

**BYLAWS
OF THE
ROCK COUNTY RIFLE AND PISTOL CLUB, INC.**

**ARTICLE I
Purposes/Goals**

Section 1 - Organization/Goals

This Corporation is organized exclusively for charitable, educational, and scientific purposes, including for such purposes, the making of distributions to organizations that qualify as exempt organizations under 501(c)4 of the Internal Revenue Code as written on February 18, 2016 (or the corresponding provision of any future United States Internal Revenue Law). The objectives and purposes of this Corporation are:

- A. To educate and promote a better understanding among members and the general public in the safe operation of firearms.
- B. To hold firearm safety education classes open to adults and youth of the general public in our community.
- C. To improve private, local, county, state, and federal facilities for the enjoyment of outdoor sports.
- D. To promote a better understanding of conservation principles.
- E. To maintain high ethical standards in the field and encourage wise use of our natural resources.
- F. To unite and encourage interest in the development of wildlife and conservation.
- G. To buy, sell, or trade property to develop the goals as outlined above.
- H. To protect and defend the constitution of the United States.
- I. To aid members of law enforcement agencies, armed forces, the militia, and the general public in marksmanship and the safe use and handling of small arms.
- J. To promote and provide training to further shooting sports and amateur competition as spelled out, in part, in our facility and use standard operating procedures.
- K. To maintain, do, perform, execute, acquire, own, hold, and dispose of each, all, and everything incidental to or necessary, convenient, or proper, to carry out or perform any of the matters, things, or purposes aforesaid, and to exercise any and all rights and privileges which may be necessary, requisite, useful, convenient, or proper, or which may be incidental or auxiliary to any of the purposes or objectives hereinbefore expressed, or that in the judgment of the Board of Directors of the Corporation may be necessarily, requisite, useful, convenient, proper, incidental, or auxiliary, to any of said purposes or objectives, or be deemed to tend to advance the interest of the Corporation and the objectives for which it is created.

ARTICLE II

Duration

Section 1 - Perpetuity

The duration of this Corporation shall be perpetual. Should dissolution of this Corporation become necessary, then, upon the dissolution of the Corporation, the Board of Directors shall, after paying or making provision for the payment of all of the liabilities of the Corporation, dispose of all of the assets of the Corporation exclusively for the purpose(s) of the Corporation in such a manner as dictated by state or federal law.

Section 2 - Earnings

No part of the net earnings of the Corporation shall inure to the benefit of, or be distributable to its directors, members, trustees, officers, or other private persons, except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article I hereof.

ARTICLE III

Officers

Section 1 - Corporation

The Rock County Rifle and Pistol Club shall be referred to as the Corporation throughout the rest of this document.

Section 2 - Officers

The officers of this Corporation shall be a president, vice president, secretary, and treasurer.

Section 3 - Duties

The principal duties of the officers shall be as listed, but not limited to, the following:

A. The president shall preside at all meetings of the members, and of the Board of Directors, and be responsible for general supervision of the affairs of the Corporation. The president shall appoint all committees, including their chair and members. However, nominating committees and disciplinary committees will be appointed by the board as a whole. Unless specifically stated otherwise, all committees are special committees, which are disbanded upon completion of the given task.

B. The vice president shall discharge the duties of the president in the event of absence of the president for any reason.

C. The secretary shall countersign all deeds, leases and conveyances executed by the Corporation, and keep a record of the proceedings of the general meetings as well as the meetings of the Board of Directors, and safely and systematically keep all books, papers, records and documents belonging to the corporation or in any way pertaining to the business thereof, except the books and records incidental to the duties of the treasurer.

D. The treasurer shall keep and account for all moneys, credits, and property of any nature, of the Corporation which shall come into his/her hands, and keep an accurate account of all moneys received and disbursed and proper vouchers for money disbursed, and render such accounts, statements and inventories of moneys received and disbursed and of money and property on hand, and all matters pertaining to his/her office as shall be required by the Board of Directors.

E. All business records of the Corporation kept by the officers shall become and remain the property of the Corporation.

Section 4 - Expenditures

Any expenditure by the Board of Directors in the amount of two thousand dollars (\$2,000), or more, must first be approved by the members of the Corporation at a regular monthly meeting. Projects may not be split into sections to stay under the defined spending limit, even if a project is being done in stages.

ARTICLE IV Directors

Section 1 - Board Composition

The Board of Directors of this Corporation shall consist of at least seven persons; including four (4) officers: president, vice president, secretary, and treasurer, and at least three directors at large. Additional directors at large may be appointed by the Board of Directors as deemed necessary. The total number of directors at large not to exceed seven (7).

The duties of directors at large shall be allocated among them to act as a project and programs leader, assist the Board of Directors in managing major projects, assist chairpersons with management and continuing operations of their programs, and assist in organization and operation of club projects as needed.

Section 2 - Board Duties and Powers

Subject to the limitations imposed by majority vote of the members of the Corporation, the Articles of Incorporation, these bylaws, and the laws of the state of Wisconsin, the affairs of the Corporation shall be managed by the Board of Directors.

Section 3 - Board Member Compensation

The Board of Directors shall serve without pay or salary. Expenses incurred by the Board of Directors during the performance of their duties may be reimbursed, provided receipts are submitted to the treasurer.

Section 4 - Vacant Positions

The Board of Directors may appoint such persons, as necessary, to fill any vacant director position. The Board of Directors may also appoint such persons, as necessary, to fill any vacated officer position. Monthly notice will be given to the membership about any vacant officer position that is not filled within sixty (60) days of the date the position was vacated. Persons appointed to a vacated officer position must be approved by a majority vote of the members at a monthly, annual, or special meeting of the members before assuming the position. Those so appointed shall serve the remaining unexpired term of the office or position.

Section 5 - Board Records

The Board of Directors shall keep a correct and complete record of all its proceedings which shall be attested to by the signature of the secretary whose duty it shall be to keep such records, and on any question as to the numbers of those voting each way shall be entered in the recording of the proceedings.

ARTICLE V Elections

Section 1 - Ballot Elections and Terms of Office

The Board of Directors shall be elected by the members at the annual corporate business meeting.

Terms of officers and directors at large shall be as follows:

President and secretary: Elected in even calendar years for a two year term

Vice president and treasurer: Elected in odd calendar years for a two year term

Directors at large: Elected each year for a one year term

Section 2 - Succession of Directors

Directors shall hold office until their successors have been elected. Terms of the newly elected directors shall begin at the close of the annual meeting at which they were elected. All records, written or recorded, in the possession of an outgoing board member will immediately be turned over to their successor or the acting secretary.

Section 3 - Notification of Election

Officers and directors at large shall be elected at the annual membership meeting. A notice of the election, containing the time, date, and place shall be made at least seven (7) days prior to the election. Notice can be made by email when an email address has been provided, or, by USPS if no email address is available.

Section 4 - Election Process

A. At least sixty (60) days prior to the date of the elections an election committee, consisting of a minimum of three (3) members, shall be established to organize the election.

B. All voting will be done by paper ballot. When only one candidate is running for a specific office, voting will be done by a voice vote or show of hands.

C. There shall be a register created of all current members present at the annual meeting prior to calling the meeting to order to establish a quorum. Only members whose memberships are not expired will be able to vote. Late arrivals shall be added to the register.

ARTICLE VI Business Meetings

Section 1 - Monthly Meeting

A. The regular monthly meeting of the Corporation shall be held on the second Wednesday of every month. Time, date, and place of the meeting may be changed by a vote of the membership. In the event of unforeseen circumstances, the board of directors can cancel the meeting with a 24 hour notice prior to the scheduled meeting. Rescheduling a meeting requires a minimum seven (7) day notice.

Notifications will be made by email, when an email address is provided.

B. The quorum for a regular monthly meeting shall be defined as the number of members present and entitled to vote.

Section 2 - Annual Meeting

A. The annual business meeting shall be held on the second Sunday of April each year, except when that Sunday is designated as Easter Sunday. In that case, the meeting shall occur on the following Sunday in April. Notice of the annual business meeting which shall contain the time, date, and place of the meeting shall be made at least ten (10) days prior to the meeting by email, when an email is provided, or, by USPS if no email address is available.

B. The quorum required for the annual meeting shall be 3% of the membership, and consist of at least four (4) non-board club members, eligible to vote, for each sitting board member present.

Section 3 - Special Meetings

A. A special meeting of the general membership may be called by the president, or by the majority of the Board of Directors, or by a demand in writing, stating the objective of the proposed meeting, signed by 10 members of the Corporation that are entitled to vote.

B. The quorum required for a special meeting shall be 3% of the membership, and consist of at least four (4) non-board club members, eligible to vote, for each board member present.

Section 4 - Board Meetings

A. The Board of Directors shall meet at least quarterly, with the meeting being held the 4th week of the month.

B. An unscheduled meeting of the Board of Directors may be called by the president or by petition signed by a majority of the Board of Directors. No meeting shall be held, unless a majority of the Board of Directors is present.

C. The quorum for a board meeting shall be the majority of the board.

Section 5 - Notices

Notices of all meetings of the Board of Directors and special meetings shall be provided by mail, email, or by direct telephone contact to the directors by the president or the secretary at least seven days prior to such meetings, except; that the notice for the Board of Directors meetings may be waived if the majority of the Board of Directors are present and consent to the holding of such meeting.

ARTICLE VII Membership and Dues

Section 1 - Non-discrimination

Membership in the Rock County Rifle and Pistol Club, Inc. shall be free from discrimination on the basis of race, religion, color, national origin, age, sex, or handicap.

Section 2 - Provisions for Membership

Any individual may become a member of the Corporation provided:

- A. They are an American citizen or a person legally in the United States;
- B. They are at least 18 years of age;
- C. They have the legal right to possess a firearm;
- D. Their application for membership has been approved by a majority vote of the members present at a monthly meeting of the Corporation.

Section 3 - Junior Membership

Any minor requesting a junior membership must be sponsored by a parent, grandparent, or legal guardian who is a current member of the corporation. Before being allowed to handle firearms on the premises, he or she must provide proof of certified firearms safety training. The junior member must be supervised by an adult Corporation member at all times on the premises.

- A. The minimum age of the minor to qualify for junior membership shall be twelve years of age.
- B. A junior member is not allowed to bring a guest.
- C. A junior member has no voting rights.
- D. A junior member has no unaccompanied access rights to the premises.
- E. When a junior member reaches the age of 18, they can become a full corporation member and the first year's dues and initiation fee will be waived.

Section 4 - Membership Cards

Digital membership cards will be available to all members. Paper membership cards, signed by the president and countersigned by the secretary, will also be made available upon request.

Section 5 - Establishing Dues

The initiation fee, and the membership dues, shall be as recommended by the Board of Directors and approved by a vote of the members at a regular monthly or annual meeting, provided that, a notice of any proposed change shall be sent by email to all members of record, when an email address is provided, or, by USPS if no email address is available. Notice will be sent at least seven days prior to the taking of said vote. Dues shall be paid on the member's anniversary date except as may otherwise be provided.

Section 6 - Dues Details

A. The annual membership dues shall be payable in advance for each year. Any member failing to pay their dues on or before the expiration date shall be recorded as dues delinquent. The delinquent member shall be sent a past due notice as soon as possible by email, when an email address is provided, or, by USPS if no email address is available. A second notice will be sent 15 days after the first notice. Any member whose dues are still delinquent 30 days past their expiration date will automatically be dropped from the membership. A dropped member may reapply for membership as set forth in the membership and dues requirements.

B. All new members will pay a one-time initiation fee. The membership coordinator, with a majority vote of approval by the Board of Directors, may suspend this requirement during high-volume public events.

Section 7 - Disciplinary Action

A. Any motion passed at a regular monthly meeting, special meeting, or annual meeting, to suspend, or expel, a member shall automatically be referred to the Board of Directors, who shall make the final determination as to suspension or expulsion.

B. Any violation of club rules shall be brought to the attention of the Board of Directors. The Board of Directors, at its discretion, may take disciplinary action.

C. No vote for suspension or expulsion of any member shall be taken by the Board of Directors until that member has been given a written notice which shall include the complaint, time, date, and place of a hearing. Said notice will be sent by certified mail, return receipt requested, at least fifteen days prior to such hearing.

D. If the member is suspended, the length of time of suspension shall be stated in writing.

E. If the member is expelled, prior to April 13, 2025, they will not be eligible to reapply for membership. Any member expelled after April 13, 2025 will not be able to reapply for membership for five (5) years. Application for membership will only be accepted with approval of a majority of the Board of Directors and a two thirds majority vote of the membership at a monthly membership meeting.

Section 8 - Avoidance of conflict of interest

Due to a possible conflict of interest, the president and/or the vice president of the Corporation shall not, at the same time, hold the office of president and/or vice president of any other non-profit archery or gun related organization.

Section 9 - Life Membership

Life membership may be proposed by the Board of Directors, and approved by the membership, and will be presented at the annual meeting.

ARTICLE VIII Resignations and Removals

Section 1 - Resignation Timing

Any officer or director may resign at any time by giving written notice to the Board of Directors or the secretary of the Corporation. Such resignation shall take effect at the time specified therein, or, if no time is specified, then upon receipt of the resignation by the secretary or the Board of Directors as the case may be, and, unless otherwise specified therein, acceptance of such resignation shall not be necessary to make it effective.

Section 2 - Removal for Absence

Any officer or director who misses three meetings in a row without an approved absence may be removed from office without a hearing by a majority vote of the Board of Directors at a regular monthly meeting. A request for approval of any absences may be made by notifying the secretary or president in writing, or email, or by telephone prior to any regular monthly, annual, or special meeting of the Corporation.

Section 3 - Removal in the Interest of the Corporation

Any officer or director may be removed from office by the action of the Board of Directors whenever an act, detrimental to the corporation, can be demonstrated to have been committed. However, such officer or director may request a hearing before the general membership which will be held in accordance with Robert's Rules of Order (Sect. 63:7).

ARTICLE IX

Amendments/Revision

Section 1 - Right to Amend, Repeal, or Revise

The Corporation reserves the right to amend, repeal, or revise any provision of these bylaws in the manner provided by law, and all rights conferred upon members are granted, subject to this reservation, with the exception, however; that no amendment, repeal, or revision shall change the objectives and purposes of the Corporation as set forth in these articles as to permit any of the assets or net income to inure to the benefit of any private individual, officer, or member of this Corporation.

Section 2 - Presentation

Any motion to amend or revise the bylaws of the Corporation must be read and presented in its entirety in written form. This motion to amend or revise must be read and presented to the attending members at two consecutive membership meetings before a vote of acceptance can be held. A copy of the amended or revised bylaws will be sent to all eligible voting members at least 20 days prior to the date of each membership meeting via email, if one was provided. If no email is available, a copy will be sent via USPS.

Section 3 - Acceptance Vote

Notice of the acceptance vote for any motion to amend or revise the bylaws will be sent to all members, eligible to vote, at least 20 days prior to the date of the meeting at which the proposed amendment(s) or revision will be presented for acceptance. Notification will be sent by email when an email address has been provided, or, by USPS if no email address is available. This notice shall contain the proposed amendment(s) or revision and the time, date, and place of the meeting at which the vote shall be taken. The meeting for the acceptance vote of the amendment(s) or revision must be attended by a minimum of 3% of the membership, and consist of at least four (4) non-board club members, eligible to vote, for each board member present.

Section 4 - IRS related Amendments

If bylaw changes are needed in order to obtain approval from the United States Internal Revenue Service to qualify as an organization under 501(c) 4 of the Internal Revenue Code as written on February 18, 2016 (or the corresponding provision of any future United States Internal Revenue Law), the Board of Directors is authorized to make those changes necessary without following the notification requirements in Sections 1, 2 and 3 of this Article.

ARTICLE X

Parliamentary Authority

Section 1 - Application of Rules

The rules contained in the current edition of ROBERTS RULES OF ORDER NEWLY REVISED shall govern the corporation in all cases to which they are applicable and in which they are not inconsistent with these bylaws.

ARTICLE XI

Audit of the Books

Section 1 - Corporate Books

The books of the Corporation, at the discretion of the Board of Directors, may be audited by a certified public accountant, or as required by the Internal Revenue Code.

Rock County Rifle and Pistol Club, Inc. Bylaws revised 04/13/2025