

Bylaws of Valley County Gun Club, Inc.

ARTICLE I: Name

The name of this organization is Valley County Gun Club, Inc., hereinafter referred to as "VCGC", or "the Club", or "Club."

ARTICLE II: Purpose

The VCGC provides an educational and recreational shooting ground venue specifically designed for firearm training in safety and use, practice for improved marksmanship or competitions for its community. Focus includes the education of youth and a better knowledge and skill of all citizens of the safe handling and proper care of firearms.

Patrons of the gun range may be: paid Members and their Guests and Board approved Events hosted for training or recreation.

ARTICLE III: Membership

The term "member" shall refer to a Club member (or family) whose membership fees have been paid, required Forms have been completed and who is in good standing.

SECTION 1:

Membership shall be open to all persons and shall be evidenced by a certificate of membership in a form approved from time to time by the Board of Directors. Memberships shall be non-transferable nor may they be assigned.

SECTION 2:

Membership policy, classifications and dues may be set from time to time by the Board of Directors and shall be defined in standing rules. Annual membership dues shall be due on **members' anniversary date**. No dues shall be refundable upon voluntary or involuntary termination of a membership.

SECTION 3:

Each member shall have the responsibility to:

- Participate in the annual membership meeting.
- Pay membership fees as required by the Club.
- Abide by all range rules as established by the VCGC.

SECTION 4:

A member may be expelled and his/her membership cancelled for violation of any of the Rules or Regulations of the Club or terms of their executed Range Safety Rules Acknowledgement and Liability Waiver Forms, or for conduct that endangers life or property or is prejudicial to the best interests of the Club.

Expulsion shall occur only after the member has had a hearing before the Board or a review by at least two members of the Board, and a majority of the Board members have voted in favor of expulsion. A member expelled from the Club may not again become a member except upon written application to and approval by a majority of the Board.

No member of the Board of Directors may be expelled by these procedures, but may be expelled only as provided in Article IV, Section 6 of these bylaws.

SECTION 5:

Any member may resign by notifying any Officer of the Club or the Board of his or her resignation.

SECTION 6:

A Charter Member's status will be maintained up to two years following the lapse of their last renewal.

All other Members' enrollment will be terminated after one year of a lapsed renewal.

A member in good standing whose membership lapses may rejoin.

ARTICLE IV: Directors

SECTION 1:

The business and affairs of the Club shall be exercised, conducted and controlled by the Board of Directors, to be elected by the members at their annual meeting. The term of office for a Director shall be two years.

SECTION 2:

The Board of Directors shall have at least five members.

SECTION 3:

The Board is responsible for:

- a) Determining the purpose, objectives, policies and plans of the Club, and to ensure that these are accomplished by the Officers of the Club.
- b) Authorizing the President and other Officers to act for or on behalf of the Club in performing or delegating responsibilities.

SECTION 4:

The Board of Directors shall have the power to call meetings of the members and, when they deem necessary, to make such rules and regulations that are consistent with the laws of the State of Idaho. Only Directors and Officers have voting rights.

SECTION 5:

It shall be the duty of the Board of Directors:

- a) To cause to be kept a complete record of all meetings.
- b) To present at the regular annual meeting of the members a full financial statement showing in detail the assets and liabilities of the Club and generally the financial condition of its affairs.
- c) To provide supervision for all the acts of the Officers and Directors.

SECTION 6:

(a) Any and all Directors or Officers may be removed with or without cause by a simple majority vote of the Board and Officers at an announced Board meeting.

(b) Any and all Directors or Officers may be removed by a two-thirds majority secret ballot vote of the paid-up current members, attending the special meeting, at any properly called special meeting of the members for that purpose.

SECTION 7:

Vacancies in the Board of Directors shall be filled by an election of the remaining members of the Board.

ARTICLE V: Officers

SECTION 1:

The Officers of the Club shall consist of a President, Vice President, a Secretary and a Treasurer and will be elected to office by the Board of Directors.

Officers and Directors shall each have an equal vote.

SECTION 2:

President

- Prepares agenda, convenes and conducts regular and special meetings of the Board.
- Advises and gives counsel to other Officers of the Club and reviews major activities and to provide conformity and consistency.
- Performs duties assigned by the Board.
- The President shall preside at all meetings of the Club.
- He or she may appoint individuals or committees for the purpose of facilitating club business as deemed necessary.

SECTION 3:

Vice President

- The Vice President shall perform the duties of the President in his or her absence or at the President's request.
- He or she shall be responsible for overseeing the various operations of the various committees.

**SECTION 4:
Secretary**

- The Secretary shall oversee all official correspondence pertaining to the Club that doesn't otherwise pertain to another Board Member's role.
- Manage the term of the Board of Directors and Officers.
- Manages the annual Membership Board vote at the Membership Meeting.
- Shall keep and issue minutes of all meetings of the Board and of the Club's regular and special meetings. This includes documentation of all Policies and Procedures and Operating documentation and decisions.
- Shall keep all manual Range Safety Rules Acknowledgement and Liability Waiver Forms signed by Guests who visit the Range.
- Shall ensure that all records of the Club are maintained.
- Shall maintain the Bylaws and update as needed; at minimum, review by the Board should occur annually. Safety and Compliance documents (e.g. Range Gate Liability and Waivers, Range Safety Guide, etc.) should be maintained, updated as necessary and reviewed at least annually in late Winter before every annual season opening.

SECTION 5:

Treasurer

- The Treasurer shall have charge of all funds of the club and place the same in such bank or banks as may be approved by the Board. Treasurer is responsible for all bank (credit and/or debit) cards.
- The Treasurer shall keep an accurate account of all club transactions and render a Financial report at regular meetings of the Board. Additional details will be provided when requested. An annual financial report to be provided to the members at the annual meeting.
- Shall keep a current list of all members in good standing.
- Shall be responsible for the collection of all Membership, Guest and Event fees and dues.
- Shall be responsible for State and Federal Tax and Notification compliance filings.
- Treasurer is responsible for maintaining and renewing the Range Liability Insurance Policy and the Directors and Officers Insurance Policy (co-written with the VCGCFoundation BOD).

The Board may appoint BOD or Volunteer Members to take on specific duties (e.g. Membership Management, Operating System Technology and Security, Range Management etc.) or participate in Committees.

ARTICLE VI: Meetings

SECTION 1:

Board of Directors / Officers Meetings

A quorum to transact business of the VCGC shall consist of a majority of the Board of Directors and Officers and include at least three Board Members and two elected Officers.

SECTION 2:

The members of the Board and Club (as applicable) shall be informed of the date, time, and place of each meeting

SECTION 3:

Regular Board Meetings

The Board shall schedule to meet monthly. Following the Annual Membership Meeting the Board will elect Officers.

SECTION 4:

Annual Membership Meeting

An annual meeting of the members shall take place in the month of May. The specific date, time and location of which will be designated by the Board. At the annual meeting the members shall elect the Board members, receive reports on the activities of the Club, and provide feedback regarding the direction of the Club for the coming year.

SECTION 5:

Annual Open House

Holding of annual Open (to the public) House will be considered annually during July. The specific date, time and location of which will be designated by the Board. At the Open House, attendees will have the opportunity to tour the Range, observe demonstrations, receive information about becoming a Member, participate in fundraising and interact with participating Board Members.

SECTION 6:

Special Meetings

A special meeting of the Board or Club may be held at any time upon the call of the President or a Board member.

Members shall be notified about any special meeting at least seven days prior to the meeting and the meeting shall be held within 30 days following the request for the meeting.

SECTION 7:

The Board shall determine the time, location, and agenda for all VCGC meetings including special meetings.

ARTICLE VII: Dissolution

Upon dissolution, all assets must be dedicated to a similar 501(c)(7) purpose.

ARTICLE VIII: Conflict of Interest Policy

A Board member is expected to abstain from voting regarding any matters with which he/she has a conflict of interest.

ARTICLE IX: Articles of Organization

The VCGC is formed as a shooting club within the meaning of 501 (c)(7), as a private operating club.