

## **NOAAWIVA SPORTSMEN INCORPORATED BYLAWS**

### **Article 1. Name**

The name of this organization shall be **NOAAWIVA Sportsmen Incorporated**.

### **Article 2. Membership**

All club members must also be a current member of the National Rifle Association and while on club property visibly display their current membership card.

Any citizen of the USA, 18 years or older is eligible for membership in this organization. Applicant must hold a current Federal or Virginia concealed carry permit, or has within the past year purchased a firearm from a licensed Firearms Dealer & can furnish a Bill of Sale and or agree to a criminal background check.

All applications must be endorsed by two members in good standing and submitted to the club Secretary. The application and NRA membership requirement will be reviewed and voted on by the club members at the next scheduled club meeting.

The applicant will be accepted into the club after a majority vote of the attending members and upon payment of the initiation fee and the annual dues as prescribed in the club by-laws.

New members must attend the range orientation conducted by a club Range Safety Officer & having read & understanding the range rules, must sign an acknowledgement form, before receiving their membership card and being allowed to use the ranges.

Membership includes immediate family members that are living in the same household. When using the club facilities, family

members must be accompanied by the card holding member who is responsible for their conduct at all times. Family members may not vote at any of the regular membership meetings.

Membership in good standing requires the attendance at three meetings & three workdays per year, or be assessed \$15.00 for each meeting/workday missed payable with their annual dues.

### **Article 3. Dues**

The annual membership dues shall be \$75.00 and is payable not later than the regular August meeting of each year. Any member failing to renew by the August deadline will lose his membership subject to an Executive Board review.

The new member initiation fee or for reinstatement of a member dropped from the club rolls is \$100.00. The initiation fee shall be waived for active duty military personal.

All current Executive Officers, Board of Directors and Chairmen of subcommittees are exempt from paying dues, attending meetings or required work parties.

### **Article 4. Meetings     All meetings shall be conducted by Robert's Rules of Order**

#### **Annual Meeting**

The annual club meeting shall be held on the first Tuesday of September each year at 7 pm at club facilities. If the annual meeting can not take place at the time fixed it shall be held

#### **Article 4. Meetings continued**

within a reasonable time thereafter and the officers shall hold over until their successors have been elected.

### **Regular Meetings**

The regular meeting of the club for the transaction of ordinary business shall be held on the first Tuesday of each month at 7PM or as may be designated by the Executive Committee.

### **Special Meetings**

A Special Meeting of the club may be held at any time upon the call of the club President, the Executive Committee or in writing by 3 members of either the Executive Committee or the Board of Directors. Also by a demand in writing from any member, stating the object of the proposed meeting and signed by not less than 20% of the club members entitled to vote. Notice of the time, place and reason of any special meeting shall be given to all club members in good standing by US Mail or email not less than ten days prior to the date the special meeting. The place of this special meeting shall be designated by the club's Executive Committee.

### **Quorum**

One-tenth, but not less than 10 of the voting members shall constitute a quorum at any meeting. A required quorum of at least 3 officers be present at any meeting to conduct business of the club. A majority vote of **51%** of the members in attendance is required for passage of any issue.

### **Article 5. Officers**

The officers of this club shall consist of a President, Vice President, Secretary, Treasurer and Executive Officer who, all acting together, shall constitute the Executive Committee. They shall be elected by a majority vote of members in good standing, present at the annual meeting and shall hold office for two years or until their successor is elected. The Executive Committee shall have general supervision and control of all club activities.

The Executive Committee shall authorize and approve all expenditures up to \$1000.00 Expenditures in excess of this amount will require an affirmative vote of at least 51% of members present for passage. A vacancy on the Executive Committee or Board of Directors may be filled by a majority vote of the remaining members of that body. However, if more than one vacancy exists, a Special Meeting of the club must be called and new officers elected to fill the vacancies, until the date of the next annual meeting

All voting shall be in accordance with the previous provisions. Meetings of the Executive Committee and the Board of Directors shall be held regularly at such time and place as the Committee may determine.

### **Article 6. Duties of Officers**

**President** - The President shall preside at all meetings of the club and the Executive Committee. He shall verify the Treasurer's checkbook and report prior to each meeting. He shall be a member ex-official of all regular and special committees and shall perform all such other duties as usually pertain to his office.

**Vice President** - The Vice President shall perform all the duties of the President in his absence or at his request. The Vice President will oversee all corporate activities and communications.

**Secretary** - The Secretary shall prepare all official correspondence for the club, including the forwarding of all legal papers required by the Commonwealth of Virginia, the United States of America and all reports required by the National Rifle Association. He shall notify all members of the Executive

Committee of all meetings and shall notify all members of special and annual meetings as required in Article 4 of the Bylaws. He shall keep a true record of Executive Committee and all club meetings. All applications for membership in the club are to be submitted to the Secretary. He shall re-affiliate the club annually with the NRA.

**Treasurer** - The Treasurer shall have charge of all funds of the club and will place said monies in such Bank or Banks as may be approved by the Executive Committee. He shall be responsible for the collection of all fees, dues and corporate fees. He shall keep a true and accurate account of the club's money. Checks will be co-signed by both the Treasurer and the President for payment of bills that have been approved by the Executive Committee. He alone may pay bills due monthly or annually as have been previously approved by the Executive Committee. He shall give a monthly account of club finances at all regular club meetings and prepare a detailed report to the entire membership at the Annual Meeting. Copies of the reports will be posted in the club house for each members inspection. A monthly statement shall be provided to the Secretary. The Board of Directors shall appoint an **AUDIT COMMITTEE** yearly composed of three members to audit the club funds. This audit is to be done by the end of May.

**Executive Officer** - The Executive Officer shall be responsible for all Club property, including grounds maintenance and orderliness. No maintenance activity shall be contracted without the authorization of the Executive Committee and the Executive Office.

## Article 7. Appointed Positions

**Board of Directors** shall consist of the club President and four to six members appointed by the Executive Committee. The Director's duties consist of ensuring that the Executive Committee follows proper protocol, resolves issues brought before them and oversees the activities of Executive, Grant, Membership, Bylaws, Youth, High Power & Security Committees. The Directors shall appoint a club member to be the Editor/Webmaster and additional members as needed to serve on standing committees. A representative of all the committees will give a brief report at all membership meetings. The Directors retain the right to replace any committee member that is not meeting the position requirements.

**Editor/Webmaster** shall be responsible for publishing and distributing the monthly newsletter, maintaining the website and monthly range calendar. The Editor shall request approval from the President for the general content and any specific controversial material for publication. Members who change their email address **must** notify the Editor.

**Range Safety Officer** selected from the membership by the Board of Directors must be NRA Range Safety approved. The RSO/Chief Instructor shall have charge of all range shooting activities and their safe operation. The RSO will be in charge of all small arms instruction with authority to appoint assistants.

All **new** club members and non-member participating at club shooting events shall receive a range safety orientation by the RSO or his assistant, prior to the event. He or his assistants shall act as the RSO during all formal competitions on club property involving the use of firearms or other weapons. He shall qualify all club members on the safe and proper use of all the

club shooting ranges. All violations of the Range Rules must be reported to the RSO, who will take corrective action.

He shall qualify **all** club members on the safe and proper use of all the club shooting ranges. All violations of the Range Rules must be reported to the RSO, who will take corrective action.

NRA certified instructors will be reimbursed for the cost of renewing their NRA instructor's license as long as their training brings in enough income to cover this renewal. They will be reimbursed for their expenses with the difference charged to the student going into a NOAAWIVA range account for use by the club.

**Grant Committee** all grant applications must first be approved by the Executive Board, prior to being submitted, unless having been pre-approved by the Executive Board.

#### **Article 8. Match Rules**

All rifle, pistol, shotgun and primitive weapons competitions held by the club will be governed by the rules and regulations set by the National Rifle Association of America, except as approved by the Executive Committee. All non club members must fill-out the " Hold Harmless Form " before competing in any competition. In order to reserve the range for a planned competition or match, a request must be submitted to the Executive Board for approval and the time /date posted on the club website. All reserved events require a fee payable to the club.

#### **Article 9. Corporate Use**

A corporate member must be in good standing to use the range facilities. The corporation must give the club at least **14** calendar day's notice of its intended use of the range.

In certain circumstances this rule may be waived by the Executive Board. Corporations may not use the range on any weekend date. The corporate instructor shall act as the designated RSO and must arrive at the range before and leave only after all the participants have left the range area.

All club range safety rules must be followed.

The corporate instructor must be dressed in an official uniform (e.g. Coast Guard or Law Enforcement attire) and must be present at all times while firearms are in use. All corporate personal must be in proper uniform or have corporate badges available for inspection. The corporation is responsible for policing all their brass, trash and removal of all targets and training material.

Only firearms issued by the corporation to their participants maybe used at the range. Corporate participants may not use their personal firearms. No corporate member may serve on the Board of Directors or the Executive Committee.

#### **Article 10. Suspension, Removal or Expulsion**

Any officer or member may be suspended, removed or expelled from the club for any cause deemed sufficient by the Executive Committee with a majority two-thirds vote at a Special Meeting held for this purpose. Charges may be brought against any

member or officer and must be in writing, clearly stating the facts of the charges. Charges must be accompanied by all affidavits or exhibits use in their support.

All charges are to filed with the Secretary who will immediately notify the President. He will call a meeting of the Executive Committee to hear the charges. No vote may be taken unless a fifteen day notice in writing has been given to the accused of the charges and the time and place of the Special Meeting, where the accused party will be given a full hearing. A decision will be made at this meeting.

The member may appeal the Executive Committee's decision to the club membership. An appeal shall be made in writing to the Secretary who will notify the entire club membership of the Date, Time, Place and Reason for this Special Meeting. The Secretary will read the original charges, the supporting affidavits and the minutes of the Executive Committee's Special Meeting at which they were heard and report the action taken. The convicted member maybe reinstated by a majority vote of the members present.

Any officer or member of the club who is no longer a member in good standing of the **NRA** will forfeit all club privileges and be removed from the membership rolls of the club.

#### **Article 11. Conflict Resolution Procedures**

Any member with an unresolved issue may ask for a meeting with the Executive Committee to solve the problem. If no resolution can be reached thru the Executive Committee, a meeting with the Board of Directors should be requested.

If still unresolved, the member may request a Special Meeting of the entire membership as outlined in Article 4.

#### **Article 12. Amendments**

Proposed bylaw amendments maybe introduced by any member of the club at a regular meeting or a special meeting called for that purpose. All members must be notified of any bylaw changes 10 days prior to a vote on the proposed change or a new amendment. A majority vote of the members in attendance shall be required to pass each amendment or change. An amendment becomes effective upon passage by the membership.

#### **Article 13. General Rules**

No hunting is allowed on club property.

No one may use or handle a firearm on club property if they have been legally prohibited from using or possessing a firearm.

The club does not permit convicted felons on the premises for any reason.

## NOAAWIVA CONSTITUTION

We, the members of NOAAWIVA SPORTSMEN Inc. hereby associate ourselves for the encouragement of organized rifle, shotgun, pistol and primitive weapons shooting among citizens of the United States of America.

We have as our goal the promotion and attainment of a better knowledge of the safe handling, proper care and lawful use of firearms and sporting arms as well as improved marksmanship and to impart our knowledge and skills to others in our community.

It is our further object and purpose to forward the development of those characteristics of honesty, good fellowship, good citizenry, self discipline, team play and self reliance which are the essential of good sportsmanship and the foundation of true patriotism.

### ARTICLE I

This club is affiliated with the National Rifle Association of America and each member subscribes to the NRA pledge.

### ARTICLE II

This club will be and shall remain incorporated in and under the laws of the Commonwealth of Virginia.

### ARTICLE III

Membership in this club does not imply or incur financial liability of any officer or member so long as this club shall remain incorporated

Original Incorporation Document circa 1976

## CLUB OFFICERS DIRECTORY

NAME	PHONE NUMBER
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President .....	
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Vice President .....	
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Secretary .....	
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Treasurer .....	
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Ex. Officer .....	
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Editor .....	
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Lock Codes	Front Gate .....
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Club House .....	
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Storage Sheds .....	
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NOAAWIVA SPORTSMEN 911 ADDRESS  
30516 CHINCOTEAGUE ROAD OAK HALL

## A SHORT HISTORY of NOAAWIVA SPORTSMEN

Have you ever wondered where the clubs' name came from? The club was formed in 1976 by twenty-five employees of the National Oceanographic and Atmospheric Administration at Wallops Island Virginia. Hence NOAAWIVA. The club was incorporated as a non-stock corporation under Virginia Code. The original dues and initiation fee were both only ten dollars.

In June of 1983 the club obtained our Department of Civilian Marksmanship affiliation. At that time, to shoot a National Course Match required a drive to the American Legion range in Bridgeville DE. Our DCM Junior small-bore shooting team had 17 active members. The club had grown to 85 members.

When the local farmer who let us shoot on his farm sold the property and Wallops Flight Center closed its' range to the public for security reasons, we were without a place to shoot.

In December of 1984 we bought our present 7.32 acre site.\*\* Lacking the funds for purchase, many members purchased 0% interest notes, to be payed back "sometime". This enabled us to raise the \$12,000.00 to buy the land. We applied for a Special Use Permit for a Rifle Range before the Accomack Co. Board of Zoning Appeals.

Charles Hook, the Club President and William Reynolds appeared before the the board on our behalf to state we had the approval from all the adjoining property owners. That we planned to build a small club house, grade the lot, dig a ditch for drainage along

one side and construct a berm to be used as a back stop. Judge Glen Tyler, an adjacent landowner, stipulated that the range be 500 feet back from the public road. Construction of the rifle firing line and backstop were started while still waiting for the Special Permit approval.

Mr. Reynolds told the Board the most important purpose of the club is to teach adults and youngsters in particular, the safe and proper way to handle their rifles. Mr. Matthews a Zoning Board member said, he would rather see youngsters target practice in a regulated and controlled environment, than just any where in the woods. He made a motion to approve our application.

Mr. Hickman then seconded the question.  
The vote was YES - 4 NO - 0 The motion passed.

The majority of improvements made on club property have been by donations of money, volunteered time and the hard work of many club members both past and presents.

\*\* During the fall of 2016 the Executive Committee negotiated with the property owner to the east of the club for the purchase of additional acreage that would double the club site. This long sought after acquisition opens up an exciting future for the club. The purchase was finalized on