

# CLUB CONSTITUTION

## Name and Objective:

The name of the shooting club shall be Triggers and Bows Shooting Range, hereinafter referred to as the club.

The objective of the club shall be:

1. The encouragement of organized shooting for its members
2. The development of safe handling and use of firearms in a group environment
3. To further the characteristics of honesty, self-discipline, team play, and good fellowship among shooter
4. To further develop firearms as a lawful sport

## Membership Qualifications:

1. All members shall abide by all rules and regulations as set forth by the club
2. All members shall pay the required fees as set by the executive
3. All fees shall be paid to the club within the period of time as stated in the bylaws
4. All new members requesting an "Authorization to Transport" for the transportation of restricted firearms shall complete the necessary training prior to the completion of their probationary period
5. All members must complete an annual membership application and sign the liability waiver
6. All members shall attend the range on at least 2 occasions per year to shoot

There shall be 2 levels of membership classification, which are as follows:

### Regular Membership

- Shall be limited to a maximum number of members
- Shall be limited to persons of good behaviour and moral character who are at least 18 years old
- Shall be limited to those persons who hold a valid Firearms License

### Junior Membership

- Shall be open to sons, daughters, and wards of regular members in good standing
- Shall be available to those persons who are between the ages of 12 and 18
- Shall be limited to those person who have successfully completed the Canadian Firearms Safety Course and Test and hold a valid Firearms License for Minors

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## Executive Officers:

1. Shall be comprised of the range owners
2. Shall make decisions on any day-to-day matters and those relating to club policy

3. Shall make decisions on any matters pertinent to the club business
4. Shall empower the president and the secretary/treasurer with signing authority for financial expenditures and the request for a members "authorization to transport" of restricted firearms, if applicable

The Executive Committee of the Club:

1. Shall be comprised of the president, vice president, secretary/treasurer, and range safety officer
2. Shall carry out the duties of the executive if a quorum of that body is unable to meet

The Club President:

1. Shall be the chief executive officer of the club
2. Shall preside over all meetings of the club, the executive, and the executive committee
3. Shall be responsible for the proper functioning of the club and its day-to-day operations
4. Shall call all meetings as required

The Club Vice-President:

1. Shall in the absence of the club president, preside at all meetings of the club, the executive, and the executive committee
2. Shall perform such duties as are assigned to him/her by the president, the executive and the executive committee

The Secretary/Treasurer:

1. Shall keep all files and records of the club
2. Shall attend to all correspondence, including new issuance and renewals of "authorization to transport" of restricted firearms, if applicable
3. Shall be responsible for the collection of all membership fees
4. Shall take charge of the clubs general finances
5. Shall administer the payment of all expenses as approved by the club executive

The Range Safety Officer:

1. Shall be responsible for the general and specific operations of the range pertaining to range safety
2. Shall be responsible for the posting and maintenance of warning signs, warning flags, range procedures, and range safety rules
3. Shall enforce all range safety rules and regulations without prejudice as approved by the executive and club membership
4. Shall be responsible for general range maintenance and upkeep, as well as the approval of targets and target stands
5. Shall recommend safety rule changes, as required, to the executive
6. Shall perform such duties as assigned by the president, the executive, or the executive committee

The Firearms Training Officer:

1. Shall successfully complete an approved course relating to firearms safety training
2. Shall be responsible for firearms training delivery to new members
3. Shall recommend safety rule changes, as required, to the executive
4. Shall sign for the "authorization to transport" (restricted firearms) request for those persons who have received firearms training

#### The Directors:

1. Shall perform duties as assigned to them by the president, the executive or the executive committee
2. Shall attend all meetings of the executive as called by the president
3. May be removed from office by 2/3 vote of the remaining executive after missing 3 consecutive meetings without satisfactory explanation

#### Meetings:

The club year shall run from March 1<sup>st</sup> to February 28<sup>th</sup>

#### The Annual General Meeting:

1. Shall be called by the club president in February of each year
2. Shall receive the annual financial reports relating to the clubs activities
3. Shall receive the reports submitted by the directors and club officers
4. Shall hold elections for club executive and directors positions for the following year
5. Shall consider all other business brought forward by the executive, directors or general membership

#### Other General Meetings:

1. Shall be called by the president of the club as required
2. Shall be called by the president to discuss major club renovations or expenditures as required

#### Executive Meetings:

1. Shall be called by the president
2. Shall be held at least 4 times per year with the first meeting being held directly after the general meeting to discuss the required fees for club initiation (if applicable), the required fees for annual membership, the required fees for range use and target fees (if applicable), empowerment of the president and the secretary-treasurer as signing authority for the club, and all other general club business and membership concerns

#### Amendments:

##### Amendments to the Constitution

1. Must be received in written draft form by the club executive at least 30 days prior to the annual general meeting
2. Must be posted in draft form and written for review prior to the annual general meeting

## Amendments to the Bylaws

1. May only be made at the annual general meeting or general meeting of the club
2. Must be received in written draft form by the club executive at least 30 days prior to the meeting