

Three-Peaks 4-H Shooting Club

An NRA-Affiliated 4-H Shooting Sports Club
Iron County, Utah

Bylaws

Adopted 15 Dec 2007

ARTICLE I: Name and Objectives

Section 1. The name of this organization shall be the Three-Peaks 4-H Shooting Club.

Section 2. This shall be a nonprofit organization for the purpose of promoting shooting sports education through 4-H club work, NRA programs, and Utah State hunting opportunities.

Section 3. The objectives of this organization shall be

(a) to provide learning situations for the development of leadership, responsibility and effective citizenship.

(b) to provide educational and challenging experiences that will enable young people to become knowledgeable, safe, and skilled in the shooting sports.

(c) to help each member experience personal growth and achievement, as well as to be of service to others.

ARTICLE II: Membership

Section 1. Membership in this organization shall be open to all youth who have reached 8 years of age and have entered the third grade and have not reached their 19th birthday before September 1 of the current 4-H year and who reside in Iron County regardless of socioeconomic level, race, color, sex, national origin or disability.

Section 2. Prospective members must satisfactorily complete the Utah Hunter Education Course.

Section 3. New members must complete a 4-H Enrollment Form at a regular club meeting before being accepted into membership of the club. All members must re-enroll using a 4-H Enrollment Form each 4-H year.

Section 4. Members are encouraged to join and maintain membership in the National Rifle Association (NRA).

Section 5. Members must provide written consent signed by a parent or legal guardian authorizing the member to participate in shooting sports activities including handling firearms and ammunition. Appendix I of these bylaws will be used for this purpose.

Section 6. Members are not required to pay dues but will be expected to participate in fund raising activities of the club.

Section 7. All members should conduct at least one project, and then complete and turn in a project record form or appropriate paperwork.

ARTICLE III: Officers and Elections

Section 1. Junior Leaders of the club shall be members who are 10 years of age or older who have been members for at least one year. Their duties shall include

(a) assisting adult leaders in all phases of the 4-H program.

(b) providing leadership, knowledge, skills and enthusiasm to club and county 4-H activities as the opportunities and needs arise.

(c) helping individual club members.

Section 2. Teen Leaders of the club shall be members who are at least 13 years of age with 1 year of project experience. Their duties shall include.

(a) lead a club or a project group with an adult present.

(b) providing leadership, knowledge, skills and enthusiasm to club and county 4-H activities as the opportunities and needs arise.

(c) helping individual club members.

Section 3. The officers of the club shall be a president, first vice-president, second vice-president, third vice-president, council delegate, secretary, treasurer, reporter and parliamentarian.

Section 4. Officers shall be elected annually. Officers shall serve for a term of one year beginning whenever installation is held (June, July, August or September), and shall not be eligible for the same office the following year. Any person appointed to fill an unexpired term may be eligible for the same office the following year. The outgoing president shall automatically be the club parliamentarian.

Section 5. The officers of the club shall constitute an executive committee.

Section 6. Any officer position that becomes vacant shall be filled by someone appointed by the executive committee.

Section 7. The president, with the approval of the executive committee, may appoint up to four members to official leadership roles as the need arises. Those appointed become members of the executive committee.

Section 8. If qualified, club officers should seek certification as an NRA Apprentice Instructor. Any qualified member who is not a club officer may also seek certification as an NRA Apprentice Instructor.

ARTICLE IV: Duties of Officers

Section 1. Duties of the president shall be

(a) to preside at all meetings of the club, enforce the bylaws and exercise supervision over the affairs of the club.

(b) to appoint standing and special committees.

(c) to serve as an ex-officio member of each committee, except the nominating committee.

(d) to serve as delegate of the club to the County 4-H Council.

Section 2. Duties of the first vice-president shall be

(a) to assist the president.

(b) to perform the duties of the president in the absence of that officer.

(c) to serve as chairman of the program committee.

(d) to help plan all club educational programs one year in advance.

Section 3. Duties of the second vice-president shall be

(a) to assist the president.

(b) to perform the duties of the president in the absence of the president and first vice-president.

(c) to serve as chairman of the recreation/social committee.

(d) to help plan recreation and refreshments for each club meeting and plan special social events of the club.

Section 4. Duties of the third vice-president shall be

(a) to assist the president.

- (b) to perform the duties of the president in the absence of that officer, the first vice-president and the second vice-president.
- (c) to serve as chairman of the membership committee.
- (d) to help enroll members into the club and be in charge of promotion and recruitment of new members.

Section 5. Duties of council delegate(s) shall be

- (a) to serve as delegate to the County 4-H Council.
- (b) to keep the club informed of county 4-H activities and assist in the coordination of local and county activities.
- (c) to encourage all 4-H members to become involved in county 4-H activities.

Section 6. Duties of the secretary shall be

- (a) to keep a full and correct record of all proceedings of the club.
- (b) to have charge of club correspondence.
- (c) to keep the roll and read the minutes at each meeting.

Section 7. Duties of the treasurer shall be the following and under the direction of the Iron County Extension office:

- (a) to help prepare a budget for approval by the club.
- (b) to receive, hold and pay out all monies of the club as designated by the adopted budget. Any expenditure not included in the budget must be approved by the executive committee.
- (c) to keep an accurate record of the receipt and expenditures of all funds.
- (d) to present a financial statement when requested to do so.
- (e) to serve as chairman of the finance committee.

Section 8. Duties of the reporter shall be

- (a) to report activities of the club to local news media.
- (b) to report activities to the county Extension agent and/or in the county 4-H newsletter.

Section 9. Duties of the parliamentarian shall be

- (a) to provide advice to the presiding officer on parliamentary procedure.
- (b) to instruct members in correct parliamentary procedure.

Section 10. Duties of apprentice instructors shall be

- (a) to provide shooting sports safety and marksmanship training under the supervision of an adult shooting sports instructor or adult leader.
- (b) to ensure safe handling of shooting sports equipment during all club activities.
- (c) to inspect club-owned shooting sports equipment following each activity to ensure the shooter has properly cleaned the equipment and to identify any malfunctions or damage that need the attention of an adult leader.
- (d) recommend members for shooting sports awards when qualified.

ARTICLE V: Adult Leaders and Duties

Section 1. Adult leaders must not be restricted by local, state and federal laws from handling firearms or ammunition, must complete a 4-H registration form, and have a successful background check.

Section 2. Adult leaders should complete the Utah Hunter Education course and seek certification as an instructor in the shooting sports.

Section 3. Adult leaders of the club shall be

- (a) the club manager and the assistant club manager recruited by a special committee, or nominated by the nominating committee during April or May of each year. The club manager must be a certified instructor for the Utah Hunter Education Course. The

appointment of the club manager is subject to the approval of the county Extension agent and the 4-H & Youth Development Committee.

(b) leaders in specific project or activity areas such as judging, equipment, shooting sports training, demonstrations, records, etc., who shall be appointed by the club managers and the executive committee.

(c) committee advisors or leaders who shall be appointed by the executive committee and club managers.

Section 4. Duties of the club managers shall be

(a) to be responsible for the overall year's program of the club.

(b) to work as close advisors and leaders along with the executive committee, other committees and adult and junior leaders to see that the club's program and activities are well-planned and executed.

(c) to work closely with county Extension agents and other adult volunteers to coordinate local and county activities.

(d) to keep the best interests of each member foremost in the plans of the club.

Section 5. Duties of the project and activity leaders shall be

(a) to be responsible for planning and directing activities and programs in their specific area.

(b) to work closely with club managers to coordinate their projects with other club activities.

(c) to use junior leaders to assist them in their areas.

Section 6. Duties of the committee advisors or leaders shall be

(a) to provide leadership and guidance to individual committees.

(b) to help committee members assume as much responsibility as they are capable of and to have successful experiences in carrying out responsibilities.

ARTICLE VI: Committees and Duties

Section 1. The standing committees of the organization shall be finance, membership, program, social and community service. These committees shall be appointed by the executive committee, club manager and assistant club manager at the beginning of the year for a one-year term.

Section 2. Duties of the standing committees shall be

(a) Finance - the finance committee shall have the responsibility of presenting a proposed budget to the club and arranging for an audit of the books when necessary. The committee shall also review the financial status of the club and make recommendations for fund-raising projects during the year.

(b) Membership - The membership committee shall encourage every eligible boy or girl in the neighborhood or community to become a 4-H member. The committee will also be responsible for securing and enrolling new members for the club, welcoming visitors and prospective members at club meetings, and providing new members with 4-H club information.

(c) Program - The program committee shall be responsible for all of the programs at the regular meetings. This includes planning the year's programs at the beginning of the club year and being responsible for each program during the year.

(d) Social - The social committee shall be responsible for providing recreation at each club meeting, for all special social activities during the year, and for appointing families to provide refreshments and be hosts and hostesses for each regular meeting.

(e) Community Service - The community service committee shall be responsible for planning community service activities to involve all members of the club. Those activities should help the members develop personally as well as benefiting the community and county.

Section 3. The nominating committee shall be appointed by the president at least 30 days before the election of officers. It shall consist of three to seven members and one to two advisors.

This committee shall secure the consent of each nominee before placing his or her name on the proposed slate of officers.

Section 4. Other committees may be named as the need arises.

ARTICLES VII: Meetings

Section 1. Regular meetings of this organization shall be held on the second Saturday of each month.

Section 2. Special meetings may be called by the president.

ARTICLE VIII: Procedure

Section 1. Robert's Rules of Order, Revised shall be the accepted authority in all matters pertaining to parliamentary procedure that are not specifically covered in the club's bylaws.

Section 2. The order of business for regular meetings is:

- Call to order
- Inspirational
- Roll call
- Reception of new members and recognition of guests
- Reading and approval of minutes
- Reports - officers, committees, project groups, special activities, leaders
- Unfinished business
- New business
- Program
- Adjournment
- Recreation

This order of business may be altered for the convenience of a speaker giving the program.

ARTICLE IX: Club Disbandment

Upon the disbandment of the club, all real property, including money, equipment and land, shall become the property of the Iron County 4-H Program for care and disposition. The last official duty of the club's manager shall be to effect the transfer of club property and to turn over club records to the Iron County Extension agent.

ARTICLE X: Amendments

Section 1. These bylaws may be amended at any regular meeting of the club by a two-thirds vote of the members present, provided that the proposed amendments have been presented to the club in writing and filed with the secretary at the previous meeting of the club.

Section 2. Amendments must not conflict with the 4-H or NRA policy or philosophy.

Three-Peaks 4-H Shooting Club

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Iron County Utah

Firearms safety Agreement And Consent to Handle Firearms & Ammunition

I understand that there are inherent and other risks involved in the use of guns and ammunition in shooting, and I freely and voluntarily assume and accept those risks.

I understand that the safe and proper use of firearms requires a positive attitude based on maturity, responsibility, ethics and respect.

I agree to abide by all safety rules established by the 4-H, the National Rifle Association (NRA), the Three-Peaks 4-H Shooting Club, and common sense and will encourage others to do the same.

I understand that club membership may be terminated at any time if my cooperation and respect for safety is deemed to be unsatisfactory by the instructors or adult leaders or if my behavior or actions are deemed to be a risk to others or myself or if, in the opinion of the instructors or adult leaders, I fail to demonstrate the proper attitude and knowledge necessary for the safe and proper use of firearms or archery equipment.

Name of Member

Signature of Member

Date

As parent/guardian of the above 4-H member, I agree to the above Firearm Safety Agreement.

I certify that my child is not restricted by local, state, or federal laws from handling or possessing firearms under adult supervision.

I hereby give my permission for my child to handle firearms and ammunition (including handguns and handgun ammunition) pertaining to this club's activities under the supervision of the instructors and adult leaders of the Three-Peaks 4-H Shooting Club.

If my child is injured during club activities and I cannot be contacted in a reasonable amount of time, I hereby give my consent for necessary medical care.

Name of Parent/Guardian

Street Address

Signature of Parent/Guardian

City, State, ZIP

Date

Home Phone

Work/Cell Phone