

Twin Lakes Gun Club, Inc.

P. O. Box 199
Mountain Home, Arkansas 72653

CONSTITUTION

(ADOPTED JULY 1, 1999)
(REVISED February 2, 2009)

ARTICLE I: Name

Section 1: **NAME.** The name of this organization shall be the Twin Lakes Gun Club, Inc., located in the city of Mountain Home and the county of Baxter, Arkansas.

Section 2: **AFFILIATION.** This Club shall be affiliated with the National Rifle Association. It may also affiliate with other associations as it feels needed.

ARTICLE II: Objectives

- (a) To provide facilities and a suitable and safe environment to promote safe, responsible, and proper use of firearms and for learning and maintaining those skills necessary to properly and safely use firearms.
- (b) To provide training programs which promote safe firearms handling practices and improved marksmanship.
- (c) To organize, encourage and maintain well-regulated competitive shooting programs.
- (d) To promote the development of the characteristics of honesty, good fellowship, self discipline, team play, and self-reliance, and good sportsmanship.
- (e) To encourage cooperation with other organizations with similar objectives.

ARTICLE III: Membership

Section 1: **Member definition.** Any person is eligible to become a member by subscribing to this Club's objectives and completing the application process. An Applicant is accepted to probationary status upon acceptance of their application and dues. Applications will be

submitted to a committee comprised of two members of the Board of Directors. The committee will review the application and report to the full Board of Directors. If the membership committee believes on evidence that an applicant would endanger the membership of the club, place the club in a position of unfavorable liability or bring discredit on the club or the NRA then the committee may ask the Board of Directors for a vote of non-acceptance. The applicant then may appeal the decision if they desire and will be given an opportunity to appear before the Board and show that the decision of the Board was unjustified.

Applicants can be terminated for failure to attend the mandatory range/safety orientation within the 60 days of the membership committee's acceptance of the member's application.

Applications will be acted upon as soon as possible.

Section 2: **MEMBERSHIP CATAGORIES.** There shall be two membership categories:

(a) Junior members as defined by the NRA.

(b) Adult members (beyond the age of Junior members as defined by the NRA).

Note: This includes family members, i.e., husband, wife, and their children (Juniors as defined by the NRA).

In addition, any Junior member who becomes 17 years of age has the option of becoming an Adult member by paying the Adult membership dues.

Membership shall entitle the members to take part in any Club function and enjoy the privileges and benefits offered.

Section 3: **ADDITIONAL DIVISIONS.** In addition to the Adult and Junior Divisions as identified in this Club's Constitution, two additional divisions are identified: The Foothills Muzzle Loaders and the Pet Qua Free Trappers. They too shall be an integral and subordinate part of this club. All functions, revenues and expenditures of these divisions shall be directed, regulated and be in conformance with this Club's Constitution.

Section 4: **PROBATIONARY PERIOD.** Each new member shall be under a 90 day or 6 match probationary period, whichever comes earlier.

Section 5: **COLLEGE OR MILITARY SERVICE.** Members in good standing upon entering college or the military service will have an inactive membership updated each year. Upon leaving college or honorable discharge, his/her active status will be renewed for that portion of the remaining current year without financial obligation if notice is given within ninety days after leaving college or military service with honorable discharge.

Section 6: **HONORARY MEMBERSHIP.** Honorary membership may be granted to persons for the following reasons:

(a) Have done outstanding work in promoting the objectives of this Club.

(b) For Public Relations purposes.

Recommendations for Honorary membership must be made in writing to the President who shall present this recommendation before the Board of Directors for their action.

Honorary members shall:

- Pay no dues.
- Be entitled to vote.
- Be eligible for Committee appointments.
- Not hold an elective office.

The honorary member list shall be updated annually.

Section 7: **SUSPENSION OR EXPLUSION.** This Club may suspend or expel any member
Provided:

- (a) Evidence of a member being guilty of any unseemly or unbecoming conduct is presented in writing to the President.
- (b) Due notice of the charge and opportunity for defense given the accused.
- (c) Two-thirds vote of the Board of Directors present at any Board meeting called for that purpose.

Any elected officer subject to suspension or expulsion shall not have the privilege to vote on the question of the charge.

Section 8: **APPEAL PROCEDURE.** Any member suspended or expelled by the Board of Directors may appeal to the full membership of this Club. Such appeal shall be made in writing to the Secretary who will notify the President. The President shall include such appeal on the agenda at the next regular meeting, where at least fifteen days notice of such inclusion can be given to all members via this Club's newsletter. At the meeting the Secretary shall read the minutes of the special meeting of the Board of Directors at which the charges were heard and the action taken. A full hearing will be given the accuser(s) and the accused. A vote will be taken by ballot of the members present. A two-thirds vote shall be required to reverse the action of the Board of directors.

Section 9: **NRA SUSPENSION OR EXPULSION.** Any member of the Club who has been suspended or expelled by the National Rifle Association shall automatically stand suspended or expelled from this Club immediately upon receipt of official notice by the Secretary of this Club from the Secretary of the NRA.

Section 10: **NRA NOTIFICATION.** The National Rifle Association shall be given a complete report whenever any member is suspended or expelled, showing charges and action taken.

Section 11: **VOTING PRIVILEGES.** Voting privileges shall be limited to the number of adult family members.

Section 12: **VOTING MAJORITY.** On voting matters brought before the membership, except for the annual election of officers, a two-thirds vote of those eligible members present shall constitute a majority.

Section 13: **ARREARS.** No member of this Club, while in arrears, shall be eligible to vote, take part in Club functions or enjoy any of the privileges or benefits offered.

ARTICLE IV: Dues

Annual adult and junior membership dues recommendations will be presented to general membership for action.

When new members are accepted during the year, adult dues are to be prorated on a monthly basis and Junior dues are to be prorated at full dues January thru June and half dues July thru December.

- (a) Dues notices are to go out on or about October 15th of each year, and full dues payment must be made by February 1st of the following year.
- (b) The Club newsletter will carry notices of the dues time table from November through January.
- (c) Members who have not paid their dues by February 1st will lose all rights and privileges and will be removed from the membership roll.

ARTICLE V: Management

Section 1: **Board of Directors.** The management of this Club shall be entrusted to a Board of Directors comprised of fourteen officers. These officers are as follows (identified by title or by function/discipline they represent).

- 1. President
- 2. Vice-President
- 3. Secretary
- 4. Chief Instructor
- 5. Rifle Chairman
- 6. Trap Chairman
- 7. Skeet Chairman
- 8. Pistol Chairman
- 9. Range Manager
- 10. Muzzleloader Chairman
- 11. Archery Chairman
- 12. Sporting Clays Chairman
- 13. Treasurer
- 14. Cowboy Action Chairman

In addition, at the discretion of the President, non-voting staff advisory appointments can be made, such as a Financial Advisor and the Past President.

Section 2: Officers election terms. Subsequent to the election in December 2000, Officers 1, 3, 4, 6, 8, 10, 12 and 14 shall be elected to two year terms to be served beginning in even numbered years. Officers 2, 5, 7, 9, 11 and 13 shall be elected to two year terms, to be served beginning in odd numbered years.

Section 3: Order of Business:

Order of business for all regular meetings of this club shall be:

- (a) Invocation/Pledge of Allegiance
- (b) Welcome for new members and/or guests
- (c) Reading of last meeting's minutes
- (d) Reading of Treasurer's report
- (e) Report of Officers
- (f) Report of Board of Directors
- (g) Report of other committees
- (h) Old Business
- (i) New Business
- (j) Announcements
- (k) Adjournment

Section 4: Range Operation:

All handgun and long gun firing on this Club's property or firing conducted by this Club shall be governed by the rules and regulations prescribed by the NRA and by the NMLRA, approved by the National Board for the Promotion of Rifle Practice and the Secretary of the Army.

Nothing contained in the preceding paragraph shall be construed to prevent members (and with their guests) from using this Club's property for informal, safe and responsible sporting purposes as long as all Club rules and regulations are respected and obeyed.

NOTE: Guests are allowed three visits to the range. This limitation does not apply to a person who is not a member of the Twin Lakes Gun Club, Inc. who displays current membership identification in another NRA affiliated club and who participates in a scheduled shooting activity for which an entry fee is charged. Such persons will be charged a fee above the entry fee that is charged a club member except in NRA registered tournaments where there will be no additional charges.

Section 5: Vacancies:

The Board of Directors shall fill any office vacancy and any such appointment shall be valid through the December meeting when elections are held.

Section 5a: Absences:

Any member of the Board of Directors who shall have three unexcused absences from either a Board Meeting or the General Membership Meeting in one calendar year shall automatically be expelled from the Board of Directors. A Board member need only call another Board member who will be present to report an excused absence. The board member called will report the absence to the President or his representative prior to said meeting.

Section 6: Committees:

Special committees may be appointed by the President to take care of any special activities or functions, which may arise. All Committees shall report their results at each regular meeting.

Section 7: Additional balloting options:

At the discretion of the Board of Directors, this Club's newsletter may be utilized for balloting purposes, excluding election of officers, by including numbered ballots.

Section 8: Property Management:

No furniture, furnishings, equipment or other property of this Club shall be loaned or sold to any person or organization without obtaining the consent of the Board at a regular Board meeting.

Section 9: Expenditure approval:

The Board of Directors of the Twin Lakes Gun Club shall be limited to a one time expenditure of \$1000 (one thousand dollars) per improvement project and/or purchase of capital equipment. This expenditure must receive a majority of the Board, a quorum being present: however, this is not to be construed as prohibiting payment for normal club business and maintenance expenses. Any expenditure beyond this limit must be presented to the general membership at a regular general membership meeting and must be approved by a majority of those present.

Section 10: Expenses of members:

Any member acting as an official representative appointed by the Board of Directors to an applicable meeting out of this immediate area shall be allowed to bill this Club for reasonable personal expenses.

Section 11: Financial audit:

During January of each year, a financial review by a local public accounting firm will be conducted of the previous year's business transactions.

A report of the results of this review will be presented to the membership at the first opportunity.

Section 12: Commitments:

No person shall enter into any commitments binding upon this Club without written authorization from this Club's Board of Directors.

Section 13: Club dissolution:

Upon dissolution of this Club, all debts and liabilities will be satisfied. The Board of Directors will then convey to the National Rifle Association a check in the amount to be determined by the

Board of Directors and approved by the membership. The balance of the assets of the Club shall be divided among the membership on a basis to be determined by the Board of Directors and approved by the membership.

Section 14: Procedure:

In procedural matters not covered by this Constitution "Robert's Rules of Order" shall govern.

Section 15: Construction:

1. Any question as to the meaning or construction of any part of this Constitution shall be decided by the Board of Directors.

Section 16: Matters not provided for:

All matters not provided for in this Constitution shall be managed by the Board of Directors.

**ARTICLE VI:
Officer Job Descriptions**

PRESIDENT:

- (a) Shall preside at all regular and special meetings of the Board of Directors and of this Club.
- (b) Shall cast the deciding vote in case of a tie.
- (c) Shall perform such other duties as are usually incidental with this office.

VICE-PRESIDENT:

- (a) Shall perform all duties of the President when necessary or upon request.
- (b) Shall be responsible for this Club's publicity, special fund raising activities and legislation action.

SECRETARY: Shall be responsible for:

- (a) All official correspondence
- (b) Minutes of all meetings
- (c) General membership duties

TREASURER: Shall be responsible for:

- (a) All money transactions of this Club within the guidelines of the Board of Directors and this Constitution.
- (b) Maintaining a current record of the Club's financial status.
- (c) Being bonded in an appropriate amount to be decided by the Board of Directors.

CHIEF INSTRUCTOR: Responsible for coordination of all firearms instruction.

RIFLE CHAIRMAN: Responsible for all Rifle activities.

SKEET CHAIRMAN: Responsible for all skeet activities.

SPORTING CLAYS CHAIRMAN: Responsible for all sporting clays activities.

TRAP CHAIRMAN: Responsible for all trap activities.

PISTOL CHAIRMAN: Responsible for all precision pistol and action pistol until such time as separate Chairmen are required.

RANGE MANAGER: Responsible for the upkeep and maintenance of the real and personal property of the Twin Lakes Gun Club at the direction of the Board of Directors.

ARCHERY CHAIRMAN: Responsible for all archery activities.

MUZZLELOADER CHAIRMAN: Responsible for all applicable activities.

COWBOY ACTION CHAIRMAN: Responsible for all applicable activities.

**ARTICLE VII:
Election sequence**

- (a) At the September meeting of each year, the President shall appoint a non-officer Nominating Committee Chairperson.
- (b) The Chairperson will then select at least two non-officer adult members to form the Committee.
- (c) The Committee shall select at least one nominee for each expired opening.
- (d) The Chairperson of the nominating Committee shall submit the names of the nominees to the membership at the November meeting.
- (e) Nominations may also be made from the floor at the November and December meetings.
- (f) A member's consent must be secured before his/her name is placed in nomination.
- (g) Any nominated member shall either be present at the November meeting or have an affidavit of consent filed with the Secretary.
- (h) The election shall take place at the December meeting.
- (i) At the December election meeting, those members who intend to vote shall present to the Secretary a current membership card prior to the actual election in order to receive a ballot.

- (j) A simple majority vote of those eligible members present shall be required to win an election.
- (k) New officers shall take office at the January meeting.

**ARTICLE VIII:
Meetings:**

Section 1: **Regular meetings:** This club shall hold a regular meeting on the first Monday of each month. Any regularly scheduled Monday night membership meeting that falls on a nationally observed holiday (such as New Year's eve, Memorial Day, July 4th, or Christmas shall be cancelled and all business and agenda shall be postponed until the next regularly scheduled Monday night membership meeting.

Section 2: **Special meetings:** Special meetings of this Club may be held as needed as decided by the Board of Directors. Notice of any special Club meetings shall be given the members via the Club's newsletter.

Section 3: **Board of Directors meetings:**

- (a) The Board of Directors may hold a monthly meeting on the Thursday preceding the regular monthly meeting of the Club for preparatory purposes.
- (b) Other meetings of the Board of Directors may be held at any time at the discretion of the Board of Directors.

**ARTICLE IX:
Politics:**

- (a) No member shall at any political function, represent themselves as speaking for the Twin Lakes Gun Club.
- (b) The Board of Directors shall have the right to ask candidates with opposing views to present their views to the membership. Those views shall be of a nature and scope of interest to the membership.

**ARTICLE X:
Amendments**

Section 1: Amendment Procedure:

This Constitution may be amended only after notice to all members via this Club's newsletter. The proposed amendment must be read at one regular meeting (following the newsletter notice), and laid over and voted upon at the next regular meeting.

The proposed amendment shall be adopted upon the affirmative vote of at least two-thirds of those eligible members present.

Proposed amendments must be submitted to the Secretary in duplicate, one copy for the permanent files of the Constitution and one copy for the Secretary.

Section 2: NRA Information:

This Club's Constitution and any subsequent amendments shall be forwarded to the National Rifle Association for their information.