

**BY-LAWS
OF
SAWGRASS SPORTS SHOOTING ASSOCIATION, INC.
(A Not For Profit Corporation)**

I hereby certify that these by-laws have been adopted by this association.

President's Signature

Date:

Secretary's Signature

Date:

Revised September 7, 2010

**BY-LAWS OF
SAWGRASS SPORTS SHOOTING ASSOCIATION, INC.
JACKSONVILLE BEACH, FLORIDA**

ARTICLE I – Name

The name of this organization shall be Sawgrass Sports Shooting Association, Inc., which will function as and adopt the by-laws for a shooting club, with emphasis on competitive shooting, firearms safety, women, and junior training.

ARTICLE II – Objectives

- (a) To encourage organized rifle and pistol shooting among citizens of the United States residing in our community with a view toward a better knowledge on the part of such citizens of the safe handling and proper care of firearms, and improved marksmanship.
- (b) To forward the development of character, whose characteristics are honesty, good fellowship, self-discipline, team play and self-reliance which are the essentials of good sportsmanship and the foundation of true patriotism.
- (c) To provide a nucleus of pro-active, co-active, and progressive competing shooting athletes who will support the shooting sports.
- (d) To form a fraternal sports organization that will address the issues that affect us all.
- (e) To encourage and enforce that the members of this fraternal organization respect each other and behave as ladies and gentlemen as we struggle to achieve our common goals.
- (f) To actively reach out for participation by women as active competitive association members and to women's organizations to teach gun safety, familiarization, and proficiency to the general female population.
- (g) We deem our youth to be the life blood of the sport and, as an association, we will also actively seek youth shooting groups to support, such as the 4-H, American Legion, Boy Scouts, and PAL programs.
- (h) The Sawgrass Sports Shooting Association (SSSA) will be a business and social association of the Northeast Florida community. Our members will be encouraged to become active members of the Chamber of Commerce, interact with the Convention Visitors Bureau, church groups, and other programs such as Boy Scouts, 4-H, and American Legion, and the Duval County Sheriff's Office, to promote the shooting sports.

ARTICLE III – Membership

Any citizen of the United States and a member in good standing of a fraternal order of police or an associate lodge, and 18-years of age or older, may become a member of this organization on a majority vote of the Executive Committee in a recognized session, after submitting an application and upon payment of the usual dues and pledge. Junior members may be enrolled and participate in club activities under the supervision of adult members.

PLEDGE:

I am a citizen of good repute of the United States of America; that I am not a member of any organization or group having as its purpose or one of its purposes the overthrow by force and violence of the government of the United States or any of its political subdivision; that I have never been convicted of a crime of violence; and that if admitted to membership, I will fulfill the obligations of good character, sportsmanship, and citizenship.

ARTICLE IV – Dues

- A. The following are Membership levels. The dues for each Membership Level shall be set by the board of directors.
 1. Lifetime Membership – one time membership dues paid for a lifetime
 2. Regular Membership – annual dues paying member
 3. Service Membership - annual dues paying member supplemented by club service hours (as granted by the Board)
 4. Family Membership - Spouse or Spouse and Children under age 18 (Full Family)
 - (a) Lifetime Membership – Spouse or Full Family
 - (b) Regular Membership
 1. Spouse
 2. Full Family
 - (c) Service Membership
 1. Spouse
 2. Full Family
- B. The Annual Dues Level will be paid (in cash) by check
- C. Quarter Service Members should have completed at minimum one quarter of the annual service hours required. Exceptions may be granted by the Board, i.e.: military service deployment
- D. Club service hours will be any service performed for the betterment of SSSA or its associate lodge.
- E. Members' dues that become in arrears for two months will not enjoy any privileges of the association and may be removed from membership by letter mailed from the Secretary of SSSA. Any property of the SSSA must be returned and the SSSA ID Badge surrendered back to the Secretary. If such Member is a Service Member and is in arrears in dues as described above or has not performed required service hours that Member shall lose the Service Member status and be required to reapply as a Regular Member.

- F. Dues must accompany all applications for membership. Payment made with application will be refunded if the applicant is rejected.
- G. Roster of current members in good standing will be maintained by the Secretary and will include, but not be limited to, name, address, phone number, email address, level of membership, SSSA Member Badge Number, initiation date, and record of dues payments.
- H. Membership dues notices will be prepared and mailed by the SSSA Secretary by December 31st of each year and shall be payable upon receipt.
- I. First year's dues will be paid in full. Upon first annual renewal period the Member will be pro-rated so that all Members will be billed on the same annual cycle.

ARTICLE V – Meetings

- (a) **Annual Meeting.** The annual meeting of the club shall be held the first Saturday in November of each year. If the annual meeting shall not take place at the time fixed, it shall be held within a reasonable time thereafter, and the officers shall hold over until their successors have been elected. The board of directors shall meet just prior to the annual meeting on the same date.
- (b) **Regular Meetings.** The regular business meeting of the club for the transaction of ordinary business shall be held following the monthly Fraternal Order of Police Associates (FOPA) meeting.
- (c) **Special Meeting.** A special meeting of the club may be held at any time upon the call of the president or upon the call of the executive committee or the board of directors or upon demand in writing, stating the object of the proposed meeting, and signed by not less than 20% of the members entitled to vote. Notice of the time, place and object of any special meeting shall be given all officers and members in good standing in writing by United States mail not less than seven days prior to the date fixed for the holding of the meeting. The place of such special meeting shall be fixed by the executive committee.
- (d) **Quorum.** Ten members of the club entitled to vote, three of whom shall be officers, shall constitute a quorum at any meeting.

ARTICLE VI - Directors

- (a) **Function.** All association powers shall be exercised by or under the authority of the board of directors. The business and affairs of the association shall be mandated under the direction of the board of directors.
- (b) **Number.** This association shall have three (3) directors.

- (c) At the annual meeting, the members shall elect directors to hold office until the next annual meeting. Each director shall hold office for terms for which he is elected until a successor is elected and qualified or until earlier resignation, removal from office, or death.
- (d) **Vacancies.** Any vacancy occurring in the board of directors, including any vacancy created by an increase in the number of directors, may be filled by the affirmative vote of a majority of the remaining directors, although less than a quorum of the board of directors. A director elected to fill a vacancy shall hold office only until the next election of directors by the shareholders or earlier resignation, removal from office or death.
- (e) **Board Quorum and Voting.** Five members of the board of directors shall constitute a quorum for the transaction of business. The act of a majority of the directors present at a meeting at which a quorum is present shall constitute the act of the entire board of directors.

ARTICLE VII – Officers

- (a) The officers of this club shall be the president, vice-president, secretary, and treasurer.. These officers constitute the executive committee, and in conjunction with the three (3) elected directors, shall constitute the seven member board of directors. The Chief Instructor, Public Relations Officer and Editor shall be appointed by the board of directors.
- (b) The officers shall be elected at the annual meeting of the club by a majority vote by secret ballot of a quorum of the members in good standing present. They shall hold offices for one year or until their successors are elected. The office of secretary and treasurer may be combined.
- (c) If more than two candidates run for a given office, and no one receives a clear majority, a runoff election must be conducted between the two candidates receiving the largest number of votes.
- (d) Except for the first year of the association, no member shall be eligible for nomination or election as an officer in the first year of membership. No member shall be eligible for nomination or election as president more than two terms out of any consecutive four-year period.

ARTICLE VIII – Duties of Officers

- (a) **President:** The president shall preside at all meetings of the corporation and at the meetings of the board of directors. He/she shall be a member ex-officio of all regular and special committees, and shall perform all such other duties as usually pertain to this office.
- (b) **Vice-President:** The vice-president shall perform the duties of the president in his/her absence or at their request.

- (c) Secretary: The secretary shall conduct official correspondence pertaining to the proper preparation and forwarding of all reports. He shall notify the members of the board of directors of all meetings as required by these by-laws. He shall keep a true record of all meetings of the board of directors and of the meetings of the membership of the corporation and shall be the official custodian of the books and papers of the corporation, except the treasurer's books of the account. All applications for membership in the corporation shall be made to the secretary, or to the membership chairman that he may appoint. He shall be responsible for the collection of all fees and dues and shall remit the same to the treasurer, taking his proper receipt therefor. The secretary shall be responsible for submitting all papers and documents necessary to affiliate this corporation with the National Rifle Association and the secretary shall be responsible for reaffiliating this corporation annually with the National Rifle Association.
- (d) Treasurer: The treasurer shall have charge of all funds of the club and shall place the same in such bank or banks as may be approved by the board of directors. Such money shall only be withdrawn upon authority of the board of directors by a check signed by the treasurer, president or vice-president. Any two of the aforementioned signatures (president, vice-president or treasurer) will be necessary on any withdrawal from the primary checking account or savings accounts. The board of directors may establish a secondary checking account for payment of day-to-day club bills or purchases previously authorized by the board. Such a secondary checking account could have a single signature for payment but deposits into the secondary account from the primary account must have two signatures of the three authorized. Monetary limits, other restrictions and on-going operation will be as directed by the board of directors. All signatures to club financial accounts must be bonded with a sum commensurate with the balance of the preceding annual financial report. The treasurer shall keep an accurate account of all club financial transactions and render a detailed report with supporting vouchers at any meeting of the board of directors when requested and a detailed annual report to the corporation at its annual meeting. An annual financial audit will be conducted at the end of each calendar year by a panel of at least three (3) members selected by the newly elected president at the annual meeting. Their findings will be published and made available to the general membership.
- (e) Chief Instructor: The chief instructor shall be responsible to the board of directors for all instruction including new member indoctrination, all small arms instruction and coordination of all scheduled matches. He shall have authority to appoint his assistants. He shall be chairman of the competition committee, which shall be made up of the individual representatives of the competitive shooting committees.
- (f) Editor: The editor shall be the officer in charge of preparing and distributing the monthly newsletter.
- (g) Public Relations Officer: The public relations officer shall be in charge of the club's public relations and also act as the club's membership director.

ARTICLE IX – Suspension or Expulsion

- (a) Any officer of the corporation may be removed from office by a two-thirds vote of the members in good standing at any special meeting called for this purpose. No vote on any suspension or removal may be taken unless at least fifteen (15) days notice in writing shall have been given to the officer stating the reasons for his removal and stating the time and place of the special meeting at which such ballot on his removal is to be taken. At such special meeting, the officer shall be given a full hearing.
- (b) Any member, officer, or director may be suspended or expelled from the club for any cause deemed sufficient by the Executive Committee by a two-thirds affirmative vote of the members of the Committee present at any regular or special meeting. No vote on suspension or expulsion may be taken unless at least fifteen (15) days notice in writing shall have been given to the member of the charges preferred and of the time and place of the meeting of the Executive Committee at which such charges will be considered. At such meeting, the member under charges will be accorded a full hearing.
- (c) Charges against any officer, director, or member may be preferred by any member in good standing. They shall be in writing clearly stating the facts relied upon and accompanied by all affidavits stating the facts relied upon and accompanied by all 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. The president will call a meeting of the board of directors to hear the charges. The secretary will give at least fifteen (15) days notice of the meeting to each member of the executive committee, to the accuser and to the accused, which notice shall be in writing and will include a true copy of the charges and of the supporting affidavits and exhibits.
- (d) Any member suspended or expelled 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 then notify the president. The president will call a special meeting of the club for the purpose of acting on this appeal. The secretary shall give at least fifteen (15) days notice in writing to all members of the club in good standing stating the time, date, place and reason for such special meeting. At the meeting of the full club, the secretary will read the original charges, the supporting affidavits, and will read or display the accompanying exhibits and will read the minutes of the special meeting of the executive committee at which the charges will be heard and action taken. A full hearing will be given the accuser and the accused. A vote will be taken by ballot of the members in good standing present and a two-thirds vote shall be required to reverse the action of the executive committee.

ARTICLE X – Range and Match Rules and Regulations

- (a) All shooting held by the association will be governed by the rules and regulations laid down by the National Rifle Association of America, United States Practical Shooting Association, Single Action Shooting Society, or similar national or state shooting governing bodies.
- (b) The board of directors shall cause to be published and posted such range rules and regulations as are deemed by the board to be necessary for safe and proper operation of the club.

- (c) These rules and regulations must consider the exposure to liability against the club and its members and the protection afforded by liability insurance.
- (d) These rules and regulations shall include, but not be limited to:
 - (1) The use of the facilities by members, their families, and guests.
 - (2) The use of the facilities for club sponsored activities.
 - (3) The occasional use of the facilities by other organized shooting activities whose aims and purposes are in keeping with the association.
 - (4) The occasional use of the facilities by individual day members who pay a daily membership fee as established by the board of directors such as sighting in hunting firearms, firearms familiarization, firing of newly acquired firearms and practice.
- (e) Each new member, at the completion of the new member orientation and safety class, shall receive a current copy of the range rules, membership handbook and by-laws.
- (e) Each member shall be a range officer as a result of the orientation and safety course.

ARTICLE XI – Commercial /or Other Use of Range

- (a) Board of directors will consider any proposal that supports a current member or a sponsored current member in good standing of the Association provided that a written and oral presentation (limited to 5 – 10 minutes) is made to the whole body of members present at a regular meeting. In addition, a member in good standing may submit to the board of directors a written proposal from an outside entity. If approved by the board of directors, a written and oral presentation (5 to 10 minutes) will be made to the members present at a regular meeting.

ARTICLE XII Amendments

Any proposed amendments to these by-laws may be introduced by any member of the club at any regular meeting or special meeting called for the purpose. Such proposed amendments must be submitted to the National Rifle Association for approval. After they have been approved by the NRA, they must be acted upon by the club membership at a regular meeting or special meeting called for the purpose, provided a copy of the improved amendments has been sent to each club member by United States mail at least 10 days previous to the meeting. A two-thirds vote of the members present will be necessary to any proposed amendments to these by-laws may be introduced by any member of the club at any regular meeting or special meeting called for the purpose. Such proposed amendments must be submitted to the National Rifle Association for approval. After they have been approved by the NRA, they must be acted upon by the club membership at a regular meeting or special meeting called for the purpose, provided a copy of the improved amendments has been sent to each club member by United States mail at

least 10 days previous to the meeting. A two-thirds vote of the members present will be necessary to pass or reject an amendment.

I hereby certify that these by-laws have been adopted by this association.

President's Signature

Date:

Secretary's Signature

Date:

Revised September 7, 2010