



IMPERIAL VALLEY RIFLE &PISTOL ASSOCIATION INC.

BY-LAWS

Revised December 26, 2019

ARTICLE I

NAME

The name of this corporation shall be The Imperial Valley Rifle and Pistol Association, Inc. Herein, known as the IVRPA.

ARTICLE 2

BUSINESS ADDRESS

The IVRPA shall conduct business through Post Office Box 241, Imperial, Ca 92251. For IVRPA information news and events visit. Net. IVRPA maintains a shooting sports facility at 2500 West Wheeler Road, Imperial California.

ARTICLE 3

MISSION STATEMENT

In Nineteen Eighty-one the IVRPA incorporated and established itself as a non-profit organization. We are dedicated to encouraging safe and responsible firearms ownership and use. It is our goal to foster participation in the various recreational disciplines with an emphasis on Safety, Education, Training and organized Competition.

To this end, the IVRPA maintains a multipurpose shooting sports range complex that is open to the public at specific times. This facility is made available, on a contract basis, to Federal, State, County and Local Law Enforcement Agencies for firearms training purposes. The IVRPA donates use of the range and assists local Service Organizations in conducting charitable vents. Youth organizations, such as 4H and the Scouts, are encouraged to use the IVRPA facilities. California Hunter Safety classes are held at this facility. The United States Military conducts training exercises at the IVRPA facility. The IVRPA holds regular scheduled shooting evets covering multiple disciplines, open to all IVRPA members, other shooters clubs and the general public.

Furthermore, it is the goal of the IVRPA to encourage the characteristics of Honesty, Good Fellowship, Self-Discipline, Team Spirit and Self Reliance which are essential to Good Sportsmanship, the foundation of Ture Patriotism and the heart of our rights and obligations under The Constitution of The United States of America.

ARTICLE IV

MEMBERSHIP

Section A.

Any person of good repute may become a member of the IVRPA by submitting a completed application for membership to the Board of Directors for review, subsequent vote of approval by voting members and payment of the appropriate membership dues as established in the Bylaws. (See Article v, Section B) Candidates for membership in the IVRPA must submit their application and a Release of Liability Wavier and pay the annual dues in person at a regular monthly meeting. Upon acceptance, each new member shall receive a copy of the IVRPA Bylaws a copy of the IVRPA Standard Operating Procedures (SOPs).

Section B.

Membership in the IVRPA shall be divided into three classes: Life Members, Annual Members, Associate Members.

1. Life Member

A Life Member is any person eighteen (18) years of age or older, who has applied for Life Membership been accepted as per these Bylaws and paid the established fee. A person, who is already a member of the IVRPA under any other category is required to file a separate Life Membership application. A Life Member has the right to vote, hold office and shall be, herein, referred to as a Voting Member.

2. Annual Member

An Annual Member is a person eighteen (18) years of age or older who maintains his/her yearly dues. Annual Members have the right to vote, holds office and shall be, herein, referred to as a Voting Members.

3. Associate Member

An Associate Member is a person eighteen (18) years of age or older who cannot full the requirements of a Voting Member as set forth in these Bylaws (See Article IX, Section A), who has submitted an application for Associate Membership and maintains his/her yearly dues. Application for Associate Membership may be submitted by mall or by proxy. Associate Members shall not have the right to vote or hold office.

Section C.

No Active Duty Military personnel may be a member of the Board of Directors. Any member of the Board of Directors who becomes Active Duty Military must resign His/her position on the Board of Directors.

Section D.

Life Members, Annual Members, Associate Members, shall have no interest, beneficial or otherwise, in any real property of the IVRPA.

Section E.

An Annual Member may up grade to a Life Membership within ninety (90) days after payment of the annual dues by paying the difference between the Annual and Life Membership dues.

Section F.

By applying for and accepting membership in the IVRPA, every individual agrees that he/she has read and understand the IVRPA Liability Release Wavier. Every application for membership shall be accompanied by a signed IVRPA Liability Release Waiver.

ARTICLE V

DUES

Section A.

Dues of Annual Members, Life Members, and Associate Members will be set forth by the Board of Directors and ratified by majority vote of the Voting Members at any meeting of the IVRPA.

Section B.

Membership dues shall become payable on January first of each year. Dues for new membership will be charged non a prorated fee schedule on the month in which their application for membership is accepted. See Appendix A for a schedule of current dues and prorated fees.

ARTICLE VI

MEETINGS

Section A.

Regular meetings of the IVRPA membership shall be held on the first Tuesday of each month.

Section B.

There shall be an annual meeting of the IVRPA membership on the first Tuesday of October of each calendar year for election of members of the Board of Director. The Board of Directors shall submit to the members any reports required by these Bylaws at this annual meeting. All other IVRPA business may be conducted at the annual meeting. The Secretary shall provide the membership notification of the annual meeting by mail or email at least one (1) month prior to the date of the meeting.

Section C.

Special Meetings of the membership may be called by the President or Vice President, by call of at least four (4) members of the Board of Directors or by written petition, presented to any Board Member, from five (5) Voting Members of the IVRPA requesting such a meeting. The Voting Members shall be notified by mail, email or telephone by the secretary of the IVRPA as to the time, place and nature of such a special meeting. The Secretary may enlist the aid of volunteers to assist in making the required notification.

Section D.

10 Voting Members plus four members of the Board of Directors of record of the IVRPA shall constitute a quorum for any meeting of the membership.

ARTICLE VII

BOARD OF DIRECTORS

Section A.

The Board of Directors shall be elected by majority vote of the voting membership in attendance at the annual meeting of the IVRPA. The Board of Directors shall consist of seven (7) Voting Members; including the President, the Vice President, the Secretary, the Treasurer, The Range Master and two (2) Directors at Large.

Section B.

The term of office for all members of the Board of Directors shall be for two (2) years. The President, Secretary and Range Master shall stand for election at one annual meeting and the Vice-President Treasurer and Directors at Large shall stand for election at the following year's annual meeting.

Section C.

In the event of a vacancy in any office of the Board of Directors, said vacancy shall be filled by appointment by the remaining members of the Board of Directors pending the next annual election. In the event of a vacancy in the position of President, the Vice President shall assume the duties of the President. The Board of Directors will then fill the position of Vice President with a qualified candidate.

Section D.

To qualify to serve on the Board of Directors, A person shall have been an active member of I.V.R.P.A. for at least three [3] years, participating at a level that meets membership requirements of a Voting Member.

Section E.

No immediate family members; Husband-Wife or Significant Others, Parent-Child or Siblings shall be allowed to serve as members of the Board of Directors concurrently.

Section F.

All members of the Board of Directors shall be residents of Imperial County. All members of the Board of Directors shall maintain membership in the National Rifle Association throughout their term of office.

Section G.

A Member of the Board of Directors who, during his/her term of office, moves his/her primary residence from Imperial County may continue to serve and be re-elected to office on approval of a majority vote of the Regular Members in attendance provided said Board Member can fulfill his/her duties of office and maintain his/her level of participation in IVRPA activities.

ARTICLE VIII

DUTIES OF THE BOARD OF DIRECTORS

Section A.

The Board of Directors shall manage the affairs of the IVRPA and shall have the authority to do everything necessary and beneficial in the conduct of daily business of the IVRPA. Members of the Board of Directors shall not receive any salary for their service.

Section B.

There shall be a Board of Directors meeting before each regular meeting and before the annual meeting. Special Board of Directors meetings may be called as the President or Vice President deems necessary and a twenty-four (24) hour notice shall be required for such special meetings. Notice may be given in writing, orally, by email or by telephone.

Section C.

Four [4] members of the Board of Directors shall be necessary to constitute a quorum for the transaction of business. In the absence of the President, the Vice President shall preside. Otherwise, the members of the Board of Directors present may choose a chairman for the meeting.

Section D.

Meetings of the Board of Directors may be held at such time and place as may be designated by the President.

Section E.

The President shall preside at all meetings of the IVRPA and shall perform all such duties as are usual to his/her office.

Section F.

The Vice President shall perform the duties of the President in the absence of the President or at his request.

Section G.

The Secretary shall be the custodian of all official correspondence. He/she shall keep a true record of all meetings of the Board of Directors, of the IVRPA membership and have custody of the books and papers of the association. Applications for membership in the IVRPA shall be made to the Secretary. The Secretary shall maintain a roster of the membership. The membership roster shall be updated on a monthly basis.

Section H.

The Treasurer shall oversee the financial affairs of IVRPA. He/She shall collect all monies from Range fees and Membership Dues and shall insure these monies are placed into appropriate bank accounts. The Treasurer shall coordinate with the bookkeeper to insure all IVRPA bills due are paid in a timely manner and that our contract accounts are billed appropriately and are being paid on time. He/She shall maintain an accurate ledger of financial activities and give a report at any meeting of the Board of Directors. The Treasurer shall give a detailed financial report at the annual meeting in October.

Section I.

The Range Master shall assure that all safety procedures are maintained during any association activities. He/she shall have primary control of the IVRPA range and its schedule of operations. He/she shall maintain N.R.A. certification as a Chief Range Safety Officer. If, upon election to the position of Range Master, the electee does not meet said requirement, He/she will have sixty [60] days to obtain this certification. He/she shall have the authority to appoint IVRPA members to assist in fulfilling his/her responsibilities as necessary. He/she shall be responsible for maintaining order at all association meetings and functions.

Section J.

The Board of Directors shall, on an annual basis, review each members' level of participation in IVRPA activities and determine if each member, according to these Bylaws, is allowed to renew his/her Annual Membership. If the Board of Directors determines that a member has not, with good cause, met the member participation requirements set forth in these Bylaws (See Article IX, Section A), then the Board of Directors shall offer that member an Associate Membership the following year. If the same member, during his/her year as an Associate Member participates in IVRPA activities at a level required of Voting Members then that member shall be offered an Annual Membership the following year. The Board of Directors or any Voting Member may present, for majority approval of the Voting Members present at any IVRPA meeting, the name of any member who, by merit, may be exempt from membership participation requirements.

Section K.

Any action taken by the Board of Directors may be overruled by a two-thirds vote of the Voting Members present at any regular or special meeting of the IVRPA. Voting Members of the IVRPA must be notified by mail or email fifteen (15) days prior to any special meeting called for the purpose of voting to overrule a Board of Directors decision.

ARTICLE IX

DUTIES OF THE MEMBERSHIP

Section A.

Voting Members of the IVRPA are required to participate in association activities. The participation may be fulfilled in any manner so as not to impose a hardship on any member. Failure to fulfill any form of participation will subject the member to a review by the Board of Directors. (See Article VIII, Section L) See Appendix B for opportunities to fulfill member participation requirements.

Section B.

A Member may, not to exceed three [3] times, bring as many as four (4) guests to use the range facilities. The member must accompany the guests at all times. All individuals who are not members of the IVRPA shall sign a Release of Liability Waiver. The member shall encourage the guest(s) to apply for membership in the IVRPA. Frequent guests shall be treated as the General Public and shall be limited to weekend and holiday range access and shall pay the usual public access fee. Guests who attend scheduled matches shall pay only the usual match fee.

ARTICLE X

SUSPENSION OR EXPULSION

All members of I.V.R.P.A. are subject to suspension of range privileges, expulsion from membership, and forfeiture of membership dues for violations of club rules listed in the S.O.P. manual. The club shall follow a graduated system of discipline to be administered wherein the sanction is commensurate with the seriousness of the violation. Discipline shall be administered in the interest of maintaining safety and to protect I.V.R.P.A. assets. I.V.R.P.A. members shall be afforded due process guarantees, as stipulated in these bylaws, to ensure fairness and equal application of disciplinary measures.

GRIEVANCE DUE PROCESS

The following grievance procedure shall be followed by the organization prior to sanctioning a member charged with violating the I.V.R.P.A. S.O.P:

1. The grievance procedure is initiated when a member in good standing files a grievance by submitting a letter to any Board Member for review. The letter shall clearly state the facts relied upon and shall be accompanied by all affidavits and/or exhibits which are to be used in support of said charges.
2. The Board shall provide the accused with a copy of the letter and accompanying affidavits and/or exhibits

3. The Board of Directors shall meet and review the submitted documents to determine if further action is warranted.
 - . The President or designee shall provide notice to the accused and accuser of the Board's decision in said matter.
 - . I.V.R.P.A. shall not record unsubstantiated charges and all letters, affidavits and exhibits shall be destroyed.
 - . Substantiated charges shall be referred to a Grievance Committee appointed by the Board of Directors.

4. The President or in his/her absence the Vice-President shall appoint a Grievance Committee of three [3] to five [5] members, none of whom can be a member of the Board of Directors or the member or members filing the grievance.
5. The accused member shall be notified in writing of the charge or charges against him/her and the time and place for the hearing by the Grievance Committee. Notification shall be made at least fifteen [15] days prior to the hearing.
6. The member being considered for discipline and/or expulsion from membership shall be given a chance to defend himself/herself at an open meeting called by the Grievance Committee. The Committee shall review the evidence and submit a finding of "substantiated" or "unsubstantiated".
7. The Committee's findings shall be submitted to the Board and the Board shall submit substantiated charges to the Voting members to be considered for discipline and/or expulsion. A two-thirds [2/3] vote of the Voting Members present at any I.V.R.P.A. meeting shall certify the Committee's findings provided a quorum is present.
8. Suspension/expulsion for substantiated charges shall be commensurate with the seriousness of the rule violation.

ARTICLE XI

AMENDMENTS

Section A.

These Bylaws may be amended or repealed, or new Bylaws may be adopted at any meeting of the Voting Members. The change in the Bylaws shall require a two-thirds affirmative vote of the Voting Members present, provided quorum threshold is met and the following procedures have been followed:

Before any amendment to the Bylaws may be adopted, or any part of the Bylaws repealed, or new Bylaws adopted, the same shall be proposed in writing at the regular monthly meeting of the membership preceding the regular monthly meeting when the same is to be presented for vote. The proposed change shall be in writing and shall be entered by the Secretary in the minutes of the IVRPA and shall be read at the meeting. The Secretary shall give at least fifteen (15) days written or email notice to all Voting Members on the proposed change in the Bylaws. The notice shall set forth, in full, the change to be voted upon.

ARTICLE XII

ACCOUNTING AUDIT

Section A.

The Board of Directors shall cause to be made annually a general audit of the books, records and the accounts of the IVRPA by an accountant chosen by the Board of Directors. All relevant documentation will be submitted to the selected accountant in August and the results of said audit will be presented to the general membership at the Annual meeting in October.

ARTICLE XIII
DISSOLUTION

Section A.

In the event of dissolution of the IVRPA, the assets remaining after the payment of all bills and liabilities, will be given to a non-profit organization to be used to further the purpose for which this organization was created. Said non-profit organization is to be chosen by the IVRPA Voting Members of record at the time of said dissolution.

APPENDIX A
DUES

Regular Member Dues: \$35.00

Associate Member Dues: \$70.00

Life Member Fee: \$350.00 one-time fee (May be paid in five (5) equal consecutive
monthly installments.

New Members who join: January thru April; pay full annual dues

May thru September; pay half of the annual dues

October, November and December; pay the full annual dues
and their membership carries through the following year.

APPENDIX B

PARTICIPATION

Each Voting Member must participate in six club functions. Voting Members may combine any of the following activities to fulfill their minimum IVRPA Membership requirements;

- Attend meetings
- Participate in a work party
- Work as a Range Monitor
- Compete in three (3) of any one or all of the IVRPA regularly scheduled shooting matches
- Participate in the annual clean-up day and pot luck barbeque
- Participate in the annual Turkey Shoot
- Work on any committee
- Assist in preparing special events

