

BY-LAWS OF THE LOS LUNAS GUN CLUB

ARTICLE I - NAME AND INCORPORATION

1. Name -- The name of this organization shall be the Los Lunas Gun Club, a non-profit New Mexico Corporation, which shall herein be referred to as "the club."
2. Incorporation -- The club shall be constituted and shall conduct its affairs as a non-profit corporation and shall comply with all laws and regulations promulgated by the New Mexico Secretary of State as may pertain to non-profit organizations.

ARTICLE II – PURPOSE

The purpose for which the club is organized is the encouragement of organized shooting sports, safe gun handling, care of firearms, and improved marksmanship among the citizens of our community. The club shall promote shooting sports with all members through specialized events and activities designed to promote marksmanship. The club's further purpose is to promote the development of those characteristics of honesty, fellowship, self-discipline, teamwork, and self-reliance, which are the essentials of good sportsmanship and the foundation of true patriotism. This club is not and shall not be affiliated with any paramilitary group or militia.

ARTICLE III – MEMBERSHIP

1. Qualifications for Membership — Any citizen or permanent resident of the United States as defined by the United States Citizenship and Immigration Services (USCIS) wishing to become a member or renew a current membership in the club must meet all the following criteria:
 - a. Not be prohibited by any federal or state law from possessing or using firearms.
 - b. Be a current member in good standing of the National Rifle Association (NRA).
 - c. Attend at least one regular club meeting or other accepted activity annually as determined by the Board of Directors.
 - d. Successfully complete a club-approved range safety orientation course.
 - e. Submit a club membership application (for new membership) to the Membership/NRA Director:
 - f. The number of club members shall be set by the Board of Directors.
2. Termination of Membership:
 - a. Any member may terminate their membership at any time. Such member will not be entitled to any refund of dues already paid.
 - b. Membership is not transferable. However, upon the death of a member, and at the discretion of the Board, membership may be assumed by an immediate family member. Immediate family member is defined as Spouse or Children

c. Membership renewal dues shall be due and payable annually on or before the members anniversary date, The anniversary date is defined as the date the member was admitted into the club as an active member.

d. Membership renewal dues not paid in full by the members anniversary date will result in the termination of the membership.

3. Categories of Membership:

a. Regular — Adult members ages 18 through 59 who have met all the requirements for membership and have been accepted for membership by the club's Board of Directors.

b. Senior — Adult members 60 years of age or older who have met all the requirements for membership and have been accepted for membership by the club's Board of Directors.

4. Membership Privacy — The privacy of members shall be respected. Any requests or solicitations from commercial enterprises, political parties, or other organizations for the list or roster of the membership of the club for their own purposes shall be denied, and no officer or other member of the club shall knowingly make such a distribution.

ARTICLE IV - MEMBERSHIP MEETINGS

1. Quorum — Shall be comprised by the following levels of membership:

At 500 members quorum shall be 20 voting members plus 50% of the Board Members.

At 750 members quorum shall be 30 voting members plus 50% of the Board Members.

At 1000 members quorum shall be 40 voting members plus 50% of the Board Members.

2. Monthly Meetings — Monthly meetings of the club, for the transaction of ordinary business, shall be held at such times and places as may be fixed by the Board of Directors.

3. Annual Meetings — The annual meeting of the club shall be the monthly meeting conducted in March. If the annual meeting shall not take place at the time fixed, it shall be held within a reasonable time thereafter, and the club's officers shall hold over until their successors have been elected. The time and place for the annual meetings shall be fixed by the Board of Directors.

4. Special Meetings — A special meeting of the club may be held at any time upon the call of the President, upon call of a two-thirds affirmative vote of the Board of Directors, or upon demand in writing stating the object of the proposed meeting and signed by not less than 20% of the club's voting members. The time and place for special meetings shall be fixed by the Board of Directors.

5. Notice — The Secretary shall notify all officers and voting members by posting on the club Web site and by email no later than 7 days prior to the date fixed for all special meetings. Notice for special meetings shall contain the time, place, and the objective of such meetings.

6. Rules of Order — All formal meetings shall follow the spirit of “Robert’s Rules of Order”.

ARTICLE V – ELECTIONS

1. Nominations for elected club officers shall commence at the January general meeting and shall cease at noon on the last day of February. No other members shall be considered running for elected club office except persons nominated.
2. Club members will be provided with a list of nominees at each monthly meeting beginning the first meeting after nominations open and continue through the close of nominations. Upon the close of nominations, a final list will be provided to members.
 - a. To be eligible to hold a position on the club's Board of Directors the nominee is required to be a member in good standing of the club for a minimum of one year from the date of previous election.
3. Nominations may be submitted by email to the Secretary.
4. Elections are to be held at the March (annual) meeting.
 - a. Voting will open one hour before the start of the annual meeting and close at the start of the annual meeting.
5. Club Officers' terms are for two consecutive years from the date of election. The directors will serve annually from April 1 to March 31 of the subsequent year. To aid in leadership continuity, the election of the officers' positions will be elected in two groups: even year positions and odd year positions:
 - a. Odd year positions to be elected on years ending in an odd number
 - i President
 - ii Treasurer
 - b. Even year positions to be elected on years ending in an even number:
 - i Vice President
 - ii Secretary
6. Only dues paying members, present at the meeting in which the elections are held, will be allowed to vote.
7. Absentee and proxy ballots are prohibited and will not be counted toward the election of any position on the club's Board of Directors.
8. Write in names/nominees, not on the final list provided by the secretary, will result in the write in nominee to be declared null and void and will not be counted in the election results.
9. In the event of a tie the election will be determined by a game of chance as determined by the election committee.
10. If an officer/nominee runs unopposed, a motion will be made for the Secretary to cast one vote on behalf of the voting membership for the unopposed position(s). This vote will close that portion of the election. A vote will then commence for the remaining opposed nominees.
11. The Secretary will destroy all ballots immediately following the election.

ARTICLE VI – OFFICERS

1. The officers of the club shall be the President, Vice-President, Secretary, and Treasurer.
2. The Board of Directors will be composed of the elected officers, appointed Chief Range Safety Officer (CRSO) and elected directors of the club.
 - a. The Chief Range Safety Officer (CRSO) will be nominated by the President and confirmed by the Board. For continuity of safety, the CRSO will serve a term of five years.
3. A majority of the Board of Directors constitutes a quorum for the Board of Directors meetings.
4. Each member of the Board shall have one vote in the Board's decisions; however, the President may vote only to break a tie vote.
5. The officers shall be elected by a simple majority affirmative vote of the voting members present at the club's annual meeting.
6. The officers shall hold office for two years, until their successors are elected, until they are removed for just cause, or they resign.
7. The Board of Directors shall have general supervision and control of all club activities.
8. The President shall appoint all non-elected club officials (i.e., committee chairpersons, etc.).
9. Meetings of the Board of Directors shall be held regularly at such times and places as the Board of Directors may determine.
10. Resignation of any officer may be accepted by any of the remaining members of the Board.
11. Board of Director vacancies:
 - a. A vacancy in the Board of Directors (except for the office of the President) will be nominated by the President. Nomination preference will be given to the candidate who had the next highest vote in the previous election for that position. If that position was unopposed, in the previous election, the President will nominate from the general membership an interim candidate to fill the position until the next scheduled election. All nominations must be confirmed by the board.
 - b. If the position of the President is vacated, the elected Vice-President will nominate an interim President. Nomination preference will be given to the candidate who had the next highest vote in the previous election for that position. If that position was unopposed, in the previous election, the Vice-President will nominate from the general membership an interim candidate to fill the position until the next scheduled election. All nominations must be confirmed by the board.
12. All elected officers and appointed officials of the club shall be voting members in good standing.
13. An officer may not serve in more than one capacity on the Board of Directors.

ARTICLE VII - DUTIES OF OFFICERS, DIRECTORS, and CRSO

1. President:

a. The President shall preside over all meetings of the club and of the Board of Directors. The President shall be a member ex-officio of all regular and special committees and shall perform all other duties as usually pertain to the office of President.

2. Vice-President:

a. The Vice-President shall perform all duties of the President in the absence of the President or at the request of the President.

b. The Vice-President shall collect and verify insurance and board required documentation of all CCW instructors and submit to the CRSO and to the Secretary for filing.

3. Secretary:

a. The Secretary shall notify the members of the Board of Directors and all voting members of special meetings. The Secretary shall keep an accurate and complete record of all club and Board of Director meetings and shall have custody of all the club's written and computer records except for the Treasurer's books of accounts.

b. The Secretary shall conduct all official correspondence pertaining to the proper preparation and forwarding of all reports required of the club by any organizations with which the club is affiliated.

4. Treasurer:

a. It is preferred the Treasurer have accounting or financial background either through experience, education, or a combination of both.

b. The Treasurer shall be in charge of all funds of the club and *place such funds in the club bank account(s)* approved by the Board of Directors. The Treasurer shall be responsible for collecting all fees and dues. Payment of bills that have been approved by a majority vote of the Board of Directors shall be paid either by a dual-signature check signed by two members of the Board of Directors, credit card, or check card.

c. The Treasurer shall keep an accurate account of all club financial transactions and render detailed reports, complete with vouchers/receipts, when requested by the Board of Directors and for all club meetings.

d. The Treasurer shall be responsible for renewing (paying) the club's annual affiliation with the National Rifle Association, renewing the club's annual insurance policy, and maintaining the club's non-profit status with the State of New Mexico.

5. Chief Range Safety Officer (CRSO):

a. The CRSO shall be responsible for oversight of the club's Range Standard Operating Procedure, safety plans, safety briefings, investigation of safety incidents, plans for

evacuations of injured, safety related training classes for match directors and club membership.

b. The CRSO trains, coordinates, and supervises club Range Safety Officers.

c. The position of CRSO requires NRA Chief Range Safety Officer Certification.

6. Facilities Director:

a. The Facilities Director shall schedule and coordinate general range activities such as weed removal, general maintenance, trash removal, target stand repair, etc.

b. The Facilities Director shall be responsible for the overall upkeep and appearance of the range.

c. The Facility Director shall coordinate community events such as the annual family day and turkey shoot.

d. The Facilities Director shall lead fundraising efforts for the club including the quarterly raffle.

7. Membership/NRA Director:

a. Applications for membership shall be made to the Membership/NRA Director or a delegated representative, and the Membership/NRA Director will keep all membership applications and orientation completion records on file.

b. The Membership/NRA director shall process membership applications and renewal on the club's website.

c. The Membership/NRA director shall review all membership renewals and applications for active NRA membership status.

d. The Membership/NRA director shall assist any club member with NRA application or renewal through the club's recruitment program.

8. Action Shooting Sports Director (Disciplines: 3 Gun, IDPA, Steel Challenge and other board approved disciplines):

a. The Action Shooting Sports Director shall:

i Coordinate with match directors to schedule events and put them on the calendar.

ii Coordinate with match directors to have annual training / introductory matches.

iii Report match results to the membership either via website and/or monthly club meetings.

iv Coordinate with CRSO for annual match director safety training.

v Coordinate with facilities director for any range improvement needs and fundraising efforts.

vi Responsible for putting requests together to present to the board any equipment / consumables purchases.

vii Give a report on current events to the membership at the monthly club meeting.

9. Traditional Shooting Sports Director (Disciplines: Pistol Bullseye, Silhouette, Muzzle Loader, Rifle, and other board approved disciplines):

a. The Traditional Shooting Sports Director shall:

i Coordinate with match directors to schedule events and put them on the calendar.

ii Coordinate with match directors to have annual training / introductory matches.

iii Report match results to the membership either via website and/or monthly club meetings.

iv Coordinate with CRSO for annual match director safety training.

v Coordinate with facilities director for any range improvement needs and fundraising efforts.

vi Responsible for putting requests together to present to the board any equipment / consumables purchases.

vii Give a report on current events to the membership at the monthly club meeting.

ARTICLE VIII - SUSPENSION OR EXPULSION

1. Any officer may be removed by a two-thirds affirmative vote of the voting membership at any regular or special meeting called for this purpose.

2. No vote on suspension or expulsion of officers or members may be taken unless notice is given in writing to the Board of Directors, including the charges proffered.

3. At a special Board meeting for suspension or expulsion, the officer or member charged shall be accorded a full hearing.

4. Any individual member may be suspended or expelled for conduct contrary to, or in violation of, the By-Laws of the club, or the club-approved range safety orientation course, or who has obtained membership in the club by false or misleading statements. Such suspension or expulsion will require a five-sixths affirmative vote of the Board of Directors present at any regular or special meeting. There will be no compensation of dues for members experiencing expulsion or suspension.

5. Charges against any officer or member may be proffered by any regular member.

6. Charges against any officer or member shall be in writing, accurately state the facts, and include all affidavits and exhibits that will be used to support the charges preferred.

7. The Secretary shall give each member of the Board of Directors, the accused, and the accuser, a copy of the charges proffered, along with all affidavits and exhibits that will be used to support the charges preferred.

8. If any member is suspended or expelled from the club, the Board shall change the combination of all locks.

9. If suspended or expelled from the club, the member must surrender their badge immediately upon request to the Board of Directors. The badge is property of the club.

10. Any member deliberately damaging club property will be required to pay for repair or replacement of such property. The Board will decide if further action is necessary.

ARTICLE IX – AMENDMENTS

Proposed amendments to these By-Laws may be introduced by any member of the club.

1. Proposed amendments will be referred to the By-Laws committee. The By-Laws committee will compile any amendments and present them to the general membership.

2. A two-thirds vote of the membership present at such meetings shall be required to pass any proposed By-Law amendments.

3. The Secretary shall publish the approved By-Law changes within thirty (30) days of such approval.

ARTICLE X - DISSOLUTION

The Club may be dissolved only with authorization by its Board of Directors given at a special meeting called for that purpose and with subsequent approval by a two-thirds (2/3) vote of the voting members (status determined by the Membership committee). Upon dissolution or other termination of the club, all remaining assets of the club, after payment in full of all its debts, obligations, and necessary final expenses, or after the making of adequate provision, therefore, shall be distributed to such tax-exempt organizations (with purposes similar to those of the club) as shall be chosen by the then-existing Board of Directors of the club.

ARTICLE XI - PROJECTS

All projects requiring payment to external vendors exceeding \$1,000 must be brought to the board of directors to determine the bid process to obtain the best value to the club.

ARTICLE - CERTIFICATION

We hereby certify that these By-Laws, amended on December 20, 2021, have been adopted by the club at the general meeting held on December 20, 2021.

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John Brenna
Los Lunas Gun Club President

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Nancy Brenna
Los Lunas Gun Club Secretary