



# **CONSTITUTION**

THESSALON & AREA ROD & GUN CLUB

53 Ansonia Road Thessalon Twp

## **ARTICLE 1 -- NAME OF THE CLUB**

- a) The name of this shooting Club will be called the “**THESSALON & AREA ROD & GUN CLUB**” and herein after referred to as the **CLUB**.
- b) The **CLUB** operates a government approved shooting range at **53 Ansonia Road** in Thessalon Township and all range rules **must** be obeyed.

## **ARTICLE 2 -- OBJECTIVES OF THE CLUB**

- a) The encouragement of organized shooting for its members.
- b) Development of safe handling and use of firearms and archery equipment in a group environment.
- c) To improve marksmanship, sportsmanship, self-discipline, and conservation.
- d) To further the characteristics of honesty, team play, and good fellowship among shooters.
- e) To further maintain firearms, fishing and archery as lawful sports.

## **ARTICLE 3 -- MEMBERSHIP QUALIFICATIONS**

- a) All members will abide by the **CLUB’S** Constitution, By-Laws, Regulations, Range Safety Rules and Archery Safety Rules.
- b) All members will pay the required fees as set by the membership, and with set dues being paid as specified in **By-Law #2**.
- c) All members must complete the Membership Application Form. Junior sponsored members must complete the sponsorship portion of the application. Both the parent/guardian and the sponsoring member shall sign junior memberships
- d) Membership will be limited to persons of good behavior and moral character.
- e) All members will attend the range for shoots, meeting, and help in general clean up as specified in **By-Law #15**.
- f) There are four types of memberships: Regular, Family, Junior Sponsored and Group.
  - i. Regular membership is open to all persons of good standing who have attained the age of 18.
  - ii. Family membership is open to Spouses, Children or Wards of a regular member up to age 18.
  - iii. Junior sponsored membership is open to persons under the age of 18 who has been sponsored by a club member over the age of 18 whom is in good standing.

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- iv. Group membership is open to groups such as the Police, Conservation Officers & Cadets.
- g) All members must sign the application form stating that they have read and understood the Constitution, By-Laws, Range Safety Rules and Club Regulations.

## **ARTICLE 4 -- DISMISSAL OF A CLUB MEMBER**

- a) A letter must be received by the Executive Committee describing the complaint(s), and giving the reason why the member should be dismissed. The complaint does not necessarily have to come from a Club member.
- b) The letter shall be signed by one or more persons.
- c) The problem will be discussed at a joint meeting of the Executive Committee and Board of Directors.
- d) If the Executive and Directors decide that the complaint justifies dismissal, the notification will be by registered letter.
- e) If the individual wishes to contest the dismissal, he can contact the Executive
- f) Committee and a face-to-face meeting will be held jointly with the Executive Committee, the Board of Directors, and the person(s) making the complaint. If the person who filed the complaint does not or will not show up, the dismissal will be dropped.

## **ARTICLE 5 -- AUTHORIZATION TO TRANSPORT**

Members requesting an “**Authorization to Transport**” for the purpose of transporting prohibited and restricted firearms must complete the necessary training and a period of probation, to prove competency in the safe use and handling of restricted firearms.

## **ARTICLE 6 -- OFFICERS OF THE CLUB**

- a) The Executives shall be the President, Vice-President, Secretary, Treasurer, Firearms Training Officer, Range Operator and Range Safety Officer. The following two positions, Range Operator and Firearm Training Officer may also be held by any two of the above executives. Any executive may hold two Executive positions.

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- b) The Executives shall be elected from the regular membership at the annual meeting, by a simple majority vote for a period of two years or if replaced.
- c) The Executives will be responsible for the day- to- day operation of the Club.
- d) A member or members of the Executive may be removed from office by a simple majority vote at any regular club meeting as per Section 6 (e)
- e) The removal of an Executive Officer requires a letter signed by one or more Club Member or Board of Director stating the reason for removal. This letter will be discussed with the membership one month prior to voting and all members must be advised of the impending vote by the Secretary

## **CHAIRPERSONS**

- a) Chairpersons will be volunteers from the Regular Club Membership who has taken responsibility for various Club project. Some examples are: Membership, Archery, Club Shoots, Black Powder, and Trap chairpersons.
- b) A Chairperson may be asked to step down from his position, by a simple majority vote at any regular club meeting.
- c) The removal of a Chairperson requires a letter signed by one or more Club Member or a Director stating the reason for the removal request. This letter will be discussed with the membership one month prior to voting.

## **BOARD OF DIRECTORS**

- a) The Directors will be appointed by the “General Membership” and be composed of a minimum of three to a maximum of four.
- b) A board of director must be a Club member in good standing at all times and attend 4 meetings a year to remain a director. The Club shall inform a director by letter if the person has not met these conditions and could lead to removal as a director.
- c) Addition to the board if deemed necessary will be held at the Annual Meeting, from a list of suggested individuals who have shown that they have the Club interest at heart and appointed by the existing directors.
- d) A Director can only be removed from the Board by a clear majority vote of the remaining Directors at Board of Director Meeting.

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- e) The removal of a Board of Director requires a letter, signed by one or more Club Member or Director, and stating the reason(s) for removal. This letter will be discussed with the Members of the board at a director meeting.

## **ARTICLE 7 -- CLUB OPERATION**

### **THE PRESIDENT:**

- a) Shall be the Chief Executive Officer of the Club.
- b) Shall preside over all Club and Executive meetings.
- c) Shall be responsible for the proper functioning of the club on its day-to-day operations.
- d) Shall call all meetings as required.

### **THE VICE-PRESIDENT:**

- a) Shall in the absence of the President, preside over all Club and Executive meetings.
- b) Shall perform duties as are assigned to him/her by the president or executives.
- c) If required, shall take the place of any Executive who is absent or unable to attend a meeting.

### **THE SECRETARY:**

- a) Shall keep all files and records of the Club.
- b) Shall take the minutes at Club meetings.
- c) Unless specified, shall attend to all necessary correspondences.

### **THE TREASURER:**

- a) Shall take charge of all the Clubs general finances.
- b) Shall administer the payments of all expenses as approved by the membership.

### **THE FIREARMS TRAINING OFFICER:**

- a) Shall successfully complete an approved course relating to firearms safety training.

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- b) Shall be responsible for firearms training delivery to new and probationary members.
- c) Shall recommend safety rule changes, as required to the executive.
- d) Shall sign for the “authorization to transport” (restricted and prohibited firearms) request for those persons who have received firearms training.

## **THE RANGE SAFETY OFFICER:**

- a) Shall be responsible for the general, legal and specific operations of the range pertaining to safety.
- b) Shall be responsible for the posting and maintenance of warning signs, warning flags, range safety rules and procedures.
- c) Shall enforce all range safety rules and regulations without prejudice as approved by the executives and club membership.
- d) Shall be responsible for general range maintenance and upkeep, as well as the approval of target and target stands.
- e) Shall recommend safety rules changes, as required, to the executive.

## **THE RANGE OPERATOR:**

- a) Shall be responsible for the general operations of the range.
- b) Shall be the contact person between the range and the provincial authorities (CFO).
- c) Shall complete all the necessary annual range reports to the provincial authorities.

## **THE BOARD OF DIRECTORS:**

- a) The purpose of the Board of Directors is to keep a check on the operation of the Club and it’s elected Executives.
- b) The Board of Directors will not be involved with the day- to- day operations of the Club unless it is deemed necessary or if club members deviate from the Constitution, Bylaws, and Club Rules.
- c) A director shall attend all meetings of the executives as called by the president.

## **THE CHAIRPERSONS:**

- a) Shall be volunteers who have involved themselves in a Club project and will be voted into office by the membership as required.

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- b) They shall be responsible for the project that they have involved themselves in. The project must have the approval of the Club membership.
- c) They shall ask for volunteers and hold any meetings that are required for the operations of their project. Minutes of the meetings will be reported at a general club meeting and a copy placed with the secretary.
- d) If the event involves the use of the grounds or Club building, they also need the approval of the Range Safety Officer.

## **MEMBERSHIP CHAIRPERSON:**

- a) Shall be responsible for the collection of all dues.
- b) Shall be responsible for the registration of the club and members through appropriate Executive members.
- c) Shall provide a copy of the constitution, bylaws and range rules to each new member.

## **ARCHERY CHAIRPERSON :**

- a) Shall be responsible for the storage and loaning of the archery equipment.
- b) Shall complete an inventory at the end of each year and present it to the club at the annual meeting.

## **ARTICLE 8- MEETINGS**

**1 - The CLUB YEAR** shall run from January 01 to December 31 of the same year.

### **2 - ANNUAL MEETING:**

- a) Shall be called by the President as specified in **By-Law #3**.
- b) The annual financial report shall be presented by the treasurer.
- c) The annual reports from the other club officers and directors shall be presented.
- d) Elections for club executives and directors will be held if required.
- e) Shall consider all business brought forward by the executives, directors, or general membership, for the forthcoming year.

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## **3 - GENERAL MEETINGS**

- a) Shall be called by the President of the club each month as specified in **By-Law #4**.
- b) Shall be called by the President of the club upon written request by any 5 general members in good standing.
- c) Emergency meetings shall be called by the President if necessary.

## **4 - EXECUTIVE MEETINGS**

- a) Shall be called by the President of the club as specified in **By-Law #5**.
- b) Shall be held at least twice a year.
- c) Shall discuss any club business and membership concerns. The minutes and results are to be discussed with the membership at the next General meeting.

## **5 - BOARD OF DIRECTOR MEETINGS:**

- a) Shall be called by any board member as specified in **By-Law #6**.
- b) Shall report the end results of the meeting to the Executives who in turn will bring it up at a general meeting.

## **ARTICLE 9 -- GENERAL**

- a) All operations, finances, and functions must be kept under the control of the membership who after all, pays the bills and the cost of operating the club.
- b) All monetary expenditures or purchases must be with the approval of the Club members and voted on at a Monthly General meeting. Any changes to the operation of the Club, changes in the Club Rules & Regulation, Club Bylaw, and the Club Constitution must be with the approval of the Club members.
- c) This Club will not be restricted to any special weapons or programs. Our membership is open to Hunters Fishermen and Target Shooters. We shoot a variety of firearms, such as Rifles, Handguns Shotguns, Archery, Black-Powder, and other primitive weapons.
- d) No single group will take control of the club. All members of this Club will receive equal rights and opportunity in the use of the club and grounds.
- e) No major changes that will change the operation of the Club will be done without the approval of 75% of the Membership and 100% of the Board of Directors.

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f) In the case of a catastrophic event that would result in the suspension of operations of the club, thus eliminating monthly meetings to review the operations, finances and other functions, the Executive and the Board of Directors will continue to manage the day to day operations of the club. This would continue until all functions have been restored to normal and at a time when monthly membership meetings can again proceed. If the closure was to continue for an extended period of time, updates would be provided via email to keep the membership informed.

## **ARTICLE 10 -- AMENDMENTS**

### **AMENDMENTS TO THE CONSTITUTION (1):**

- a) Must be received in written draft form by the executive at least 30 days prior to the annual meeting.
- b) Must be posted in draft form as written, for review by all members prior to the annual meeting.
- c) Shall become effective only by two thirds (2/3) majority vote of regular members in good standing who are present at the Annual meeting.
- d) If deemed an "EMERGENCY," it may be voted on at a Monthly meeting.
- e) All pages of constitution shall be dated when amendments made

### **AMENDMENTS TO THE BYLAW (2):**

- a) Must be received in written draft form by the executive at least 30 days prior to the monthly meeting.
- b) Must be posted in draft form as written, for review by all members prior to the meeting.
- c) Shall become effective only by two thirds (2/3) majority vote of regular members in good standing who are present at the monthly meeting.
- d) Must be posted in draft form as written.
- e) All pages of bylaws shall be dated when amendments made.

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**ARTICLE 11 -- INSUFFICIENT QUORUM FOR VOTE**

- a) A quorum shall consist of a minimum of 10 members in good standing 4 of which shall be Executive members (Article 6 (a))
- b) In the event that a meeting fails to have a quorum, and the issue is deemed important enough to be voted on, the executive will send to all members' notification of the issue and a proxy.
- c) The issue will be resolved at the next meeting by a simple majority vote (51%) consisting of members present and proxies received.

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