities.
4. The Range Master forms and chairs a committee for range improvement and maintenance.

SECTION VI: Territorial Governor

1. The Territorial Governor represents the Dixie Desperados to the Single Action Shooting Society (SASS) and must meet the eligibility requirements established by SASS.
2. The Territorial Governor consults with club members and the Board of Directors in order to properly represent the interests of the club and its members to SASS, including at scheduled SASS meetings of Territorial Governors.
3. The Territorial Governor is responsible for reporting to the Board of Directors and the general membership regarding the agendas, actions, outcomes, and directions from SASS.

SECTION VII: Member-at-Large

1. One (1) Member-at-Large is elected as part of the Officer Election process.
2. In addition to service on the Board of Directors, the Member-at-Large shall assist other club officers as needed and otherwise strive to fairly represent the interests of the club and its members.

ARTICLE VIII – COMMITTEES AND DISPENSING OF CLUB FUNDS

SECTION I: Committees

1. In addition to committees already mentioned herein, other committees may be formed by the Board of Directors as needed, and dissolved at completion of their assigned tasks.

SECTION II: Dispensing of Club Funds

1. The President, or in the absence of the President, the Vice President, may authorize expenditures of up to five hundred dollars (\$500).
2. Expenditures over five hundred dollars (\$500) must be approved by a majority at a general club meeting.
3. Committees may be authorized to dispense funds, not to exceed a pre-authorized total, subject to the above approval rules.
4. No person shall authorize or approve payment of club funds to themselves.

ARTICLE IX – AUDITS

SECTION I: Audits

1. An annual audit of the books shall be done near the end of each calendar year.
 - a. An Audit Committee shall be comprised of a minimum of three (3) members of the Board of Directors and a volunteer from the current club membership.

2. The Board of Directors may call for a special audit at any time they deem necessary.

ARTICLE X – CONDUCT OF MEMBERS

SECTION I: Conduct of Members

1. The Board of Directors shall have the authority to suspend or revoke membership for any cause it believes warrants such action, and/or to invoke any other disciplinary action within its authority, subject to Article XI.
2. A club officer or match director has the right to demand that any person (member or guest) acting in a dysfunctional or unsafe manner, regardless of cause, immediately cease and desist from any activities involving the use of firearms, and to leave the range. Any member witnessing any unsafe or dysfunctional behavior should immediately report to an officer and/or match director.
3. The discharge of any firearm or ammunition at the Dixie Desperado shooting facility that is of a configuration not allowed under Dixie Desperado range rules is strictly prohibited, and any such action may result in disciplinary and/or legal action against the individual(s) responsible.
4. Any member or guest who destroys or damages club property may be held liable for such damage.

ARTICLE XI – DISCIPLINARY ACTIONS AND DUE PROCESS

SECTION I: Authority

1. Any officer or member of the club is subject to suspension, expulsion, probation or other disciplinary action by the Board of Directors, pursuant to Article X.
 - a. Claims or requests for formal disciplinary action must be filed in writing with the Board of Directors.

SECTION II: Procedure

1. Any member may prefer charges against any officer or member.
2. Charges must be in writing, clearly stating the facts, and accompanied by any affidavits and exhibits which may be used at a hearing.
3. Charges may be sent to the club Secretary or referred directly to the President.
 - a. The President shall present the charges at the next meeting of the Board of Directors, or may call a special closed meeting of the Board for the purpose of reviewing the charges.
 - b. The Secretary shall give at least fifteen (15) days written notice of the meeting to each member of the Board of Directors and to the accuser and the accused.
 - c. Notice to the accused shall include copies of the charge and any supporting documents.
 - d. At least five (5) members of the Board of Directors must attend the meeting in order to take any action.
 - e. At the discretion of the Board of Directors, the accuser and the accused may be allowed to attend and/or present their positions at the Board meeting. If allowed to attend, the accuser and the accused may bring one other person with them.

- f. The Board of Directors may, by a majority vote, discipline the accused by admonition or reprimand, either verbally or in writing, or suspend the accused. The Board may also expel the accused from the club or place them on probation.
- g. The President shall notify the accused and the accuser of the decision of the Board of Directors, in writing, within ten (10) days of the Board's meeting. The Board's decision shall also be read at the following general meeting of the club.

SECTION III: Appeal

1. Any officer or member disciplined by the Board of Directors may appeal to the full membership of the club.
 - a. If the accused is exonerated by the Board of Directors, the accuser may not appeal their complaint.
2. Any appeal shall be in writing to the Secretary or given directly to the President.
3. To hear the appeal the President shall call a special general club meeting for that purpose.
 - a. The Secretary should give at least a fifteen (15) day notice, in writing, to all members in good standing, stating the date, time, place, and purpose of the meeting.
 - b. The notice may be sent by email or by special mailing.
 - c. At the club meeting the Secretary shall read the minutes of the meeting of the Board of Directors at which the Board decided to take disciplinary action.
 - d. Full hearing shall then be given to the accuser and then the accused, in turn, without rebuttal, argument, or question. Members in attendance may then submit any questions, in writing, to the President, who shall verbally deliver the question(s) to the accuser or the accused, who may then respond. Finally, a brief summary or closing argument will be given by each, first the accuser and then the accused, without rebuttal, argument, or question.
 - e. A vote of members in good standing, in attendance, shall then be taken, with the option to either exonerate the accused or let stand the decision of the Board of Directors.
 - f. Subject to normal quorum rules, at least nine (9) voting members, not including the accuser or the accused, must be present and cast votes. If a quorum is not present, the actions of the Board of Directors shall stand.
 - g. A two-thirds (2/3) vote is required to reverse or overturn the decision of the Board of Directors.

ARTICLE XII – AMENDMENT PROCESS

SECTION I: Proposing Changes

1. Any member may propose an amendment to the club bylaws.
2. Proposed amendments shall be vetted prior to being presented to the full membership for vote.
 - a. Proposed amendments shall first be presented at a general club meeting.
 - b. If a majority vote at a general club meeting agree to move forward with a proposed amendment, then the amendment process shall commence.

- c. If a majority vote at a general club meeting do not agree to move forward with an amendment then that proposed amendment shall not proceed further in the process.

SECTION II: Approval of Amendments

1. Subject to the amendment vetting process established in Section I of this Article, the President and/or Board of Directors shall draft a ballot describing the proposed change and the reasons for it.
2. Official club ballots shall then be mailed to each club member in good standing, with a return envelope pre-addressed to the Club Secretary.
 - a. Member's mailing address on the current membership list shall be the official mailing address, and it is the member's sole responsibility to make sure their address is current and correct.
 - b. Ballots must be postmarked no later than ten (10) days before the next scheduled general club meeting, or may be hand-delivered to the Club Secretary at the general club meeting at which the votes are scheduled to be tallied.
3. Official club ballots will be opened and counted at the designated general club meeting, by the Club Secretary and assisted, if necessary, by other members of the Board of Directors.
4. The amendment must be approved by two-thirds (2/3) of the votes received.

ARTICLE XIII – DEACTIVATION

SECTION I: Deactivation

1. In the event of dissolution of the Dixie Desperados club, all monies and assets will be distributed in a manner set forth in the Articles of Incorporation, Article IV, which states, *“Upon dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of Section 501/(c) of the Internal Revenue Code, or corresponding section of any future federal laws, or shall be distributed to the federal government or to a state and local government for a public purpose.”*
