

Bylaws of the Peninsula Rifle and Pistol Club

Port Angeles, WA.

Article I - Name

The name of this member only shooting Club shall be: Peninsula Rifle and Pistol Club Inc. (PRPC).

Article II - Purpose of Club

The Purpose of the Club is to encourage safe handling and shooting of firearms through the following activities:

1. Education in basic firearm safety to members and the public,
2. Marksmanship and training.
3. Participation in organized shooting events,
4. Sponsoring organized youth events and training,
5. Providing support to the local law enforcement community that includes the use of our facility.

Article III – Membership

Requirements to join this Club are described in the PRPC Policy and Procedures Manual.

Article IV – Termination of Club membership

A suspended (terminated for a fixed period of time) or indefinitely terminated member may not vote, participate in Club activities, or use the range. A member may be suspended or terminated for any one of the following issues:

1. Nonpayment of dues or assessments (see Article V for details and exceptions),
2. Failure to maintain concealed pistol license (i.e. CPL).
3. Conviction of a crime that results in a loss of firearms rights.
4. Destruction of Club facilities or property.
5. Failure to report accidents or incidents, either as a participant or witness, to an executive board member within 24 hrs of an accident or incident.
6. Failure to follow range safety rules posted inside the Club range.
7. Improper conduct in the opinion of a majority of the BOD. Members are expected to be polite, be professional, and considerate of other Club members.

8. The appearance of, or actual use of the Club's facility for personal gain or benefit (i.e. an inurement). PRPC is a not-for-profit 501c7 organization. No member can use its assets for monetary gain, private benefit or inurement.

Member(s) have the right to appeal any BOD termination decision to the membership. The BOD will adhere to the following procedure for any accused members as outlined below:

1. Members and all parties involved in the accident or incident will be sent written notification that describes the charges and a date for a BOD hearing. This notice will be mailed at least 14 days in advance of the hearing and it will be sent by "USPS proof of mailing".
2. The BOD will hear evidence and make a determination for any required action in a closed session.
3. If the member does not agree with the BOD's action, they may appeal that decision to the membership at a regular General Membership meeting.
4. All disciplinary actions are to be confidential unless the individual(s) involved wish to make the BOD's action public knowledge.
5. Counsel may represent any member, who is under threat of termination, and at the accused member's own expense. In no case will the BOD or the Club be obligated to reimburse a member for the cost of such a defense.

Article V – Dues

The BOD on a yearly basis will set dues and assessments. These will be presented for approval to the General Membership at the October General Membership meeting or the next General Membership meeting except in case of an emergency. Dues run from January 1 to December 31 of that year. Dues are payable and due January 1. Dues become delinquent by January 30 of the New Year. Members may renew anytime in that Year by paying annual dues for the year. Members who fail to renew for the whole (1) calendar year may subsequently re-apply for membership and will be required to attend the next **RSO (i.e. PRPC Range Safety Officer)** training before receiving unrestricted access to the Club's range. New members joining after June 30 will pay a prorated quarterly membership dues rate. Dues are non-refundable.

Article VI – Meetings

All meetings are open to Club members, except those BOD meetings for disciplinary action. Disciplinary meetings are closed to the public, (and may be held at times other than General Membership meetings).

General Membership meetings are held at **7 PM** on the **third Tuesday** of each month at a location designated by the BOD (e.g. These meetings usually occur at the range). The December meeting is the annual meeting for the election of officers. Nominations for officers must be made at the November Meeting.

BOD meetings are held at a time as needed at place designated by the Board of Directors. All meetings are open to general membership, except for disciplinary action, which are closed. Occasionally the BOD may meet at other times between General Membership meetings for urgent matters. These BOD meetings shall be announced by e-mail to the membership, and e-mail also will be used to share results from those meetings. Where possible decisions will be deferred to the next ordinary General Membership meeting.

Special meetings of the General Membership can be called by the President or BOD and are used to discuss special items. Only those items listed on the meeting notice are to be presented and discussed. Members will be notified by e-mail at least 7 days prior to such a meeting with the time, place and agenda for a special meeting specified in that e-mail notice.

Any canceled meeting will be rescheduled as soon as possible. Another 7-day notification window will be given to members, as to time and place of a rescheduled meeting.

Article VII – Quorum for Voting

A quorum for the conduction of a General Membership meeting to decide Club business is as follows:

For General Membership Meetings: At least 20 or more eligible members in good standing, including BOD members. There is only one eligible voting member per family.

Executive Board or BOD also must have at least 3 officers present in order for a General Membership Meeting to achieve a quorum.

For BOD meetings: At least 5 members of the Board of Directors must be present.

For Special meetings: For a special General Membership Meeting a quorum requires that 20 eligible members and at least 5 Board members be present.

Article VIII - Officers

The officers of this Club shall consist of a President, Vice-President, Secretary, Treasurer, Executive Officer, and a Security Officer. Together this maximum of six (6) officers shall constitute the Club's BOD's and Executive Committee.

Article IX - Election of Officers

Members wishing to be considered for an elective office shall declare their candidacy at, or prior to announcement at the regular General Membership meeting in November. All members considered for an office must be members in good standing of our Club. The officers of this Club also must be 21 years of age or older.

The BOD may prequalify candidates for the position of Treasurer, prior to an election. Officers will be elected by secret balloting by a majority of the Club's membership in attendance at the December General Membership Meeting of the Club. Results will be announced at this December General Membership Meeting of the Club. Officers' terms are for one calendar year starting January 1 of the next year or until their successors are elected.

Appointment of Officers: In the case of an Officer not being able or willing to continue in her/his office, the Executive Committee may appoint a member to take up the Officer's duties and that person may act as the Officer in question until approved by the Membership at a General Membership Meeting, where either the Acting Officer can be approved, or else, candidates shall be nominated for the vacant office. An Acting Officer will continue their Club duties until the next General Membership Meeting where an election will be held and the winner of that election is installed into the Office.

Article X - Duties of Officers

President: The President shall preside at all meetings of the Club and the Executive Committee. (S)he shall be a member ex-officio of all regular and special committees and shall perform all duties that pertain to this assumed office.

The President shall appoint special committees as required.

Vice-President: The Vice-President shall perform the duties of the President in her/his absence or at his/her request.

Secretary: The Secretary shall keep a true record of all meetings of the Membership and Executive Committee meetings. (S)he shall have custody of the books and papers of the Club, except for the Treasurer's ledger of accounts.

The Secretary shall conduct official correspondence and forward reports as required to those National and regional organizations with which the Club is affiliated with. (S)he may delegate specific duties as required, (e.g. propose a NRA liaison, etc.) subject to approval by the Executive Committee.

All applications for Club membership shall be made to the Secretary. (S)he shall be responsible for the collection of all membership fees and dues and shall remit the dues to the Treasurer.

The Secretary shall keep an up-to-date membership roster.

The Secretary shall notify the members of those upcoming meetings listed in Article VI.

Treasurer: The Treasurer shall have charge of all funds of the Club and place such funds in such bank or banks as approved by the Executive Committee. Such monies can only be withdrawn

by check or Club Credit/Debit Card, signed by the Treasurer, or in his absence, the President, for payment of such bills as approved by the president or executive board.

The Treasurer shall keep accurate account of all transactions and shall be prepared to render a Treasurer's report at any meeting when requested-

The Treasurer shall prepare an annual report in January for presentation to the membership of the Club's previous years expenses.

The Treasurer shall chair the finance committee. The annual audit of Club finances will proceed as outlined in the PRPC Policy and Procedures Manual.

Executive Officer: The executive officer also shall serve as the safety officer for the Club. The Executive Officer shall be in charge of property belonging to the Club, and also maintenance of the Club's range.

The executive officer shall oversee all small arms instruction with authority to appoint assistants.

Security Officer: The security officer shall oversee building security (cameras, alarms, locks, etc.) and shall assist in the operation of the range as requested by an officer or the executive board.

Board of Director Limitations: No executive officer of this Club shall contract any bills or enter into any contractual agreements on behalf of the Club, with any individuals or other organizations, without the prior authorization of the BOD.

Other duties of the officers are covered in the Policy and Procedure manual.

Article XI - Executive Committee

The BOD (i.e. Executive committee) shall consist of the six elected officers of the Club.

The BOD shall have general supervision and control all the activities of the Club.

The BOD may make agreements and form contracts with other organizations and individuals in order to carry out the purposes and objectives of the Club, as listed in Article II of these bylaws.

A vacancy in the BOD will be filled by appointment and approval of the majority members of the BOD and the new officer will serve until the next business meeting. A special election will be held at the next general meeting of the Club. Newly elected officers terms run until the date of the next election at the Annual Meeting.

Article XII - Officer removal

Any officer may be removed for abandonment, malfeasance of office, or violations as outlined in Article IV. Upon notification of a violation, a special meeting of the BOD will convene, at which time the accused officer shall be given a hearing.

The executive board will review the potential violations. If the “Issues” have merit, then the Board will recommend to the membership its findings for a vote. Removal will require a two-thirds (i.e. 2/3) vote of a quorum attending a General Membership Meeting called for that purpose.

No vote on suspension or removal will be taken until after fifteen days have elapsed for written notice to the alleged violator via registered mail that contains a listing of the alleged violations and reason(s) for her/his removal and of the time, and place of the BOD” special meeting.

Article XIII - Notification and E-Ballots

All general notifications to members will be by e-mail at the last e-mail address provided by the member to the Club’s Secretary.

Any issues requiring a full membership vote will be by E-balloting. An e-mail will be sent to members in good standing at their last known e-mail address. For these members, it will be assumed that a member is in the affirmative with that issue, unless an objection (i.e. No vote) is sent to the Club secretary at a provided E-Ballot e-mail address within 72 hours of a special voting notification. The Club secretary will record all votes and notify the membership of the results within a reasonable time frame.

Article XIV - Parliamentary Procedures

All parliamentary procedures will be governed by the latest version of Roberts Rules of Order Revised.

Article XV - Amendments to Bylaws

Any proposed amendment to these bylaws may be introduced by any member of the Club to the executive board for review.

The proposal must contain the signatures of at least three members in good standing.

Upon approval of the board, members will be notified of the proposed amendments by e-mail within 21 days (i.e. 3 weeks) prior to the next scheduled date of a general meeting that the amendment is to be voted upon

An affirmative vote by two-thirds (i.e. 2/3) of a membership quorum present at a General Membership meeting shall be necessary to adopt any amendments to these bylaws.

Presented to Membership: ____ 04 ____ / ____ 25 ____ /2025 ____

Approval of Membership: ____ 05 ____ / ____ 02 ____ /2025 ____

____ Robert Patterson ____ /s/Robert Patterson ____
____ / ____ / ____

Secretary

Signature

____ Brian Menkal ____ /s/Brian Menkal ____
____ / ____ / ____

President

Signature