

By-Laws  
Of  
Up the Creek Gang Inc.  
Version 2018

Article 1: Name:

This corporation is known as the Up the Creek Gang Inc. and the conduct of its affairs shall be under said name and title at all times.

While separate from the Lake Charles Gun Club, members shall comply with their rules and provisions of the Cowboy Range lease agreement.

Article 2: Definition of Club Activities:

Club activities shall be defined as all shooting activities by members and/or their guests at any annual or monthly Club match, shooting by members and/or their guests at any practice session, labor performed by any members and/or their guests at the club range for the maintenance and/or new construction at the range, and all club sponsored social activities. This definition is to further define the definition of the club activities as defined in the Club Liability Insurance coverage.

Article 3: Membership:

Section 1: Up the Creek Gang membership is not dependent upon membership in the Lake Charles Gun Club (LCGC). Non shooting members must pay UTCG dues. Members are bound by these bylaws and provisions of the lease agreement with Lake Charles Gun Club.

Section 2: Each UTCG member shall be entitled to one vote at any duly called meeting. Voting membership shall only include paid UTCG individual or family members 18 years of age or older.

Section 3: The Secretary shall maintain a current Up the Creek Gang Inc. membership list and cross reference the list to determine shooter fees. Membership dues are paid by the end January each calendar year in order to vote in the May election

Article 4: Dues and Fees:

Section 1: The annual membership dues shall be \$50.00/year.

Section 2: Shooter Fees for monthly matches shall be as follows:

1. UTCG members > 18 years of age: \$15.00/shoot
2. Non-members of UTCG > 18 years of age: \$20.00/shoot,
3. Anyone under 18 years of age: free (no charge)

Article 5: Membership Meetings:

Section 1: An annual members meeting and officer election will be held after the 2nd Saturday shoot in May. Notice of this meeting will be posted on the club website, e-mailed to all members with e-mail, and mailed to all members that do not have e-mail. This notification will be no more than 60 days and no less than 10 days prior. It is the member's responsibility to notify the secretary if they do not receive e-mail. Any other pertinent business may also be conducted during this meeting.

Section 2: Membership Special meetings are any other meetings called during the year to amend these by-laws or to conduct specific club business. Special meetings can be requested by any member to the President and will be scheduled by him to meet the above notification requirements and allow maximum board and membership attendance.

Article 6: Quorum:

A quorum at any meeting shall be 25% of the total paid membership at that time. If a quorum is not present, the meeting insofar as official business is concerned, shall terminate; and notice shall be given per Article 5 Item 1 that another meeting is called, not less than 6 days nor more than 30 days from the date of the original one. At the second meeting so publicized, a quorum shall be the members present at the meeting.

Article 7: Board of Directors:

Section 1: The Board of Directors shall consist of 5 elected members.

Section 2: The Up the Creek Gang Inc. shall be governed by the Board of Directors. The Board shall supervise all of the affairs, properties, effects, and business of the corporation and shall have full and complete power to vote to acquire and/or dispose of the property, both real and personal, in the name of the Corporation and to carry on the business of the Corporation. However, all

expenditures in the name of the corporation over \$100.00 must have 2/3 majority approval and the amount may not exceed the sum which is then currently available in the treasury.

Section 3: Vacancies which occur during the year shall be filled by the Board of Directors, subject to ratification by the members at the next membership meeting.

Section 4: The term of the Board Members shall be from June 1 until May 31 or until their successors are elected. No Board member shall be eligible for election to the Board of Directors for more than two consecutive years.

Section 5: The Board of Directors shall conduct club business at such time and place as they may wish, but a consensus of at least 4 board members must be acquired. A good faith effort to notify all board members must be made prior to any meeting to vote on club business.

Section 6: Suspension or removal from office of any officer or board member shall require a majority vote of the membership.

Article 8: Officers and Elections:

Section 1: The annual membership meeting shall include the election of all officers and members of the Board of Directors by simple majority vote. A Nomination form will be distributed to all members and their nominations shall be received by the President and/or Secretary during March and April. The President and Secretary shall get verification from each nominee that he or she is willing to accept the duties if elected. The Secretary will then prepare a ballot to be used by the UTCG members present at the annual meeting (2nd Saturday in May). The ballot will have a space for write in votes.

Section 2: There shall be at least 4 officers of the Corporation as follows:

1. President
2. Vice President
3. Secretary
4. Treasurer (May be combined with secretary)

There may be additional vice presidents appointed as desired and prescribed by the Board of Directors.

The term of elected officers shall be from June 1 until May 31 or until their successors are elected.

Section 3: The duties of the President shall be as follows:

1. Preside at all meetings of the members and directors.
2. Ensure that all orders and resolutions of the Board are carried into effect.
3. Provide general superintendence and direction of all other officers of the corporation, and shall see that their duties are performed properly.

Section 4: The duties of any of the Vice President(s) shall be as follows:

1. All Vice President(s) shall perform such duties as may be assigned by the President and/or the Board of Directors.
2. Act in the President's stead whenever the President is unavailable personally.

Section 5: The duties of the Secretary shall be as follows:

1. The Secretary shall perform such duties as may be assigned by the President and/or the Board of Directors.
2. The Secretary shall keep a record of all active members' names, aliases, SASS numbers, addresses, phone numbers, and e-mail addresses (when available).
3. The Secretary shall keep records of all match results for at least six months and annual match results for two years at a time.

Section 6: The duties of the Treasurer shall be as follows:

1. The Treasurer shall perform such duties as may be assigned by the President and/or Board of Directors and provide them with an updated report of club funds when requested.
2. The Treasurer shall be responsible for all financial transactions: Collecting Dues and Fees; making deposits; paying club debts; management of Checking and Savings accounts; and any other club financial business conducted.

3. The Treasurer shall record bank statements and any financial transactions made on behalf of the corporation. The total number of shooters and category of range fee collected should be recorded and matched to the monies received after each match, to include portion paid to LCGC.

#### Article 9: Finances:

Section 1: No member or committee shall spend over \$100.00 without coordination with the treasurer and majority Board of Direction approval per Article 7 Section 2. The treasurer shall maintain a petty cash fund of \$100.00 for club expenses.

Section 2: The Treasurer shall prepare a financial statement at the end of each fiscal year for the annual meeting. He shall also prepare an income and expense account itemizing in detail the income and expenses of the Corporation. This statement shall be presented at the annual meeting and shall be available for inspection at that time.

Section 3: The books and financial papers shall be available for inspection by any member of the Corporation upon giving at least 7 day notice to the treasurer and president that such is desired. The books and financial affairs of the Corporation shall also be made available at any special membership meeting when so requested by giving 7 days written notice to the Treasurer and President. Prior to a new Treasurer taking office an audit of the financial records of the outgoing treasurer shall be conducted.

Section 4: Any reimbursements requested from the Treasurer must be accompanied by a store receipt or the value of said service or item must be agreed upon by the Board.

#### Article 10: Administration:

##### Section 1: Committees

The President and/or Board of Directors shall appoint committees as they deem necessary to conduct club activities. Current members of the respective

committees who have faithfully participated and express a willingness to continue to serve on the committee shall be given preference over inexperienced persons provided the Board of Directors approve of their performance of duties.

#### Section 2: Reading of By-Laws

Each officer and director upon election and acceptance of said office shall be required to read the By-Laws and make themselves familiar with their purpose and provisions.

#### Section 3: Availability of By-Laws

A copy of the By-Laws shall be made available to each member of the Corporation upon joining.

#### Section 4: Minutes of Meetings

The minutes of the Board of Directors meetings and all membership meetings shall be recorded by the Secretary and incorporated into the permanent record of the Corporation and shall be read and made available at the pleasure of the members at any meeting. Resolutions passed by the Board of Directors at any regular or special meeting shall be typed and shall be available at the annual meeting.

#### Section 5: Membership List

A list of paid members shall be kept by the Secretary and shall be available to the Board of Directors. No personal information may be relayed to any other member without member's explicit permission. Membership lists will not be sold or given to outside entities.

#### Section 6: Roberts Rules of Order

All meetings of the membership and Board of Directors shall be conducted in accordance with Parliamentary law, usage and custom. In the event of conflict, Roberts Rules of Order as revised shall govern.

#### Section 7: Amendment of By-Laws

These By-Laws may be amended by a majority vote of the club members present at any annual or special meeting. Notice of such an intention to amend these by-

laws shall be given at the previous regular or special meeting of the general membership or notice of the meeting shall be given to all of the members of the club in writing no less than 7 days and no more than 15 days before the meeting.

#### Article 11: Discipline:

SASS Range Operations Basic Safety Course, Stage Convention #12 states that “interpersonal conflicts will not be tolerated”. To that end, the following standards of conduct and penalties for noncompliance will be enforced by the President. Based on severity the Board may vote to impose the maximum stated penalty. (LOSS of membership)

Offense 1: Actions that do not comply with these By-Laws or with directions from the Board of Directors and/or club officers invoke the following penalties:

- a. First offense: Warning from Officer or Board member
- b. Second offense: 1- 6 month suspension from club activities
- c. Third offense: LOSS of membership

Offense 2: Verbal abuse, badgering, arguing with another member during club activities invoke the following penalties:

- a. First offense: Warning from officer or Board member
- b. Second offense: Match DQ and removal from range
- c. Third offense: 1-6 month suspension from club activities

Offense 3: Unauthorized purchase invokes the following penalties:

- a. First offense: Warning and reimbursement of not more than the \$100 club limit
- b. Second offense: No reimbursement and loss of purchase privileges

Offense 4: Physical Altercation invokes the following penalties:

- a. First offense: Match DQ and removal from range
- b. Second offense: 1-6 month suspension from club activities
- c. Third offense: LOSS of membership