

**By-Laws of  
The Paradise Rod and Gun Club Inc.  
Affiliated with  
The National Rifle Association of America  
The California Rifle and Pistol Association**

**Article I Name**

The name of this organization shall be **The Paradise Rod and Gun Club, Inc.**

**Article II Purpose**

The purpose of this organization shall be:

1. To support the Second Amendment of the Constitution of the United States with regard to a citizen's inalienable right to purchase, sell, trade, own, or possess firearms for the purpose of sport shooting, hunting, personal protection against physical assault or loss of property, and other rights consistent with Article II (1) of the National Rifle Association Bylaws.
2. To encourage organized rifle, pistol and shotgun shooting among citizens of the United States residing in our community, resulting in better understanding of the safe handling and proper care of firearms, as well as improved marksmanship.
3. To assist in educating minors (those persons under the age of eighteen years) in the proper use and handling of firearms and to provide for the recreation of those minors.
4. To assist in the enjoyment of hunting and fishing, and provide and maintain facilities for those purposes. Provide a venue to discuss problems confronting sportsmen and to take suitable action to foster the welfare of wildlife.
5. To assist the State of California and other entities in the conservation of fish and wildlife.
6. To aid in the enforcement of laws pertaining to fish and wildlife, and to provide facilities for the practical portions of Hunter Safety classes.
7. To assist in the betterment of the community.

**Article III Membership**

1. Who may become a member of the Paradise Rod and Gun Club.
  - A. Any citizen of the United States,

- B. eighteen years of age or older,
- C. and a member of the National Rifle Association (NRA),
- D. may become a member of this Club, subject to the approval of the Executive Board.
- E. Approval shall be based upon the prospective member's;
  - i. good citizenship,
  - ii. good sportsmanship,
  - iii. and goals consistent with those of this Club and the NRA.

**2. Types of Membership** - There shall be four (4) types of membership.

**A. General Membership**

- i. General Member is one who pays annual Club dues, subject to all conditions (A-E) of Section 1 above.
- ii. For PRGC General Membership purposes, all General Memberships are Family Memberships and are defined as the General Member, their spouse or domestic partner and their immediate minor children.
- iii. The member and the member's spouse or domestic partner may vote, hold office and participate in all other Club activities. The member's minor children may participate in all Club activities except voting and holding office.

**B. Life Membership** – Life membership for outstanding service may be given to a General Member by first submitting the prospective recipient's name to the Executive Board for approval.

- i. If approved, life membership shall be granted upon confirmation by a vote of the membership at a General Membership Meeting of the Club.
- ii. A Life Member is exempt from paying annual Club dues, but shall be responsible for maintaining NRA membership.
- iii. Upon a Life Member's death, the member's surviving spouse may be offered life membership if the spouse maintains NRA Membership.
- iv. If the Life membership was given before January 1, 2001, the surviving spouse shall not be required to maintain NRA Membership.

### **C. One Day Membership –**

- i. The One Day Membership is a special membership sponsored by an active General Member, Life Member, or Honorary Member who must be present and accompany the One Day Member participating in Club activities. Requires a One Day Membership card be submitted with name and address of both the one day member and be counter signed by the sponsoring member and the RSO I/C before any shooting may occur. (At this time a Club Membership Application will be given to the One Day Member.)
- ii. The intent of the One Day Membership is to promote membership in the Paradise Rod and Gun Club. This is not a family membership; each non-member must pay the One Day Member fee.
- iii. Members that voluntarily drop their regular membership may not shoot as a One Day Member (unless they have relocated beyond a distance of 100 miles). If the former member lives beyond the 100 mile limit shooting as a One Day Member is allowed, provided Sections 1 and 2 above are followed (no application need be given). Persons that have had their membership revoked or a Membership Application declined may not use the range facilities.

### **D. Honorary Membership-**

- i. A renewable, one-year membership to honor any person may be given by first submitting the name of the prospective recipient to the Executive Board for approval.
- ii. If approved, Honorary Membership shall be granted or renewed upon confirmation by a vote of the membership at a General Membership Meeting of the Club.
- iii. An Honorary Member is exempt from paying annual Club dues and may participate in all Club activities except voting and holding office.
- iv. Honorary Members must maintain NRA membership.

### **E. Use of Range Facilities by Minors-**

- i. This section is intended to cover the children of members, grandchildren, family friends and participants in youth organizations.
- ii. The Paradise Rod and Gun Club Inc. strives to educate and promote general sportsmanship, firearms safety, and marksmanship within the youth of our community.

- a) To help provide this opportunity, any minor under 21 years old that is brought to the range facility by a Member shall be allowed to use all range facilities without charge, subject to all appropriate sign-in procedures; the member will pay appropriate ranges fees and follow regular sign-in procedures.
- b) Minors on site as part of a PR&GC authorized activity, shall be allowed to use all Range facilities without charge but subject to all appropriate sign-in procedures.
- c) Adult chaperones for such youth groups as may be authorized by PR&GC to use the Range facilities and will also be exempt from fees but still subject to said sign-in procedures.
- d) This section does not exempt the PR&GC from being allowed to charge for Board approved and scheduled training activities such as the Jr. Rifle Program.
- e) All current Range Operation Rules apply.

**3. Rules governing conduct** – the following conduct will not be tolerated and may be grounds for removal from the range and further disciplinary action (refer to Policies and Procedures: Disciplinary Processes and Procedures);

- A.** The consumption of alcoholic beverages or drugs before entering or while on the Paradise Rod and Gun Club property. Drugs in this definition shall be defined as any illegal or legal substances (including prescription medications) that have a deleterious effect on that person's ability (physical or emotional) to safely use the range. [Per Range Ops]
- B.** Conduct that will bring discredit to the Club, i.e., any conduct under the color of authority as a "representative" of the Club or as a Club "member" generally. Such conduct includes but is not limited to:
  - i. Actions or inactions that will damage the reputation of the Club;
  - ii. Actions or inactions that will put the Club in danger of legal actions.
  - iii. Unsafe acts of any type including but not limited to violations of any range rules, i.e., actions or inactions that could lead to bodily injury or death to anyone on or near the range(s) at the time of occurrence, or, actions or inactions that could cause a shot, or shots to leave the range(s).

- iv. Creating any unauthorized financial liability to the Club,  
(Refer: Art IX )
- v. Rowdy, disruptive, or offensive behavior at the Range or any Club  
function. (Refer to PRG&GC General Range Rules.

#### **Article IV Dues**

1. General Membership – the following fees and dues in the Paradise Rod and Gun Club shall be established annually by the Executive Board and approved by the membership at a General Membership Meeting of the club:

- A. one time initiation fee (unless membership lapses),
- B. annual dues,
- C. one day membership dues,
- D. Range fees established by the Executive Board and delineated in the Range Operations document.

#### **2. Payment of Dues**

A. Dues shall be payable –

- i. with the initial application for membership and thereafter,
- ii. annually on the FIRST DAY of the MONTH OF APPLICATION .

B. **Delinquent Dues –**

- i. Dues delinquent more than thirty (30) days will be assessed a ten (10) dollar late fee.
- ii. Dues delinquent ninety (90) days will terminate membership
- iii. Dues delinquent over one calendar year will be assessed a new initiation fee along with all other fees due. (per C2 below)

C. **Reinstatement –**

- i. A membership may be reinstated after a period of up to one year following the anniversary of the last day of membership...

- ii. This may be allowed by paying the delinquent dues, late fees, and the dues for the following year.
- iii. The member's anniversary date will be reset to the month of reinstatement.
- iv. Additional conditions for membership renewal will be at the discretion of the Executive Board, if necessary.

#### **D. Dues Hold –**

- i. A membership may be placed on hold for one year from the anniversary date if requested in writing, before or during the anniversary month. Extensions may be approved by the Executive Board.
- ii. All membership privileges will be suspended during the period of the “dues hold”.
- iii. The membership may be re-activated at any time during the year by paying the dues payment.
- iv. The anniversary date will be re-set to the date of dues payment.
- v. If the dues hold extends beyond one calendar year a new membership application and yearly fees will be required, if an extension is not requested.
- vi. Additional conditions for membership renewal will be at the discretion of the Executive Board, if necessary.

### **Article V Meetings**

#### **1. General Membership Meetings**

- A.** General Membership Meetings of the Club for the transaction of ordinary business shall be held at 7:00 PM on the third Thursday of each month, except July and August when General Meetings are suspended. A quorum for such meetings shall be set at 15 members physically present, at least-7 of which shall be Executive Board members. Business activities of the Executive Board will be presented to the membership for discussion. Any serious objections may result in the item being opened for a vote of the membership.
- B.** The time and date of the General Membership Meeting may be changed by the Executive Board.
- C.** The President, or a Majority of the Executive Board, may call a Special Meeting of the Club. Members shall be notified of any change.

**D. Annual Meeting of the General Membership for the purpose of elections:**

- i. The Annual Meeting of the General Membership shall be held on the third Thursday in November.
- ii. Twenty five Members shall constitute a quorum at this General Membership Meeting. Of this twenty five, seven must be board members and the Secretary must be in attendance (or a stand-in appointed).
- iii. Election of Executive Board members shall be conducted at the Annual Meeting.
- iv. If for any reason it cannot be held on this day, the Annual Meeting shall be held within a reasonable time and the current officers shall preside until their successors have been elected and installed.

**E. All General Membership Meetings shall follow an orderly format agenda and use Roberts Rules of Order as a guideline.**

**2. Executive Board Meetings –**

- A.** The Executive Board shall meet the second Monday of each month to conduct the business of the organization.
- B.** Changes to the meeting date may be made through agreement of a majority of the Executive Board.
- C.** In the event an immediate decision on an issue is required, the President may use a conference call of the Board members in lieu of a physical meeting.
  - i. A quorum of Board members must be on the call.
  - ii. The issue causing the call must be of such importance that an immediate resolution and decision is required.
  - iii. Conference Call Procedures (see Policies & Procedures )

**3. Prohibition of Proxy Voting**

- A.** At all meetings (as outlined in Sec. B, below) of the Paradise Rod and Gun Club, each person entitled to vote shall have a right to cast one vote on each question presented, said vote shall be cast in person and not by proxy.
- B.** Meetings shall include but not be limited to

- i. General Membership Meetings  
-all members in good standing may vote
- ii. Executive Board Meetings  
-all seated Executive Board members per Art VII (A-F) may vote
- iii. All Committee Meetings  
-only appointed committee members may vote

## **Article VI Officers**

- 1. All Officers shall be from and elected by the Executive Board.
- 2. Officers shall serve at the discretion of the Executive Board.
- 3. No two Officers may be from the same household.

## **Article VII Executive Board**

- 1. The Executive Board shall consist of

- A. the President,
- B. Vice President,
- C. Secretary,
- D. Treasurer, and
- F. eight additional members.

- 2. **Term of office**

- A. All terms of office shall be 2 years, from January 1st through December 31<sup>st</sup> of the second year.
- B. The positions of President and Treasurer shall be limited to two consecutive terms of office unless this is overridden by a 2/3 majority of the Executive Board.
- C. If a vacancy occurs during this period, it shall be filled by a Majority vote of the Executive Board. The member elected will serve out the remaining portion of vacated term.
- D. Executive Board Members shall serve two (2) year terms.



**E.** Six (6) Executive Board Member positions shall be filled (new members elected or existing Board Members reelected) at the Annual Meeting of the General Membership in November each year.

**4. Absence of Executive Board Members –**

**A.** If any Executive Board member is absent for three successive meetings of the Club or the Executive Board, the Executive Board shall determine the reason for such absences and, unless there is good and sufficient cause, may declare the office vacant.

**B.** If either the Secretary or Treasurer is to be absent for one month or longer,

i. the books shall be placed in the charge of the President.

ii. If either of these officers is to be absent for an extended period or for any other reason is unable to perform the duties of the office,

a) the President shall appoint a member to temporarily fill the position,

b) subject to approval by a majority of the Executive Board.

**5.** Quorum - Seven members of the Executive Board shall constitute a quorum at any Executive Board Meeting.

**6.** The Executive Board shall supervise all funds and properties.

**7.** The Executive Board shall be authorized to approve expenditures.

**8.** The Executive Board shall oversee the actions of the Treasurer

**A.** examine and audit all bills for payment and

**B.** provide for the proper auditing of the books of the Treasurer, and

**C.** report the audit results to the Club Membership at the Annual Meeting of the General Membership.

**9.** The Executive Board will establish Policies and Procedures for the operation of the Organization. Implementation and/or amendment of these Policies and Procedures will require a two-thirds vote of the Executive Board present.

**Article VIII Duties of Officers**

**1. President**

- A.** The President shall preside at all meetings of the Club and of the Executive Board – the President shall not have a vote on questions except in the event of a tie vote.
- B.** The President shall appoint all Committee Chairpersons for necessary committees, with the concurrence of a majority of the Executive Board and shall be an ex-officio member of all committees.
- C.** The Immediate Past President shall be an ex-officio Executive Board member for a period of one year after leaving office, if their term on the Board has expired and they are not reelected. They will not have a vote on Board matters unless they have been reelected to the Board.
- D.** The President shall perform all other duties that pertain to the office, including overseeing compliance with all State Reporting.

## **2. Vice President**

The Vice President shall perform the duties of the President in the President's absence and such other duties as may be requested by the President.

## **3. Secretary - The Secretary shall:**

- A.** Conduct all official correspondence as directed by the President.
- B.** Keep a true record of all meetings of the Executive Board and of the General Membership Meetings. Motions, seconds, and votes may be recorded by audio and / or videos means as approved by a majority Executive Board vote. Issues of storage and disposal will be addressed in Policies and Procedures.
- C.** Shall have custody of the books and papers of the Organization except the Treasurer's books of account.

## **4. Treasurer**

- A.** The Treasurer shall have charge of all funds of the Club and place them in such bank or banks as are approved by the Executive Board.
- B.** The Treasurer shall be responsible for annual re-affiliation with
  - i.** the NRA,
  - ii.** the California Rifle and Pistol Association
  - iii.** the Civilian Marksmanship Program.

- C.** The Treasurer shall pay all bills monthly by check or bank card;
  - i. Checks may be signed by any of the Executive Officers with Bank approval.
- D.** The Treasurer shall prepare a financial report to be presented at the monthly and annual General Membership Meeting showing
  - i. itemized total collections and
  - ii. itemized total disbursements for the year
  - iii. and the net balance in the treasury.
- E.** Annually, by April 15th, the Books of the Treasurer shall be audited by an outside auditor, and all Club property shall be inventoried, by an Auditing Committee.
- F.** The treasurer shall maintain a section in the Policies and Procedures document that defines how the Treasurer's responsibilities are performed. This section shall also include a current listing of business contacts and creditors.

## **Article IX Finance[s]**

- 1.** Unless otherwise authorized by the Executive Board, no member shall:
  - A.** Be paid for services rendered or duties performed.
  - B.** All services performed by club members for the PR&GC Inc. shall be considered "voluntary".
  - C.** This section does not preclude a member from providing NRA or other "training courses" for pay.
    - i. Such classes will not be considered "Club" activities i.e., holding the Club as the primarily responsible party, even if said courses take place at the Range facility.
    - ii. Board approval is required for use of the facilities.
  - D.** This section shall not prevent a member payment for services rendered as approved by the Board for facilities improvements or construction projects (*allows members that are contractors to bid on Club projects*).
- 2.** Without prior Board approval, Board members or Board approved designees may make certain routine purchases for un-anticipated expenses, for authorized activities, per below.

- A.** Five hundred dollars (\$500.00) and below may be spent for routine expense items necessary to maintain club operations. Receipts shall be given to the treasurer and included in his monthly financial report.
  - B.** Re-imbursements shall be paid for out-of-pocket expenses when an itemized account is presented to the Treasurer and approved by the Executive Board.
- 3.** With a majority vote of the Board, the Board may spend up to two thousand five hundred dollars (\$2500.00) without requiring a Bid process for the purposes of maintenance, repair, and/or replacement of any range material, equipment or infrastructure.
- 4.** On purchases exceeding two thousand five hundred dollars (\$2500.00), the Board must solicit a minimum of three bids and select the lowest bid that meets all conditions of the bid including required insurance and performance guarantees.
- 5.** Any member that creates an unauthorized expenditure that does not meet the above criteria, shall be considered to have brought about an unauthorized financial liability and may be subject to disciplinary action up to expulsion from the club.
- 6.** Any monies or expenses collected by any Committee Chairperson, or other member, shall be turned over to the Treasurer with an itemized accounting.

## **Article X Nominations and Elections**

- 1.** The Nominations Committee shall solicit nominations for election to the Executive Board from the General Membership.
- 2.** The nominations collected by the Committee shall be presented to the Club Membership at the October General Membership Meeting, followed by nominations from the floor.
- 3.** At the November General Membership Meeting the nominations by the Nominating Committee and those made from the floor during the October General Membership Meeting and any nominations from the floor made during the November meeting shall be presented to the Club Membership for consideration.
- 4.** Elections shall then be held for all Executive Board vacancies for the coming year.
- 5.** Incumbent Executive Board Members having served a two year term may be re-elected.
- 6.** Nominees need not be present at the election, but must accept nomination personally or in writing prior to the election.

7. Nominees shall be notified of their nomination by the Chairperson of the Nominating Committee.
8. When the number of candidates nominated exceeds the number of open positions, election shall be by BALLOT.
9. When only one (1) candidate is nominated for each open position, election shall be by ACCLAMATION.

**Article XI Standing Committees** (old Art XI Expulsions moved to Policies and Procedures with Discipline old article #13)

1. Standing Club Committees shall be;
  - A. Audit Committee – (per By-laws Art. VIII. )
  - B. Nominating Committee – (per By-laws Art. X. )
  - C. Gun Show Committee –
  - D. Membership Committee – (per Policies and Procedures )
  - E. Social Event Committee –
  - F. Investigation Committee – (in Discipline; Policies & Procedures )
  - G. Range Maintenance & Road Clean-up Committee –
  - H. By-Laws Committee-
2. The President shall appoint all Committee Chairpersons for necessary committees, with the concurrence of a majority of the Executive Board. (Art. VIII. )
3. Committee Members shall be from the General Membership and shall be selected by the Committee Chairperson.
4. Any monies collected by any Committee Chairperson shall be turned over to the Treasurer with an itemized account per Art. IX,
5. Committee Duties –
  - A. Audit Committee: Annually, the Books of the Treasurer shall be audited by an outside auditor, and all Club property shall be inventoried, by an Auditing Committee. (Art. VIII. )

**B. Nominating Committee – (per By-laws Art. X, Sections 1 and 2)**

- i. A Nominating Committee of three members from the General Membership shall be appointed by the Executive Board at the September Executive Board Meeting.
- ii. The Nominating Committee Chairperson shall be elected by the Nominating Committee Members.

**C. Gun Show Committee –**

- i. In March of each year the Gun Show committee will form and outline what will need to be done for the production of that year's Gun Show.
- ii. The committee shall obtain all permits, contracts and insurance required for the production of that year's Gun Show.

**D. Membership Committee – See Policies and Procedures**

**E. Social Event Committee – shall plan and put on all Club social activities such as the potluck dinners and the annual picnic.**

**F. Investigation Committee –When required, an investigation committee will be assembled per Policies and Procedures**

**G. Range Maintenance and Road Clean-up Committee –**

- i. Range Maintenance and Road Clean-up shall be organized when needed for routine maintenance and repair of the Skyway Range.
- ii. On a basis determined by Butte County, the two mile section of the Skyway immediately bordering the range, shall be cleaned of roadside debris twice a year.

**H. By-Laws Committee – Semi-annually the By-Laws Committee should meet and review the By-Laws to:**

- i. Develop language for the incorporation of any changes made by the Executive Board in the previous Quarter, as recorded by the Secretary.
- ii. Review existing By-Laws for inconsistent or outdated sections.
- iii. Present a report to the executive Board with their recommendations for incorporation and deletion of items found.

## **Article XII Amendments-**

1. Proposed amendments to these By-Laws may be presented in writing at any time to the Executive Board for review at the next Executive Board Meeting.
2. The Executive Board shall consider the proposed revision and pass it to the By-Laws Committee for review. The By-Laws committee will return with a report on the proposed item that will include any potential legal concerns, considerations of redundancy or internal conflict with the current By-Laws, Mitigations, and Policies and Procedures along with the formal wording as it would be included in the By-Laws for the Executive Boards review and recommendation.
3. The recommendation of the Board may be published in the next Newsletter.
  - A. Positive Recommendations that are approved by a vote of the Executive Board will be will be presented to the General Membership at the following General Membership Meeting and shall become effective immediately.
  - B. Negative Recommendations of the Executive Board shall be discussed at the following General Membership Meeting with input from the Executive Board regarding their recommendation.
  - C. A two-thirds vote of the attending General Members shall be necessary to pass the proposed amendments.

## **Article XIII Dissolution**

1. This Club shall not be dissolved as long as there are sufficient funds to keep the Club solvent.
2. If the Paradise Rod and Gun Club Inc.is dissolved, after all debts are satisfied, the remaining assets and monies shall be divided equally and transferred to the National Rifle Association and the California Rifle and Pistol Association to use at their discretion.

By-Laws Sign-off Sheet

Accepted this date: 03 March 2021

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President

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Vice-President

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Treasurer

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Secretary

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