WILDCAT VALLEY RIFLE AND PISTOL CLUB OPERATING RULES

Operating rules are long-term operating conditions under which the Club functions that are not part of the Bylaws, but that are authorized in Article XI of the 2008 Bylaws.

1. BECOMING A NEW MEMBER

1.1 Membership applications will be voted on only in January, April, July, and October – the start of each quarter. New members' Club dues are payable immediately.

1.2 Application packets will be made available by the Membership Secretary. The packets will contain all pertinent material for potential Club members. This packet contains, but is not limited to, range rules, bylaws, application form with three participation endorsements to be signed by non-sponsor members during the familiarization period. A $10 non-refundable application fee (6 month life) will be required when an application is submitted for Club review.

1.3 Applicants must certify that they are adult citizens or legal residents of the United States of America, that they are not a member of any organization or group which has as any part of its program to advocate or attempt the overthrow of the government of the United States or any of its political subdivisions by force or violence, that they will uphold the Constitution of the United States, that they have never been convicted of a crime of violence or felony, and if admitted to membership will faithfully endeavor to fulfill the obligations of good sportsmanship and good citizenship.

1.4 Applicants must read and understand the operating rules before submitting their Club application. The business and activities of the Club are conducted in English; therefore the applicant must understand and communicate in English.

1.5 Applicants must furnish positive picture identification upon submission of an application, and present either a current hand gun permit (target or concealed), a gun purchase receipt not more than 1 year old, or consent to a background check at applicant's expense. Applicants must present a completed application in person at a regular meeting at least 28 days before a membership vote. Applicants must also be present when their membership is voted on.

1.6 Applicants will be expected to identify areas of shooting interest. Current members involved in those identified areas will be introduced to the applicants.

1.7 Applicants must also identify whether they have previously been members of the Club and if so, their membership status upon leaving, and whether any work hours, dues, etc. were owed.

1.8 Applicants must attend an orientation session during the application process, no more than six months before the vote on membership. The session will be scheduled and conducted by the Orientation Chairman, or a designated appointee.

Applicants must tour the Club facilities and read and sign a copy of the range rules. The signed copy will be filed with their application and retained by the Membership Secretary.

1.9 At least one of the two required sponsors must be present at the meeting for the membership vote.

1.9.1 Initial Sponsor Presentation: A sponsor must make the initial introduction to the Club at the initiation of the application process.

1.9.2 Membership Presentation: At the meeting for the membership vote, a sponsor (or sponsor's designee) will make a statement to the Club. The statement will contain the applicant's shooting/personal history, relationship to applicant, that to the best of sponsor's knowledge, applicant is potentially a good Club member and that to the best of his knowledge all applicant information given is true.

1.2 Out of a minimum of 15 votes cast, it will be necessary to have at least three (3) negative votes for an application to be rejected.

1.3 Applicants not meeting the stated requirements for membership may request waiver of no more than one of the requirements for membership by appearing in person before the executive committee prior to any membership vote. The Executive Committee may waive, by a majority vote, any stated requirement for membership. Unless a membership requirement is waived by the Executive Committee, anyone not eligible for membership is not entitled to have their application presented for a membership vote.

1.4 If an application is not approved, the REFUNDABLE portion of any money or dues paid will be promptly returned.

1.5 Members will be issued a Club key and a range identification badge with name and date of expiration (one year after induction). No member will loan, duplicate, or give away his club key to any other person. The badge is to be worn at all Club activities to identify the user as a member. It will also help all members learn each other's names and may furnish a name in case of a safety infraction.

2. MEMBERSHIP RENEWAL

2.1 Club dues will be payable on the date of the first regular Club meeting in the quarter of renewal. The members' annual dues to the Club will be paid on or before the due date. Membership renewal letters will be mailed to the member 6 weeks prior to the due date. If a member is unable to pay dues and can show just cause, the member may explain the reason at an executive committee meeting and may be granted an extension by vote of the executive committee. The postmark will be recognized as the date of payment by mail.

2.2 When renewing Club membership, the member must provide evidence of current NRA membership. A current NRA membership card, the mailing label from a NRA magazine with membership expiration date or a photocopy of either is acceptable.

2.3 Dues (renewal or new members) are preferably paid by check or money order.

2.4 If dues are not paid by the date due, or alternate arrangement made at an executive meeting, the membership will be delinquent! The delinquent member must pay a $50 late fee in addition to any unpaid dues or fees before the next general meeting to maintain membership. Beyond the next regular meeting following the renewal date, the membership is canceled and the former member must reapply as a new candidate. Every time a new candidate is approved for membership, the Club processing fee will be charged.

2.5 The Membership Secretary will keep the official membership records in a database/spreadsheet. Copies (by disc or hardcopy) will be provided as needed to the Executive Committee. Timely printouts will be kept in a ring binder as hardcopy backups, in addition to data stored in at least two other locations.

3. MEMBERSHIP DUES AND WORK REQUIREMENTS

3.1 Annual membership dues and fees will be established by vote of the membership, and annual dues are currently $100 per year. Applicants will pay a $100 initiation fee with the first year's dues.

3.2 Deposits will be charged for each key issued. The deposits will be refunded upon return of the keys. Money collected for key deposits will be placed in the Club's treasury. Members in default of dues and not making a report to the membership at a Club meeting are no longer members of this Club, and must return their keys.

3.3 Each member attending a particular function may be required to contribute to defray the cost of such function, as determined by the Club.

3.4 Each member must contribute service to the Club as required, as a condition of membership. All members (with the exception of any member 62 years or older) are obligated to perform six (6) hours of work for the good of the Club per annum as part of their membership requirement. One half (1/2) hour work credit is given for attendance at a membership meeting.

3.5 Members delinquent in work hours shall redeem the hours not worked at $20 per hour.

3.6 Elected Officers, Discipline Chairmen and Co-Chairmen; and Chairmen of standing committees shall be exempt from work hours reporting.

3.7 Work hours reporting. Work hours performed relative to a particular discipline such as a discipline work day, or match shall be approved by the Discipline Chairman/Co-

Chairman, and so indicated on the work hours sheet. For general Club work hours, they must be approved by an elected officer, and signed off on work hours sheet.

4. BUDGETS REQUIRED FOR SHOOTING DISCIPLINES AND RANGE IMPROVEMENTS

4.1 For the purposes of this operating rule, the Operations Officer or his designee will assume the role of a Discipline Chair in planning annual range maintenance and long term capital improvements to the Club's property as a whole.

4.2 Each Discipline Chair shall formulate and present to the Executive Committee an estimate for consumable items such as pasters, targets, backers, cardboard, etc. The chair will plan a basic budget that will allow him to operate all scheduled matches for a given year. The basic budget will be formulated on an annual basis before the start of each activity's season.

4.3 Each Discipline Chair will also plan for infrastructure and capital items that represent large one-time expenses – for example projects in excess of $2000.00. This category would include expenses as trap machines, permanent target frames, range gravel, backstop repairs, and so forth. This forecast would include replacement, repair, or major maintenance projected over the following three years. The Executive Committee may allocate additional funds for these capital projects on an ***as-available*** basis. The capital project forecast will be updated annually at the start of each activity's season.

4.4 The basic budget and the three-year forecast for each discipline will be submitted to the Executive Committee for consideration. There may be more items requested than the club can afford in any one year, thus the committee may have to defer some items to a later year. Once these budgets are accepted by the Executive Committee, they are brought to a membership meeting for final approval as they become available.

4.5 If there is an unforeseen expense, or emergency expense, during the year such as storm damage, catastrophic equipment failure, vandalism, and so forth, a request can be made only to the Executive Committee for approval to bring a spending authorization motion to the floor of a membership meeting. If the Executive Committee does not approve the request, then it will not be sent to the membership for further action. The Executive Committee will act as the gatekeeper concerning unplanned large expenditures.

4.6 If the item is genuinely necessary, or an understandable oversight in budgeting occurs, and the treasurer verifies that funds are available, then the Executive Committee can grant approval to bring a major spending motion to a vote by the membership.

5. NO HUNTING ON CLUB PROPERTY

No hunting is allowed on Club property under any conditions.

6. FIREWOOD REMOVAL

Removal of firewood from Club property must be approved by two (2) trustees.

7. CLUB USE LIMITED TO MEMBERS, FAMILY

Club use is limited to members, their immediate dependent family members, or other significant person (family members/dependents over the age of 18 should consider their own membership), personal guests for a one-time shooting visit, or an organization approved by the Executive Committee and affirmed by the members. NOTE: This item is to be waived for applicants during the familiarization period.

8. USE OF CLUB-OWNED FIREARMS

A Club-owned firearm may be checked out to any Club Member by the responsible Discipline Chairman for a maximum of one (1) month of use. No corrosive ammunition may be used in these firearms. In the event such ammunition is accidentally used, the responsible person will immediately clean the firearm with hot water and soap and have it checked over by the Discipline Chairman or his delegate within twelve (12) hours.

9. CLUB CALENDAR OF EVENTS

The Operations Officer shall oversee the development of an official Club Calendar of Events (activity schedule), running from March 1 of the current year through February of the following year. Discipline Chairmen, or any other officer wishing to submit an approved event for the following year, must submit those dates to the Operations Officer or his designee no later than December 31st. The Operations Officer or his designee will resolve all range conflicts and publish an official calendar, which shall be mailed to all members, and posted on the Club website. Any scheduled event on the Club calendar has precedence over individual shooters on a scheduled range. Also see Operating Rules 9.1 and 15.4.

9.1 New Shooting Events. The Club must approve a new shooting event or a major modification to an existing shooting event. Approval must be given by the Safety Committee, the Executive Committee and at a regular membership meeting. This process must be completed before the new event is scheduled.

10. TRASH

Trash generated by a Club member will be removed by that member for proper disposal away from the range. Such litter includes used targets, paper, cardboard, cans, plastic, glass, unfired ammunition and any other debris. This operating rule will apply to trash generated within the clubhouse or at another place on the range. It is recommended that - whenever practical - spent cartridge cases will be picked up and removed by each member. Event chairmen will ensure that no trash remains after their event or activity is complete. Burning of trash by members is prohibited unless prior authorization is obtained from the Executive Committee for special situations.

11. MATCH RULES

11.1 All scheduled matches or competitions held by the Club will be governed by and conducted consistent with the rules and regulations of the sanctioning entity, if any, affiliated with the match or competition. The match Director or Discipline Chairman shall remit all match revenue to Operations Officer with approved remittance form. Operations Officer will verify accuracy and submit to the Treasurer.

11.2 During a scheduled match or competition, the Match Director will have complete and total jurisdiction over participants, members, and the use of the range(s).

12. ALCOHOLIC BEVERAGES OR ILLEGAL DRUGS PROHIBITED

No alcoholic beverages or illegal drugs are allowed on club property. No person shall be permitted upon Club property if that person's ability to safely handle a firearm or follow directions or instructions is impaired or diminished as a result of consumption of alcohol or any controlled substance.

13. RANGE RULES ARE CONSIDERED OPERATING RULES

Range rules are compiled and published by the Orientation and Safety Committee with input from Discipline Chairmen. They are binding on all members and guests, and every member must sign and return a copy when he joins, and with his annual dues renewal signifying that he has read and understands them. He will retain one copy for his reference.

14. CALIBER .50BMG, HIGH ENERGY ROUNDS PROHIBITED

No .50BMG cartridges, no .50BMG cartridge variants, nor any other high energy round of 8000 foot-pounds muzzle energy or greater, shall be fired on the WVRPC property.

15. OUTSIDE RANGE USE (RANGE USE BY NON-WVRPC ORGANIZATIONS)

15.1 The Club may accept applications for a limited number of dates for the use of Club ranges by outside groups. This covers shooting and non-shooting events. This covers any person or persons or an organization such as Youth Groups, hunting or shooting related organizations, government agencies, religious organizations, corporate recreation groups, etc. No "Outside Organizations" are pre-approved; everyone must resubmit every year. This does not pertain to shooting events that the Club schedules that are sanctioned by shooting organizations other than the NRA but which the club charges an entry fee and is open to the public. This does not apply to the Wildcat Valley Junior Club.

15.2 Limited use is defined as 25 midweek and 6 weekend days.

15.3 A committee comprised of 5 Club members in good standing will be formed to review and advise the membership on applications. This committee is to be appointed by the President Elect within 7 days of the election.

15.4 Application for range use shall be made by the December regular meeting for the following calendar year. This application will be forwarded to the Range Use Committee for consideration. This is so the dates and events can be placed on the yearly club calendar. Applications made after the December regular meeting must be approved as above and announced at a regular meeting for membership approval at least 60 days in advance of the event so the change to the schedule can be placed in the newsletter and the web page. Large events may require the applicant to pay for a mailing to notify the membership.

15.5 Applicants will comply with all procedures and policies set by the Club.

15.6 Applicants shall provide proof of insurance, satisfactory to the Club.

15.7 A fee may be charged to offset expenses the club may incur, and a damage or cleanup deposit may also be charged.

15.8 One Club member, as range officer, and at least two other members as assistants are required for each scheduled event. Large events will require more members to be present to safely supervise the event as determined by the Safety Committee. The range officer must have prior experience running a shooting event.

15.9 A detailed written description of the event will be submitted before approval can be given.

16. CONTINGENCY FUND

16.1 Purpose: To provide a source of money to protect or enhance the Club's operations at its present site near Brookston, Indiana.

16.2 Funding: The FUNDS balance in the Land Acquisition Fund at the time this amendment to the Operating Rules is approved shall be the initial funding level.

16.2.1 Funds may be deposited in to the Contingency Fund by majority vote of the Executive Committee, followed by majority vote of the membership at a regular meeting. No formal 30-day notice to the membership is required for deposits. This is to facilitate repayment of any use that may be voted by the Club, as mentioned in 16.3 below, second paragraph.

16.3 Use of Fund: The fund may be considered for use outside of the Club's normal budget process as outlined in 16.1, above. In the event such a use of the Contingency Fund is recommended by the Club's Executive Committee, notice of any potential use of the fund shall be consistent with the Club's Bylaws, particularly Article XI--Operating Rules and Article XV--Amendments. (Requires 30-day written notice to membership of meeting for vote, and must pass with 60% or more of membership present at vote).

Notice of the proposed use of the Contingency Fund shall also include specific reference to the amount of the fund to be used along with information regarding the general terms of any bid, quote, or estimate, and the total estimated cost of the project

proposed to refinance in any part by the Contingency Fund. A plan to replenish any amounts used must be proved and voted upon, as well. This is to maintain the level in the Fund.

16.4 Reporting: The status of the Fund shall be reported to the membership monthly by the Treasurer.

By signature hereon the following named officers of the Wildcat Valley Rifle and Pistol Club, Inc. certify that these Operating Rules have been approved by the required majority of the voting members present at meetings of the Wildcat Valley Rifle and Pistol Club, Inc., with the last meeting for purposes of amending the Operating Rules of Wildcat Valley Rifle and Pistol Club, Inc. held on the 5th day of June, 2019. Accordingly, these Operating Rules are certified to be true and correct as of that date.

WILDCAT VALLEY RIFLE AND PISTOL CLUB

By:/s Ricky L. Smith, Sr., President

By:/s Chris Dunn, Recording Secretary

Amended:
September 1, 2010
August 6, 2014
October 12, 2016
June 5, 2019