

BYLAWS OF THE  
LAKELAND RIFLE & PISTOL CLUB, INC.  
AS AMENDED MAY 4, 2016

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BYLAWS  
of the  
LAKELAND RIFLE AND PISTOL CLUB, INC.  
AS AMENDED MAY 4, 2016

Affiliated with the National Rifle Association of America

ARTICLE I – NAME, OBJECTIVE, ORGANIZATION

Section 1 – Name

The name of this organization shall be the Lakeland Rifle and Pistol Club, Inc.

Section 2 – Objectives

The objective of this organization shall be the encouragement of organized shooting sports among citizens of the United States or allied nations resident in our community, with a view toward a better knowledge on the part of such citizens of the safe handling and proper care of firearms, as well as improved marksmanship. It shall be our further objective and purpose to forward the development of those characteristics of honesty, good fellowship, self-discipline, team play and self-reliance which are the essentials of good sportsmanship and the foundation of true patriotism.

Section 3 – Organization

This club is a not for profit membership corporation duly incorporated on the 25<sup>th</sup> day of September, 1968, State of Florida.

Section 4 – The Lakeland Rifle and Pistol Club Pledge

I certify that I am a citizen of good repute of the United States of America; or allied nation; that I am not a member of any organization or group having as its purpose or one of its purposes the overthrow by force and violence of the Government of the United States or any of its political subdivisions; that I have never been convicted of a crime of violence; and that, if admitted to membership, I will fulfill the obligations of good sportsmanship and good citizenship.

## ARTICLE II – MEMBERSHIP

### Section 1 – Categories of Membership

- A. All Members: All Members are those members who have been admitted to such membership in accordance with provisions of Sections 3.
- B. Life Members: Life Members are members who have been approved by the Board of Directors under Article II Section 3 (10) and 5C.

### Section 2 – Privileges and Duties

- A. All members in good standing may enjoy all privileges offered by the Club, including voting privileges if entitled, and shall assist with Club functions.
- B. Members must wear current membership badges when on Club property with the exception of meetings held in the club house.

### Section 3 – Membership Requirements

#### All Members:

- (1) Must be a Citizen of the United States or Allied Nations.
- (2) Must be 18 years of age or older.
- (3) Must attend a minimum of five Club functions, one of which must be a required range safety and firearms familiarization course. This section is known as the “blue card” requirement. Violations of safety are addressed under Article VII, Section 2.
- (4) Must submit a membership application properly completed.
- (5) Must subscribe to the Lakeland Rifle and Pistol Club Pledge.
- (6) Must have no felony record with an appropriate law enforcement agency.
- (7) Must have the approval of the Board. Prospective members shall attend a Board meeting and present himself or herself with his or her application to the Board. The Board members will ask the applicant any pertinent questions. After there are no more questions, Board members will vote in private whether to accept the person’s application. If the Board votes to accept the application, the applicant may proceed with the “blue card” process. Recorded previous participation in the “blue card” activities will be credited to the prospective member. If the Board rejects the application, the application process ends right there for that person. The applicant will be informed of the decision after the votes have been cast. If an application is rejected, no explanation is to be given to the applicant.
- (8) Must be present at the time of induction. This requirement may be waived upon demonstration of genuine hardship.

- (9) Must be approved by two-thirds of the members present entitled to vote at a monthly meeting.
- (10) The Board of Directors may grant to certain members, Life Membership status. Life Membership status may be proposed by any member of the Board but shall only be granted for meritorious service.

#### Section 4 – Application Fees

##### A. Prospective Members

- (1) Each prospective member shall be required to submit an application fee with the application for membership, except those affected by (4) and (5) below. The amount of such fee shall be set by the Board of Directors. The application fee will be refunded if membership is denied.
- (2) A previous member wishing to re-apply whose dues were in good standing when leaving may have the application fee waived by the Board.
- (3) A previous member whose dues were in arrears when leaving or whose membership was terminated must submit a full application fee.
- (4) Children of members of the club between the ages of 18 and 25 years applying for membership will not be charged the ordinary application fee; however, such applicants will be reasonable to pay all charges incurred by the Club in connection with their application and will be required to meet all other application requirements.
- (5) Spouses joining the club together shall only be required to pay one application fee, but charges incurred by the Club in connection with the application for one of such applicants are payable in addition to the above required application fee and both applicants shall be required to meet all the other application requirements.

#### Section 5 – Dues

##### A. All Members

- (1) Annual dues for the Membership shall be set by the Board of Directors in October of each year and shall be payable annually. If the Board of Directors fails to act, the dues shall remain the same as the previous year.

## (2) Continuing Members

- (a) A single dues notice will be mailed by January 15<sup>th</sup> of each year and dues must be paid by the last day of February.
- (b) If dues are not postmarked or hand delivered to the Club office before the first day of March there will be a late charge. The late charge shall be set by the Board of Directors but shall not be less than ten dollars.
- (c) If dues and any late charges are not received by March 31st membership is terminated.

## (3) New Members

- (a) For new members, dues shall be prorated quarterly starting the quarter of induction and must be paid within 60 days of induction to avoid a late charge to be set by the Board of Directors but such charge shall not be less than ten dollars.
- (b) If dues and any late charges are not paid within 30 days after the late charge is imposed, membership is terminated.

## (4) Dues Structure

- (a) A dues credit of an amount to be set by the Board of Directors shall be given for each full shift worked at a Gun Show. Working at or conducting a scheduled match or club function will also qualify for such credit. Dues credits shall only be given for work actually preformed on work available and requiring accomplishment. Such credit will be given when submitted with proof as specified by the Board. A member shall be able to work off their full annual dues. No dues credits shall be carried from the current calendar year to the consecutive year.
- (b) A written record shall be maintained by the Club Administrator of the dues credits given to each member and applied to their annual dues.

## B. Special Cases

Any member may appeal to the Board because of special circumstances or hardship.

C. Life Members

Life Members shall be exempt from annual dues but shall be subject to all other charges or fees payable by all Members. Life Members shall be awarded a certificate attesting to their status as a Life Member of the Lakeland Rifle and Pistol Club at the next annual meeting following the approval of the Board.

ARTICLE III – MEETINGS

Section 1 – Regular Meetings

- A. The regular meeting of the Club for the transaction of ordinary business shall be held on the first Wednesday of each month, except April and July which meetings shall be held at the annual banquet and the Independence Day picnic respectively. Only such business as is necessary shall be conducted at those meetings. There will be no meeting in August. All club meetings shall be at such time and place as may be fixed by the Board of Directors.
- B. Regular meetings may be rescheduled by the Board to accommodate holidays or special events when the membership is notified in writing a minimum of seven days prior to the regular meeting date.

Section 2 – Special Meetings

- A. A special meeting of the Club may be held at any time upon the call of the President or upon the call of the Board.
- B. A special meeting of the Club may be called by any member upon demand in writing, to the Board stating the objective of the proposed meeting, and signed by not less than 20 percent of the members entitled to vote.
- C. Notice of the time, place, and objective of any special meeting, whether called by the President, Board or any club member, shall be given to all officers and members in good standing, in writing, by mail and/or email not less than seven days prior to the date fixed for the holding of the meeting. The place of such special meeting shall be fixed by the Board.

### Section 3 – Annual Meetings

The annual meeting of the Club for installation of newly elected officers shall be held on the first Friday or Saturday of April in each year. If the annual meeting should not take place at the time fixed, it shall be held within a reasonable time thereafter, and the officers shall hold over until their successors shall have been installed.

### Section 4 – Quorum

- A. At least five percent of the members of the Club entitled to vote shall constitute a quorum at any meeting.
- B. Voting members may be required to show their current membership cards or provide other proof of current membership if a request is made by any member to the President.

### Section 5 – Motions

Any motion is carried by the majority of the members present and entitled to vote. The President does not vote except in cases of a tie in which case the President will cast the deciding vote.

## ARTICLE IV – OFFICERS

### Section 1 –Titles

The Officers of this Club shall be:

Officers:

President

Vice-President

Treasurer

Secretary

Directors:

3-3 Year Directors

3-2 Year Directors

3-1 Year Directors

Immediate Past President

Gun Show Chairman

## Section 2 – Eligibility to Hold Office

- A. All Officers and members of the Board of Directors of the Club shall maintain membership in the National Rifle Association during their tenure in office.
- B. No club member shall be eligible to hold office as President, Vice President, Secretary, or Treasurer without first having served as a member of the Board of Directors for at least one year.

## Section 3 – Terms of Officers

- A. The term of each director shall be three years, expiring on a yearly rotating basis with three new directors, who may be serving directors whose terms are expiring, to be elected each year.
- B. The term of all other elected officers shall be one year.
- C. Each officer will serve until a successor has been installed.

## Section 4- Board of Directors

- A. All officers and directors shall constitute the Board of Directors, herein called the Board. All members of the Board, except for the Immediate Past President shall be elected by a majority vote by secret ballot of the members present entitled to vote and shall have been a member for at least two FULL years at the time of election.
- B. Meetings of the Board shall be held the third Wednesday of each month at such time and place as the Board may determine. Special meetings may be held at any time on the call of the President or on demand, in writing to the Club Secretary, by three members of the Board.
- C. At least 51 percent of the membership of the Board shall constitute a quorum.
- D. The Board shall have general supervision and control of all day-to-day activities of the club and shall be chairman of all financial projects; however, proposed major expenditures as defined in Article V Section 2, paragraphs A and C shall have approval of the membership.

- E. The Board shall act as Gun Show Committee and shall set and enforce the rules pertaining thereto.
- F. Actions of the Board shall be taken as a result of considerate debate with proper records being kept. Polling the Board by telephone, email, or other electronic means of communication without debate is prohibited.
- G. The Lakeland Rifle and Pistol Club shall provide Directors and Officers liability insurance.

#### Section 5 – Duties of the Officers

- A. President. The President shall preside at all meetings of the Club and of the Board. He shall be a member ex-officio of all regular and special committees and shall perform all such duties as usually pertain to his office. The President may also appoint committees; however, every committee must be chaired by a Board Member.
- B. Vice- President. The Vice-President shall perform the duties of the President in his absence or at his request. Upon the office of the President becoming vacant, the Vice-President shall become President.
- C. Secretary. The Secretary shall keep a true record of all meetings of the Board and of the Club.
- D. Treasurer. The Treasurer shall do all financial reporting to the Board of Directors and shall periodically review the financial records. The Treasurer shall not have signature authority over any Club accounts. The Treasurer shall be responsible for the preparation of the annual budget and for presenting it to the Board.
- E. Directors. The Directors shall act as full members of the Board.
- F. Immediate Past President. The Immediate Past President shall perform duties as requested by the President.
- G. Gun Show Chairman. The Gun Show Chairman shall be responsible for the conduct of the Gun Show.
- H. Conflict of Interest. A Board Member must disqualify themselves if there is a conflict of interest.

## Section 6 – Vacancies on the Board

- A. Resignation of any officer may be accepted by a majority vote of the remaining members of the Board.
- B. A single vacancy on the Board may be filled by a majority vote of the remaining members of the Board. Officers or Directors taking office in this manner shall serve until the next annual meeting.
- C. If more than one vacancy exists on the Board, a special election shall be held within 30 days at a regular or special meeting of the membership. Upon notification to the membership of the meeting, nomination and election will be held to fill the vacancies until the next annual election.
- D. If any Board member shall fail to attend three consecutive Board meetings without excuse made to the President within 48 hours after the third missed meeting, his or her seat may be declared vacant by the President and may be filled as provided in Section 6 B or C of this Article. The provisions of Article VII Section 1 shall not apply in these instances.
- E. If the President shall resign or be removed from office and the Vice-President become President, as provided in Article IV Section 5 Sub Section B, the person holding office of Immediate Past President shall remain in that office until a new president shall have been seated.
- F. If the person holding the office of Immediate Past President shall vacate the office for any reason, including the reason of taking some other office in the Club, the office of Immediate Past President shall remain vacant until a new president shall have been seated.

## ARTICLE V – OPERATIONAL PROCEDURES

### Section 1 – Employees

- A. The Board may create positions of employment to perform necessary services in harmony with the objectives of the Club.
- B. Such employees shall serve at the pleasure of and as directed by the Board.
- C. The Board shall develop job descriptions and work rules for employees.
- D. No employee of the Club may serve as an officer of the Club in any capacity while employed by the Club.

- E. The Club Administrator shall serve at the pleasure of and as directed by the Board and shall report directly to the Club President.

#### Section 2 – Purchases, Contracts and Accounts

- A. All purchases of equipment or facility exceeding \$2,000.00 shall have the approval of the membership, as defined in Article III Sections 4 and 5. However, this limitation shall not apply to replacements of like items for maintenance purposes up to \$5,000.00.
- B. No clause in these bylaws will prevent the Board for committing funds to protect Club property or assets in an emergency.
- C. Construction projects exceeding \$1,000.00 shall be priced out completely and presented to the membership for approval.
- D. All construction work shall be by written contract, based upon sealed competitive bids received pursuant to written documents which clearly outline all aspects of the work.
- E. Club members shall not be prohibited from submitting bids for such work. Officers and Directors of the Club shall not be prohibited from submitting bids for such work but, if they intend to submit such a bid, they are required to maintain strict adherence to the provisions of Florida Statute 617.0832.
- F. Contract awards shall be made to the lowest or best bid meeting the drawings and specifications and shall be executed by two members of the executive committee.
- G. Signature authority on Club accounts will be delegated by the Board of Directors. Club accounts will require two signatures. The delegation will be by corporate resolution pursuant to bank requirements.

#### Section 3 – Use of Club Facilities

- A. The Club's facilities are for the use of Club members and their supervised guests in pursuit of the objectives as stated in Article I Section 2 and other Club functions.

- B. Guests of members are allowed the use of the facilities only if the member is present and is willing to accept full responsibility for compliance with all Club rules and regulations. Members bringing guests may bring more than two guests but only two guests are allowed to shoot at a time on the 25/50 yard line, the 100 yard line and the short range. More than two guests at a time may shoot on the shotgun ranges in accordance with normal shotgun shooting protocols.
- C. Members wishing to use the facilities in connection with commercial or profit-making ventures shall apply to the Board of Directors for approval and must receive approval from the Board of Directors for such use. If approved, the member requesting use of the facilities shall provide a Certificate of Insurance naming the club in amounts currently appropriate based on requirements of the Club's Insurance company's recommendations.
- D. Such approval when granted will be continued until the circumstances change or until the Board voids the approval.
- E. Governmental or other non-profit organizations wishing to use the facilities for uses consistent with Article 1, Section 2 objectives, may be allowed use with approval of the Board. If approved a representative of the organization requesting use of the facilities shall provide a Certificate of Insurance naming the Club in amounts currently appropriate based on requirements of the Club's Insurance company's recommendations.
- F. Non-member commercial or profit-making individuals or organizations will not be allowed use of the facilities unless they have:
  - (1) Made a personal appearance before the Board.
  - (2) Submitted a written outline of the proposed use.
  - (3) Submitted proof of adequate insurance.
  - (4) Obtained an agreement on a use fee.
  - (5) Obtained Board approval.
- G. A member of the Club must be present at any use of the range by any non-member group. It is the responsibility of the non-member group requesting use of the range to insure that a member will be present.

## ARTICLE VI ELECTION OF OFFICERS

### Section 1 – Nominating Committee

- A. Prior to the regular January meeting, the Board shall select three members to serve on the Nominating Committee.
- B. At the regular January meeting the membership shall select four members (not members of the Board) to serve on the Nominating Committee. These members shall have been active members for the previous two years.
- C. The seven person Nominating Committee shall present its proposed slate of officers at the regular meeting in February and March.
- D. No member on the Nominating Committee can be nominated by the committee for any office.

### Section 2 – Nominations from the Floor

- A. After the Nominating Committee report at the regular meeting in February, the floor will be opened for nominations from the membership. Any member nominated for office by the Nominating Committee or by the membership must have stated their willingness to serve and that they fully understand the duties of the office.
- B. The floor will be opened for nominations at the regular March meeting prior to voting.

### Section 3 – Election

- A. Election shall be held at the regular March meeting.
- B. Voting shall be by members in entitled to vote and in good standing.
- C. Election shall be by simple majority of members present.
- D. Election shall be by secret written ballot. Election may be by acclamation if there are open seats with only one nominee.
- E. Ballots shall be counted by one Board Member and two non Board Members.

## ARTICLE VII – SUSPENSION OR EXPULSION

### Section 1 – Expulsion of an Officer

Any officer may be removed from office by a two-thirds vote of members in good standing present at any regular or special meeting called for this purpose. No vote on suspension or removal may be taken unless at least 15 days notice in writing shall have been given to the officer of the reason for his or her removal and the time and place of the meeting at which such secret ballot on his or her removal is to be taken. At such meeting the officer shall be given a full hearing prior to the vote.

### Section 2 – Expulsion of a Member

- A. Any member may have range privileges immediately suspended for any cause deemed sufficient by the Club President or Club Administrator.
- B. No vote on permanent suspension or expulsion may be taken unless at least 15 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 Board of Directors at which time such charges will be considered. At such Board of Directors meeting, the member under charges will be accorded a full hearing prior to the vote. The vote will be by secret ballot and a majority is required for suspension or expulsion.

### Section 3 – Charges

- 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 relied upon and accompanied by all affidavits or exhibits which are to be used in their support.
- B. Such charges shall be filed with the Secretary, who will immediately notify the President, who shall call a meeting of the Board to hear the charges. Charges against the Secretary shall be filed with the President.
- C. The Secretary shall give at least 15 days notice of the meeting to each member of the Board, to the accuser, and to the accused. This notice shall be in writing and shall include a true copy of the charges and of the supporting affidavits and exhibits.

#### Section 4 – Appeals

- A. Any member expelled by the Board may appeal to the full membership of the Club.
- B. Such appeal shall be made in writing to the Secretary and President. The President shall call a meeting of the Club for the purpose of acting on the appeal. The meeting required by this Section may be held at a regularly scheduled Club meeting or at a specially called meeting.
- C. The Secretary shall give at least 15 days notice in writing to all Members of the Club in good standing stating the date, time, place, and reason for such meeting. At the meeting of the membership the Secretary shall read the original charges, the supporting affidavits, read or display the accompanying exhibits, and shall read the minutes of the meeting of the Board at which the charges were heard and action taken. A full hearing shall be given the accuser and the accused.
- D. A vote shall be taken by secret ballot of members present entitled to vote and in good standing. A two-thirds vote shall be required to reverse the action of the Board.

#### Section 5 – Automatic Suspension or Expulsion

- A. Any member of the Club who has been suspended or expelled by the National Rifle Association of America shall automatically stand suspended or expelled from this Club immediately upon receipt of official notice from the Secretary of the National Rifle Association.
- B. Any member charged by any law enforcement agency with a felony involving a firearm will be under automatic and immediate suspension as of that date until the case is disposed of.
- C. If such suspended member is found guilty of the charge, such membership in this Club will be automatically and immediately terminated.
- D. If such suspended member is exonerated or found not guilty, the Board shall review all aspects of the situation as it reflects upon the reputation of the Club and its individual members and take appropriate action as set forth in Article VII Section 2.

- E. Any action herein shall not infringe upon the rights and duties of the Board as Stated in Article VII.

## ARTICLE VIII – NOTIFICATION

### Section 1 – Notification by Club Bulletin

All notices required by these bylaws may be satisfied by publication in the club bulletin, if such publication would satisfy the time requirements of the bylaws.

### Section 2 – Notification by Email

All notifications of rescheduled regular meetings, specially called meetings and any other matters requiring notification to the members may be done by email if the member has signified willingness to accept email communications. A decision to accept the Club newsletter by email will constitute an agreement to accept all Club communications other than dues notices and the annual dinner invitation by email unless the member notifies the Club Administrator in writing that Club notifications should be made by mail. This section shall specifically apply to, but shall not be limited to Article III Section 2 Sub Sections A, B, and C; Article VII Section 2 Sub Section B; Section 3; Section 4 Sub Sections B and C.

## ARTICLE IX - MATCH RULES

### Section 1 – Formal Match

All Shooting competitions held by the Club will be governed by the rules and regulations laid down by the sanctioning organization of said matches.

### Section 2 - Informal match

All informal matches shall be approved by the Board of Directors and shall be governed by rules adopted by the Shooting Committee conducting the match.

## ARTICLE X – TERMINATION OF CLUB ACTIVITIES

In the event this Club decides to terminate for any reason, all assets free and clear of Club contracted liabilities shall be donated to a charitable organization as defined by the Internal Revenue Code Section 501 (c) (4).

## ARTICLE XI – JUNIOR CLUBS AND JUNIOR SHOOTING ACTIVITIES

From time to time the Lakeland Rifle & Pistol Club, Inc. may sponsor junior shooting clubs and junior shooting activities. Such clubs and activities will be specifically approved by the Board of Directors and such approval will be

noted in the minutes of the Board. Such clubs and activities will be Lakeland Rifle & Pistol Club, Inc. activities within the meaning of the bylaws.

## ARTICLE XII – AMENDMENTS TO THE BYLAWS

### Section 1 – Proposing Amendments

Any member of the Club may propose amendments to these bylaws, in writing, to a bylaws revision committee if one is sitting, or to the Board of Directors if no committee is sitting. The Board of Directors shall review the proposed amendment, or amendments, and forward it, or them, to the membership for action. After the presentation to the Board of Directors, the proposed amendments to the bylaws must be acted upon by the Club membership at a regular meeting or a special meeting called for the purpose provided a copy of the proposed amendments has been sent to each Club member by mail or email at least ten days prior to the meeting. Such mailing may be attached to the monthly Club bulletin.

### Section 2 – Membership of the Bylaws Committee

The Bylaws Committee shall consist of an equal number of members of the Board of Directors and members of the Club.

### Section 3 – Adoption

A two-thirds vote of the entitled members present is required for adoption.

