

TRIGGERS AND BOWS SHOOTING RANGE CLUB CONSTITUTION

1) 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:

- i) The encouragement of organized shooting for its members
- ii) The development of safe handling and use of firearms in a group environment
- iii) To further the characteristics of honesty, self-discipline, team play, and good fellowship among shooters
- iv) To further develop firearms as a lawful sport

Membership Qualifications:

- a) All members shall abide by all rules and regulations as set forth by the club
- b) All members shall pay the required fees as set by the executive
- c) All fees shall be paid to the club within the period of time as stated in the bylaws
- d) 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
- e) All members must complete an annual membership application and sign the liability waiver
- f) 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

3) Executive Officers:

- a) Shall be comprised of the range owners
- b) Shall make decisions on any day-to-day matters and those relating to club policy
- c) Shall make decisions on any matters pertinent to the club business
- d) 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

4) The Executive Committee of the Club:

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

5) The Club President:

- a) Shall be the chief executive officer of the club
- b) Shall preside over all meetings of the club, the executive, and the executive committee
- c) Shall be responsible for the proper functioning of the club and its day-to-day operations
- d) Shall call all meetings as required

6) The Club Vice President:

- a) Shall in the absence of the club president, preside at all meetings of the club, the executive, and the executive committee
- b) Shall perform such duties as are assigned to him/her by the president, the executive and the executive committee

7) The Secretary/Treasurer:

- a) Shall keep all files and records of the club
- b) Shall attend to all correspondence, including new issuance and renewals of "authorization to transport" of restricted firearms, if applicable
- c) Shall be responsible for the collection of all membership fees
- d) Shall take charge of the clubs general finances
- e) Shall administer the payment of all expenses as approved by the club executive

8) The Range Safety Officer:

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

9) The Firearms Training Officer:

- a) Shall successfully complete an approved course relating to firearms safety training
- b) Shall be responsible for firearms training delivery to new members
- c) Shall recommend safety rule changes, as required, to the executive
- d) Shall sign for the "authorization to transport" (restricted firearms) request for those persons who have received firearms training

10) The Directors:

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

11) Meetings:

The club year shall run from June 1st to May 31st

The Annual General Meeting:

- a) Shall be called by the club president in February of each year
- b) Shall receive the annual financial reports relating to the clubs activities
- c) Shall receive the reports submitted by the directors and club officers
- d) Shall hold elections for club executive and directors positions for the following year
- e) Shall consider all other business brought forward by the executive, directors or general membership

Other General Meetings:

- a) Shall be called by the president of the club as required
- b) Shall be called by the president to discuss major club renovations or expenditures as required

Executive Meetings:

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

12) Amendments:

1. Amendments to the Constitution

- a) Must be received in written draft form by the club executive at least 30 days prior to the annual general meeting
- b) Must be posted in draft form and written for review prior to the annual general meeting

2. Amendments to the Bylaws

- a) May only be made at the annual general meeting or general meeting of the club
- b) Must be received in written draft form by the club executive at least 30 days prior to the meeting