



# Williams Sportsman's Club

## BYLAWS

### PREAMBLE

The Williams Sportsman's Club (WSC) was founded in 2010. The WSC is a nonprofit membership club sanctioned by the City of Williams, Arizona, and dedicated to the right of the individual citizen to own and use firearms and/or archery equipment for recreation, competition, hunting and self-defense. To enable these purposes the WSC shall operate as a 501c7 nonprofit organization. The WSC shall not discriminate based on race, religion, or other protected categories.

To achieve these ends the WSC presently maintains a shooting and sportsman's club and shooting sports facilities at the City of Williams Shooting Range and the Grand Canyon Council BSA Camp Raymond Shotgun Range.

The WSC is supported by membership dues and contributions, donations, range use fees, competitive event fees, donations for minor items available at the range, and grants. Non-members may also use the range facilities at all competitive events as well as through the use of one day memberships that are available at the range.

The WSC may be affiliated with the National Rifle Association (NRA), the United States Practical Shooting Association (USPSA), the International Defensive Pistol Association (IDPA), the Single Action Shooting Society (SASS), the International Confederation of Revolver Enthusiasts (ICORE), the National Muzzle Loading Rifle Association (NML RA), the Friends of the National Rifle Association (FNRA) and/or other organizations as deemed appropriate by the WSC.

Any questions as to the meaning of construction of the Bylaws shall be decided by the WSC, at their discretion, and once made shall control and be binding thereafter until rescinded by the Board of Directors as provided for herein.

## **ARTICLE I**

### **Name**

The name of the organization is WILLIAMS SPORTSMAN'S CLUB, herein referred to as the "WSC".

## **ARTICLE II**

### **Place of Business**

The place of business of the WSC shall be at the city of Williams, Coconino County, Arizona.

The mailing address for official WSC business is: Williams Sportsman's Club, PO Box 131, Williams, AZ 86046

The Web Site for the WSC is [williamssportsmansclub.com](http://williamssportsmansclub.com) and is maintained by the WSC webmaster.

The email address for WSC business is [wscaz2020@hotmail.com](mailto:wscaz2020@hotmail.com)

The physical address of the City of Williams Range is 755 N. State Route 64, Williams AZ and the range entrance is three tenths of a mile north of Interstate 40 just west of Highway 64. The facility is commonly known as the Williams Shooting Range. This range is primarily utilized for Rifle, Pistol, and Archery use.

The address of the Camp Raymond Shotgun Range is 7709 Boy Scout Camp Rd. Parks, AZ 86018. This Range is primarily utilized for Shotgun use.

The WSC may operate other shooting sports facilities for the enjoyment and use by the WSC membership when appropriate and as approved by the WSC Board of Directors.

## **Article III**

### **Operation of the WSC**

#### Section 1. Compliance with use permit and/or other use agreements

- A. The activities of the WSC and its members at the Rifle and Pistol shooting range located at 755 N. AZ State Route 64, Williams, AZ, shall be in compliance with the current special use permit issued to the City of Williams by the United States Forest Service. This institution is operated under a special use permit with the Kaibab National Forest. In the event of a conflict between any provision herein and said special use permit, resolution of such conflict shall be decided in favor of said special use permit.

1. The WSC and its Range Use Policy is further guided by the "*City of Williams Shooting Range Safety & Operating Plan*" and its accompanying "*Environmental Stewardship Plan*" as agreed to by the City of Williams and the USFS.
- B. The activities of the WSC and its members at the Shotgun shooting range located at Camp Raymond Shotgun Range, Parks, AZ, shall be in compliance with the current agreement with the Grand Canyon Council BSA.
- C. The WSC shall abide by all other permits or agreements for those other locations it may also operate.

## Section 2. Purposes and Objectives

The purposes and objectives of the WSC are:

- A. To promote shooting, firearms safety, marksmanship, archery, and good sportsmanship, and to such end the WSC may: conduct club events and provide for the access for club members to the range and shooting grounds for all types of shooting and archery sports, including the right to hold all manner and kinds of shooting and archery competitions and contests and/or instruction as authorized by the WSC and in accordance with the USFS special use permit, "*City of Williams Shooting Range Safety & Operating Plan*" and BSA agreement, all as currently in effect and so appropriate.
  1. The WSC shall operate firearms shooting range facilities sufficient to reasonably satisfy the needs and desires of the WSC membership.
  2. Certain shooting activities, types of events, types of firearms, and types of ammunition may be restricted to certain WSC range facilities as appropriate and from time to time as determined by the Board of Directors (BOD).
- B. To promote hunter safety, and to promote and defend hunting as a shooting sport and as a viable and necessary method of fostering the propagation, growth, conservation, and wise use of our renewable wildlife resources.
- C. To promote and defend the right of American citizens to acquire, possess, transport, carry, transfer ownership of, and enjoy the right to use arms, in order that the people may always be in a position to exercise their legitimate individual rights of self-preservation and defense of family, person and property as guaranteed by the Second Amendment of the Constitution of the United States and the Bill of Rights.
- D. To promote and defend the rights of American citizens guaranteed by the Constitution of the United States and the Bill of Rights.

## Section 3. WSC Operating Guidelines and Safety

- A. The private property of the members and officers of the WSC shall be exempt from the liabilities and debts of the WSC.
- B. The WSC may be affiliated with the National Rifle Association (NRA) and other shooting organizations and it is the intent of the WSC to maintain such affiliations.
- C. Nothing contained herein shall prevent the WSC from engaging in any proper activities to raise funds for a special purpose or event.
- D. Special significant gifts may be accepted by the WSC when approved by a majority vote of the Board of Directors, but such gifts shall be free of obligation by the WSC and no special favors or consideration shall be expected of, or given to, the gifting of person, business or organization without the majority vote of the Board of Directors. Gifts may be in the form of funding, materials, equipment usage, professional services or skilled labor.
- E. Neither the WSC, nor any officer, director, employee, contractor nor agent acting on behalf of the WSC, shall make any contributions to a political campaign, or political committee in the name of the WSC.
- F. The WSC is a 501(c)(7) nonprofit organization and operates utilizing funds raised from its membership, grants, private donations and other fund raising activities. Those funds are to be utilized to further the club's purposes and objectives, to provide shooting sports opportunities for local citizens, and to promote shooting sports orientations and events for ladies new to shooting, our youth and youth groups such as 4H, Grand Canyon Council BSA, and local schools. The WSC may also host local sports shooting events and specialized orientation classes for those who desire to learn or engage in safe firearms practices and procedures.

Requests from individuals, groups or organizations that do not promote the shooting sports activities so identified above nor are involved with the purposes and objectives the WSC is dedicated to are ineligible to receive support.

- G. To accomplish said purposes and objectives, the WSC may, with the approval of the BOD: buy, lease, contract, construct or otherwise acquire, own, maintain, operate, sell, or otherwise dispose of WSC assets related to the Rifle & Pistol Range, Shotgun Range, and other facilities, establish, purchase or construct buildings, structures, and/or equipment of whatever nature, adapted to, or convenient or useful in connection with, the purposes and powers of the WSC, where not in conflict with the said use permit between the City of Williams and the Kaibab National Forest and provided that the WSC shall not exceed the permitted uses as granted to it by the City of Williams as outlined in Article III, Section 1, A. The WSC shall maintain a list of all property owned by the club to which the President shall direct an annual audit be performed and maintained by the Secretary.
- H. The WSC shall maintain sufficient insurance in the form of Liability Coverage for Directors and Officers, Range Safety Officers, and those WSC member(s) who are NRA Certified Instructor(s) while performing Instruction as specifically authorized by the WSC BOD.

- I. To protect and help in the security and safe operation of the Williams Rifle and Pistol Shooting Range and other facilities, the WSC will make every effort to have suitable Range Safety Officers that have taken and passed a Range Safety Officers course by the NRA or other suitable organization. Range Rules and "Rules for Firearms Control" will be developed and posted at the range and on the WSC website. A red safety flag shall be flown at the range whenever firearms are in use.
- J. The WSC shall be responsible for the testing and ongoing certification renewal expenses for RSOs. The WSC Board may consider and approve the costs associated with an RSO attaining an NRA Instructor's Rating in a discipline deemed necessary to assist the WSC in developing its members' shooting sports skills and proficiencies.
- K. Eye and ear protection is required for all firearms users and recommended for all spectators.

## ARTICLE IV

### Section 1. Eligibility

- A. Any citizen of the United States or legal resident alien may become a member of the WSC after signing an application blank in the form prescribed by the WSC and upon paying the dues provided for in the Membership agreement of the WSC, and who shall further subscribe to and agree to abide by the Bylaws of the WSC, and who shall further promise to obey the Game and Fish laws of the State of Arizona, and of the United States, and to assist in their enforcement.
- B. Any member may be suspended or expelled at the discretion of the BOD for violation of the ethics or objectives of the WSC as described in Article IV, Section 7, and such member shall not be entitled to any refund of dues already paid.
- C. No individual who is a member of, and no organization composed in the whole or in part of individuals who are members of, an organization or group having as its purpose or one of its purposes the overthrow by force, violence, or any other means, the Constitutional Government of the United States or any of its political subdivisions shall be eligible for membership, and if currently a member, shall be subject to suspension or expulsion from membership in the WSC and shall not be entitled to any refund of dues already paid.

### Section 2. Memberships, Dues and Contributions

The dues or minimum contributions of each classification of membership shall be fixed by the BOD and posted on the official WSC Web Site. Imposition of such requirements and the amount of such costs shall be determined administratively from time to time. Change in membership dues and classifications of membership offered shall be determined by the vote of the BOD.

- A. Membership categories and dues will be listed in the WSC Standard Operating Procedures, Chapter 2, and may be changed from time to time as necessary and as approved by the BOD.

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- B. The BOD shall be empowered to grant a membership of any category to any person or create such additional associate, supporting, benefactor, and other membership categories, and in such amounts as they deem advisable and as identified in the WSC Standard Operating Procedures, Chapter 2, on the membership form, and on the official WSC web site.
- C. All references herein to “members” shall be interpreted as meaning members in good standing. Membership “...in good standing...” refers to both the current payment of dues and adherence to personal standards now established or herein established by the BOD. In all cases, membership term shall be defined as running from the month of joining through the end of the calendar year for the type of membership purchased.

### Section 3. Upgrading Classification of Membership

An individual member may upgrade membership to a different classification, if qualified therefore, by contributing the dues or contribution specified by the BOD for the classification of membership desired as defined in the WSC Standard Operating Procedures, Chapter 2, or identified on the WSC web site.

### Section 4. Rights, Privileges and Duties of Members

- A. In that the WSC is maintained for the benefit of every member, each member should strive to share in the responsibility for its continued operation. Therefore, it is vital to the WSC that each member volunteer a portion of his/her time, knowledge and effort as is possible to achieve the goals and objectives of the WSC so the burden of operating the WSC is not consistently placed on just a few members.
- B. All members are entitled to the use of the range free of charge on assigned range days as determined by the BOD and approved by the City of Williams. Additionally, members of the WSC are eligible for reduced fees of competitive events as determined by the match director for any specific discipline or by the BOD as the case may be.

### Section 5. Voluntary Termination of Membership

- A. Any member may terminate his/her membership at any time by notifying any member of the BOD of their resignation but such persons will not be permitted any refund of dues or contribution already paid and such person shall not be entitled to further membership use of the WSC facilities from that point in time forward.
- B. Nonpayment of dues shall be construed to be voluntary termination of membership.

### Section 6. Involuntary Termination and Disciplinary Proceedings

- A. Disciplinary proceedings against any member for infraction of safety practices and rules or the ethics and objectives of the WSC shall be determined by the BOD after a fair hearing.
  - 1. The member in question shall be advised in writing of the allegation(s) and date and time of the hearing.

2. The hearing shall be held in executive session and chaired by the President.
  - a. In the case where the President is the person bringing the alleged violations or will be a witness to the incident or for personal reasons needs to abstain, the Chair shall revert to the Vice President. If the Vice President is also a witness or for personal reasons needs to abstain, the Chair shall revert to the Treasurer, and if necessary to the Secretary.
3. The member in question is entitled to attend.
4. The violation(s) shall either be founded or unfounded.
  - a. If founded the member may be Verbally Admonished, Suspended from enjoying WSC membership privileges for a set period of time, or Terminated as a WSC member. This will be determined by a majority vote of the BOD by secret ballot and tabulated by the Vice President.
  - b. If the member in question is present he / she will be advised of the decision reached, if the allegation was founded or unfounded, and if founded, whether the member is to be Verbally Admonished, Suspended and the length of Suspension, or Terminated. If the member is not present a formal letter of notification signed by the Chair will be sent to the member via the USPS.

#### Section 7. Confidentiality of Membership List

It is the policy of the WSC to maintain confidentiality of the membership list; however, a phone and/or mailing list will be maintained for club business and projects. The list will be available only to BOD members and officers and will not be sold, rented or otherwise made available to outside sources.

## **ARTICLE V**

### **The Board of Directors**

#### Section 1. Elected Officers and other officials

- A. The elected Officer BOD positions which have voting powers shall be as follows: President, Secretary, Treasurer, and the current Directors-at-Large. Corporate club Officers consist of the President, Vice President, Treasurer, and Secretary. Elected Officers may also function in other collateral capacities, such as the Chief Range Safety Officer, and as needed and so appointed by the WSC President. Only Elected Officers and officials as designated above – excluding the Vice President - have voting powers. Non-voting advisory board members consist of the Immediate Past President, Membership Chair, Webmaster, Sporting Clays Director, Newsletter Editor, and Youth Shooting Sports Director. Other advisory members, such as Match Directors, or other special positions, may be added or deleted as the case may be by a majority vote of the voting members of the board. Any Advisory position, excluding the Immediate Past President position, may be assigned to any WSC Member or a currently serving Officer or Director-at-Large as a co-lateral duty assignment.

1. Terms of Office run from the annual membership meeting to the following annual membership meeting which is normally held each July. The BOD shall consider candidates for election to the BOD if positions are available.
2. At the July meeting the new board shall elect a President. The President shall then recommend appointment of two Board Members, one to serve as Treasurer and the other as Secretary

Officers, Directors-at-Large, or Members appointed Advisory duty assignments may recruit other WSC members to assist them in the accomplishment of their responsibilities.

At no time shall an Officer or Board Member-at-Large use their position to influence any action or provide any benefit involving WSC activities that is advantageous to any member or select group of members of the WSC or beyond those enumerated in the Bylaws, the Standard Operating procedures, or any such recognition or awards so approved by the BOD.

**B. Selection of Officers**

1. The President shall announce and then direct the Vice President to form a Nominations Committee two months prior to annual election. The duties of the committee shall be to recruit WSC members to fill a known or projected Board of Director vacancy. The WSC members selected by the Vice President for the Nominations Committee shall be presented to the BOD for a confirmation vote.

**Section 2. Duties of the Board of Directors**

**A. President:** The President shall be the Chief Executive Officer of the WSC and as chairperson of the Board of Directors shall preside at all meetings of the corporation and Board and all future general and special membership meetings of the WSC. The President shall appoint, subject to confirmation by the Board, other members to fill any vacancies in such committees that occur during his/her term of office. He/she shall be an ex-officio member of all committees and shall be notified of all committee meetings.

The President shall advise, recommend and propose those things that may be necessary or beneficial to the membership and interest of the WSC. The President shall be responsible for setting the agenda for each meeting.

The President shall delegate certain responsibilities from time to time to other officers or officials of the WSC. The President shall appoint, with the approval of the Board of Directors, committee chairpersons as may become necessary.

The President shall exercise general supervision of the business affairs and property of the Corporation and shall perform all such duties as usually pertain to this office.

The President shall appoint a Vice President for the purposes of performing the duties of the President in his or her absence.

The President will have voting powers in either the case of a tie vote of the BOD or for the purposes of making a quorum.

The President shall have a spending authority not to exceed \$250 per month as required for incidental expenses incurred for club operations. All such expenditures shall be reported to the Board at each monthly meeting and all receipts given to the Treasurer.

- B. Vice President. The Vice President shall, in the absence of the President, perform the duties and exercise the power of the President. The Vice President shall chair the annual Nominations Committee as outlined in Article V, Section 1, B, 1. The Vice President position shall not have Voting authority; however the Vice President position possesses all the other rights, duties, and powers as any other Officer or Director-at-Large. The Vice President shall assist the President with those duties and administrative items the President so delegates.
- C. Secretary. The Secretary shall attend all meetings of the Board and all general membership meetings and keep accurate minutes of the proceedings of each such meeting and record same. Minutes of previous meetings shall be presented to the membership at each meeting for approval or corrections. The Secretary shall prepare the agenda for each meeting based on agenda items as provided by the BOD. The Secretary shall make available the minutes of any Board of Directors' meetings from any regular or special meeting of the WSC as may be required. The Secretary shall ensure that the annual filing requirements of the Arizona Corporation Commission are complied with and shall act as the Corporate Historian whose duty it will be to permanently archive all corporate records.
- D. Treasurer. The duties of the Treasurer shall be to deposit all monies collected on memberships and special activities to the account of the WSC in such depositories as may be directed by the Board. The Treasurer shall pay all outstanding bills as presented by the various officers or committees, mailed or otherwise delivered to him/her by individuals, organizations or business firms providing goods and/or services to the WSC.

The Treasurer shall keep the financial records of the WSC in proper order at all times. The Treasurer shall report to the Board and to the general membership the financial condition of the WSC, which includes, the current bank statement, reconciliations calculations and a Treasurer's report at the monthly meeting or at such time as requested by the Board to do so. The Treasurer may submit the WSC's financial records for an annual audit at the end of each fiscal year, or at such time as the Board may direct, to be performed by an independent accounting or CPA firm not associated with the Treasurer or any member of the Board of Directors.

The Treasurer shall ensure IRS Form 990-N is filed annually identifying the WSC meets the 501c7 status as a social club. To assist the Treasurer, the retention, at club expense, of an outside Certified Public Accountant or appropriate Tax Professional is approved.

The Treasurer shall inform the club's designated Tax Professional that the WSC operating expenses will be under \$50,000 for the tax reporting period in question. The WSC fiscal year and budget shall be set per IRS Form 1128 and as advised by its Certified Public Accountant or appropriate Tax Professional.

- E. The Treasurer, President, Vice President and Secretary shall have the authority (in this order) to issue and sign all checks in the name of the WSC. These officers' names shall be on the bank signature card.
- F. Webmaster Chair is responsible for tracking expiration of domain name, and ensuring it does not expire, design the site and keep continuity within the site, keep all calendar entries updated, and add items of interest to the site as provided by the WSC Board.
- G. Membership Chair is responsible for accepting new membership forms as submitted, entering the information into the database, creating and issuing membership cards, filing membership forms for future reference, providing email addresses to the President, Webmaster, and Newsletter Editor of existing and new members for official messaging and mailings as appropriate. If a member is an RSO and has not renewed their membership, or has been removed as a member, or has been removed from acting as an RSO, an official notification to the Williams PD by the President of the WSC that said RSO no longer has RSO privileges, shall be stricken from the RSO list, and a replacement WSC membership card without RSO designation issued.
- H. A Director-at-Large shall have a vote as a member official of the Board of Directors. A minimum of four such directors shall be maintained but the President may, with Board approval, appoint additional directors as warranted.

### Section 3. Powers and Selection of the BOD

- A. The BOD shall have the power to determine the membership fees, dues, contribution and any other changes to be paid to the treasury; to investigate and then appropriately administer the expulsion or suspension of members for misconduct; to authorize restoration of membership, and to participate in the filing of vacancies occurring on the BOD from any cause.
- B. Any WSC member in good standing may serve on the BOD. The Vice President, as Nominations Chair, shall make it known to the WSC membership no later than two months prior to the July Board Meeting of anticipated Board vacancies. The notification may be via club wide email notification, newsletter announcement or website notice. The Nominations Committee shall submit a list of qualified candidates to the BOD for a vote at the July meeting. The term of office for candidate(s) selected shall become effective at the July membership meeting.

An unexpected Board vacancy may be filled at any time by the BOD. As the circumstances present themselves the President may or may not deem it necessary to direct the Vice President to form a Nominations Committee to assist in the effort.

- C. All members of the BOD must be a member in good standing in the WSC at the time of their nomination and continue such status throughout their term of office. Individual Directors and Officers shall retain their position without requiring re-election upon the concurrence of the majority of the Board at the July meeting however to do so all members of the BOD must make their intentions known to the President and Vice President at least two months prior to the WSC Annual July meeting.
- D. An action to remove from office any Officer or Board Member-at-Large may be taken when circumstances are present and to the extent that the peaceful and purposeful actions of the Board of Directors are substantially degraded, the member in question has failed to perform assigned duties, failed to carry a proportionate share of administrative or task assignments, or if so assigned or tasked has failed to satisfactorily manage such duties. The removal of said member shall require a 'two thirds' vote of those BOD members present to vote, which has the effect of counting abstentions but not absences as votes against the proposal. The member in question shall not have a right to vote, a right to abstain from voting, or to be counted when calculating the total number of members present and those votes necessary to reach a 'two thirds' threshold. The vote, by secret ballot, shall be tabulated by the Vice President.

#### Section 4. Compensation of Officers

No member of the BOD shall receive salary for services rendered on behalf of the WSC. However, such persons shall be entitled to reimbursement for pre-approved purchases and related expenses incurred on behalf of the WSC upon their appointment and continue such status throughout their term of office.

#### Section 5. Approval of the BOD

Language herein referring to "...approval of the BOD..." or any such similar language shall be interpreted to mean a majority vote by the Board as then constituted.

That a quorum of four (4) will be required for the BOD to conduct business, and that no proxy or absentee votes be allowed, but that only those BOD members present, given that there is a quorum present, be allowed to vote on BOD issues. A board member shall be considered 'present' for establishing a quorum if continuous contact is maintained via phone or other electronic audio or video medium for the duration of the meeting.

Provision is made however for critical, timely, or emergency issues that may arise or need to be addressed prior to the next regularly scheduled BOD meeting. In this case the BOD may schedule either an emergency meeting or take vote by email as directed by the President. A vote via email is known as an "Action without a Meeting" and to become effective must receive a majority affirmation within 48 hours of the "Action without a Meeting" email message approved for transmittal by the President to the BOD. This action and resultant responses from the BOD shall be placed on the agenda of the next regularly scheduled BOD meeting for formal ratification.

## ARTICLE VI

### WSC By-laws

#### Section 1.

A. A copy of all Bylaws in force must be kept in the possession of the Secretary, shall be available for reference at all meetings of the Board of Directors, and shall be posted on the WSC website.

By-Laws may be amended or added to as necessary or desired by a majority vote of the Board of Directors.

*THESE BYLAWS OF THE WILLIAMS SPORTMAN'S CLUB ARE HEREBY ADOPTED AND APPROVED THIS 8th DAY OF NOVEMBER 2023. SUCH ACTION IS HEREBY ATTESTED TO BY THE WSC BOARD OF DIRECTORS WHOSE SIGNATURES APPEAR BELOW.*

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Martin Martin, President

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Chuck Corcoran, Director-at-Large

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Bruce Speirs, Vice President

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Wynn Simon, Director-at-Large

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Annette Perkins, Secretary

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Chris Mayer, Director-at-Large

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Warren Weir, Treasurer

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Sheldon White, Director-at-Large