

Buck & Bull Club, Inc.

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Firing Range
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Operations Plan

Preamble

This operations plan is enacted to insure the health and safety of persons supervising the range, using the range, or who are nearby. Its intent is to enhance safe firing range use and procedure.

Terminology

Firing Line Commands

Cease Fire: Do not fire another shot. Clear all firearms and lay them down.

Emergency Cease Fire: Any person on the range who observes a hazardous situation may immediately call an emergency cease fire. Report the reason for the cease fire to the Range Officer.

Line is Hot: The person who gives the command has determined that no one is down range and it is safe for shooters to handle their firearms to prepare to shoot.

Line is Clear: The person who gives the command has determined that all shooters have cleared and benched their firearms. Persons may safely go down range.

As You Were: Disregard the command just given.

Carry On: Proceed with whatever was being done before the interruption.

Commence Firing: Shooters may begin firing.

Definitions

Member: A person who has completed requirements for admission, is current in dues, and has been issued an identification card.

Range Officer: The person temporarily designated to be in charge of the range and control its operation.

Guest: A person who is not a member and who is participating in an organized shooting activity.

Range house: The building with the porch, where range operations may be conducted and where notices may be posted.

Storage building: Any building on the range where materials or equipment may be kept.

Visitor: Non-shooting guest.

Members' guest: A non member invited by a member to shoot on the range under the supervision of the inviting member.

Down range: In front of any firing line, including the area on the other side of any berm.

Firing Line: The area under and between the covered firing points.

Temporary firing line: A temporary line in front of the covered firing line where shooters may fire at a target. Temporary firing lines will be designated by the Range Officer. No temporary firing line will be established if there are shooters on any adjacent range.

Barriers: A material object that separates, demarcates, or serves as a barricade.

Baffles: Barriers to contain bullets and to reduce, redirect, or suppress sound waves. Baffles are placed either overhead, alongside, or at ground level to restrict or intercept errant or off-the-target shots.

I. Principles of Range Development

A. The 4 E's

A properly designed and constructed range and a well-written document explaining safety rules and regulations, properly distributed and posted cannot, by themselves, create a safe environment. Safe operation is a function of Range Officers and shooters working together as a team. The Range Officer must manage all activities on the range through positive measures. Range Officers must also understand the design principles of range development so that an appropriate operations plan can be developed and used effectively.

The physical design of a particular facility is done to conform to recommended NRA guidelines which, in addition to rules, are established to reduce hazards. For unsupervised ranges, the physical layout must be in areas where urbanization does not impinge or surround the range site. If urbanization does surround the range site, the range can be baffled and protected by significant terrain features. Design considerations are made whereby the flight of a bullet is restricted or totally controlled to an area within specified boundaries at the range site.

The concept of design considerations can be described as the 4 E's of range development: Evaluate, Engineer, Educate, and Enforce. The term 4 E's implies a process by which safety on a facility is carefully designed. The process of planning, design and use of the facility includes safety recommendations for the specific activities scheduled. The end result is a product with an integrated program of use, purposefully linked together to form a safety plan.

Evaluate: The First step of the process is described as evaluation. This is a process that is used to judge what type of shooting facility is needed and how it may affect the environment. What type of firearms will be used: rifles, pistols, shotguns, muzzleloaders, or air guns? After initial evaluation process, an operations plan must be developed.

Engineer: Design the facility to accommodate planned activities. Should the decision be to develop a rifle range, design must be compatible with intended uses, otherwise a serious breach of engineering principles results with corresponding increases in accident potential. A facility, like any tool or piece of machinery, should never be used for any activity outside its design. Those who are responsible for managing the facility must insure that those who use the facility can appreciate how and why it must be used for specific reasons.

Educate: Those who supervise or use the facility must be educated about its use and its applicable safety rules. It is important that users understand the relationships between the design and use, for only then can they be expected to comply with established policies. For those who chose not to abide by established rules and regulations, the final step is to:

Enforce: Rules and regulations are not worth the sign they are displayed on without enforcement. Each participant, user, student or instructor must be educated on applicable rules and regulations and the consequences associated with non-compliance. Violations undermine discipline and increase accident potential. Accidents happen due to inattention to detail, improper training, poor attitude, lack of discipline, and negligence. When the Four E's are followed in a conscientious manner, accident potential is minimized.

B. Range Characteristics

Backstop: The natural or man made berm located behind the target line, designed to prevent projectiles from leaving the range. On the side facing the shooters, the berm should be covered with 3 feet of rock-free earth. For a 50 foot long training range the main berm should be 15 to 30 feet high and have a slope on the facing side of 1:1 or 45 degrees.

Direct fire zone: The entire area from the firing line to the target line and beyond to the maximum range of the projectile. There must be a strict, controlled access to this area.

Firing line: A clearly marked area parallel to the targets from which the firearms are discharged. This area should be reasonably flat and level, free of obstructions, with clearly marked firing points. The firing line generally does not move forward or rearward, because doing so could circumvent the safety measures built into a range. However, there are circumstances in which moving the firing line is acceptable, provided the safety of the shooters is not violated.

Impact area: This is an area for projectiles to land should they escape the backstop. It extends to the maximum range of the firearm for which the facility was designed. This distance can be reduced through muzzle elevation controls, topography, baffles, or barriers. The impact area includes an additional 500-yard safety fan extending beyond the maximum range.

Ricochet area: The safety fan is adjacent to the range that is designed to prevent ricochets from leaving the direct fire zone. There are currently two designs for the ricochet area: the conventional design and the bat-wing design. See the "NRA Manual" for proper design and construction.

Safety Fan: The physical design and limitations of a facility are to be considered when developing a safety plan. It is recommended safety plans make allowance for a bullet passing over the backstop and coming to rest in the "impact area" down range. The safety fan or land used to protect the nearby structures is designed based on the maximum calculated distance that a projectile of a given ammunition type can travel under ideal conditions. These conditions include temperate weather, optimum barrel elevation, bullet configuration, and standard factory velocities.

However, maximum calculated distances do not take into consideration outdoor elements such as wind velocity, adverse weather conditions, reloaded ammunition, and ricochets. All facilities, whether formal or informal, need to be evaluated to identify their design standards.

Side berms: These natural or man made barriers are perpendicular to the firing line and main backstop and are designed to restrict projectiles to the range. Side berms should also be faced with 1 to 2 feet of rock-free earth. For a 50 foot training range, side berms should be 8 to 12 feet high and have a slope on the facing side of 1:1 or 45 degrees.

Target line: This is a defined line parallel to the firing line along which the targets are placed. All targets should be clearly marked to correspond with the appropriate station on the firing line. Moving the target line is preferable to moving the firing line since the former will not nullify safety measures.

II. Range Rules and Regulation

A. Safety Rules

1. Always point the muzzle in a safe direction. Keep muzzle pointed below the top of the backstop.
2. Keep your finger off the trigger, and outside the trigger guard, until ready to fire or until the command "commence firing" has been given.
3. Keep the action open and firearm unloaded until ready to use. Actions on all uncased guns must remain open at all times in the rear of any firing line or point. Actions that cannot be locked open must be blocked open.
4. Know how the firearm operates.
5. Be sure the firearm and ammunition are compatible.

6. Carry only one gauge or caliber of ammunition when shooting. When at a shooting range with more than one firearm, use one at a time and when complete, store that firearm and its ammunition before using the next one.
7. Be sure of the target and what is beyond. Be aware that livestock may be grazing beyond the backstop.
8. Wear ear and eye protection.
9. Do not mix alcohol and drugs with shooting activities.
10. Be aware that certain circumstances may require additional rules.

B. Range Regulations

1. Members are required to identify themselves on request, and to wear their membership badge while on the range.
2. A member is not permitted to duplicate his key or loan or give his key to a non-member.
3. Members will be held responsible for the conduct of their member guests. Member guests on the range must be with a member. For safety reasons there is a limit of two shooting member guests per member per visit.
4. Member guests who are not immediate family members, who live in Kerr county or contiguous counties, and who have visited the range two times are expected to join the club in order to continue to enjoy the privileges thereof. Immediate family is considered to be the spouse and children less than eighteen years of age.
5. Persons under the age of 18 years will be permitted to fire only under the direct supervision of a regular member of the club; except members of the Junior Division over 15 years of age who have been certified by the Chief Instructor and the Executive Officer to fire unsupervised.
6. The range may be closed for informal shooting during organized shooting events or maintenance times.
7. Any person who willfully shoots at buildings, equipment, target carriers or frames, etc., or who places targets in such a manner that the risk of hitting buildings, equipment, target carriers or frames, etc., is greatly increased, shall be immediately suspended from the range and shall be prosecuted to the fullest extent of the law.
8. Any range officer, club officer, or director may immediately eject from the ranges any person for violation of these rules. The Board of Directors will review any expulsion and may suspend or remove the member who violated the rules.

C. Special Range Rules

1. Cease Fire: When "Cease Fire" is called, do not fire another shot. Clear all firearms and lay them down. Any person on the range who observes a hazardous situation may call an emergency cease fire. Report the situation to the Range Officer. During informal shooting any shooter may request a cease fire at reasonable intervals. During organized shooting events routine cease fires will be controlled by the Range Officer.
2. All activities on the property will be under the control of a Range Officer.
3. No gun shall be loaded, aimed, or dry fired in the rear of any firing line or point.
4. No person shall go forward of the firing line or any firing point on any range until the firing on all sections of that range has ceased. The Main Firing Range and the 200 Yard Firing Range may operate independently.
5. Firearms will not be handled while personnel are down range.
6. Shooting at animals and birds is prohibited.

7. Firing will only be permitted on targets approved by the Executive Officer. Targets will be placed so bullets will go into the backstop without ricochets. Firing at rocks or any glass objects is prohibited.
8. Firing of shot loads will be permitted only on the shotgun firing line.
9. Discharging a firearm in full automatic action (more than one shot per trigger squeeze) is unsafe on this range, and is prohibited.
10. Shooting diagonally across from one firing point to a target in front of another firing point is prohibited.
11. Alcoholic beverages are not permitted on any firing range. Persons who have recently consumed alcoholic beverages are not permitted on any firing line or point or down range of any firing line. Persons who bring alcoholic beverages to the range property may not at the same time bring firearms. Persons who become inebriated will be ejected from the range property.
12. All safety rules of the National Rifle Association, the Skeet and Trap Association, and the National Muzzle Loading Rifle Association will be followed.
13. It shall be the duty and responsibility of the membership to see that all safety rules are enforced. Members will report any violation of the rules to a member of the Board.
14. When the "Stockman Down Range" or "Hunter Down Range" sign is posted on the main range gate the range is closed for shooting.
15. Members will sign themselves and any guests in as soon as they arrive at the range. The sign in sheet is in the Range House.
16. Raise the range flag before beginning to prepare to shoot on the 200 yard range. Lower it after all shooting is completed and firearms have been removed from the firing line.

D. Administrative Regulations

1. Range Positions will consist of the following:
 - a. Range Officer: A member who is using the range property alone or with a member guest is the Range Officer. If more than one member is present the group will select one member to be the Range Officer.
 - b. Executive Officer: The club officer responsible for the maintenance of the range.
2. Hours of operation will be during daylight hours only.
3. Opening and closing procedure:
 - a. The first shooter at the range raises the range flag.
 - b. He also assumes the responsibility of the Range Officer unless by mutual agreement another club member assumes that task.
 - c. It follows that the last person on the range will be the Range Officer. It is his responsibility to lower and store the range flag as well as to insure the range is clean, the door to the range house is shut, and the main gate is locked when he leaves.

E. Guest Policy

A person who shoots on the range as a guest of a member is a "Member Guest."

According to Range Regulations 3 and 4 and Bylaws Article II, Section Nine, Guests: Members will be held responsible for the conduct of their member guests. Member guests on the range must be with a member. For safety reasons there is a limit of two shooting member guests per member per visit.

Persons who live in Kerr County or adjacent counties may not visit the range as the shooting guest of a member more than two times. This rule shall not apply to a member's spouse, or

children less than eighteen years of age, or to a person participating in a club membership time payment plan.

III. Safety Plan

A. Control Measures

1. Range is designed with target line lower than firing line to minimize ricochets.
2. When silhouette range is built it will be restricted to .22 caliber rimfire ammunition.
3. The range gates must remain closed at all times to prevent the escape of livestock and wildlife.

B. Emergency Plan In case of an injury or illness requiring emergency medical care:

1. Call a cease fire and report the situation to the Range Officer.
2. Render assistance and administer first aid.
 - a. The first aid kit is kept in the Range House.
3. Initiate emergency notification by calling 911.
 - a. Request first response, ambulance, or air lift, or indicate that the injured person is coming to the hospital by private vehicle.
 - b. Identify yourself, the range, and its location.
 - c. State the type of injury and number of persons injured.
 - d. Give directions to the range.
4. Designate a person to maintain the accident site integrity.
5. Send a person to the gate (Old Kemp Road & Hwy 41) to guide the sheriff's deputy or ambulance to the site.
6. Notify next of kin if appropriate.
7. Fill out accident report forms if applicable.
8. Report the incident to a club officer.

IV. Health and Hygiene Policy

A. Eye and ear protection requirements

1. It is the policy of the club that all persons under the covered firing lines wear eye and ear protection when shooting is in progress.

B. Clean up procedures after range use

1. Remove targets from backers and pick up all trash from the firing line.
2. Lower and store the range flag.
3. Insure the door to the range house is shut.
4. Lock the main gate.
5. Notify the Executive Officer of any maintenance or supply problems.

V. Maintenance Schedules and Procedures

A. Replace target backers

B. Mow the grass

1. Between the back berms and the firing line, including the observation area behind the firing line.
2. From the parking areas to the range gate.
3. Between the fence and Old Kemp Road along the east side of our property.

C. Clean the Range House

1. Pick up trash and empty waste baskets.
2. See that targets, sign in sheets, membership applications, and safety rule sheets are available.
3. Check to make sure the phone is working.
4. Check the bulletin boards and display areas for out-of-date or illegible items. Make sure current range rules are posted.

D. See that trash barrels are emptied

E. Schedule the cleaning of the portable toilet.

VI. Training or Special Interest Policy

A. Instructors must be approved by the Chief Instructor before offering formal instruction on the Range.

B. Members wanting to schedule a special event on the Range property that would curtail informal shooting must get approval from the Executive Officer. Special events open to non-members require the approval of the Board of Directors.

C. Non-members or agencies wishing to schedule events at the Range property must have the approval of the Board of Directors.

Bylaws

of the

Buck and Bull Club, Inc.

A Texas Non-Profit Corporation

Revised March 7, 1995

Article I. Name, Purpose, and Offices

Section One. Name. The name of this organization shall be the Buck and Bull Club, Inc., in accordance with the authorization granted by the State of Texas.

Section Two. Purpose. The purpose of the Buck and Bull Club is to promote the shooting sports by providing safe shooting opportunities, by setting a good example as firearm owners, and by educating and encouraging beginning shooters.

Section Three. Principal Office. The principal office of the corporation in the State of Texas shall be located in Kerr County, or any county adjacent to Kerr County, as may be determined and designated by the Board of Directors from time to time.

Section Four. Other offices. The corporation may have such other offices, either in Kerr County or adjacent to Kerr County, as the Board of Directors may determine or as the affairs of the corporation may require from time to time.

Article II. Membership

Section One. Classes of Members. The corporation shall have two classes of members, regular members and junior members. Regular members must be at least eighteen (18) years of age. Persons shall become members by completing the application form, and paying all membership fees, upon the approval of a member of the Board of Directors or a member designated by the Board of Directors. Applicants will not be discriminated against for any reason not affecting the Right to Keep and Bear Arms.

A person who pays dues as a spouse of a member shall be considered as a regular member. In case of death the surviving spouse is considered to have paid the initiation fee. In case of divorce both spouses are converted to regular membership.

A person making time payments does not become a member until the payments are complete.

Section Two. Junior Membership. Junior members must be no more than eighteen (18) years of age and sponsored by a regular member. Persons shall become junior members by completing the application form, and paying all junior membership fees, upon the approval of a member of the Board of Directors or a member designated by the Board of Directors. Applicants will not be discriminated against for any reason not affecting the Right to Keep and Bear Arms.

Section Three. Voting Rights. Each regular member shall be entitled to one vote on each matter submitted to a vote of the members. Junior members are not permitted to vote.

Section Four. Resignation. Any member may resign by returning all keys and identification to an officer of the club. The club is not required to accept such resignation if cause exists for an action under section six.

Section Five. Termination for Non-payment of Dues. The Board of Directors may, by a majority vote of those present at any regularly constituted meeting, terminate the membership or suspend any member who shall be in default in the payment of dues.

Section Six. Termination for Cause. After an appropriate hearing the Board of Directors, by affirmative vote of two-thirds of all the members of the board, may suspend or expel a member for cause, and may require as a condition of continued membership payment for damages caused to the club. Resignation shall not relieve the member so resigning of the obligation to pay for such damage.

Section Seven. Reinstatement. On written request signed by a former member and filed with the Secretary, the Board of Directors, by affirmative vote of two-thirds of the members of the board, may reinstate such former member to membership on such terms as the Board of Directors may deem appropriate.

Section Eight. Transfer of Membership. Membership in this corporation is not transferable or assignable.

Section Nine. Guests. Persons who live in Kerr County or adjacent counties may not visit the range as the shooting guest of a member more than two times. This rule shall not apply to a member's spouse or children less than eighteen years of age, or to a person participating in a club membership time payment plan.

Article III. Meetings of Members

Section One. Annual Meeting. An annual meeting of the members shall be held at any place to be designated by the Board of Directors in Kerr County, Texas, during the month of January in each year, preferably as near the second Monday as practical, for the purpose of electing officers and directors, and for the transaction of such other business as may come before the meeting. If the election of directors shall not be held on the day designated herein for any annual meeting, or at any adjournment thereof, the Board of Directors shall cause the elections to be held at a special meeting of the members as soon thereafter as conveniently may be.

Section Two. Special Meetings. Special meetings of the members may be called by the President or the Board of Directors, or upon demand in writing, stating the object of the proposed meeting, and signed by not less than twenty percent of the members having voting rights. Special meetings shall address only the stated purpose.

Section Three. Place of Meeting. The Board of Directors may designate any place, either within or without the State of Texas, as the place of meeting for any special meeting called by the Board of Directors. If no designation is made or if a special meeting be otherwise called, the place of meeting shall be at the club's range, but if all of the members shall meet at any time and place, either within or without the State of Texas, and consent to the holding of a meeting, such meeting shall be valid without call or notice, and at such meeting any corporate action may be taken.

Section Four. Notice of Meetings. Written or printed notice stating the place, day, and hour of any meeting of members shall be delivered, either personally or by mail, to each member entitled to vote at such meeting, not less than ten (10) nor more than fifty (50) days before the date of such meeting, by or at the direction of the President, or Secretary, or the officers or persons calling the meeting. In case of a special meeting or when required by statute or by these Bylaws, the purpose or purposes for which the meeting is called shall be stated in the notice. If mailed, the notice of a meeting shall be deemed to be delivered when deposited in the United States Mail, addressed to the member at his address as it appears on the records of the corporation, with postage thereon prepaid.

Section Five. Informal Action by Members. Any action required by law to be taken at a meeting of the members, or any action that may be taken at a meeting of the members, may be taken without a meeting if a consent in writing, setting forth the action to be taken, shall be signed by all of the members entitled to vote with respect to the subject matter thereof.

Section Six. Quorum. The members eligible to vote who are present at a properly called meeting shall constitute a quorum at such meeting regardless of their actual number.

Section Seven. Proxies. At any meeting of members, a member entitled to vote may vote by proxy executed in writing by the member or his duly authorized attorney in fact. No proxy shall be valid after eleven (11) months from the date of its execution, unless otherwise provided in the proxy.

Section Eight. Voting by Mail. Where directors or officers are to be elected by members, such election may be conducted by mail in such manner as the Board of Directors shall determine.

Section Nine. Cumulative Voting is Prohibited.

Article IV. Board of Directors

Section One. General Powers. The affairs of the corporation shall be managed by its Board of Directors, acting through the elected officers.

Section Two. Number, Tenure, and Qualifications. There shall be a minimum of five directors. Directors must be members of the corporation, maintain individual membership in the National Rifle Association for their tenure in office, and must reside in the State of Texas. Each director shall hold office until the next annual meeting of members and until his successors shall have been elected and qualified.

Section Three. Regular Meetings. A regular annual meeting of the Board of Directors shall be had without other notice than this bylaw, immediately after, and at the same place, as the annual meeting of the members. The Board of Directors may provide by resolution the time and place, either within or without the State of Texas, for holding additional regular meetings of the Board without other notice than such resolution.

Section Four. Special Meetings. Special meetings of the Board of Directors may be called by or at the request of the President or any three directors. The person or persons authorized to call special meetings of the Board may fix any place, either within or without the state, as the place for holding any special meeting of the Board called by them.

Section Five. Notice. Notice of any special meeting of the Board of Directors shall be given at least five (5) days previously thereto by written notice delivered personally or electronically or sent by mail to each director at his address as shown by the records of the corporation. If mailed, such notice shall be deemed to be delivered when deposited in the United States Mail in a sealed envelope, so addressed, with postage thereon prepaid. Any director may waive notice of any meeting. The attendance of any director at any meeting shall constitute a waiver of notice of such meeting, except where a director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. The business to be transacted at the meeting need not be specified in the notice or waiver of notice of such meeting, unless specifically required by law or by these bylaws.

Section Six. Quorum. A majority of the Board of Directors shall constitute a quorum for the transaction of business at any meeting of the Board.

Section Seven. Manner of Acting. The act of a majority of directors present at a meeting at which a quorum is present shall be the act of the Board of Directors, unless the act of a greater number is required by law or by these bylaws.

Section Eight. Vacancies. A vacancy occurring in the Board of Directors shall be filled by the affirmative vote of a majority of the remaining directors. However, if more than one vacancy exists a special meeting of the club shall be called and new directors shall be elected to fill the vacancies until the next annual meeting. A director elected to fill a vacancy shall be elected for the unexpired term of his predecessor in office.

Any directorship to be filled by reason of an increase in the number of directors shall be filled by election at an annual meeting or at a special meeting called for that purpose.

Section Nine. Compensation. Directors shall not receive any stated salaries for their services, but by resolution of the Board of Directors any director may be reimbursed for expenses and costs, including attorney's fees, actually and necessarily incurred by him in connection with any claim asserted against him, by action in Court or otherwise, by reason of his being or having

been such director, except in relation to matters as to which he shall have been guilty of negligence or misconduct in respect of the matter in which reimbursement is sought.

Article V. Officers

Section One. Officers. The officers of the Corporation shall be a President, one or more Vice Presidents (the number thereof to be determined by the Board of Directors), a Secretary, a Treasurer, an Executive Officer, a Chief Instructor, and such other officers as may be deemed necessary by the Board of Directors, and as may be elected in accordance with the provisions of this Article. The Board of Directors may elect or appoint such other officers as it shall deem desirable, such officers to have the authority and perform the duties prescribed, from time to time, by the Board of Directors. Any two or more offices may be held by the same person, except the offices of President and Treasurer.

Section Two. Removal. Any officer elected or appointed by the Board of Directors may be removed by the Board of Directors whenever in its judgment the best interests of the corporation would be served thereby, but such removal shall be without prejudice to the contract rights, if any, of the officer so removed.

Section Three. Vacancies. A vacancy in any office except the President, because of death, resignation, removal, disqualification, or otherwise, may be filled by the Board of Directors for the unexpired portion of the term.

Section Four. President. The President shall be a member of the Board of Directors. The president shall be the principal executive officer of the corporation, and shall, in general, supervise and control all of the business and affairs of the corporation. He shall preside at all meetings of the members and of the Board of Directors. He may sign, with the Secretary or any other proper officer of the corporation authorized by the Board of Directors, any deeds, mortgages, bonds, contracts, or other instruments that the Board of Directors have authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors or by these bylaws or by statute to some other officer or agent of the corporation; and, in general, he shall perform all duties incident to the office of president and such other duties as may be prescribed by the Board of Directors from time to time.

Section Five. Vice-President. The vice-president shall be a member of the Board of Directors. In the absence of the president or in the event of his inability or refusal to act, the vice-president shall perform the duties of president, and when so acting, shall have all the powers of and be subject to all the restrictions on the president. If the office of President is vacated, the vice-president shall become President. Any vice-president shall perform such other duties as from time to time may be assigned to him by the president or by the Board of Directors.

Section Six. Secretary. The Secretary shall be a member of the Board of Directors. The secretary shall keep the minutes of the meetings of the members and of the Board of Directors in one or more books provided for that purpose; see that all notices are duly given in accordance with the provisions of these bylaws or as required by law; be custodian of the corporate records; keep a register of the post office address of each member which shall be furnished to the secretary by such member; and in general perform all such duties incident to the office of secretary and such other duties as from time to time may be assigned to him by the President or by the Board of Directors.

Section Seven. Treasurer. The Treasurer shall be a member of the Board of Directors. The treasurer shall have charge and custody of and be responsible for all funds and securities of the

corporation; receive and give receipts for moneys due, and payable to the corporation from any source whatsoever, and deposit all such moneys in the name of the corporation in such banks, trust companies, or other depositories as shall be selected by the Board of Directors. In general, he shall perform all the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to him by the President or by the Board of Directors.. This includes reaffiliating the club annually with the National Rifle Association and the Texas State Rifle Association, paying the annual franchise tax, insurance premiums and post office box rental as well as any other affiliation, tax, or rental that is approved by the Board of Directors.

Additionally, if required by the Board of Directors, the Treasurer shall give a bond for the faithful discharge of his duties in such sum and with such surety or sureties as the Board of Directors shall determine.

Section Eight. Executive Officer. The Executive Officer shall be a member of the Board of Directors. The executive officer shall have charge of the ranges of the club, the printing of scorecards, the arranging of competitions, etc. He shall be responsible for planning and carrying out maintenance of club property and provision of range supplies. He shall be the club safety officer. He shall contract no bills without the authorization of the Board of Directors.

Section Nine. Chief Instructor. The Chief Instructor shall be a member of the Board of Directors. The Chief Instructor shall have charge of all instruction with authority to appoint assistants. This includes the management and instruction of the Junior Club Members. He shall approve all instructors using the range. He shall contract no bills without the authorization of the Board of Directors.

Article VI. Committees

Section One. Committees. Committees may be designated by a resolution of the Board. Any member thereof may be removed by the persons or persons authorized to appoint such member whenever in their judgment the best interest of the corporation shall be served by such removal.

Section Two. Term of Office. Each member of a committee shall continue as such until the next annual meeting of the members of the corporation and until his successor is appointed, unless the committee shall sooner be terminated, or unless such member shall be removed from such committee, or unless such member shall cease to qualify as a member thereof.

Section Three. Chairman. One member of each committee shall be appointed chairman by the person or persons authorized to appoint the members thereof.

Section Four. Vacancies. Vacancies in the membership of any committee may be filled by appointments made in the same manner as provided in the case of the original appointments.

Section Five. Quorum. Unless otherwise provided in the resolution of the Board of Directors designating a committee, a majority of the whole committee shall constitute a quorum and an act of the majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

Section Six. Rules. Each committee may adopt rules for its own government not inconsistent with these bylaws or with rules adopted by the Board of Directors.

Article VII. Contracts, Checks, Deposits, and Funds

Section One. Contracts. The Board of Directors may authorize any officer or officers, agent or agents of the corporation, in addition to the officers so authorized by these bylaws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the corporation, and such authority may be general or confined to specific instances.

Section Two. Checks, Drafts, or Orders of Payments. All checks, drafts, or orders for the payment of money, notes or other evidences of indebtedness issued in the name of the corporation shall be signed by such officer or officers, agent or agents of the corporation and in such manner as shall from time to time be determined by resolution of the Board of Directors.

Section Three. Deposits. All funds of the corporation shall be deposited from time to time to the credit of the corporation in such banks, trust companies, or other depositories as the Board of Directors may select.

Section Four. Gifts. The Board of Directors may accept on behalf of the corporation any contribution, gift, bequest, or devise for the general purposes, or for any special purpose, of the Corporation.

Article VIII. Certificates of Membership

Section One. Certificate of Membership. The Board of Directors may provide for the issuance of certificates or cards evidencing membership in the corporation, which shall be in such form as may be determined by the Board. Such certificates or cards shall be signed by the Secretary or a designated assistant of the corporation. The name and address of each member and the date of issuance of the certificate or card shall be entered in the records of the corporation. If any certificate or card shall become lost, mutilated, or destroyed, a new certificate may be issued therefor on such terms and conditions as the Board of Directors may determine.

Section Two. Issuance of Certificates. When a member has been approved for membership and has paid any initiation fee and dues that may then be required, a certificate or card of membership shall be issued in his name and delivered to him by the secretary or a designated assistant, if the Board of Directors shall have provided for the issuance of certificates of membership or cards under the provisions of Section One of this Article VIII.

Article IX. Dues

Section One. Annual Dues. The Board of Directors may determine from time to time the amount of initiation fee, if any, and annual dues payable to the corporation by members.

Section Two. Payments of Dues. Dues shall be payable the first day of January in each fiscal year. Dues of a new member may be prorated at the direction of the Board of Directors.

Section Three. Defaults and Termination of Membership. Any member shall be considered in default in the payment of dues when not paid by April 1 of each year. No member of the club in arrears shall be eligible to vote.

Article X. Miscellaneous

Section One. Books and Records. The corporation shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its members, Board of Directors, and Committees having any of the authority of the Board of Directors, and shall keep at the registered and principal office a record giving the names and addresses of the members

eligible to vote. All books and records of the corporation may be inspected by any member, or his agent or attorney, for any proper purposes at any reasonable time.

Section Two. Fiscal Year. The fiscal year of the corporation shall begin on the first day of January, and end on the last day of December in each year.

Section Three. Corporate Seal. The Board of Directors may provide a corporate seal.

Section Four. Waiver of Notice. Whenever any notice is required to be given under the provisions of the Texas Non-Profit Corporation Act or under the provisions of the articles of incorporation or the bylaws of the corporation, a waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

Section Five. Practice. Informal practice at authorized targets is considered a club activity.

Article XI. Amendments

Section One. Power of Members to Amend Bylaws. The bylaws of the corporation may be amended, repealed, or added to, or new bylaws may be adopted by a majority of a quorum at a meeting duly called for that purpose according to the articles or bylaws.

Amendments to the Bylaws