

CONSTITUTION
PISTOL CLUB of MICHIGAN TECH
Representing Michigan Technological University

Houghton, Michigan
Amended 9/21/2013

Article I - NAME

The name of this organization shall be the "Pistol Club of Michigan Tech".

Article II - OBJECTIVE

The objective of this organization is to encourage organized firearm shooting among the students and faculty of Michigan Technological University as well as the general public, with the goal of improving public knowledge involving the safe handling and proper care of firearms and introducing the shooting sports to people with no shooting experience, as well as improving the marksmanship of club members.

Article III - MEMBERSHIP

Membership is accepted on payment of dues. The eligibility to vote is held only by those members who are currently registered as club members. ***In compliance with Michigan Technological University's Board of Control Equal Opportunity Policy effective February 24, 2011, the Association will not discriminate on the basis of race, religion, color, national origin, age, sex, sexual orientation, gender identity, height, weight, genetic information, or marital status. In addition, the organization is committed to the policy of not discriminating against disabled individuals and veterans.***

Article IV - DUES

Membership dues may be collected yearly or by semester, the amount being stated in the by-laws. Dues shall be received no later than the second appearance of the prospective member, during any given semester, wishing to use the club's facilities.

Article V - MEETINGS

The organizational meetings of the club will be held at the discretion of the Executive Board. These meetings will include future goals of the club. The election of officers will be held by the eighth Friday of the spring term. Weekly meetings will be held during shooting hours. Parliamentary authority will be followed through Robert's Rules of Order - Newly Revised Edition. A quorum will consist of at least (3) Executive Board Range Safety Officers and (1) other Range Safety Officer.

Article VI - OFFICERS

The Executive Board of the club shall be PRESIDENT; VICE PRESIDENT; SECRETARY; and TREASURER. The Executive Board, in conjunction with the other Range Safety Officers, shall make decisions regarding the allocation of funds for the purchase of materials used in the function of the club. Allocation of more than three hundred dollars (\$300) must be approved by the majority vote of the voting membership present. The officers shall be elected by majority vote of the voting members present at the officer election meeting held by the eighth week of the

spring term. They shall hold their office for one year, or until their successors are elected. Resignation of an officer may be filled by presidential appointment. However, if more than one vacancy exists, the new officers must be elected by the club at the next meeting or as soon as possible, thereafter. Range Safety Officers must have 2.00 cumulative G.P.A. at the time of election or appointment. Members who are not registered as students at Michigan Tech are not eligible for any officer positions.

Article VII - THE FACULTY ADVISOR

Faculty Advisor: This person shall act as an advisor, shall interpret school policies and shall regulate activities of the club to conform therewith. They shall be a member ex-officio of all regular and special committees. The advisor may delegate, in writing, their authority to the President to act in their stead. A new advisor will be suggested and *the name of the desired advisor is forwarded to the Office of Student Activities for approval.*

Article VIII - DUTIES OF OFFICERS

All officers shall be responsible for the overall safety of the range and have the authority to temporarily perform the duties of another officer as needed.

- 1) PRESIDENT; This person shall preside at all meetings of the club. They shall be a member ex-officio of all regular and special committees. They shall perform such duties as requested, in writing, by the faculty advisor.
- 2) VICE PRESIDENT; This person shall perform the duties of the President in their absence. This person shall also act as the liaison with U.S.G.
- 3) SECRETARY; This person shall take charge of the correspondence pertaining to the activities of the club. They shall keep the club records and memberships of the members.
- 4) TREASURER; This person shall be responsible for carrying out deposits and withdrawals from the club's savings account upon the agreement of a majority of the officers and voting members if necessary (allocations over \$300). They shall be responsible for collecting the dues of prospective members. They shall also keep a record of all transactions and be able to render a report with vouchers upon the request of a majority of officers.
- 5) RANGE SAFETY OFFICERS; This person shall be responsible for safety training, overseeing safety precautions on the firing line, and inspecting private firearms for proper functioning before use on the range.

Article IX - OFFICER ATTENDANCE POLICY

All officers are expected to perform duties one (1) day per week and attend special meetings. If unable to attend they must give notice to a working officer 24 hours in advance, unless in an emergency. The excused officer must find a replacement officer to attend to their duties, and the replacement officer cannot be already scheduled to attend the shift in question. Only one substitution per month will be allowed, after that further substitutions must be approved by the Executive Board. After three (3) unexcused absences, the officer shall be stripped of office. Repeated tardiness, to the point of interfering with the operation of the club, and or improper enforcement of safety rules and club rules will be cause for removal from office.

Article X - SUSPENSION OR EXPULSION

A member of the club may be suspended or expelled if they are not following the range safety rules and club rules. The determination to suspend or expel a member must be made by at least two (2) Range Safety Officers.

Article XI - MATCH RULES

All competitions held by the club will be governed by the rules and regulations laid down by the National Board of the Promotion of Rifle Practice, the Secretary of the Army, or the National Rifle Association.

Article XII - ADOPTION

A motion to adopt the constitution may be introduced by any member of the club, in writing, at any special meeting called for that purpose every semester. Such a proposed constitution must be approved by a majority vote at the next regular meeting. It will take effect when approved by the Office of Student Activities.

Article XIII - AMENDMENTS

A proposed amendment to this constitution may be introduced by any member of the club, in writing, at a regular meeting or at a special meeting called for that purpose. Such proposed amendments must be approved by a majority vote at the next regular meeting. It will take effect when approved by the Office of Student Activities.

We the officers and the faculty advisor, hereby certify that this constitution has been adopted by the Pistol Club of Michigan Tech.

PRESIDENT:

VICE PRESIDENT:

TREASURER:

SECRETARY:

FACULTY ADVISOR:

BY - LAWS
PISTOL CLUB of MICHIGAN TECH
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Article I - FINANCIAL

Section 1 - Income

The club receives income in the following forms:

- 1) Dues from members, which is \$20 for the school year, or \$10 per semester
- 2) Receipts from the sale of ammunition, any promotional items or fund raisers

Section 2 - Expenditures

Funds are allocated for the following club expenditures:

- 1) Purchase of ammunition and targets
- 2) Maintenance and/or replacement of guns or existing accessories, including cleaning supplies, parts, and records supplies
- 3) Miscellaneous purchases including promotional items, match fees, trophies, etc.

Article II - SAFETY PROCEDURES

- 1) No members shall have a loaded firearm except when standing at the shooting line.
 - 2) No member shall bring a loaded firearm into the office.
 - 3) All firearms shall remain pointed down range at all times.
 - 4) A firearm that is not in use shall be left with the action open and all magazines and cartridges removed.
 - 5) All firearms must be in a case except when on the firing line or other designated areas. Holsters are not acceptable as cases to bring firearms to the range.
 - 6) In case of a jam or misfire, members shall hold the firearm with the barrel pointed down range and call an Range Safety Officer to clear the firearm.
 - 7) Members shall refrain from any activities that may jeopardize the safety of others. Officers shall make the final decision on whether an act constitutes a hazard.
 - 8) Members shall immediately obey any range commands given by an officer.
 - 9) No member shall advance past the shooting line except after the officers have called a cease fire and affirmed that it is safe to do so.
- 10) All other enforced procedures are from the SDC Standard Operating Procedures Manual.