

By-Laws and Standing Rules

of the
Worcester Pistol and Rifle Club, Inc.



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Approved as listed

	Name	Signed
President:	Al Bonofiglio	
Vice-President:	David Prouty	
Treasurer:	Mike Swett	
Secretary:	Ann Kerouac	
Exec Officer:	Bill Hardell	

The Worcester Pistol and Rifle Club, Inc.

By-Laws

Drafted June 1955 – Revised June 4, 2009
Effective June 5, 2009 at 12:01 a.m.

ARTICLE I

NAME The name of this organization, hereinafter called the “Club”, shall be the “Worcester Pistol and Rifle Club, Inc.”

ARTICLE II

OBJECT The object of this club shall be the encouragement and improvement of pistol and rifle marksmanship and the promotion of safety in the use of firearms through public awareness and education through good community relations.

ARTICLE III

MEMBERSHIP There shall four (4) classes of membership: Member, Life Member, Junior Member, and Honorary Member.

Any citizen of the United States twenty years of age or over sponsored by a member in good standing may become a member upon completion of the application form, review of the Executive Committee, approval by the voting membership at a regular meeting, subscribing to the following pledge and paying the initiation fee and dues as prescribed in Article VI of these By-Laws.

The Worcester Pistol & Rifle Club Pledge

I certify that I am a citizen of the United States of America and that I am not a member of any organization or group which has as any part of its program the attempt to overthrow the government of the United States or of any of its political subdivisions by force or violence; that I have never been convicted of a crime of violence; and that if admitted to membership in the Worcester Pistol and Rifle Club I will faithfully endeavor to fulfill the obligations of good sportsmanship and good citizenship.

Regular Member: Anyone twenty-one years of age or older who is not a Life or Honorary member..

A **Life Member** is anyone who has been a Regular Member in good standing for twenty-five cumulative years or was formerly a Paid Life Member. Life Members shall be exempt from the payment of dues and/or assessments and shall retain all privileges of a Regular Member.

(Paid Life Member class was deleted on February 4, 1999 in accordance with Article XI of this document.)

Junior Member: Anyone who is twelve years of age but less than twenty-one years of age. This membership will expire at the Annual Meeting following the member’s twenty-first birthday at which time the member must become a Regular Member.

Junior Members must have on file with the Club a signed waiver of liability from the parents or legal guardian and notarized by a Massachusetts Notary Public. Junior Members do *not* have voting privileges.

There shall be two grades of Junior Membership:

Basic Junior - Any Junior Member who does not possess a valid Massachusetts driver’s license or a valid Massachusetts Firearms Identification card (FID).

- Basic Junior Members:
- Do not receive a key to the Club.
 - Are not allowed to bring guests to the Club.
 - Must be accompanied by an adult member while at the Club.

Advanced Junior – Any Junior Member who possesses a valid Massachusetts driver’s license *and* a valid Massachusetts FID card.

- Advanced Junior Members:
- Receives a key to the Club
 - Are not allowed to bring guests to the Club
 - Need not be accompanied by an adult while at the Club.

Honorary Member: Any five (5) voting members of the Club may join in nominating, in writing to the Executive Committee, any citizen of the United States, whether a member of the Club or not, to be an Honorary Member. The Executive Committee shall, after considering the qualifications of the nominee, report to the Club at any regular meeting, not later than two months after receiving the nomination, with their recommendation on that candidate. A ballot shall then be taken on the election of the nominee. A two-thirds vote of those present, (a quorum being present), will elect the nominee to be an Honorary Member. Honorary Members shall be exempt from the payment of initiation fee and dues and/or assessments and shall not hold office or vote. The Executive Committee shall review honorary memberships annually.

ARTICLE IV

OFFICERS The Officers of the Club shall be a President, a Vice-President, a Secretary, a Treasurer and an Executive Officer. These five and the latest Past-President, Ex Officio, shall constitute the Executive Committee. These officers shall be elected by a majority vote, by ballot, at the Annual Meeting of the Club, and shall hold office for one year. The Officers of the Club may appoint one or more assistants to aid him in the performance of his duties but shall remain responsible for their proper execution. Officers who are members in good standing with the Club may be eligible for re-election.

ARTICLE V

DUTIES OF OFFICERS The duties of the Officers of the Club shall be as follows:

The **President** shall preside at Club meetings; shall be Chairman of the Executive Committee and, Ex Officio, a member of all other committees; shall appoint committees when so directed by a vote of the Club or when the need therefor shall be apparent to him; shall approve for payment such bills as may be properly chargeable to the Club; and shall have general supervision of the affairs of the Club. The President shall appoint a nominating committee of four (4) voting members at the October meeting to prepare a slate of officers for presentation at the December meeting. The President shall be excluded from this committee. Approval of expenditures in excess of \$1,000.00, other than normal operating expenses, must be approved by the membership at a regular meeting. The Executive Committee may approve emergency expenses.

The **Vice-President** shall assist the President as required; shall preside at Club meetings in the absence of the President; and may perform any other of the President's duties in the event of his prolonged absence or inability to serve.

The **Secretary** shall keep and record a true record of the transaction of the Club and of the Executive Committee; shall have custody of all records of the Club except those of the Treasurer; shall conduct all essential correspondence for the Club; shall make or cause to be made at appropriate times all required reports; shall give timely notice to all members of meetings of the Club; shall notify the other members of the Executive Committee of meetings of that body; shall be responsible for the collection of all fees, dues, and assessments and turn them over to the Treasurer taking his receipt therefor; shall make to the Club at the Annual Meeting a report of the last year's activities; shall make to the Executive Committee or to the Club such other reports of the affairs of the Club as may from time to time be needed; and shall, at the conclusion of the period for which he has been elected, turn over to his successor in office all records and other property of the Club which may be in his possession.

The **Treasurer** shall have charge of all funds of the Club; shall deposit them in such bank or banks as may be approved by the Executive Committee; shall pay from such funds all bills of the Club which have been approved for payment by the President or by some other member of the Club to whom the President has

delegated his authority so to do; shall keep an accurate and complete account of his receipts and disbursements with appropriate vouchers; shall make to the Club at the Annual Meeting a report of the financial affairs of the Club for the past year; shall prepare, annually, a budget to guide the expenditures of the Club for the following year; shall make to the Executive Committee or to the Club such other financial reports as may from time to time be needed; and, at the conclusion of the period for which he has been elected, shall turn over to his successor in office all funds and records of the Club which may be in his possession or custody. The Treasurer shall be responsible for the filing of the Corporation's Annual Charter with the state and shall pay the necessary fees thereof. The Treasurer shall be responsible for the timely renewal of all necessary insurance policies. The Treasurer shall make all financial records available for an internal or independent audit whenever it is deemed necessary.

The **Executive Officer**, either directly or through an appointed assistant, shall have charge of the ranges of the Club, of the scheduling and preparing for matches at Club ranges or at ranges of other clubs, of the conducting of practice and match firing, of the collecting and turning over to the Treasurer of registration and match fees, of the purchase and sale to members of the Club of supplies, and shall make timely reports of registered matches as circumstances may require. The Executive Officer shall be responsible for the acquisition of the proper amount of keys to the Club to be available for the September meeting.

The Executive Committee subject to the approval of the membership may fill a vacancy in one of the elective offices, which may occur between annual meetings. The appointee to fill such a vacancy shall serve until the next annual meeting.

The Executive Committee shall have general supervision and control of the activities of the Club. Major matters involving club policy or any especially important or unusual question shall be submitted by the Executive Committee to vote of the Club at any regular meeting. The notice by which a meeting is called shall contain information concerning any important question to be submitted at the meeting.

Although not necessarily specifically mentioned above, it shall be the duty of each officer of the Club to perform in an effective and cooperative manner all tasks and duties normally pertaining to the office, which he holds.

ARTICLE VI

FEES Yearly dues and assessments for the following calendar year shall be established by the Executive Committee and announced in the Newsletter for the September meeting.

ARTICLE VII

MEETINGS The Annual Meeting of the Club shall be held at the Club House on the evening of the first Thursday after the first Wednesday in January of each year. Additional meetings shall be held at the call of the Executive Committee and are normally held the first Thursday of each month at least once each month except July and August.

All members in good standing, except Junior Members or Honorary Members, shall be entitled to vote and to hold office.

Fifteen voting members in good standing shall constitute a quorum for the transaction of business.

The Executive Committee shall meet at the call of the President, or, in case of his prolonged absence or inability to serve, at the call of the Vice-President. Three members shall constitute a quorum for the transaction of business, except as herein otherwise provided.

All meetings shall be conducted in accordance with "Robert's Rules of Order"

ARTICLE VIII

COMPETITIONS All rifle and pistol competitions held by the Club shall be conducted under the rules of the sanctioning body.

ARTICLE IX

TERMINATION OF MEMBERSHIP If it shall be determined by a vote of at least two-thirds of the members of the Executive Committee that the conduct of any member has been such that his continued association with the Club would be injurious to the welfare or the good name of the Club, he shall be so notified by a written statement of charges constituting the basis for action, handed to him by two or more members of the Executive Committee or mailed by the Secretary by registered mail to the last known address of the member. This notice shall advise the member of the place, date, and time of a meeting of the Executive Committee to be held not less than two weeks nor more than four weeks after the serving or mailing of the notice, at which meeting action will be taken by the Executive Committee concerning termination of his membership. He shall be entitled to appear before the Committee at this meeting and/or to submit evidence in his own behalf. At this called meeting, a vote of two-thirds of the members of the Executive Committee (four votes required) shall terminate the membership in the Club of the member concerned. The accused party has the right to appeal the decision of the Executive Committee at the next regularly scheduled meeting.

Any member of the Executive Committee may be removed from office by a majority vote of the Executive Committee. This vote may be subject to review at the next regularly scheduled Club meeting.

Any Club member activated for military service for a period of time greater than 30 days shall remain member in good standing, free from all dues and assessments, for the duration of said service upon submitting proper documentation.

Any member who is delinquent in payment of dues one month after the date of the Annual Meeting shall cease to be a member of the Club. It is the obligation of each member to promptly pay his dues. It is not the duty or the obligation of the Club or its officers to notify delinquent members of their arrears.

The Executive Committee shall grant, upon the request of a member, a leave of absence. A leave of absence shall require no initiation fee upon returning. A written resignation shall require one half of the current initiation fee upon returning. No written notice of resignation shall require the full current initiation fee upon returning.

ARTICLE X

STEERING COMMITTEE This committee shall be responsible for future welfare of the Club through long term planning. The size of this committee shall be at least one (1) but never more than five (5) voting members who are not members of the Executive Committee. The President shall appoint a chairman and, as required, members to the Steering Committee. This committee will study the Club's physical and monetary needs and assets, formulate plans and recommendations, and present them to the Executive Committee or the membership. The committee chairman may make recommendations on motions made at regular business meetings.

ARTICLE XI

Amendments to By-Laws: Any five voting members of the Club may join in such a proposal to the By-Laws by submitting, in writing, the proposed amendment to the Executive Committee. The Executive Committee, through the Secretary, shall promptly mail written notice of such proposal to each member of the Club stating that action on the proposal will be taken at a meeting of the Club, called by the same notice, at a suitable time not less than two weeks from the mailing of the notice. A two-thirds favorable vote of the members present at this meeting provided a quorum is present, shall be sufficient to amend the By-Laws in accordance with the proposal and shall become effective thirty days from a favorable vote unless otherwise specified in the amendment.

Worcester Pistol and Rifle Club, Inc.

Revised June 1, 2006

Effective June 2, 2006 at 12:01 a.m.

RULES REGARDING APPLICATION FOR MEMBERSHIP

1. Prospective new members must possess a valid Firearms Identification (FID) card or License to Carry Firearms from the Commonwealth of Massachusetts or have applied for one in their town or city.
2. Prospective new members must attend an orientation meeting before their membership being accepted. Orientation meetings will be held in January, April, and August and at such other times deemed appropriate by the Executive Committee or their designee.
3. Prospective new members may be accepted to membership at any regular business meeting providing that the applicant has successfully completed the prescribed New Member Orientation.
4. Prospective new members are responsible for satisfactory completion of all related paperwork.
5. All prospective new members shall be notified of upcoming orientation meetings before said meeting.
6. If a candidate is not voted into membership within six (6) months of the successful completion of the prescribed New Member Orientation class, the candidate shall be dropped from consideration and must reapply.
7. New members must promptly pay the current year's dues and assessments, excluding the work party assessment, upon being voted into membership.
8. New members are required to be members of The Gun Owners' Action League (GOAL). The Worcester Pistol & Rifle Club encourages its members to have membership in an national pro-gun lobbying group such as the NRA (National Rifle Association), GOA (Gun Owners of America), LEAA (Law Enforcement Alliance of America), JPFO (Jews for the Preservation of Firearms Ownership), DRGO (Doctors for the Responsible Gun Ownership), and SAF (Second Amendment Foundation).
Note: the Membership Chairman can arrange membership in GOAL and the NRA through The Club.
9. Upon yearly renewal all REGULAR and LIFE members must supply either a photocopy of the front, or show in person to the Membership Chairman, a current up to date FID/LTC issued by the Commonwealth of Massachusetts plus current membership in G.O.A.L.
10. Any past member who is reinstating a lapsed membership is responsible for all unpaid fees and assessments. Everyone who is reinstating membership will be assessed a \$95.00 reinstatement fee. Anyone who is late in renewing their membership will be assessed \$25.00 for administrative fees.

Worcester Pistol and Rifle Club, Inc.

Revised November 7, 2002

Effective November 8, 2002 at 12:01 a.m.

GENERAL RULES

1. Any persons violating the rules and regulations shall be expelled from the grounds and may lose their membership privileges.
2. Persons who deliberately damage club property shall forfeit their membership, or guest privileges, and shall be held responsible for all damage. The Executive Board shall notify legal authorities when appropriate.
3. The entrance gate MUST be closed and locked when the last member leaves the grounds.
4. Any member and guest using either the indoor or the outdoor facilities must sign the Log Book. Information to be recorded: name, date, time of arrival, time of departure, and any unusual occurrence or damage observed.
5. In the absence of Executive Board members or other appointed officials, the senior member on the premises will automatically be the Chief Range Officer and will execute his or her authority to enforce all safety rules.
6. Loaded firearms shall not be handled except at a designated firing line.
7. Firearms shall not be handled except at a designated safe area or designated firing line.
8. Alcoholic beverages are prohibited.
9. Open fires are not allowed on the premises without Executive Board authorization.
10. Members should ask strangers to show proof of membership. Non-members are only allowed on the premises as guests of members and must be accompanied by that member who is responsible for the actions of the guest. Exception: Boylston Police Officers
11. Members and guests are responsible for cleaning up after themselves and share the responsibility of maintaining the premises.
12. When leaving the clubhouse, turn off the fan, sign the Log Book, turn out the lights, and make sure the door is locked.
13. Members' keys are not to be loaned to anyone.
14. The ranges may be closed by order of the Executive Officer for scheduled matches, work parties, safety classes, etc.
15. Members may bring no more than three (3) guests on the club grounds at any time. The name of any guest(s) shall be recorded in the logbook.
16. Members may not conduct any courses or training for a fee or other compensation on club grounds without the express written permission of the Executive Board.
17. Rules and Regulations are to be reviewed by the Executive Board annually or sooner.

Worcester Pistol and Rifle Club, Inc.

Revised November 7, 2002

Effective November 8, 2002 at 12:01 a.m.

GENERAL RANGE RULES

(Apply to all of The Club's ranges)

1. Treat all firearms as if they are loaded until you have personally assured otherwise.
2. Muzzles will be pointed downrange or, when in a safe area, in the designated direction at all times.
3. All shooters must keep fingers off the trigger until ready to shoot.
4. Check all barrels for obstructions before firing.
5. Actions are to be kept open except when firing, holstered, or cased.
6. Shooting is allowed from the firing line and down range only. Cross range firing is not allowed.
7. Upon hearing "Cease Fire" all shooters will open actions and will not handle firearms until an all clear signal is given or while anyone is forward of the firing line.
8. Anyone going down range must call "Cease Fire" and wait until all firearms are holstered or unloaded and made safe and grounded or benched (with the action open), boxed, or cased. No guns will be handled while personnel are down range.
9. Anyone observing an unsafe condition must call "Cease Fire".
10. Shooting while under the influence of alcohol or drugs is strictly prohibited.
"Drugs" includes any substance (legal or illegal) that impairs judgement or actions.
Certain prescription and "over the counter" medications affect your ability to shoot safely. If in doubt, consult your physician or pharmacist.
11. Shooters will remove targets and spent casings before leaving the range.
12. All firearms must be cased, holstered, or field stripped until you are at a designated safe area or a designated firing line, which is not under a Cease Fire condition.

Worcester Pistol and Rifle Club, Inc.

Revised November 7, 2002

Effective November 8, 2002 at 12:01 a.m.

INDOOR RANGE RULES

1. Shooting is allowed on the indoor range at all times, except during meetings, matches, work parties and other approved functions.
2. Use of the following is PROHIBITED:
 - Jacketed hollow point center fire ammunition
 - Shotguns
 - Center fire rifles.
 - Fully automatic guns.
 - .22 rim fire magnum rifles.
 - Pellet guns & BB guns (because of ricochets)
3. All shooters and spectators must wear eye and ear protection during firing.
4. Paper targets only.
5. Shooting at target carriers, lights, bottles, cans, ceiling, walls, or floor is strictly prohibited.
6. Quick draw and combat shooting are prohibited.
7. Always bring gun up from bench, not from ceiling down.
Note: the goal here is to avoid directing any muzzles at the roof.
8. The “old” fan (through the wall near the impact area) must be off when anyone is forward of the firing line. In all cases, use of the new roof fan is preferred.
Exception: the fan may be left on when sweeping the floor or maintaining the impact area.

Worcester Pistol and Rifle Club, Inc.

Revised November 7, 2002

Effective November 8, 2002 at 12:01 a.m.

OUTDOOR RANGE RULES

1. Shooting hours for the outdoor range are:

Weekdays & Saturdays	9:00 a.m. to Sunset
Sundays & Holidays	12:00 noon to Sunset

2. Use of the following is PROHIBITED:

- Rifled barrels larger than .58 Calibers. (Does not apply to rifled shotgun barrels)
- Shotgun barrels larger than 10 gauge.
- Tracer or incendiary ammunition.
- Exploding targets, fireworks, or other explosives.
- Cannons, mortars, or destructive devices.

3. All firing must be directed downrange and within the vertical and horizontal limits of the backstop. Cross range firing is not allowed.
4. All shooters and spectators must wear eye and ear protection during firing.
5. Shooting at paper, clay, or steel targets is preferred. Glass, porcelain, ceramic or exploding targets are prohibited. Rocks as targets constitute a serious danger from fragmentation and ricochet and shall not be used. Clay pigeons, cans, plastic bottles, and bowling pins as targets are permitted. All targets, except paper and clay must be removed from the range when finished
6. Shooting at buildings, benches, signs, etc. is prohibited and may lead to criminal prosecution.
7. Climbing or placing targets on the berms is prohibited.
8. No one should climb the rifle range backstop unless a cease-fire has been called on both outdoor ranges.

Note: this is directed at shooters who place targets, such as clay pigeons, on the rifle range impact area.

9. Firing of fully automatic firearms requires the following notifications:
 - A. Any Executive Board member (via the Club's answering machine) prior to the day of the shoot. (508-869-3148)
 - B. The Boylston Police on the day of the shoot. (508-869-2453)

The Worcester Pistol and Rifle Club, Inc.

Dues & Assessments

Drafted September 27, 2002
 Revised July 21, 2009
 Effective January 1, 2010 at 12:01 a.m.

	Member Grade				
	New	Regular	Junior	Life	Honorary
Initiation Fee	\$90.00	n/a	n/a	n/a	n/a
Annual Dues	\$45.00	\$45.00	Exempt	Exempt	Exempt
Meeting Assessment	\$20.00	\$20.00	Optional	Optional	Exempt
Work Assessment	Exempt	\$88.00	\$50.00	Exempt	Exempt
Capital Improvement	\$35.00	\$35.00	\$35.00	Exempt	Exempt
Total	\$ 190.00	\$ 188.00	\$ 85.00	\$ 0.00	\$ 0.00

Member-Grades:

1. New Members' fees and assessments are for the current calendar year. Irrespective of when the member joined the Club, all members must renew their membership each January.
2. Life Members are Regular Members who have been members in good standing for 25 cumulative years. Upon becoming a Life Member, all dues and assessments are waived. If a Life Member wishes to continue to participate in the monthly attendance prize, he/she must pay the meeting assessment.
3. Junior Members are members between the ages of 12 and 20. They are exempt from paying dues. All Junior Members must pay the Capital Improvement Fund. If a Junior wants to be included in the drawing at the end of a meeting then they must pay the Meeting Assessment.

All Juniors are responsible for the paying of a \$50.00 Work Assessment. This Assessment is waived when 4 hours are worked at a work party or any other approved function.

4. Honorary Members are nominated by the Membership on an annual basis. Honorary members are exempt from all fees and assessments. They can receive keys, however, they cannot vote.

Fees and Assessments:

All Junior and Regular Members must pay the \$35 Capital Improvement Fund Assessment.

1. The meeting assessment is used to fund a drawing at the end of each meeting. Each member in attendance receives one entry in the drawing.
2. The work assessment will be credited in one (1) hour increments @ \$11.00 per hour with a maximum of 8 hours. The fee is assessed at the end of each year (i.e. new members do not pay the assessment as they have not yet had a chance to work off the assessment).