

Bylaws of New Milford Rifle and Pistol Club, Inc.

Article I Name and Location

Section 1

The name of this organization shall be known as the New Milford Rifle and Pistol Club, Inc. (NMRPC)

Section 2

The principle office of NMRPC shall be located at 336 Steam Hollow Road, Hallstead in the County of Susquehanna, Commonwealth of Pennsylvania. NMRPC may also have offices at such other places as the executive board may from time to time determine by resolution.

Article II Purpose, Vision and Mission

Section 1

As set forth in the Articles of Incorporation, NMRPC is organized and operated exclusively for charitable, educational scientific purposes, including for such purposes, the making of distributions to organizations that qualify as exempt under section 501c3 of the Internal Revenue Service.

Section 2

Every community requires sound resources to be able to grow it's citizenry into a responsible, friendly, helpful society that promotes public unity, and a shared pride in it's identity. NMRPC strives to be one of those key resources by promoting a growing involvement in the outdoor sporting activities that have been a hallmark characteristic of our area for generations. Through this involvement, may we achieve future generations of responsible, helpful, civic minded citizens to carry on this vision.

Section 3

NMRPC's mission is to be one of the premier resources in Susquehanna County, Northeastern Pennsylvania and many other rural areas throughout the Nation, for promoting and participating in the outdoor sports that have defined our area. We shall promote involvement in all phases of the amateur shooting sports by striving to provide training, facilities and activities that support and encourage participation, with a special focus on the involvement of our youth. We shall instill the value of our hunting, fishing and trapping heritage into all we can affect, and shall responsibly promote, preserve and protect the right to continue that heritage for future generations, through education and by setting a moral and ethical example. We shall support, promote and teach the responsible management of our wildlife and natural resources. We shall provide support and cooperation to other organizations, agencies and individuals who share this vision, so far as in our power lies. We shall provide support, leadership and advocacy for the protection of our 2nd Amendment Right to Bear Arms, as called for under the constitution of The United States of America, and the Constitution of The Commonwealth of the State of Pennsylvania. We shall promote and educate the public regarding firearm safety and responsible firearm ownership and use. We shall do all these things through planned, stable and responsible growth of our organization and participation in the growth and support of local, regional and national agencies and organizations that share and will help in the growth of this vision.

Article III Non-Discrimination Policy

Section 1

The New Milford Rifle and Pistol Club, Inc. (NMRPC) does not discriminate in regard to race, creed, age, gender and physical abilities.

Article IV Officers

Section 1

The officers of NMRPC shall be President, Vice-President, Recording Secretary, Corresponding Secretary, Treasurer and Three (3) Trustees.

Section 2 – Executive Board

The elected officers and trustees shall constitute the Executive Board of NMRPC.

Article V Elections

Section 1 – Eligibility of Office

Members are required to attend a minimum seven (7) monthly meetings throughout the calendar year to be eligible for any elected position. If there are meetings not held due to a lack of quorum or weather related cancellations, members will be allowed to run for office if they make a minimum of 50% plus one, rounded up to the nearest whole number, of the officially held monthly meetings.

Section 2 - Nominations

The officers shall be nominated at the Regular Meeting in November. The officer nomination will be reviewed as the last order of business at the Regular Meeting in December and any other officer nominations will then be taken from the floor. The election vote for officers will immediately follow and meeting will adjourn.

Section3

The Trustees shall be appointed to act as tellers to count the ballots.

Section 4

The elected officers will assume their office as of January 1st of the following year.

Section 5

In the event that any officer or trustee steps down or is removed from office during their term, the remaining persons on the Executive Board will have the ability to appoint a qualified member to the vacated position for the remainder of the term of that position.

Section 6

If any officer or trustee does not perform their duties as described in the bylaws or if actions are as described in **Article 7- Section 8**, may be removed from their position by majority vote of the Executive Board.

Section 7

All elected officers shall serve a term of one (1) year with no limit on consecutive terms.

Section 8

Each trustee is elected for a term of three (3) years with no limit on consecutive terms.

Article VI

Duties of Officers and Trustees

Section 1

President: the duty of club president shall be to conduct all meetings, cast the deciding vote in case of ties and other duties pertinent to his office. The president shall appoint any and all committees including Range, Trap, Building, Grounds and may also include chair positions for various other committees standing or seasonal.

Vice President: the duty of club vice-president shall be to represent the president in his/her absence with assistance from the executive board.

Recording Secretary *: the duty of the club recording secretary shall be to record the minutes of all club functions (regular meetings, special meetings, etc.) and to keep an attendance file.

Corresponding Secretary *: the duty of the club corresponding secretary shall be to receive and log all correspondence, membership applications, etc and present to the president. The corresponding secretary shall be responsible for communication to members (meeting notice/changes, new member welcome packet, etc.) either written or electronic.

Treasurer: the duty of the club treasurer shall be to document all incoming and outgoing money paid or billed to the club, keep actual receipts, bills and signed bills of delivery. He/she will also be responsible to see that all bills are paid in a timely manner. The treasurer shall provide a copy of the monthly report to the recording secretary to be attached to the minutes.

Trustee (3): the duties of the trustees are to provide an annual audit of the financial records of the club in January as well as perform an inventory of the club property. A Trustee will be elected each year to a three year term. The remaining other trustees will move to two and one year respectfully. The outgoing 1 Year Trustee may run for a new three year term if nominated. There shall be three (3) trustees on the Executive Board at all times and will be referenced as follows:

3rd Year Trustee
2nd Year Trustee
1st Year Trustee

* The recording and correspondence secretary positions can be combined into one if necessary. These will be the only elected position titles that can be held by one person.

Section 2 – Office Abandonment

All persons who hold office or chair a committee must attend at least 75% of the monthly meetings. If said officer, trustee or chair misses more than 2 meetings in a row they may be subject to removal from the held position. This decision may be waived by the executive board with knowledge of special circumstance such as work requirements or outstanding service such as above and beyond the required minimum work hours.

Section 3

No compensation shall be paid to the officers or trustees, as such, for their service to the organization.

Article VII Membership

Section 1

All persons interested and in support of the NMRPC stated purpose and mission are eligible to become members. All applicants are required to complete the current membership application process. An applicant shall become a prospective member in the order the application was received for membership.

Section 2 – Membership Application Process

- a) A prospective member shall submit completed membership application with at least one (1) signature of a member in good standing, criminal history background check dated within the last 30 days of submission, proof of NRA membership (can join at meeting) and payment of dues and initiation fees at any regular monthly meeting in person.
- b) At the next regular meeting, membership application is read and voted on at that time, prospective member must not present.
- c) An affirmative vote will result in presentation of club main gate keys/combo, membership card and vehicle dash plaque. If resulting vote is negative, any monies received from applicant will be returned.

Section 3 – Membership Categories

Regular Member: full dues paying member with full rights to the club grounds and all buildings. Member has voting privileges. The maximum number of regular members shall not exceed 50. This cap can be expanded to allow petitioning Associate Members as needed by amendment process. Dues and initiation fees will be set at the annual meeting in December.

Regular Family: full dues paying family with full rights to the club grounds and all buildings. Family shall be defined as a married couple and any school-aged children under 18 living in the household. The married couple shall be entitled to voting privileges in the form of one (1) vote each. Dues and initiation fees will be set at the annual meeting in December.

Associate Member: reduced dues paying member with rights to the outside range facilities only for a period of one (1) year. All new members must join club via an Associate Membership and will be issued a gate key or combination only and have no voting privileges or access to any buildings. Members are encouraged to assist in any work detail and/or club events but are not required as part of membership. Members may request full Regular Membership at the end of one year following their acceptance vote. Upon favorable vote by the membership they will have 2nd preference to Regular

Membership in reference to **Article 7- Section 5**. The maximum number of Associate Members shall be 30. Dues and initiation fees will be set at the annual meeting in December.

Associate Family: reduced dues paying family member with rights to the outside range facilities only for a period of one (1) year. Family shall be defined as a married couple and any school-aged children living in the household. Dues and initiation fees will be set at the annual meeting in December.

Junior: any youth under the age of 18. Must have parent or guardian consent signature on application with emergency phone number listed. Junior members shall be allowed to participate in any and all shooting activities and club sponsored team events and shall be recognized as members of NMRPC subject to team age regulations or legal restrictions. They must be under adult supervision at all times either by parent or guardian or responsible club member. Junior members do not have voting privileges or key/code access to the facilities.

Section 4

New Member dues shall be prorated quarterly based on month joining club:

January-March 100%
April-June 75%
July-September 50%
October-December 25%

Section 5

A member's son or daughter shall have preference to membership over other applicants. However, should a member's son/daughter not be of eligible age (18), his/her name shall be recorded and kept on record until he/she becomes of eligible age. In any case, membership shall be expanded if necessary to accommodate his/her application.

Section 6 – Dues Payment

Yearly dues are required to be paid in full by the March meeting. Any member whose dues or fines are not paid in full by the March meeting shall be considered in arrears and action shall be taken in accordance with **Article 7- Section 8**. However, if unable to pay dues by the March meeting, reason of special circumstance or financial hardship may be brought to the Executive Board for consideration.

Section 7 – Resignation of Member

Any member in good standing wishing to terminate his membership in this club, shall submit his/her resignation in writing to the members at a regular monthly meeting to be read and accepted. However, he/she shall have a grace period until the following regular meeting before membership termination becomes final and all keys must be turned in.

Section 8 – Removal of Member

Any member whose conduct shall be decided to be injurious, unsportsmanlike or contrary to the best interests and/or welfare of this club, upon a 2/3 majority vote of the entire executive board, shall forfeit his/her membership and all rights. Such a vote will not be taken without giving the offender, in writing, two weeks' notice of the charges against him and offering him/her an opportunity to be heard in his/her defense. He/she may appeal a decision from the board to a special meeting of the club membership called for that purpose. It shall require a 2/3 vote of those present to reverse the executive board's decision. Such a vote shall be via secret ballot.

Section 9 - Voluntary Inactive Member (retirement)

A Member in good standing will be eligible for voluntary inactive membership if:

- a) He/she is at least 65 years of age and has been a member for the preceding 5 consecutive years in good standing or
- b) He/she becomes physically/mentally disabled to the extent that he/she could not perform normal activities associated with being an active member or
- c) He/She has accrued 25 years of consecutive active membership in good standing

Meeting the aforesaid requirements, upon written request of the member, application for voluntary inactive membership must be approved by a majority of the members at a regular scheduled meeting

- An inactive member will be required to continue his/her NRA membership
- An inactive member will be entitled to all of the rights and privileges of the club except he/she will have no voice in the club affairs unless asked by the presiding officer
- An inactive member will be welcome to assist in club activities such as work days, shoots, etc.

Section 10 - Voting Eligibility

Voting members are strongly encouraged to attend meetings on a regular basis. It is our belief that regular attendance is necessary in order to be aware of current issues affecting the club. Members who miss more than 3 meetings in a row will not have the right to vote at the next meeting. This decision may be waived by the executive board with knowledge of special circumstance such as work requirements or outstanding service such as above and beyond the required minimum work hours.

Section 11 – NRA Membership

NMRPC is a 100% NRA Membership Club. All levels of membership must remain current members of the NRA during their membership at NMRPC.

Article VIII Meetings

Section 1

NMRPC shall hold a Regular Monthly Meeting at 7pm on the 2nd Thursday of each month.

Section 2

Special meetings can be held at any time provided notice given to members at least one (1) week in advance.

Section 3

A quorum of members needed to conduct business at any meeting shall consist of 3 elected officers and 4 Regular members accounted as present.

Section 4

All Regular Monthly Meetings are open to all members and the public-at-large.

Section 5 - Order of Business

- a) Call To Order
- b) Attendance
- c) Reading of Previous Meeting's Minutes
- d) Financial Report
- e) List of Bills
- f) Communications
- g) Committee Reports
- h) Unfinished Business
- i) New Business
- j) Good of the Order
- k) Adjournment

Section 6

Meetings shall be run in accordance to the latest version of Robert's Rules of Order.

Section 7 – Annual Meeting

The Regular Monthly Meeting in December shall also be known as the Annual Meeting

Article IX Amendments to Bylaws

Section 1

All proposals to alter or amend these by-laws shall be submitted in writing to the executive board. If the board approves of the proposal, they will submit it to the club membership at the next two regular meetings at which a quorum exists.

Section 2

If a proposal is disapproved of by the executive board, they shall notify the member submitting such proposal of their decision and the reason. Any member whose proposal is disapproved by the executive board, if he/she can secure the signatures of 1/3 of club members, it shall be presented and voted on exactly as if had been approved by the executive board.

Section 3

If the proposal receives a majority vote of a quorum of members at each of the next two successive meetings it will become part of the by-laws. If it receives a negative majority vote at either meeting the proposal is dead.

Article X Finance

Section 1

The fiscal year of NMRPC shall be January 1 to December 31 of the current calendar year.

Section 2

The President and Secretary (or Recording Secretary if both secretary positions are filled) of NMRPC shall sign and execute the name of the organization on all deeds, mortgages, bonds, contracts and other instruments provided such action has been approved by the membership.

Section 3

No part of the NMRPC's assets or net earnings may inure to the benefit of or be distributed to its members, officers or trustees. This does not preclude the payment of any reasonable fees or compensation for goods or services rendered provided to the organization.

Section 4

No substantial part of NMRPC's activities should be carrying on of propaganda or influencing legislation and will not take part in any political campaign for public officials.

Section 5

Notwithstanding any other provision of these articles, NMRPC shall not carry on any other activities not permitted to be carried on by a) a charitable organization exempt from Federal Income Tax under section 501(c)3 of the Internal Revenue code of 1986 (or the corresponding provision of any future United States Internal Revenue Law) or b) a charitable organization's contributions to which were deductible under section 170c2 of the Internal Revenue code of 1986 (or corresponding provision of any future United States Internal Revenue Law).

Section 6

It is intended that NMRPC be entitled to exemption from Federal income tax under section 501(c)3 of the Internal Revenue Code and shall not be a private foundation as described in section 501(a) of the Internal Revenue Code

Article XI Limitation of Personal Liability

Section 1

An officer or trustee of NMRPC shall not be personally liable for monetary damages as such for any action taken, or any failure to take action unless:

- a) The officer or trustee has breached or failed to perform the duties of his or her office as defined in these bylaws; and
- b) The breach or failure to perform constitutes self-dealing, willful misconduct or recklessness.

The provisions of this Article shall not apply to the responsibility or liability of an officer or trustee to any criminal statute, or the liability of a director or officer for the payment of taxes pursuant to local, state or federal law.

Article XII Indemnification

Section 1

If an officer, trustee or other authorized representative of NMRP is made a party to any civil or criminal action or proceeding in any manner arising from the performance by such officer, trustee or other representative of his or her duties for or on behalf of NMRP, then, to the full extent permitted by law, NMRPC, upon affirmative vote of the membership, a quorum being present at the time of the vote who are not parties to the action or proceeding, shall:

- a) Advance to such officer, trustee or the authorized representative all sums found by the membership, so voting, to be necessary and appropriate to enable the officer, trustee or other representative to conduct his or her defense, or appeal, in the action or proceeding; and
- b) Indemnify such officer, trustee or other representative for all sums paid by him or her in the way of judgments, fines, amounts paid in settlement, and reasonable expenses, including reasonable attorneys' fees actually and necessarily incurred, in connection with the action or proceeding, or appeal therein, subject to the proper application of credit for any sums advanced to the officer, trustee or other representative pursuant to Sub-paragraph (a) above.

Section 2

NMRPC shall have the right to purchase officers' and directors' liability insurance to cover some or all of the above indemnification.

Article XIII Conflicts of Interest

Section 1

Any officer, trustee or key employer who has an interest in a contract or transaction presented to the membership or a committee thereof for authorization, approval, or ratification shall make a prompt and full disclosure of his/her interest to the membership or committee prior its acting on such contract or transaction. Such disclosure shall include any relevant and material facts known to such person about the contract or transaction which might reasonably be construed to be adverse to the corporation's interest.

Section 2

The body to which such disclosure is made shall thereupon determine, by vote of seventy-five percent (75%) of the votes entitled to vote, whether the disclosure shows that a conflict of interest exists or can reasonably be construed to exist. If a conflict is deemed to exist, such person shall not vote on, or use his/her personal influence on, not participate (other than to present factual information or to respond to questions) in the discussions or deliberations with respect to such contract or transaction. Such person may be counted in determining whether a quorum is present but may not be counted when the membership or a committee of the membership takes action on the transaction. The minutes of the meeting shall reflect the disclosure made the vote thereon, the abstention from voting and participation, and whether a quorum was present.

Article XIV Disbandment

Section 1

In the event NMRPC must disband, it will be the duty of the current officers and trustees to fully document the reason for disbandment. Upon review of this document, two-thirds (2/3) vote of the membership will be required to disband. Upon disbandment, all NMRPC assets remaining, after payment of all debts and liabilities of the organization, shall be distributed to a like-minded non-profit organization or fund which is organized and operated exclusively for charitable purposes and which has established its tax exempt status under section 501(c)3 of the Internal Revenue Code. At that time the organization charter will be returned to the PA state government for cancellation.

Bylaws Adopted and Ratified this date of May 12, 2016

Secretary Beverly Sturm _____

President John Ord _____