

M.I.T. Faculty Pistol and Rifle Club, Inc. Bylaws  
Amended April 30, 1991

## Article I Name

The name of this organization shall be M.I.T Faculty Pistol and Rifle Club, Inc.

## Article II Purpose

The purposes of this organization shall be:

1. to encourage organized, competitive, and recreational shooting among members of the M.I.T. community.
2. to promote safety and good sportsmanship
3. to foster fellowship and social activities
4. to purchase, sell, lease, rent, hold or otherwise deal in such real or personal property as may be necessary or incidental to the aforesaid purposes.

## Article III Membership

Any present or past member of the faculty of staff, or employee or student of M.I.T., or any other person eligible to use the facilities of the M.I.T. Department of Athletics may become a member of this organization on vote of the Executive Committee and on payment of the initiation fee and other fees prescribed in Article IV. All members shall be voting members except those who are currently eligible to compete in undergraduate intercollegiate sports. A member of the Club may be awarded "Life Member" status in recognition of exceptionally meritorious service to the Club, by majority vote of those present and eligible to vote at the annual general meeting. Having been so elected, a life member shall no longer be required to pay annual fees to the Club.

Any undergraduate member of the collegiate pistol or rifle teams may become an Associate Member of the Club. All regular membership requirements must be met for Associate Membership, but all dues and fees will be waived. Associate Members are not allowed to vote or to hold office in the Club.

For purposes of league competition, member's children under the age of 21 shall be considered Junior Members. Junior Members are not allowed to vote or hold office in the Club. All dues and fees will be waived for Junior Membership. Junior Members can only compete or use the Club facilities under the direct supervision of their parent member, or an adult Club Member appointed by the child's parent.

Honorary Membership may be granted to anyone who has rendered an outstanding service to the Club or to the shooting sports. Honorary Members shall be nominated by the Executive Committee, and elected by a simple majority at the annual meeting. The duration of the Honorary Membership will be set by the Executive Committee at the time of nomination. Honorary Members may use the Club facilities if they meet all of the regular membership requirements, but all dues and fee will be waived.

In the event that a meeting of the Executive Committee is not scheduled in the immediate future, the

Membership Secretary may accept a new members providing all membership requirements have been met to the Membership Secretary's satisfaction.

A Club member must be a member of the National Rifle Association, unless another member of their immediate household is already an N.R.A member.

## **Article IV    Initiation Fees, Annual Dues, and Work Deposit**

The amount of initiation fee payable under Article III shall be set by the Executive Committee and shall not exceed ten dollars.

The fiscal and the membership year be from September first to August thirty first. The annual dues shall be set by the Executive Committee, and shall not be more than fifteen dollars. In addition to those dues, each member must post each year a work deposit of fifteen dollars. Both the dues and the deposit, henceforth referred to as "fees", are payable on the September First beginning each fiscal year. No one who's fees for the current year have not been paid in full shall be eligible to vote or to enjoy any other privileges or benefits of membership in the Club. A former member shows annual fees are in arrears shall have a grace period of five months during which he may renew his membership by paying only the overdue fees. After this period he shall be only allowed to join the Club only as a new member as provided under Article III, paying the initiation fee.

A new member joining after February first of any year may be required to pay only one-half of the annual dues and work deposit for that year.

For each hour of qualifying work, as defined in Article VII(f) done for the Clubs benefit during the year by a member or by another in his behalf, five dollars of the member's work deposit shall be credited toward the payment of his fees for the following year, up to the limit of the amount of the work deposit posted by the member.

## **Article V    Meeting**

### **(a)    Annual General Meeting**

A meeting of the general membership of the Club, for the election of officers and for the transition of ordinary business, shall be held each year on the last Tuesday in April. If this meeting does not occur at the time fixed, it shall be re-schedules for the earliest reasonable time thereafter, and the officers shall remain in office until their successors shall have been elected.

## **(b) Special Meetings**

A special meeting of the general membership of the Club may be held at any time on the call of the President, of the Executive Committee, or upon a demand in writing which states the object of the proposed meeting and which is signed by at least 20% of the members entitled to vote. Written notice of the time, the place, and the object of any special meeting shall be sent to all officers and members in good standing via First Class United States mail not less than seven days prior to the date fixed for the holding of the meeting. The place of any special meeting shall be fixed by the Executive Committee.

## **(c) Regular Officers' Meeting**

A regular meeting of the officers and other, ex officio, members of the Executive Committee may be held on the first Tuesday of each month, at their discretion.

## **(d) Special Officer's Meeting**

Special meetings of the Executive Committee may be held at any time or place on the call of the President or on the demand in writing to the Secretary by three members of the Committee.

## **(e) Quorum**

Seven members of the Club entitled to vote shall constitute a quorum at any meeting of the general membership. Three members of the Executive Committee shall constitute a quorum at any officers' meeting.

# **Article VI Officers**

## **(a) Overview**

The officers of this Club shall be a President, a Vice-President, a Secretary, a Membership Secretary, a Treasurer, and an Executive Officer. Each shall be elected from the voting membership by a majority of those present and eligible to vote at the annual general meeting of the Club. The term of office shall be one year, except as provided in Article V(a).

## **(b) Executive Committee**

The current elected officers of the Club, plus the immediate past President of the Club (ex officio) and the M.I.T. Rangemaster (ex officio), shall comprise the Executive Committee, which shall have charge of the affairs of the Club between the times of the meetings of the general membership.

**(c) Term of Office**

An elected officer shall remain in office until he has been succeeded or removed, or until his resignation has been accepted by the remaining members of the Executive Committee.

**(d) Vacancies**

A vacancy in the Executive Committee may be filled from the voting membership of the Club by a majority vote of the remaining members of the Committee. However, if at one time more than one vacancy must be filled, a special meeting of the Club membership shall be called at which new officers shall be elected to fill these vacancies until the time of the next annual meeting as provided in Article V(a) and Article VI(a).

**(e) Overlap**

Any two of the three offices of Secretary, Membership Secretary and Treasurer may be held by one person, who will nonetheless have only one vote.

**Article VII Duties of Officers****(a) President**

The President shall preside at all meetings of the Club and its Executive Committee. He shall be a member ex officio of all regular and special committees, and shall perform such other duties as usually pertain to this office.

**(b) Vice President**

The Vice President shall perform the duties of the President in his absence or at his request.

**(c) Secretary**

The Secretary shall conduct official correspondence including the filing of reports required of the Club by the National Rifle Association, Director of Civilian Marksmanship, and by the Secretary of State of the Commonwealth of Massachusetts. He shall notify the members of the Executive Committee of its meetings. He shall keep a true record of all meetings both of the Executive Committee and of the general membership. He shall have custody of the books and the papers of the Club.

### **(d) Membership Secretary**

The Membership Secretary shall receive all applications for membership in the Club and all fees paid with those applications. He shall present the applications to the Executive Committee, and shall forward the fees to the Treasurer, after having confirmed that the conditions of membership set forth in Article III and Article IV have been satisfied by potential members. He shall prepare and issue to members identification cards and badges. He shall maintain a current list of members' names and addresses, and he shall be responsible for the mailing to the members for all notices and calls to general meetings.

### **(e) Treasurer**

The Treasurer shall have charge of the funds of the Club and shall place these in such bank or banks as the Executive Committee approves. These funds shall be withdrawn only by check signed by the President or the Treasurer, and only for such purposes and amounts as have been approved by the Executive Committee. The Treasurer shall keep an accurate record of all his transactions, and shall, whenever required, render a detailed report with supporting vouchers to the Executive Committee. At each regular Officers' meeting he shall submit monthly cash flow statements and balance sheets. At the annual general meeting of the Club he shall submit a cash flow statement and balance sheet for the year of office just concluded. He shall file any tax and information returns required of the Club by the Internal Revenue Service.

### **(f) Executive Officer**

The Executive Officer shall have charge of all programs of instruction and competition, and shall have charge of the firing ranges during the times that they are made available to the Club by M.I.T. membership, subject to the approval of the Executive Committee. The Executive Officer shall maintain a book in which members may record descriptions of work that they have done for the Club. He shall attempt to confirm the accuracies of such descriptions, and shall present same to the Executive Committee at its regular meetings, at which time the Executive Committee shall decide whether the work reported qualifies for credit under Article IV. The Executive Officer shall be responsible for the safekeeping of all Club property other than those items for which other officers are given responsibility under this Article.

## **Article VIII Suspension or Expulsion**

### **(a) Officers**

Any Officer may be suspended or removed from office by a two-thirds vote of the voting members in good standing at any special meeting called for this purpose under Article V(b). However, no such vote may be taken unless at least fifteen days' written notice sent by certified mail, receipt requested, U.S. Mail, shall have been given to the Officer of the reasons for his intended removal and of the time and place of the special meeting at which the ballot for his removal is to be taken. At such meeting the Officer shall be given a full hearing.

## **(b) Members**

Any member may be suspended or expelled from the Club for any cause deemed sufficient by the Executive Committee, by majority vote of those Committee members present at any regular or special meeting. However, no such vote may be taken unless fifteen days' written notice sent by certified, receipt requested, U.S. Mail, shall have been given to the member of the charges against him and of the time and place of the meeting of the Executive Committee at which such charges will be considered. At this meeting the member shall be accorded a full hearing.

## **(c) Procedure**

Any member in good standing may bring charges against any officer or member. These charges shall be in writing, clearly stating the basic facts and accompanied by any affidavits or exhibits which are to be used in their support. Such charges shall be filed with the Secretary who will immediately notify the President, or with the President directly in the Secretary's absence. The President will call a meeting of the Executive Committee to hear the charges, and the Secretary's will give copies of the charges and of the supporting affidavits and exhibits to the accused, the accuser, and the Executive Committee in conjunction with the fifteen days advance notice of the meeting.

## **(d) Appeals**

A member suspended or expelled from the Club or from the ranges by the Executive Committee may appeal to the full membership of the Club. Such appeal shall be made in writing to the Secretary who will immediately notify the President or to the President directly in the Secretary's absence. The President shall call a special meeting of the Club membership for which the purpose of acting on the appeal. At least fifteen days' advance notice will be give to the appellant and to all members in good standing by First Class U.S. Mail by the Membership Secretary, stating the date, time, place, and reason for the special meeting. At the meeting, the Secretary will read the original charges and supporting affidavits, will display any accompanying exhibits, and will read the minutes of the meeting of the Executive Committee at which the charges were heard and action taken against the member. All parties to the appeal shall be heard. A ballot will be taken of all voting members in good standing present , and a two-thirds vote shall be required to reverse the action of the Executive Committee.

## **Article IX Amendments**

Proposed amendments to these bylaws may be introduced by any voting member of the Club at any regular meeting or at a special meeting called for the purpose. The proposed amendments must be voted upon by the membership at the next regular meeting or at the special meeting thus called, provided that a copy of the proposed amendments has been mailed to each member at least ten days before the voting meeting. a two-thirds vote of the voting members present is required to amend the bylaws.

## **Article X Conduct of Meetings**

Meetings shall be conducted in accordance with Roberts Rules of Order(Revised).

## **Article XI Interpretation of Bylaws**

Questions of the interpretation of these bylaws shall shall be resolved by the Executive Committee.