

**BY-LAWS Of
CAPITOL CITY RIFLE & PISTOL CLUB, INC.**

**ARTICLE I
NAME AND ADDRESS**

- A. The name of this organization shall be Capitol City Rifle and Pistol Club, Inc., hereafter referred to as the Club.
- B. The mailing address of the Club shall be:
- Capitol City Rifle & Pistol Club
P.O. Box 994
Olympia, WA 98507

**ARTICLE II
OBJECT OF CLUB**

The object of this organization shall be the encouragement of organized shooting sports among residents of our community with a view toward better knowledge on the part of the citizens of our community in the safe handling and proper care of firearms and the development of those characteristics of honesty, good fellowship, self discipline and self reliance that are the essentials of good sportsmanship and the foundation of true patriotism.

**ARTICLE III
MEMBERSHIP**

- A. Membership of the club shall consist of two divisions: Regular and Life members. Membership is open to anyone entitled to possess a firearm under Washington State and Federal law. Each member shall have one vote. Voting members shall have the right to vote on the election and removal of the Board of Directors, and on any amendments and adoptions to the Articles of these By-Laws.
- B. All members shall comply with the Pledge given in Section G below, and pay the appropriate fees and dues as described in these By-Laws.
- C. All members must be members of the National Rifle Association.
- D. Those persons applying for membership to the Club, and who qualify under these Articles, must attend a Club Safety Orientation program prior to or at the time of joining the Club.
- E. A 1-year free membership, including insurance annual fees, may be awarded for outstanding service to the Club, upon affirmative vote of the majority of the Board of Directors, providing the member or prospective member meets Club criteria for membership.
- F. Membership Definitions:
1. A member shall be a person who pays all fees, is eighteen years or older, and is not precluded from possession of a firearm.
 2. A Life membership is a "grandfathered" membership that is no longer available for purchase, except that, at the discretion of the Board of Directors, Life Membership may be presented for meritorious services rendered over a period of more than one year by any member.
 3. A Club member designated a "Life Member," as of the adoption of these by-laws shall not be required to pay annual renewal dues, and is not responsible for the payment of insurance fees as set forth in Article IV, Section C.

G. Pledge:

I certify that I am not a member of any organization which has as part of its program any attempt to overthrow the government of the United States or any of its political subdivisions by force or crime of violence, and if admitted to membership, I will faithfully fulfill the obligations of good sportsmanship and good citizenship.

H. No person shall use their membership in this organization as a basis for frustrating the object of this Club as stated under Article II. Violation of this section shall be grounds for revoking membership.

I. The Club shall not discriminate on the basis of sex, race, creed, color, disability, or national origin.

ARTICLE IV

FEES AND DUES

A. Annual membership dues, and initiation fees, shall be approved by a majority of the Board at any regular meeting. Notice of any vote affecting membership dues must be published in no less than two consecutive monthly Club newsletters prior to said vote.

B. The membership year for each member shall run from his/her annual dues date 12 consecutive months to his/her next annual dues date. Renewal date is the last day of the month in which a members' annual due date falls.

C. The annual insurance fee to be paid to the Club simultaneously with the payment of dues shall be determined by the Board with proper regard for the annual premium rates of the insurance carrier providing protection for the club and its members. The annual insurance fee shall apply uniformly to all members of the Club, except Life members.

D. The Board, by majority vote, may establish other operating fees as deemed necessary. The fee shall apply uniformly to all members of the Club, except Life members.

E. A member's gate card will automatically "lock out" on their renewal date if they have not renewed, and their membership will be considered "inactive" for 30-days, during which time they can pay their dues. After 30-days on "inactive" status the membership will be terminated. Should the member wish to rejoin the Club past the 30-day "inactive" statue, they must reapply as a new member, go on a waiting list, if there is one, attend the Safety Orientation, and pay the initiation fee.

F. Any Club keys or other Club property or equipment must be returned upon termination of membership, and if not, the member will be liable for the costs thereof.

G. Any member of the Club in good standing who is called to active duty with the armed forces of the United States of America shall have their membership extended until the next regular membership renewal date after their release from active duty.

ARTICLE V

DIRECTORS

A. Authority. The Directors are elected from the membership and shall manage the Club.

B. Number. The number of Directors constituting the entire Board of Directors shall be such number, not less than six, nor more than thirty, as may be fixed from time to time by the Directors.

- C. Classes. For the purpose of staggering their terms of office, the Directors shall be divided into three classes as nearly equal in number as may be possible and the term of office of the several classes shall expire in successive years.
- D. Term. The term of office for Directors shall be three years. Each Director shall hold office until the Director resigns, is no longer a member, or the Director's 3-year term expires. No decrease in the number of Directors shall shorten the term of any incumbent Director.
- E. Vacancies. Directorships resulting from an increase in the number of Directors and vacancies among the Directors resulting from death, resignation, removal, incapacity, or other reasons may be filled by appointment of the President, which must be confirmed by the majority of the Directors then in office. A Director appointed to fill a vacancy shall serve only until the next regular election of Directors, at which time he or she must be elected to the Board in order to remain a Director.
- F. Absence from Meetings. Any Director repeatedly absent shall, unless excused by the Directors, be deemed to have resigned as a Director if agreed to by a majority vote of the Directors.
- G. Removal. Any Director may be removed for cause by the vote of a majority of the entire Board for misconduct or other activities not performed in accordance with the Articles, Bylaws, and direction of the Board. The members may call a special election at any time to reconstitute all or a portion of the entire Board by placing notification in the Club newsletter for no less than two consecutive months with: 1. The reason for such action; 2. Date, time, and location of the special election; 3. A list of the replacement candidates; and 4. Mail-in ballots must be provided and accepted, as long as the postmark is no later than the date of the special election. All responses to this action will be directed to the Club's address. A supermajority vote, 60% either affirmative or negative, will constitute the act of the members.
- H. Compensation. Directors shall serve without compensation, unless the Board determines that in return for services rendered the entire Executive Committee Officers may be exempt from payment of annual dues and insurance fees for the duration of their term.
- I. Honorary Directors. The Board may designate from among former Directors and other persons interested in the Club's activities one or more Honorary Directors. Honorary Directors shall be invited to attend meetings of the Board and shall be available to the Club for consultation and advice, but shall not have voting rights or any other privilege, duty, obligation, responsibility of a Director.
- J. The Board of Directors shall meet at the Annual Meeting and as often as necessary, but not less than four times per year, for the transaction of such business as may come before the Board.
- K. Regular and Special Meetings. The Board shall fix the time and place of regular meetings of the Board. Special meetings of the Board may also be called by the President or upon the written demand of not less than one-third of the entire Board.
- L. Notice. Meetings of the board shall be held on written notice to each Director, sent electronically, mailed first class, or published in the Plinker with notice to be received not less than 48 hours before the date of the meeting. The notice shall specify the purpose of any special meeting of the Board.
- M. Quorum. The quorum for the transaction of business shall be at least one-third of the entire number of directors. Except as otherwise provided in these By-Laws, the vote of a majority of the Directors present at the time of the vote, if a quorum is present at such time, shall be the act of the Board.
- N. Electronic Meetings. The full Board and any committee thereof may participate in a meeting by email or other similar means of communication permitting all persons to be heard by each other, and participation thereby shall constitute presence in person at such meeting.

ARTICLE VI
EXECUTIVE COMMITTEE

- A. At its Annual Meeting, the Board shall elect from its number a President, Vice President, Secretary, Treasurer, Safety Officer, and Training Officer who will serve as the Executive Committee. A description of their duties will be found in the Standing Rules.
- B. The Executive Committee shall spend no more on charitable endeavors than an amount approved by a majority vote of the members of the Board of Directors.
- C. The Executive Committee shall meet once a month at a time and place determined by the Executive Committee. Meetings shall be open to the membership except where the Committee meets in Executive Session.
- D. Removal. Any member of the Executive Committee may be removed from office by a majority vote of the Board with cause.
- E. The Executive Committee shall have the authority of the Board, except that it shall not have authority as to the following matters: (a) the filling of vacancies in the Board or in the Executive Committee; (b) the amendment or repeal of the Bylaws; (c) the amendment or repeal of any resolution of the Board which by its terms shall not be so amendable or repealable. The Board may designate one or more Directors as alternate members of the Executive Committee, who may replace any absent member or members at any meeting of such Committee.
- F. The Executive Committee shall prepare and present to the Board of Directors, for their approval, an annual operating budget.
- G. The Executive Committee shall be responsible for determining disciplinary action for members.
- H. The Executive Committee shall be responsible for monitoring all committee activities.
- I. The Executive Committee Officer Term. Each officer shall hold office for the term of one year or until the election and qualification of a successor.

ARTICLE VII
NOMINATIONS AND ELECTIONS

- A. A nominating committee of not less than three and not more than five members in good standing shall be appointed by the President not less than two months prior to the date of the Annual Meeting.
- B. The nominating committee shall, with the consent of each nominee, place in nomination a slate of candidates for each open position on the Board of Directors and publish the nominations prior to the regular meeting immediately preceding the Annual Meeting.
- C. Election of Board Members shall be by secret ballot.

ARTICLE VIII
REGISTERED AGENT

- A. In accordance to section 24.03.050 of the Revised Code of Washington (RCW) the Registered Agent:
 - 1. May or may not be an officer of the Club.
 - 2. Shall offer his/her own address to the Secretary of State, and be the personal contact for those wishing to reach the Club.
 - 3. Shall report all outside requests immediately to the Executive Committee.
 - 4. Shall be appointed by the Executive Committee and shall serve by mutual agreement.

ARTICLE IX

MEETINGS

- A. The Annual Meeting of the members shall be held between the first day of October and the thirty first day of December of each year on a date and at a time and place fixed by the Board of Directors. The purpose of the Annual Meeting shall be that the members elect the new Directors to the Board, and the Board of Directors shall elect from among them the Executive Committee.
- B. Quorum. Except as otherwise provided in these By-Laws, the majority vote of those present or by mail-in ballots of the membership shall constitute the act of the members for the purpose of transacting business, provided that a notice of such meeting was published for at least two consecutive months prior to the meeting in the Club newsletter.
- C. Plinker.
 - 1. The Plinker is designated as the official publication of the Club. All official Club membership notifications and business shall be published in the Plinker, except as otherwise provided for in these Articles.
 - 2. The publisher or editor, as the case may be, of the Plinker is subject to the direction and supervision of the President.
 - 3. The Plinker will not be mailed to a foreign country unless the additional cost of the postage is prepaid to the club.

ARTICLE X

SUSPENSION OR EXPULSION

- A. Charges against any member may be made by any member in good standing. The charges shall be in writing, signed, and dated clearly stating the facts as known and be accompanied by any affidavits, exhibits, or other supporting evidence. Such charges shall be filed with the Executive Committee for review and if sufficient cause is present, the Executive Committee shall determine the appropriate action to be taken.
- B. Any club member may be suspended or expelled from the Club for any cause deemed sufficient by a two-thirds vote of the Executive Committee. No vote on suspension or expulsion may be taken unless at least fifteen days notice, in writing, shall have been given to the member in question listing the charges and time and place of the special meeting of the Executive Committee. The member shall be given a full hearing before the vote.
- C. Any member of the Club suspended or expelled by the Executive Committee may appeal to the Board of Directors of the Club. Such appeal shall be made in writing to the Executive Committee, which shall call a special meeting of the Board for the purpose of acting on the appeal. A two-thirds majority ballot vote of the Board of Directors present will be required to overturn the action of the Executive Committee.
- D. Any member who is violating Club rules or endangering persons or property on Club premises may be immediately suspended by any Executive Committee Officer until further action is taken by the Executive Committee.
- E. Any officer or member of the Club who has been suspended by the National Rifle Association shall be automatically and immediately suspended or expelled from this Club upon the Secretary's notification by the NRA.
- F. Conviction of any crime prohibiting a member from possession of firearms under either the laws of the State of Washington or the United States of America shall result in immediate action in accordance with these By-Laws for expulsion from the Club.

ARTICLE XI
CLUB RULES

- A. The use of Club facilities shall be subject to regulations as prescribed in the Standing Rules of the Club.
- B. The purpose of the Standing Rules of this Club is to provide procedural guidelines for the day-to-day operation of the Club. The Standing Rules may be adopted, changed, amended, or rescinded by majority vote of the Directors at any regular, annual or special meeting of the Board of Directors. At no time will the Standing Rules be in conflict with the By-Laws of the Club.

ARTICLE XII
PARLIAMENTARY AUTHORITY

- A. The rules contained in the Robert's Rules of Order revised shall govern the Club meetings in all cases where they are consistent with these By-Laws or any special rules of order the Club may adopt.

ARTICLE XIII
AMENDMENT

- A. The By-laws of the Club may be amended or new By-laws may be adopted by the affirmative vote of a majority of the voting members present at any annual, regular, or special meeting of the Club. A notice of the proposed amendment or new Bylaws shall be contained in the notice of the meeting. All notices must be published in no less than two consecutive monthly Club newsletters (Plinker).

ARTICLE XIV
DISSOLUTION OF CORPORATION

- A. Upon dissolution of the Club the assets will be distributed in accordance with the Club Articles of Incorporation to the National Rifle Association.

Adopted this 6th day of February, 2004.

James L. Jetter
Signature

President
Title

2-6-04
Date

Jim W. Cadogan Jr.
Attest

Secretary
Title

2-6-04
Date