

**AMENDED BY-LAWS OF THE
HANCOCK COUNTY GUN CLUB**
P.O. Box 222
Carthage, IL 62321

ARTICLE 1. NAME

The name of the organization shall be the HANCOCK COUNTY GUN CLUB.

Hereinafter, the Hancock County Gun Club shall be referred to in this document as “Organization” or “Club”.

ARTICLE 2. OBJECT

The Hancock County Gun Club is organized and operated exclusively for charitable and educational purposes under Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code. Notwithstanding any other provision of these Articles, the Hancock County Gun Club shall not carry on any other activities not permitted to be carried on by a corporation exempt from Federal Income Tax under such provisions of the Internal Revenue Code. No substantial part of the activities of The Hancock County Gun Club shall be attempting to influence legislation.

(b) Secondly, the following language should be inserted as a “dissolution” clause, either to replace existing language or as additional language. The IRS requirement is that the assets upon dissolution must go to another §501(c)(3) organization. The following language meets the IRS requirement while providing flexibility as to the appropriate recipient entity:

In the event of the merger or dissolution of The Hancock County Gun Club for any reason, all money and securities or other property of whatsoever nature which at the time be owned or under the absolute control of The Hancock County Gun Club shall be distributed at the discretion of the board, or such other persons as shall be charged by law with the liquidation or winding up of The Hancock County Gun Club and its affairs, to any member organization of The Hancock County Gun Club organization which is exempt under Section 501(c)(3) of the Internal Revenue Code or the corresponding section of any future federal tax code; or if none of these organizations are then in existence or exempt under those tax provisions, then, at the discretion of the board, to another organization which is organized and operated exclusively for charitable and educational purposes and which has established its tax-exempt status under such designated tax provisions

The object of this organization shall be the encouragement of organized pistol, rifle, and shotgun ~~and archery~~ shooting among the citizens of the United States, residents of Hancock County, and of surrounding counties and neighboring states, with a view toward educating such citizens of the safe handling and proper use of firearms, as well as improved marksmanship, and the training in safe and responsible firearms possession. It shall be our further object and purpose to forward the development of those characteristics of honesty, good fellowship, self-discipline, team play and self-reliance which are essentials of good sportsmanship and the foundation of true patriotism.-

ARTICLE 3. MEMBERSHIP

Any citizen of the United States, 18 years of age or older, who has or is joining as a member of the National Rifle Association may become a member of this organization on the recommendation by two members of the Club in good standing, or acceptable references. In order for members to meet prospective members, before presenting the application for membership, prospective members must attend at least two shooting events, only one of which can be the shoot before the regular business meeting. The prospective member can then present an application in order to be accepted as members by a majority vote of the members present at any monthly business meeting or at the Annual General Meeting. Members must maintain a current membership with the National Rifle Association (NRA). Prospective members must also subscribe to Article 5(c), unless employed and employment hours prevent attendance according to 5(c). Membership applications will be treated on a non discriminatory basis as outlined in Article 12.

ARTICLE 4. DUES

The annual dues of the organization shall be Fifty Dollars (\$50.00), unless changed by vote of the Executive Committee, and are due after January 1 of each year, and payable until June 1 of each year, wherein, if not paid, shall constitute a consent for the member to have his or her name stricken from the rolls of membership of the organization. For individuals over 65 years old the dues are Thirty-Five Dollars (\$35.00) and for disabled veterans the dues are Twenty-Five Dollars (\$25.00). Disabled veterans must bring proof of disability. Dues for new members shall be calculated as follows: Applications made and received before June 1 of each year shall be assessed at a full year's dues. Applications made and received after June 1 of each year will pay one-half (1/2) of a full year's dues. ~~An initiation fee of Five Dollars (\$5.00) shall be assessed on each new member.~~

4 (b). No member of the Club, in arrears, shall be eligible to vote or to enjoy any other privileges or benefits of the Club. ~~After June 1, in order to be reinstated, they must pay a full-year's dues plus initiation fee.~~

ARTICLE 5. MEETINGS

5(a). ANNUAL GENERAL MEETING. The Annual General Meeting (AGM) of the Club shall be held on the third Wednesday in March in each year. If the annual meeting shall not take place at the time fixed, it shall be held with a reasonable time thereafter, and the officers and board of directors shall hold over until their successors shall have been elected.

5(b). REGULAR MEETING. The regular meeting of the Club shall be held on the third Wednesday of the month excepting March and December. Regular meetings will be held at such time and place as may be fixed by the Executive Committee. The Executive Committee is comprised of the Officers and Board of Directors. This meeting shall include the business meeting of the Club and, at the discretion of the Executive Committee, a social shooting event preceding the business portion of the meeting. Any member or prospective member is encouraged to attend this event. Meetings are not held in December.

5(c). EXECUTIVE COMMITTEE MEETING. The monthly regular meeting of the Club shall also include the business meeting of the Club wherein the Executive Committee shall meet, attending if possible, at such time and place as may be fixed by the Executive Committee. Any member of the Club may attend this meeting. Prospective members who wish to be voted in the Club shall be voted on shall be in compliance with Article 2

5(d). SPECIAL MEETING. A special meeting of the Club may be held at any time upon call of the President or upon call of the Executive Committee, or upon demand, in writing, stating the object of the proposed meeting, and signed by not less than 20% of the members entitled to vote. Notice of the time, day and object of the meeting shall be given all officers and members in good standing, in writing, via United States mail and electronic means not less than seven days prior to the date fixed for the holding of meeting. The place of the special meeting shall be fixed by the Executive Committee.

5(e). EMERGENCY and TIME SENSITIVE SITUATIONS. When a situation arises and action is needed before the next monthly meeting the president, vice-president, or secretary, in that order, may poll the Executive Committee by electronic or telephonic means and upon receiving a majority approval may take appropriate action. A full report of the situation and actions must be made at the next regularly scheduled meeting.

5(f). QUORUM. Fifty per cent plus one of the Officers and Board of Directors of the Club shall constitute a quorum at any meeting for the purpose of voting upon motions presented at the business meeting and authorizing the expenditure of Club funds.

ARTICLE 6. OFFICERS AND BOARD OF DIRECTORS

6(a). The Officers of the Club shall be the President, Vice President, Secretary, Treasurer, Events Coordinator, Chief Instructor, Range Officer Indoor, Range Officer Outdoor, Range Officer Trap, Buildings and Grounds Officer, Scholastic Trapshooting Program Officer, Webmaster, and Administrative Officer, who, acting together with the other members of the Board of Directors, shall constitute the Executive Committee. The Officers and Board of Directors shall be elected by a majority vote of the members in good standing present at the AGM of the organization. They shall hold offices for one year, or until their successors are elected.

6(b). The Executive Committee shall have general supervision and control of all the activities of the Club.

6(c). Meetings of the Executive Committee shall be held regularly on the third Wednesday of each month, excepting December, at such place as the Committee may determine. Special Meetings may be held as outlined in Article 5(d).

6(d). Resignation of any officer may be accepted by a majority vote of the remaining members of the Executive Committee.

6(e). A vacancy in the Executive Committee may be filled by a majority vote of the remaining members of the Committee. However, if more than one vacancy exists, a Special Meeting of the Club shall be called and new officers shall be elected to fill the vacancies until the date of the AGM as provided herein. No officer nor member of the board of directors may enter into any financial obligation nor incur any expense without the approval of the Executive Committee except as outlined in Article 7 below.

ARTICLE 7. DUTIES OF OFFICERS

7(a). **PRESIDENT.** The President shall preside at all meetings of the Club, and of the Executive Committee. The President shall be a member ex-officio of all Regular and Special Committees, and shall perform all duties as usually pertain to this office.

7(b). **VICE PRESIDENT.** The Vice-President shall perform all the duties of the President in that officer's absence or at his request.

7(c). **SECRETARY.** The Secretary shall conduct all official correspondence, the proper preparation and forwarding of all reports required of the organization, and for the National Rifle Association. The Secretary shall keep a true record of all meetings of the Executive Committee and of the Club, and shall have custody of the books and papers of the Club, except for the Treasurer's books and accounts. All applications for membership in the Club shall be kept by the Treasurer

7(d). **TREASURER.** The Treasurer shall have charge of all the funds of the Club and place the same in said bank, or banks as may be approved by the Executive Committee. Such money shall only be withdrawn by check signed by the Treasurer, or his designated representative, for the payment of such bills as shall have been approved by the Executive Committee, except that the Treasurer shall immediately and without action by the Executive Committee draw checks for normal operating expenses. The Treasurer shall keep an accurate account of all transactions and render a detailed report with vouchers at any meeting of the Executive Committee when requested and an annual report to the organization at its annual meeting. It shall also be incumbent on the Treasurer to maintain an up-to-date roster of members in good standing, to send out monthly mailings to all members advising them of any meetings or events. All new applications, as well as their dues, from prospective members shall be forwarded to the Treasurer for proper recording, investigation and deposits. All annual dues of existing members shall be forwarded to the Treasurer. The Treasurer shall be responsible for collection of all fees and dues. All applications for membership in the Club shall be kept by the Treasurer. With the exception of routine expenses, not to exceed \$250 monthly, the Treasurer shall contract no bills without the authorization of the Executive Committee.

7(e). CHIEF INSTRUCTOR. The Chief Instructor shall have charge of all small arms instruction with authority to appoint assistants. With the exception of routine expenses, not to exceed \$250, the Chief Instructor shall contract no bills without the authorization of the Executive Committee.

7(f). RANGE OFFICER INDOOR. The Range Officer Indoor shall be responsible for the overall maintenance of the Indoor Range with authority to appoint assistants. With the exception of routine expenses, not to exceed \$250 monthly, the Range Officer Indoor shall contract no bills without the authorization of the Executive Committee.

7(g). RANGE OFFICER OUTDOOR. The Range Officer Outdoor shall be responsible for the overall maintenance of the Outdoor Range ~~and Archery Range~~ with the authority to appoint assistants. With the exception of routine expenses, not to exceed \$250 monthly, the Range Officer Outdoor shall contract no bills without the authorization of the Executive Committee.

7(h). RANGE OFFICER TRAP. The Range Officer Trap shall be responsible for the overall maintenance of the two Trap Houses and Range with authority to appoint assistants, and for the ordering, with the Executive Committee approval of sufficient trap targets and birds. The Range Officer Trap shall be responsible for training members in the operation of the trap machines and shall maintain a record of the training. With the exception of routine expenses, not to exceed \$250 monthly, the Range Officer Trap shall contract no bills without the authorization of the Executive Committee.

7(i). SCHOLASTIC TRAP SHOOTING TEAM LIAISON (STSP) OFFICER. The STSP Officer administers all aspects of the STSP program to include including but not limited to fund raising, coordinating practices and events, budgeting, maintaining an itemized record all expenses and revenues and reporting the same to the Executive Committee. In addition act as a liaison between the Cub and the high school administration. The STSP Officer will also send monthly interest mailings to all students during the off season and send recruiting notifications to the elementary schools and to the high school prior to the start of season. The STSP Officer will ensure NRA training materials are ordered prior to the season and compile and maintain student practice and event scores for ordering NRA awards. The STSP Officer will schedule and oversee the training and development of students with the assistance of other coaches. With the exception of routine and expenses, not to exceed \$250 monthly, the STSP Officer shall contract no bills without the authorization of the Executive Committee.

7(j). WEBMASTER. The Webmaster will be responsible for designing and maintaining the Club website. With the exception of routine expenses, not to exceed \$250 monthly, the Webmaster shall contract no bills without the authorization of the Executive Committee

7(k) ADMINISTRATIVE OFFICER. The administrative officer is responsible for preparing and distributing Club information to Club members as required. This will include the annual calendar of Club and public events. Duties include ordering medals and trophies as required, and maintain the copier, toner, postage stamps, and paper. With the exception of routine expenses, not to exceed \$250 monthly, the ADMINISTRATIVE OFFICER shall contract no bills without the authorization of the Executive Committee.

7(l). EVENTS COORDINATOR. The Events Coordinator shall be responsible for the scheduling of the yearly calendar of events and the assignment of events to their dates, including the monthly meeting events and events open to the public. The Events Coordinator shall provide staffing for events, by nominating or assigning, on the yearly calendar of events, and the events open to the public, hosts. Hosts shall be Club members whose duties are the running of the event. If any host is not able to attend, the Events Coordinator shall be responsible for obtaining a replacement host. The Events coordinator shall arrange for volunteer target setters to be present when the event requires. The Events Coordinator shall also be responsible for obtaining a sufficient number of correct targets for each event and supplying of rules or procedures for each event. The Events Coordinator shall also be responsible for collection of data regarding each event, including but not limited to the number of shooters attending, ranking or placement of shooters and their scores and relaying the results to the Webmaster so that the scores may be published on the Club website. With the exception of routine expenses, not to exceed \$250 monthly, the Events Coordinator shall contract no bills without the authorization of the Executive Committee.

7(m). BUILDINGS AND GROUNDS OFFICER. The Buildings and Grounds Officer is responsible for the maintenance of the buildings and grounds of the Club. This shall include providing for a mowing schedule of volunteers from the Board or Club members for mowing of the rifle range and prairie areas, acquisition with the approval of the Executive Committee, of private contractors to mow the short grass areas around the Club buildings and trap positions, review of property for any maintenance which may be needed and notifying the Board at monthly meetings of any such maintenance deemed required by the Buildings and Grounds Officer, custodial work in and around the buildings and grounds, repair of damage to buildings or grounds, repair and replacement of target holders for the range, replenishing the toiletry and paper supplies of the facilities, and emptying of trash receptacles. The Buildings and Grounds Officer may appoint such assistants, or gather volunteers from the Board or Club as may be required. With the exception of routine expenses, not to exceed \$250 monthly, the Buildings and Grounds Officer shall contract no bills without the authorization of the Executive Committee.

7(n). Board of Directors. The board of directors shall be elected at the AGM. Their responsibilities include being members of the Executive Committee, chairing Ad Hoc committees and other duties as assigned. There may be no more than six (6) members of the Board of Directors.

ARTICLE 8. EXPULSION OR SUSPENSION

8(a). Any officer may be removed by a two-thirds vote of the members in good standing present at any Special Meeting called for that purpose. No vote for suspension or removal may be taken unless at least fifteen days notice, in writing, shall have been given to the officer of the reason for their removal and of the time, date and place of the Special Meeting, at which such ballot on their removal is to be taken. At such Special Meeting, the officer shall be given a full hearing.

8(b). Any member may be suspended or expelled from the Club for any cause deemed sufficient by the Executive Committee by two-thirds affirmative votes of the members of the Committee present at any Executive or Special Meeting. No vote on suspension or expulsion may be taken unless at least fifteen days notice, in writing, shall have been given to the member of the reason for the charges preferred, and of the time, date and place of the Special Meeting, at which such charges will be considered. At such meeting, the member under charges shall be given a full hearing.

8(c). Charges against any officer or member may be preferred by any member in good standing. They will be in writing, clearly stating the facts relied upon and accompanied by all affidavits or exhibits which are to be used in their support. Such charges shall be filed with the Secretary, who will immediately notify the President. The President will call a meeting of the Executive Committee to hear the charges. The Secretary will give at least fifteen days notice of the meeting to each member of the Executive Committee, and to the accused which notice shall be in writing, and will include a true copy of the charges and of the supporting affidavits and exhibits.

8(d). 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 Secretary, who will notify the President. The President will call a Special Meeting of the Club for the purpose of acting on the appeal. The Administrative Officer shall give at least fifteen days notice, in writing, to all the members of the Club in good standing, stating the date, time, and place reason for the Special Meeting. At the meeting of the full Club, the Secretary shall read the original charges, and will read the minutes of the Special Meeting of the Executive Committee at which time the charges were heard and action taken. A full hearing will be given the accuser and accused. A vote will be taken by ballot of the members in good standing present, and two-thirds vote shall be required to reverse the decision and action of the Executive Committee.

8(e). Any official or member of the Club who has been suspended or expelled by the National Rifle Association of America shall automatically stand suspended or expelled from the Club by reciprocity immediately upon receipt of official notice to the Secretary of this organization from the Secretary of the National Rifle Association of America.

8(f). The National Rifle Association shall be given a complete report whenever a member of this Club is suspended or expelled, showing charges and actions taken.

8(g). Members who are suspended from the Club shall be provided with a date for termination of the suspension and of any terms of compliance to be reinstated into the Club. If any remedial training is deemed necessary for the safety of others, the member or of the Club, the suspension shall not terminate unless and until the remedial training is completed.

ARTICLE 9. AMENDMENTS.

Any proposed amendment(s) to these Bylaws may be introduced by any member of the Club in good standing, at any Executive Meeting or Special Meeting called for such purpose. A copy of the proposed amendment(s) shall be sent by the Administrative Officer to each member in good

standing via United States Mail at least ten days prior to the said meeting. A two-thirds vote of the members present shall be necessary to pass the amendment(s).

ARTICLE 10. SPOUSES, DEPENDENTS AND GUESTS.

Spouses and dependents under the age of 18 years, of Club members will be eligible to participate in any Club events other than voting and removal of officers and members. Guests will be welcome but must be accompanied by a Club Member. For the purposes of Club sanctioned events and shoots, persons not members who are in attendance and participating shall be considered to have been given approval for attendance if fees for the event are paid and/or if the person has signed into the event as a participant and has signed a standard waiver absolving the Club from responsibility in the event of injury and shall be considered guests.

ARTICLE 11. ACCIDENTS.

The Club will not be responsible for accidents occurring on the Club grounds to members, family or guests caused by their own negligence or the negligence or accident of others.

ARTICLE 12. NON DISCRIMINATION.

The Hancock County Gun Club does not shall not discriminate on the basis of race, color, creed (religion), gender, gender expression, age, national origin (ancestry), disability, sexual orientation, military status in any of its activities or operations. These activities include, but are not limited to hiring and firing of staff, selection of volunteers and members, vendors and provision of services. We are committed to providing an inclusive and welcoming environment for all members, staff, volunteers, contractors, and vendors.

The Hancock County Gun Club is an equal opportunity employer. We will not discriminate and will take affirmative action measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the bases of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity, or gender expression.

AS AMMENDED AND REAFFIRMED THIS 21st DAY OF MARCH, 2018.

ATTESTED TO:

/s/Tim Tomlinson
PRESIDENT

/s/Jim Bloom
SECRETARY