**By-Laws**

**(DRAFT---February 6, 2019)**

**Global Benchrest Association**

1. General:
   1. The Global Benchrest Association is structured to:
      1. Earn and sustain the good will of its members
      2. Assure that all clubs are equally represented in Board decisions
      3. Conduct all matches with fair and equal rules
      4. Have transparency so that actions/decisions by the Board of Directors are known by all members.
   2. We make it easy for domestic and international clubs to join the Association. We make it easy for new clubs to form.
2. Organization:
   1. The Association is composed of clubs that host benchrest competitions at ranges of their choice.
   2. Each club appoints one person from its club to serve on the Association Board of Directors. The Board Member’s role is:
      1. Vote on issues that come before the Board such as By-Laws changes, Rule changes, ejection of members or clubs, selection of National Match sites, financial audit, and other matters that come before the Board.
      2. Appoint a member or other person for a specific purpose or task that is intended to be of short term duration.
      3. Note that for Board decisions that affect only one benchrest discipline, only those Board Members whose clubs host matches in that discipline may vote.
   3. The Board of Directors elects from its ranks a member to serve as Chairman for a 2 year term. The Chairman’s role is:
      1. Preside at Board meetings, prepare meeting agendas, maintain the Club Match Schedule, approve ongoing Association expenses, and communicate with other Board members throughout the year to assure that we are maintaining the good will of our members.
   4. The Board of Directors appoints from the general membership the following roles, each serving a 2 year term:
      1. Treasurer and Secretary who maintains bank accounts, pays bills, keeps and publishes meeting minutes, maintains a record of Board proceedings and decisions, and maintains the Lifetime Marksman status.
      2. Web Site Administrator who maintains the web site and keeps it up to date.
      3. Records Administrator who verifies targets and publishes records.
      4. Awards and Prizes Administrator, who obtains awards for Lifetime Marksman and other awards for the various benchrest disciplines, and arranges for sponsors for National and Regional championships.
3. Responsibilities:
   1. Each member and Board Member of the Association is responsible to:
      1. Act safely and responsibly at all matches, and comply with all safety rules.
      2. Act with sportsmanship at and after matches.
      3. Not engage in any drug use. Not engage in any alcohol use while matches are in progress. If a range or club does not allow any alcohol use or possession at the range, members must respect this rule.
      4. Promote good will among the membership.
      5. Support and attend club matches to the best of their ability
      6. Not engage in any ill will generating activities toward the Association or its members.
      7. Not engage in any blogging or web forum activities that are detrimental to the Association or its members.
   2. Any Association Member who does not comply with their responsibilities may be ejected from the Association at the sole discretion of the Board of Directors.
4. Membership and Fees:
   1. Each Club shall purchase an Association Club membership at a fee of $45 per calendar year unless changed by action of the Board of Directors.
   2. Each Individual member shall purchase an Association Individual membership at a fee of $45 per calendar year unless changed by action of the Board of Directors.
   3. Junior members (16 years of age or younger on January 1st of the year the membership covers) shall pay a membership fee of $20 per calendar year unless changed by action of the Board of Directors.
   4. Each Club will pay to the Association a match fee equal to $2 per shooter per match. If the match extends for two or more days, an additional $2 fee per shooter shall be paid for each day beyond the first day of the match.
   5. Special Rules for International Clubs and Members: Because of the difficulty and cost to make international payments, International Clubs will:
      1. Determine at their own discretion the amount to charge for Club and Association member fees.
      2. Determine at their own discretion the amount to charge for Match fees.
      3. Retain these fees within their Clubs.
      4. And the Clubs are then responsible for acquiring and paying for:
         1. Any Association awards earned by their members, such as Lifetime Marksman awards, records awards, and other awards
         2. Printing of Association membership cards, and all forms and other Association materials needed to conduct their matches
5. Meetings, Quorum, and Voting:
   1. The Board of Directors Chairman will schedule at least one Board meeting annually, and will create and distribute meeting agendas to all Board Members well in advance of the meeting.
      1. Agenda topics related to changes to By-Laws, Rules, or matters related to ejection of any Member must be communicated to all Board Members well in advance of the meeting, allowing Board Members sufficient time to review and consider these items.
      2. Board Members may attend meetings in person or through electronic means.
      3. If a Board Member is not able to attend the meeting, he should forward any concerns or remarks about the agenda topics to the Chairman for review at the meeting.
      4. The Board may conduct business throughout the year by email or phone or personal meetings at the pleasure of the Board.
   2. Quorum
      1. The Quorum for any Board meeting is 2/3 of the total number of Board Members.
      2. If a Board Member cannot attend a meeting but has submitted comments on agenda topics to the Chairman, he is included in the Quorum as if he were in attendance.
   3. Voting
      1. Each Board Member has one vote on any issues that concern the Association and are not limited to affecting only one discipline.
      2. For issues that affect only one discipline, only those Board Members representing Clubs that hold Association Matches for that discipline shall vote.
      3. If a Board Member cannot attend a meeting, but has submitted comments on agenda topics, he may also cast his vote in advance of the meeting by advising the Chairman.
      4. Changes to By-Laws, changes to Rules, ejection of an individual or Club from the Association, and dissolution of the Association requires 2/3 of the voting Board Members.
      5. Other matters that come before the Board require 51% of the voting Board Members.
6. Other:
   1. Awards and Records
      1. Each Club is responsible for selecting, funding, and presenting its own awards for Club matches.
      2. Awards for Regional and National competitions for all disciplines shall be selected and funded by the Board, and then provided to the host Club for their presentation at the competition.
      3. Records are determined at the end of each year and only one record for each record category (the best for the year that betters the previous record) will be recognized by the Association.
      4. The Board determines and selects the specific trophies or awards or other form of recognition for Lifetime Marksman, Records, and other Association awards.