

# Green Valley Sportsman's Club By-Laws



Revised and Adopted On: March 12, 2026

## **Mission Statement**

We, the Green Valley Sportsman's Club of Shippingport, now located at 101 Fishpot Road in Potter Township and Raccoon Township, Beaver County, Pennsylvania, have formed our Club in order to improve our hunting and fishing skills, conditions, and opportunities for recreation. We realize that our efforts are in vain unless we cooperate among ourselves in fellowship. We hereby state our intent to adopt a form of organization that will most effectively serve to advance our interests and improve our conditions as sportsmen. Our organization will endeavor to unite all members, regardless of craft, nationality, gender, race, creed, or political belief. We will at all times observe policies and goals to improve our conditions as sportsmen.

Our Mission and Purpose is to promote outdoor recreation and all of the shooting disciplines that are of interest to our members, as well as to provide approved training for the proper handling and shooting of firearms. To achieve our mission and purpose we will cooperate with and recognize both nationally and locally accepted standards for safety and conduct related to all shooting disciplines and act on our own as a club and/or in conjunction with others to conserve our natural environment and wildlife, with safety and personal responsibility being our primary goal. We respect and recognize the right of our citizens to own and bear arms.

We shall extend every effort to abide by the principles herein set forth to perpetuate our Club and work to bring about a higher standard of sportsmanship.

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# **The Green Valley Sportsman's Club By-Laws**

## **Article 1 – Name**

This organization shall be known as the Green Valley Sportsman's Club of Shippingport. The principle location of the Club is 101 Fishpot Road, Monaca, Pennsylvania 15061. This location is in Potter and Raccoon Townships, Beaver County, Pennsylvania.

## **Article 2 – Fiscal Year and Club Financing**

The Fiscal Year of this club shall begin on January 1 and end on December 31. The primary source of income and support for our Club consists of membership dues, fees and assessments. Income from all other sources shall be limited to less than 35% of the gross Club income. Income derived from use of the Club facilities by non-members shall be limited to no more than 15% of the gross income. These limitations shall be reviewed yearly for compliance with the limitations associated with Internal Revenue Code section 501(c)(7).

## **Article 3 – Meetings**

### **Section 1: Location of Meetings**

Unless otherwise directed by the Board of Directors with at least 30 days notice to all members, which may be accomplished by posting notice at or near the entrance to the physical building of the main Club facilities, the meeting location for all Club meetings shall be: The Green Valley Sportsman's Club clubhouse at 101 Fishpot Road, Monaca, Beaver County, Pennsylvania 15061.

### **Section 2: Monthly Meeting**

A monthly meeting of the membership organized and directed by the Board of Directors shall be held on the 2nd Thursday of each month beginning at 7:00 PM and extending until adjournment.

Unless otherwise directed by the members of the Board of Directors, the order of business at the monthly meetings of the members shall be as follows:

1. Call to Order by the President
2. Pledge of Allegiance
3. Reading of the Secretary's Report
4. Reading of the Treasurer's Report
5. Membership Report
6. Reports of County Game Protector, Fish Warden or special guests if present
7. Report of Committees
8. Report of County League Representative
9. Reading of Communications
10. Presentation of bills
11. Unfinished business
12. New business

13. Nominations, election and installation of Officers at appropriate meetings
14. Remarks for the good of the Club
15. Motion for Adjournment

### **Section 3: Special Club Meetings**

A special meeting of the general membership of the Club may be called by the Board of Directors, or upon request of the President on his own sole initiative, or upon request of the President whenever six voting members of the Club whose dues are paid shall make a request to the President for the same. Said Notice must include a statement of the purpose of the meeting and an admonition that no other business shall be considered at the Special meeting. Notice of the Special meeting shall be given to the membership no less than three (3) days prior to the date and time of the meeting.

### **Section 4: Executive Board and Board of Directors Meetings**

In addition to the monthly meeting described in Section 2 above, a meeting of the Officers and the Board of Directors shall be held upon the call of the President or upon the call of one-third (1/3) of the members of the Board of Directors. Notice of said meeting shall be made to each member of the Board of Directors by email and telephone communication no later than three (3) days prior to the meeting, and SHALL state the agenda of such meeting. Any Officer or member of the Board of Directors may voluntarily waive their entitlement to Notice of such meeting and appearance at such meeting is an irrebuttable presumption of the receipt of Notice under this section.

## **Article 4 – Membership**

### **Section 1: Membership Numerical Limit and Waiting List (Refer to Membership Guidelines for specific details – Section 3)**

The Green Valley Sportsman’s Club hereby limits the membership to 350 maximum dues paying members described below in this Article as Social members. As these categories of membership are expected to have in comparison few members, all Honorary, Lifetime, and Junior members (described below in this Article) will not count against the 350 individual membership limitation.

- A. During any given year, if and when the 350 member numerical limit is not attained, the Club will accept new applications for membership on a first submitted, first considered, basis.
- B. As well, during any given year, if and when the 350 member numerical limit is attained, the Club will not accept any new applications for membership for that year.
  1. But also, the Club will then keep a file of “Waiting List” applications as they are received to be then held until and for the following year. If, after the period for membership renewal expires, and if the club membership numerical amount is below the 350 member threshold, then these applications will be considered on a first submitted, first considered, basis.
  2. If at the end of the period of membership renewal there has been no membership turnover and the numerical limit is still attained, all such waiting list applications shall be discarded and the applications shall be discarded and the applicants will

be notified by phone call and email that they must reapply later, if they wish, for the following year.

3. All applicants will be notified by phone and via email. Once notified, there will be a period of one (1) week to accept the membership. If the membership director does not receive a reply after one (1) week, the application will be discarded. If accepted, the dues payment is due in full immediately upon acceptance. No other payment terms are available (i.e. \$10.00 per month).

## **Section 2: Membership Categories**

There will be four (4) categories of Membership status. These Categories, their provisions and restrictions are defined as follows:

- A. **Social Member** - All members over the age of eighteen (18) are Social members. Social members that have NOT met the requirements of sixteen (16) points for the year as described in the Membership Guidelines listed in Section 3 will pay annual dues of one hundred (\$100.00) dollars. Social members that have met the requirements of sixteen (16) points for the year as described in the Membership Guidelines listed in Section 3 will pay annual dues of fifty (\$50.00) dollars. It is specifically recognized by the Club membership that participation in Club work activities, meetings and events provides a tangible benefit to all of the members of the club above and beyond fellowship. The reduction in monetary dues as described herein and more fully set forth below in the following section is in accord with our recognition of the benefit provided to the Club membership as a whole by engaged, participating members. The reduction in dues for those engaged, participating members as defined in this Section and the following Section is not to be construed as an inurement of income to those members; rather, it is their engagement with the Club activities that provides a benefit to the Club in an amount at least equal to the reduction in their dues.
  1. All Social memberships are family memberships. Family is defined as: spouse, parents, and grandparents of member; spouse's parents and grandparents; children and grandchildren or domestic partners living together in house. While on Club property or at any Club activity, all individuals under the age of eighteen (18) must be accompanied at all times by their parent or other designated Club member. Note that family members as described above may only be present when the card carrying Social member is present. Specifically not included in the family membership are brothers, sisters, aunts, uncles, cousins or other relatives, or friends.
- B. **Junior Member** - Any person between the ages of ten (10) and eighteen (18). A prospective Junior member's application can only be made when accompanied by the signed consent of the Junior applicant's parent or guardian who, whether parent or guardian, must also be at least a Social Member as defined above. Junior Membership shall be its own membership class and not count against the member cap. See Item 7 Below.

**Note these additional provisions and restrictions applying to Junior Memberships:**

1. Junior members shall not have the privilege of voting or holding office.
2. Junior members are not allowed any key access or use of key access to the Club.
3. No Junior member may be present on the Club grounds without being accompanied by an adult member, and under the adult (parent member, guardian member or other adult member) member's supervision.
4. No Junior member may be present to observe or shoot on any Club firing range without being accompanied by an adult member, and under the adult (parent member, guardian member or other adult member) member's supervision. The adult member shall bear the full responsibility for the junior member.
5. A Junior member between the ages of ten (10) and eighteen (18) years of age must attend, free of charge, the club sponsored NRA Firearms Safety Course, when and if available, during their first year of membership.
6. It shall be the responsibility of the Junior member to notify the Membership Director of their change in membership status due to age change (attaining 18) the beginning of the year following that year of attaining 18.
7. If and when a Junior member transitions to a Social Membership, their added membership status shall not count against the cap.
8. Dues shall be assessed against Junior members at the rate set by the Club.

C. **Honorary Member** – This special membership may be granted to anyone who the Club's Board feels warrant the distinction. No dues are assessed against Honorary members. The Executive Committee at one of its meetings must approve Honorary Membership unanimously. Honorary Memberships shall be limited to one (1) year duration. It is specifically recognized by the Club membership that the work and status of each Honorary member provides a tangible benefit to all of the members of the Club above and beyond fellowship. The reduction in monetary dues as described herein is in accord with our recognition of the benefit provided to the Club membership as a whole by Honorary Members. The reduction in dues for those Honorary members is not to be construed as an inurement of income to those members; rather, it is their work and status that provides a benefit to the Club which is recognized as an amount at least equal to the reduction in their dues.

D. **Lifetime Member** - Lifetime Membership will be granted to any member whose combination of age and years of continuous membership (minimum of 25 years of continuous membership) service totals seventy-five (75) years. No dues shall be assessed against any Lifetime member. Lifetime Membership also confers upon the member the Family Membership privileges as defined above. It is specifically recognized by the Club membership that the life's work and long term engagement with the Club of each Lifetime member provides a tangible benefit to all of the members of the Club above and beyond fellowship. The reduction in monetary dues as described herein is in accord with our recognition of the benefit provided to the Club membership as a whole by Lifetime members. The reduction in dues for those

Lifetime members is not to be construed as an inurement of income to those members; rather, it is their work and long term engagement with the Club that provides a benefit to the Club which is recognized as an amount at least equal to the reduction in their dues.

### **Section 3: Membership Guidelines**

#### **Renewing Members**

The renewal rates for renewing members is based on a Point System.

Points earned throughout the year will be used to determine whether a member will have reduced dues for the following year. Point totals will include the activities of a Members family. Points can be earned according to the following table:

Club Meetings.....	1 point
Work Parties (scheduled or *unscheduled).....	3 points
RSOs (when supporting club activities).....	3 points
Special Events (unless otherwise posted on website).....	2 points

A total of sixteen (16) points are needed throughout the year to be qualified for reduced dues. Reduced dues are fifty (\$50.00) dollars.

If Points are NOT met throughout the year, membership dues for the following year will go back to one hundred (\$100.00) dollars.

#### **New Applicants**

All new applicants will be considered a Social Member with a fee of one hundred (\$100.00) dollars, regardless of past affiliations with the club. If throughout the membership year you have earned your points you will then be qualified for reduced dues for the following year.

\*Unscheduled Work Days: Anytime a Club member would like to perform (volunteer) work for the club and is not on a scheduled work day you must fill out the Work Sheet Log on the desk so that your points can be tracked.

#### **Additional Notes About Membership:**

- A. Active Duty - Civilian to active duty members shall have dues waived until returning to civilian life. Any member who enters full time active military service while a member in good standing shall be carried as a member until such time as they are discharged from active service. If a member is discharged from active service after the January meeting, his/her dues will not be owed until the following January.
- B. All members shall be expected to reach their sixteen (16) points status per year to maintain their reduced dues status. If any member does not reach their sixteen (16) point status their dues for the following year will go back to one hundred (\$100.00) dollars.
- C. Points begin to accumulate on January 1 of each year.

- D. Expiration of Membership - Membership in the Club expires as of midnight on **December 31st** for any Member who has not paid his or her dues by **December 31st**. Those individuals will no longer be able to RENEW their expired club memberships and must re-apply as a New Club member. If they wish to do so, they will be required to pay the Social Membership fee of one hundred (\$100.00) dollars. Their membership will also be subject to the 350 Membership Limit and Waiting List Requirements.
- E. Replacement of Membership Cards - Please email: [gvsc101@gmail.com](mailto:gvsc101@gmail.com) immediately should your card become lost and a replacement card will be issued.
- F. Pavilion and Clubhouse Use - Members in good standing can use the Pavilion and the Clubhouse for private functions. To reserve a time for your function, send an email to the Secretary at [gvsc101@gmail.com](mailto:gvsc101@gmail.com). After approval by the Board, and if there are no conflicts, the Secretary will post on the club Calendar. Prior to the event, the member will meet with a club Officer to fill out a form acknowledging the use rules for the Pavilion and Clubhouse. At the end of the reserved time, the member is expected to leave the area clean and ready for the next member.
- G. Absolutely NO ALCOHOLIC BEVERAGES are allowed on club property. Persons under the influence of alcohol or any other substance are not permitted on club property.
- H. No hunting is permitted on club property.

#### **Section 4: General Membership Application Requirements**

- A. Individuals applying for any form of membership in the Club are required to present their application to an Officer or a member of the Board of Directors in person or by mail to the Club mailing address. No application will be approved until the Membership Director presents the application to the Officers and Board of Directors for approval.
- B. All prospective new members of the Club, other than Honorary Members, must be recommended for Membership by a Member that has been a member for at least 1 year. The new member and their sponsor must attend the monthly General Meeting. Once the new member gets final approval from the Board and membership, they must complete the Orientation briefing offered by the club. On completion of this Orientation, the new member will receive their membership card and door lock fob.
- C. Each new member will be responsible for making himself or herself aware of these by-laws, range rules, etc. A new member can bring family but not a guest onto Club property until they have been a member for 1 year. Note that any infraction of the By-Laws, Club rules, range rules, or any rules of the Club may be taken up by the Officers and Board of Directors for disciplinary action up to and including membership termination and immediate expulsion.
- D. Social Membership shall be limited to individuals who are eighteen (18) years of age and over, and who are also citizens of the United States of America. In addition, the applicant must have a current Concealed Carry Permit. The permit must be presented to the Membership Director prior to membership approval. If the applicant is 18-20 years old, the applicant must have a completed Request for Criminal Background

Check from PA State Police (Form SP 4-164). The results of the check must be presented to the Membership Director prior to membership approval.

- E. Any Sponsor is responsible for the new member for the first year. Any infraction by the new member will also be held to the current member. Disciplinary action will be at the discretion of the Officers and Board of Directors.

### **Section 5: Guests**

Guests are permitted to use the Green Valley Sportsman's Club facilities on a limited basis and under the following conditions:

- A. All guests must be accompanied by, and under the direct supervision of, an adult member that has been a member for at least 1 year.
- B. A member may only sign for two guests at one time.
- C. All guests must pay a ten (\$10.00) dollars guest fee per each visit.
- D. Guests may visit the Club a max of three times in their lifetime.
- E. The facilities of the Club are not otherwise open to the general public.
- F. All guests must sign a waiver, each time they visit, prior to utilizing any facilities. Any guest under the age of eighteen (18) must have a parent or guardian sign the waiver on behalf of them.
- G. Any member who brings a guest to the club is entirely responsible for that guest. Any infraction by the guest will be held against the member. Disciplinary action will be at the discretion of the Officers and Board of Directors.
- H. No guests are permitted to use the long range during the two weeks prior to opening day of rifle hunting season.
- I. Members have priority over guests on all ranges.

### **Section 6: Key Code Access to the Club**

Key code access to the Club entry door may be changed the first day of January of each year. Such key code access is made available to Individual Members who have paid their renewal dues, New Members, and Life Members. Each Member will receive their own unique access code, and these codes are not transferable to anyone, including their related family members.

## **Article 5 - Membership Suspension, Termination and Expulsion**

### **Section 1: Powers of Membership Termination and Expulsion**

The Board of Directors and the Executive Board - The Club Officers shall have the power to discipline or expel any member for the following, but not limited to, reasons:

- A. Willful negligence in signing the Log Book;
- B. Violations of the Club By Laws, Club Rules, Club Safety and Range Rules;
- C. Conduct unbecoming a sportsman;
- D. Use of alcoholic beverages on club property.

## **Section 2: Procedural Requirements for Membership Discipline, Termination and Expulsion**

- A. Charges against any Officer or Member may be preferred by any Member in good standing. They shall be in writing, clearly stating the facts upon which such charges are based and accompanied by all affidavits and/or exhibits which are to be used in support of such charges. Such charges shall be filed with the Secretary, who will immediately notify the President. The President shall then call a meeting of the Executive Board and Board of Directors to hear said charges. The Secretary shall give at least seven (7) days notice of said meeting to each member of the Executive Board and Board of Directors, and to the accuser and to the accused, which Notice shall be in writing and shall include a true copy of the charges and the supporting affidavits and exhibits.
- B. Any Member may be suspended or expelled from the Club for any cause deemed sufficient by a majority vote of the members of the Executive Board and Board of Directors present at any regular or special meeting. No vote for suspension or expulsion may be had unless seven (7) days notice in writing shall have been given to the Member of the charges preferred and of the time and place of the meeting of the Executive Board and Board of Directors at which such charges will be considered. At such meeting, the Member under charge will be given a full hearing.
- C. Any Member suspended or expelled by the Executive Board and Board of Directors may appeal for reversal to the full Membership of the Club. Such appeal shall be made in writing to the Secretary who will notify the President. The President shall then call a special meeting of the Members for the purpose of acting on the appeal. The Secretary shall give at least seven (7) days notice in writing to all Members of the Club in good standing stating the date, time and place and the purpose for such special meeting of the Members for the purpose of acting on the appeal. At the meeting of the membership, the Secretary shall read the original charges, the supporting affidavits, and minutes of the special meeting of the Executive Board and Board of directors at which the charges were heard and action was taken. A ballot shall be taken of the members present. A two-thirds (2/3) vote shall be required to reverse the action of the Executive Board and Board of Directors.
- D. Any member, once terminated or expelled, shall be forever barred from Club property regardless of any other opportunities which might be afforded by other membership plans or by virtue of family relationship. Failure to honor such sanction shall result in the filing of a charge of criminal trespass.

## **Article 6 - Board Compositions**

### **Section 1: Executive Board Composition**

The Officers of this Club shall consist of a President, Vice President, Secretary, Treasurer and County League representative and shall be known as the Executive Board. Such persons can only be nominated and elected from the pool of those persons who already have been elected a current member of the Board of Directors as stated in Article 8 Section 1 Paragraph C below. In consideration of their service, efforts, and time committed to the benefit of the Club and its members, the Executive Board members are not required to pay annual dues while in office.

## **Section 2: Board of Directors Composition**

The Board of Directors of this Club shall consist of six (6) Members nominated and elected by the voting members, subject to the requirements as stated in Article 8 Section 1 Paragraph B below. Additionally, any outgoing Officer of the Club shall assume a position as a member of the Board of Directors unless such person has resigned or been subject to expulsion as outlined in Article 5 above. In consideration of their service, efforts, and time committed to the benefit of the Club and its members, the Board of Directors are not required to pay annual dues while in office.

## **Section 3: Senior Advisory Board**

In addition to the Executive Board and the Board of Directors, there shall be a Senior Advisory Board. The purpose of this Board is to ease and improve the transitions of power when major personnel changes occur in Executive Board and Board of Directors composition as a result of elections, or as a result of retirement of an individual or individuals from their position.

- A. Members of this Board shall serve in an advisory capacity and shall have voting rights at meetings of the Executive Board and Board of Directors only when needed to break ties or to achieve a quorum at such a meeting.
- B. Only those individuals who are Lifetime members and who have already served on the Board of Directors may serve on the Senior Advisory Board. Only those individuals who have volunteered to serve on the Senior Advisory Board and whom have been confirmed by a majority vote of both the Executive Board and the Board of Directors may serve. Such elections may be made at the time of the annual elections, or by means of a special election as may be desired by the Board of Directors.
- C. The length of the term of membership on the Senior Advisory Board shall be one (1) year or as may be determined by the Executive Board and the Board of Directors. The time of service can be extended by request of the qualifying individual Lifetime member and approval of the majority of the Executive Board and the Board of Directors.
- D. Any opening on the Executive Board or the Board of Directors resulting from the change of position of an individual from either Board to the Senior Advisory Board shall require a regular or special election of a new member within forty-five (45) days to fill that opening.

## **Article 7 - Quorum Requirements**

### **Section 1: General Membership Meetings**

At membership meetings, an attendance of twenty (20) Social members shall constitute a quorum.

### **Section 2: Board Meetings**

At a meeting of the Executive Board, the Board of Directors and the Senior Advisory Board, a total of six (6) Members shall constitute a quorum.

## **Article 8 - Nomination and Election to Office, Term Length and Vacancies**

### **Section 1: Nomination and Election Requirements Pertaining to Officers and Board Members**

- A. The Bi-Annual (every 2 years) nomination of the Officers and the Board of Directors shall be held during the regular meeting in October in odd years. The names of all nominees will be placed on public display within the clubhouse so that they can be seen by all members during the months of October and November and will therefore meet the names posting due for eligibility requirement.
- B. To be nominated to the Board of Directors, a person must be a Social member or a Lifetime member in good standing and have been a Social member or Lifetime member for a minimum of two (2) full complete consecutive prior years before seeking and/or assuming a position on the Board of Directions. During those two years they must also have attended a minimum of twelve (12) workdays, and as well at least six (6) activities per year.
- C. To be nominated as an Officer and/or member of the Executive Board, such persons must have already been elected and must have served as a member of the Board of Directors for a two year period, be a Social member or Lifetime member in good standing, and they must also have attended a minimum of twelve (12) workdays, and as well at least six (6) activities per year during the preceding five (5) years.
- D. Election of Officers and the Board of Directors will be held during the November monthly meeting. All elections shall be by a majority vote of Social and Lifetime members in good standing and present at the election meeting.
- E. The Officers and Board Members elected shall begin their official duties at the December meeting. The County League Representative shall be a member of the Executive Board. The nominee for County League Representative receiving the second largest vote shall serve as Alternate County League Representative.
- F. Any Officer or Director who has been terminated and expelled from their position by vote of the Officers and Directors, or any member who has been previously suspended from membership by vote of the Officers and Directors shall not be eligible for nomination to or for service in any position on the Board of Directors or Executive Board.
- G. Any Officer or Director who voluntarily resigns or is removed as the result of an election shall become a Reduced Rate member with an annual fee of \$50 for the first year after removal. For second and subsequent years, if throughout the membership year they have earned their 16 points, they will then be qualified to continue as a Reduced Rate member.

### **Section 2: Term Length of Officers**

Officers of the Executive Board shall serve a two (2) year term.

Any Officer may be removed from his or her office and from the Club by a two-thirds (2/3) vote of the other Officers, Directors, and Members in good standing present at any special meeting called for such purpose for the following, but not limited to, reasons: neglect of duties; willful misconduct; etc. No vote for suspension or removal of an Officer may be taken unless an at least

fifteen (15) day notice in writing shall have been given to the Officer of the reasons for his or her removal. At such special meeting, no vote for suspension or removal of an Officer may be taken unless the Officer under charge shall be give a full opportunity to respond to the charges brought against him/her.

### **Section 3: Term Length of Directors and Officers**

Members of the Board of Directors shall serve a two (2) years term or until their successors are qualified and elected. All newly elected Officers and Directors shall be installed at the first monthly meeting following their election.

### **Section 4: Vacancies**

In case of vacancy of the Presidency, the Vice-President shall automatically assume the Presidency for the remainder of the unexpired term. In the case of other vacancies in office, the Executive Board and the Board of Directors shall have the power to nominate and elect by a majority vote a person to fill that office, subject to the requirements of Article 8, Section 1 above. In case of any other vacancy, such vacancy shall be filled by a majority vote of the Executive Board and the Board of Directors. In the event of the unusual case that the vacancy cannot be filled as no willing candidate meets the existing requirements necessary to qualify him/her to fill the vacancy, then the Officers and Directors shall have the power to nominate, vote upon, and approve a person to be appointed to the vacant position for the remainder of the term.

### **Section 5: Vacancy - Additional Requirements**

In case of vacancy of either the Secretary or Treasurer, the President shall immediately cause his or her books and accounts to be audited by a Certified Public Accountant. Thereafter, upon completion of the audit, the President shall cause to be transferred transfer all funds and properties to the control of his or her successor.

### **Section 6: Audits of Accounts**

The books and accounts of this Club shall be audited by a Certified Public Accountant immediately prior to the installation of newly elected Presidents and/or Treasurers of the Club.

## **Article 9 - Description of Duties and Powers**

### **Section 1: President**

- A. It shall be the duty of the President to preside at all meetings of the Club and of the Executive Board and Board of Directors and to perform such other duties as ordinarily pertain to the office.
- B. The President shall have power to call meetings of the Executive Board and of the Board of Directors whenever the President deems such meetings are necessary or desirable, or upon receipt of written request of the majority of the Executive Board and/or the Board of Directors.

## **Section 2: Vice-President**

- A. It shall be the duty of the Vice-President to assist the President in the performance of the President's duties when called upon to do so.
- B. In the absence of the President, the Vice-President shall preside at the meetings of this Club and shall perform such other duties as may be assigned to him by the President.

## **Section 3: Secretary**

- A. It shall be the duty of the Secretary to attend all meetings of the Executive Board and Board of Directors and all monthly membership meetings. The Secretary shall act as clerk thereof and shall record all motions voted upon and the minutes of all proceedings.
- B. The Secretary shall perform such other duties as may be prescribed by the Executive Board, or the President, under whose supervision he or she shall be. He or she shall be custodian of all books and records except as may be otherwise provided.

## **Section 4: Treasurer**

- A. The Treasurer, under the direction of the Executive Board and Board of Directors, shall have charge of the funds of this Club and shall deposit the same in the name of this Club in depositories designated by the Executive Board and the Board of Directors.
- B. The Treasurer shall pay the vouchers or orders properly attested by the President and the Secretary and shall make a complete and accurate report of the finances of this Club at each regular meeting, or at any other time upon request to the Board of Directors.
- C. The Treasurer is authorized to:
  - 1. Pay recurring monthly Club utility bills;
  - 2. Pay Club tax bills;
  - 3. Pay Club insurance bills;
  - 4. Pay such bills as directed by vote of the Board of Directors.
- D. The Treasurer is specifically not authorized to:
  - 1. Write checks payable to "cash";
  - 2. Write checks for personal use.
- E. Checks will be issued at the regular monthly meeting for bills approved by the Board of Directors and incurred by members for occasional expenses. Such bills must be submitted with a receipt and/or invoice. Checks will be signed by 2 of the 3 people authorized for signature privileges on the checking account.

## **Section 5. Membership Director**

- A. Membership Director - The person appointed by the Board of Directors and Executive Board to fulfill the position of Membership Director shall have the responsibility to notify all members of their renewal dues payments, the collection of dues sent by members and the forwarding of all such collected funds to the Treasurer.
- B. The Membership Director shall also have full responsibility for the issuing of membership cards and the member's door access PINs. The Membership Director must be at the time of appointment and throughout his/her term a Social member or Lifetime member in good standing. The term of service for this position is one (1) year. This term may be extended at the discretion of the majority of the Board of Directors and Executive Board.

## **Section 6: Powers of the Boards**

- A. The Executive Board and Board of Directors shall have the power to manage all the affairs of the Club addressing any and all questions relating in any manner to the existence and functioning of the Club; and, specifically, to enter into contracts necessary for the proper and legal transaction of all Club business.
- B. The Executive Board and Board of Directors shall have the entire jurisdiction over all matters pertaining to the care, conduct, control, supervision and management of the Club and its finances and all appropriations shall be made by them.
- C. The Executive Board and Board of Directors shall have the authority to make donations, as voted on and approved by a majority of them, not to exceed two hundred (\$200.00) dollars. Said donations shall be read into the minutes of the next monthly membership meeting by the President of the Club.
- D. The President, Treasurer and one additional Board Member will be signers on all of the Club's financial accounts. The additional Board Member must have served a minimum of one (1) year as a Director, be a voting member of the Club, and must be approved by majority vote of the Executive Board and the Board of Directors at the first Directors meeting of each calendar year.
- E. Executive Board members and Board of Directors members are authorized to incur expenses on behalf of the club not to exceed \$200. At the next scheduled Board meeting, the member will explain the purchase to the Board and the Board will approve or deny the purchase. When the purchase is approved, the member will present the receipts to the Treasurer for reimbursement.

## **Article 10 - Appointments and Amendments**

### **Section 1: Committee Appointments**

The President shall appoint the Chairman of the various Committees as may from time to time be needed to carry on the affairs of the Club. Each Chairman of each Committee in turn shall select the members of the respective Committee who shall then be duly appointed by the President.

## **Section 2: Supermajority Requirements**

The Members of this Club may, by a two-thirds (2/3) majority of the Members present, propose to suspend, or annul these By-Laws at any regular meeting; or, at a special meeting called for such purpose with the minimum requirement of one-half (1/2) or more of the total current Social and Lifetime membership present.

## **Section 3: Amendments to the By-Laws**

1. Before any action is taken by the membership of any proposed amendment to the By-Laws, said amendment shall first be presented in writing and read by the Secretary at a regular meeting of the Club. Said proposed amendment shall then be referred to the Executive Board and Board of Directors for consideration and recommendation at the following monthly meeting of the Club.
2. The report of the Executive Board and the Board of Directors and the said proposed amendment shall then be read by the Secretary in the presence of the Members, at which point, said proposed amendment may be adopted by the Members if they so desire. Said proposed amendment must either be adopted or declined at said meeting and shall not be considered at any subsequent meeting unless again presented as a new proposed amendment.

## **Article 11 - Dissolution of the Club**

When in the opinion of a majority of the Board of Directors and the Executive Board it becomes impractical to continue to operate the Club in a manner consistent with the mission and purposes set forth above, the members of the Club, under the direction of the Executive Board, shall undertake the process of winding up the Club's legal and financial affairs which may include, but not be limited to, the selling of real estate and other Club assets. After consulting with a Certified Public Accountant, adequate reserves for the payment of debts, taxes, and other obligations shall be established. Thereafter, remaining funds shall be distributed in equal parts to the then Social members and Lifetime members of record in good standing whose attendance was recorded by the Secretary at a minimum of six (6) monthly Club meetings in each of the two preceding fiscal years. The dissolution of the Club being a necessary function in furtherance of its activities, no monies so distributed per this section shall be considered to have inured to any person having a private interest in the activities of the organization.

## **Green Valley Sportsman's Club Rules and Range Safety Rules**

### **Creation and Revision**

The Executive Board and Board of Directors will carry out a policy of adopting and enforcing range rules which are adequate, reasonable and enforceable. These rules replace and supersede all previous range rules. The Executive Board and Board of Directors may revise and further redefine these rules in the future.

**In order to become fully qualified as an effective Club Member, we urge you to observe and hold to these simple tenets:**

- 1. Know your By-Laws;**
- 2. Attend your Monthly Club Meetings;**
- 3. Be prompt in payment of dues;**
- 4. Accept any assignment authorized by your Club;**
- 5. Take seriously the obligation of Club fellowship and do not form cliques or undermine decisions of the Club;**
- 6. If you have any concerns/grievances, the Club meeting is the only place they should be discussed;**
- 7. Remember, the decision of the majority rules on all occasions;**
- 8. Remember, this is your Club and your active support will bring about better conditions.**

### **Discipline and Enforcement**

Membership is a privilege with a responsibility. Shooting is also a privilege with a responsibility. Every member has a responsibility to be familiar with, understand, follow and help enforce Club rules. Willful or negligent disregard for any of these rules will result in disciplinary action up to and including expulsion from the Club and possible civil or criminal penalties.

### **General Firearms Range Rules - Indoor & Outdoor**

- 1. Club Members** may use the facilities and ranges of this club. Members, while on Club property, must have their membership card in their possession. Guests are permitted to use the Green Valley Sportsman's Club facilities under the following conditions:
  - a. All guests must be accompanied by, and under the direct supervision of, an adult member that has been a member for at least 1 year.
  - b. A member may only sign for two guests at one time.
  - c. All guests must pay a ten (\$10.00) dollar guest fee per each visit.
  - d. Guest may visit the club a maximum of three times in their lifetime.
  - e. All guests must sign a waiver, each time they visit, prior to utilizing any facilities. Any guest under the age of eighteen (18) must have a parent or guardian sign the waiver on their behalf.
  - f. The facilities of the Club are not otherwise open to the general public.

- g. Any member who brings a guest to the Club is entirely responsible for that guest. Any infraction of these rules committed by the guest will be considered as the same infraction committed by the member. Disciplinary action will be at the discretion of the Officers and Board of Directors.
  - h. No guests are permitted to use the long range during the two weeks prior to opening day of rifle hunting season.
  - i. Members have priority over guest on all ranges.
2. **Absolutely NO ALCOHOLIC BEVERAGES** are allowed on club property. Persons under the influence of alcohol or any other substance are not permitted on club property.
  3. No minors under eighteen (18) years of age may use the ranges unless accompanied by an adult.
  4. All firearms must be operated in a safe and reasonable manner.
  5. Any damage to Club property must be reported to a Club officer immediately.
  6. Eye and ear protection for shooters and for bystanders is strongly recommended.
  7. On the **Outdoor Ranges ALL firing must be done from the designated firing line only**. To shoot at distances **less** than the full range distance, move the target holding frames closer to the firing line. The **opposite** is the case on the Indoor Range. **On the Indoor Range ALL targets must be hung at the Target Line Only** and the shooter must move forward from the 50 foot firing line to any desired lesser distances.
  8. Shooting at bottles, cans, or other objects (on the ground or elevated) is prohibited. Exceptions to these rules will be considered individually only by the full Board of Directors.
  9. Shooters are required to police and clean up after themselves. Remove all shooting materials, empty shell casings, and dispose of them properly.
  10. No hunting is allowed on club property.

### **Firearms - Types of Which are Permitted on Club Premises**

#### **Automatic Firearms:**

No firearm which has a selectable semi-auto and full auto mode may be fired by Green Valley Sportsman's Club members on Green Valley Sportsman's Club (GVSC) property **in a fully automatic mode**. Also, NO fully automatic machine guns or submachine guns may be fired by Green Valley Sportsman's Club members on Green Valley Sportsman's Club (GVSC) property.

## Other General Firearms Rules:

1. Only legally owned and possessed firearms are permitted on Club property.
2. **CENTERFIRE RIFLES** are **NOT** permitted on the Indoor Range.
3. **SHOTGUNS** are **NOT** permitted on the Indoor Range.
4. **NO** .50 Caliber BMG center fire rifles or larger may be fired on GVSC premises.

### Ammunition - Types of Which are Permitted on Club Premises

1. All incendiary ammunition, tracer ammunition, or other explosive projectile ammunition types are not permitted to be used by members on Club property.
2. On the Indoor Range - **NO MAGNUM LOADS (especially in “Magnum” pistol cartridges), NO SHOTSHELLS, NO JACKETED AMMO (or Half Jacketed) and NO ARMOR PIERCING AMMO** of any kind are permitted on the **INDOOR RANGE**. Copper plated - not copper jacketed - ammo in 22LR caliber and certain less powerful (NON-MAGNUM) pistol calibers are permitted.

### Shooting Hours

1. All outdoor shooting by members, including pistol, shotgun, and archery is limited to the daylight hours between sunrise and sunset.
2. Outdoor night shooting under artificial lights is not permitted **without the written permission of the Executive Board and Board of Directors**.
3. Indoor range shooting hours are not restricted (open 24 hours).
4. Exceptions to these hours will be considered on an individual basis by the full Executive Board and the Board of Directors.
5. Scheduled activities approved by the Executive Board and the Board of Directors will take precedence over any shooting range use.

### Indoor Range - Specific Rules

1. All uncased firearms must be handled with the action open and empty of ammunition except when in position for firing. When not in use, all firearms must be unloaded, made safe, and placed in a designated storage rest, or upon a shooting mat, or returned to their carry cases. All firearms must be cleared of ammunition with the actions open before leaving the firing line.
2. Loaded firearms must **NEVER** be aimed at, deliberately pointed at, and/or then discharged into the floor, the two side walls, and into any area **ABOVE** the proper target frame (target mounting) area for obvious reasons. These reasons include: that not only damage to the range and building will occur as a result of missing the steel plate backstop, but as well that there may be extreme danger to any and all persons on the range itself and elsewhere in the building.
3. Upon hearing the command **“CEASE FIRE,”** regardless of who gives the command (ANYONE detecting unsafe range conditions may do so), all firing will stop immediately; and all firearms will be unloaded and placed on the bench or on the mat at the firing position, if so instructed.

4. All centerfire pistol calibers up to and including .45 ACP caliber **MUST** use lead bullet, or “**copper plated**”, **not copper jacketed**, reduced power “target” loads only. **NO** “hardball” or fully copper jacketed, full power or “half jacketed” lead bullet, centerfire pistol ammunition types are allowed. Absolutely **NO magnum** caliber cartridges are allowed. This means - **NO** - full power .357 Magnum loads - **ONLY** .38 Special (target loads as described above) cartridges in .357 magnum caliber handguns and **POSITIVELY NO** .41 magnum, 44 magnum, .450, .460 or 500 magnum handguns or similar may be fired on the indoor range.
5. Absolutely **NO centerfire rifles**, are allowed. No rifle calibers other than .22LR are allowed. Only lead or copper plated - not copper jacketed ammo in .22LR caliber are allowed.
6. No black powder rifles are allowed. The only black powder firearms allowed are black powder pistols.
7. No Shotguns of any type are allowed to be fired on the indoor range.
8. Shooters **must mount their targets fully downrange (the 50 foot target line distance)** in the target holders or overhead clips. Their desired shooting distance from the target must then be achieved by moving **away from the target line to their desired distance, AND not by firing from the 50 foot firing line** at targets not fully traveled down to the target line.
9. Eye and ear protection for shooters and for bystanders is **STRONGLY** recommended.
10. Spectator bystanders are not permitted within 5 feet of the firing line on the Indoor Range while firing is occurring.
11. The Indoor Range is open 24 hours every day to general membership except during regularly scheduled Smallbore Rifle matches, pistol matches, and other posted Club events. Check the information boards or website for these schedules.
12. The Indoor Range will be closed during other Club sponsored, scheduled events.
13. No full auto weapons are to be used indoors. No firearm may be fired by GVSC members on GVSC property **in a fully automatic mode**.
14. **Absolutely NO ALCOHOLIC BEVERAGES** are allowed on club property. Persons under the influence of alcohol or any other substance are not permitted on club property.

### **Outdoor Ranges - Specific Rules**

1. All uncased firearms must be handled with the action open and empty of ammunition except when in position for firing. When not in use, all firearms must be unloaded, made safe, and placed in a designated storage rest, or upon a shooting mat, or returned to their carry cases. All firearms must be cleared of ammunition with the actions open before leaving the firing line.
2. Before going down range, **all** persons must communicate and receive acknowledgment of their intentions from **all** other shooters. All firearms on the outdoor ranges must be unloaded with action open and on the bench or in a case or designated storage rest before any person proceeds down range.
3. On the 100 and 200 yard outdoor ranges, the **red warning flag** must be flying before any person proceeds down range. Firearms must not be handled or touched when anyone is down range and when the red warning flag is flying.

4. There is only one firing line on all outdoor ranges. NO one may fire from a physical position halfway downrange (or any other distance downrange) on the ranges. If a shorter distance is desired, move the target closer toward the firing line.
5. Prior to shooting, visually check the firing line, the mid-range area, the target area, the impact area and any area beyond impact for other persons who might be in these areas.
6. Loaded firearms must never be aimed, pointed, or discharged **ABOVE** the target berm areas.
7. Shoot only into the designated backstops from the properly corresponding firing points. **NO CROSS - FIRING IS PERMITTED.** All shots must be confined to target backstop berms.
8. Upon hearing the command “**CEASE FIRE,**” regardless of who gives the command (ANYONE detecting unsafe range conditions may do so), all firing will stop immediately, and all firearms will be unloaded and placed on the bench or on the mat at the firing position, if so instructed.
9. Spectators are not permitted within five (5) feet of the firing line on the Outdoor Range.
10. For rifle and pistol shooting, use paper targets only, or on the 200 yard range, the metal gong plate target which the club has supplied. No shooting is allowed at wood posts, upright poles, silhouette rails, shooting benches and other club structures. Do not use glass bottles or tin cans as targets.
11. On Pistol Range #1 (old pistol range), children ages 6-16 are allowed to use .22 caliber rifles to shoot at plastic spinner targets (no metal targets) on this range only. Parents can assist their children as necessary.
12. On Pistol Ranges #2 and #3 (new pistol ranges), no long guns or AR style weapons are allowed. No bottleneck rifle caliber cartridges allowed.
13. The shooting of clay targets may only be done in the designated area directly across the creek from the archery range.
14. The possession of your Membership Card is required when using the Outdoor Range.
15. Shooting hours are from sunrise to sunset.
16. **Absolutely NO ALCOHOLIC BEVERAGES** are allowed on club property. Persons under the influence of alcohol or any other substance are not permitted on club property.
17. The Allied Security schedule takes precedence over club member use of the Outdoor Ranges subject to their ability to accommodate the member at that time. See the Allied Security Range Officer when you are there and their training is occurring.

### **Archery Ranges Rules - Indoor and Outdoor**

1. On the Indoor Archery Range and the Outdoor “Archery Course” Range, use field point arrows (target point) only, no broadhead tip use is ever allowed. Broadhead use is allowed on the **specified** Outdoor Range **ONLY**.
2. No glass bottles are allowed to be carried on the archery course at any time.
3. **Absolutely NO ALCOHOLIC BEVERAGES** are allowed on club property. Persons under the influence of alcohol or any other substance are not permitted on club property.
4. The possession of your Membership Card is required when using the archery ranges.
5. The Archery Range will be closed to members during scheduled events.
6. Shooting hours are sunrise to sunset, except when the range has been electrified and illuminated.

## Club Gate

While using the Club facilities, the gate must be **kept closed, but unlocked**, at all times unless a special event open to the public is taking place. Upon leaving the Club grounds, the gate must be locked. When in a party of two or more, the last person to leave must lock the gate.

## Rules for the Use of the Lake

1. No watercraft are permitted on the lake for fishing purposes. The lake can be used for canoe training or small boat rowing or paddling training.
2. **Absolutely NO ALCOHOLIC BEVERAGES** are allowed on club property. Persons under the influence of alcohol or any other substance are not permitted on club property.

## Fishing Rules

1. Fishing on Club grounds shall be by members and members' family only.
2. All fishing on club grounds shall be catch and release.
3. **Absolutely NO ALCOHOLIC BEVERAGES** are allowed on club property. Persons under the influence of alcohol or any other substance are not permitted on club property.

## Pavilion and Clubhouse Use

Members in good standing can use the Pavilion and the Clubhouse for private functions. To reserve a time for your function, send an email to the Secretary at [gvsc101@gmail.com](mailto:gvsc101@gmail.com). After approval by the Board, and if there are no conflicts, the Secretary will post on the club Calendar. Prior to the event, the member will meet with a club Officer to fill out a form acknowledging the use rules for the Pavilion and Clubhouse. At the end of the reserved time, the member is expected to leave the area clean and ready for the next member.

### Notes:

VIOLATIONS OF THE RULES WILL BRING DISCIPLINARY ACTION UP TO AND INCLUDING LOSS OF MEMBERSHIP.

CLOSING OF RANGES WILL BE POSTED IN ADVANCE.

## General Rules

1. All activities on the GVSC property relating to the transportation, carrying, and discharge of firearms shall be in accordance with current Federal, State and Local regulations as well as GVSC rules.
2. Only members and members' family members (dependents), may participate in shooting on designated ranges. Guests are permitted to use the Green Valley Sportsman's Club facilities in accordance with the provisions outlined in Article 4, Section 5 of the By-Laws.
3. A member's family members (dependents), must shoot under the direct supervision of the member. The member is responsible for their dependent's signing in and their actions while on the Club premises.
4. All firearms must be operated in a safe and reasonable manner. **CARELESSNESS WILL NOT BE TOLERATED.**
5. EYE and EAR protection is recommended for all persons on the firing line and for spectator bystanders.
6. **Absolutely NO ALCOHOLIC BEVERAGES** are allowed on club property. Persons under the influence of alcohol or any other substance are not permitted on club property.
7. GVSC membership card must be in your possession when using Club facilities and must be presented upon request from any other member.
8. Boy Scouts and Girl Scouts of America have use of the Club facilities upon advance request. If a shooting function is approved and scheduled, a Club officer must be present to supervise the function.
9. No hunting is allowed on club property.

### **REMEMBER SAFETY IS NO ACCIDENT!!**

1. **TREAT ALL FIREARMS AS IF THEY ARE LOADED.**
2. **ALWAYS POINT THE MUZZLE IN A SAFE DIRECTION.**
3. **NEVER LOAD YOUR FIREARM UNTIL YOU ARE READY TO USE IT.**
4. **KEEP YOUR FINGER OFF THE TRIGGER AND OUT OF THE TRIGGER GUARD UNTIL YOU ARE ON TARGET AND READY TO FIRE.**
5. **OUR RECOMMENDATION: BOTH EAR AND EYE PROTECTION ARE RECOMMENDED (NOT REQUIRED) FOR ALL PERSONS ON THE FIRING LINE.**

**Acknowledgment of By-Laws and Range Rules**

**Please Sign and return this portion to:**

**Green Valley Sportsman's Club  
PO Box 1303  
Aliquippa, PA 15001**

**I, \_\_\_\_\_ have read and understand all the Green Valley Sportsman's Club By-Laws and Range Safety Rules.**

**Please Print:**

**Member Name: \_\_\_\_\_**

**Member ID \_\_\_\_\_**

**Signature: \_\_\_\_\_**

**Date: \_\_\_\_/\_\_\_\_/\_\_\_\_**

**(If you should have any questions or difficulty understanding the above By-Laws & Range Safety Rules Please send email request for personal assistance to: [GVSC101@Gmail.com](mailto:GVSC101@Gmail.com))**