

**METHUEN ROD & GUN CLUB, INC.**

**BYLAWS**

**REVISED December 16, 2025**

**Article I**

**Name, Purpose, Place of Business**

The name of the corporation shall be The Methuen Rod and Gun Club Inc., which will be referred to as Club or MRGC in these Bylaws. The Club's purpose is "to promote the interest of good clean sport with rod, gun, and dogs; to enforce the laws for the protection of fish and game; to create a fraternal and social organization for the betterment of its members; to educate the members socially, mentally, and intellectually; and to perpetuate among its members a spirit of friendliness and sociability".

The principal place of business of the Club shall be 240 Tyler St. in the City known as The Town of Methuen, in the State of Massachusetts.

**Article II**

**Club Governance**

1. The MRGC shall be governed by these bylaws, General Rules and Range Rules, and Club Executors.
2. Club Executors – Club Executors shall preside over Club business and shall consist of four officers and five directors at large.
3. Parliamentary Authority – The newest edition of Robert's Rules of Order shall be the parliamentary authority to enhance these bylaws.
4. Amendments – Proposed amendments to these bylaws shall be read at a called meeting and voted upon at the next called meeting where passage shall be determined by a two-thirds majority vote of the members present.

**Article III**

**Club Executors**

Club Executors consist of the following:

1. President – The President shall preside at all club meetings, call special meetings, appoint committees, and have general supervision of matters pertaining to the Club. The President shall see that harmony is preserved, enforce the rules of the Club, and perform other duties that may be required of him/her by the bylaws of the Club.
2. Vice President – The Vice President shall assist the President in the fulfillment of his/her duties, fill his/her place in the case of absence, and perform such other duties as required by the President and/or the bylaws of the Club.
3. Clerk – The Clerk shall keep minutes of Club meetings. He/she shall attend to correspondence subject to the approval of the President and shall promptly present communications received by him/her to the Club, having first submitted the same to the

President. He/she shall issue certificates pertaining to Club business, notify rejected applicants, and require members to pay their dues.

4. Treasurer – The Treasurer shall receive all monies of the Club, pay all bills against the Club as ordered by the members, get a correct account under their proper dates of the amounts and sources of receipts and disbursements. He/she shall at such times as the Club may direct or the President requires, present for examination all books, papers, vouchers, etc., that may be necessary for a proper auditing of the accounts. He/she shall deposit all funds of the Club as the Club shall designate and shall also perform all other duties as required by the Club that are consistent with this office. He/she shall present a written report at the next regular meeting showing the condition of the funds of the Club and shall have the records audited annually by the outgoing and incoming officers before the February Meeting.
5. Board of Directors (BOD) – The Board of Directors shall consist of the four officers and five members elected as at-large directors. The Board of Directors shall have general supervision of the Club's property and shall control Club expenditures, make rules for the use and care of the Club's property, and transact any business in the club's interest in a manner that is not inconsistent with the Club's bylaws, and uphold the Club's bylaws and rules.

In addition to the five directors, the Board shall have the interim one-year position of Past President Director. The Past President Director will be a non-elected one-year appointment of the outgoing president to the Board of Directors. This position will serve as a board member, as defined above, with the additional focus to support the new president with transition activities, the completion of ongoing business, and to provide general guidance to succeed in the office of President.

It will not be mandatory that the past president accept this role, and the appointment to the Board of Directors will be made by invitation of the incoming president, at his/her option, and by mutual agreement with the outgoing president to accept the role. This position shall only exist upon the election of a new president and become inactive after one year.

#### **Article IV**

##### **Election of Officers and Directors**

1. Nominations – Nominations for office will be made from the floor at a series of called meetings preceding the meeting for election. The two meetings in November and the first meeting in December will be called meetings where nominations will be held and closed at the adjournment of the first meeting in December.
2. Voting and Term of Office – Office and Board of Director elections shall take place during the second meeting in December. No new nominations will be accepted at this meeting. The President shall preside over elections.
  - a. The President may appoint two members to act as tellers to assert and count the ballots.
  - b. Ballot boxes must be placed in full view of the members of the club.
  - c. Elections shall be by written or printed ballots.
  - d. After all who have voted, the ballot shall be declared closed. The tellers shall count the votes for each elected position and present the totals to the Clerk, who shall

record the results of the election and the presiding officer shall declare the candidate receiving the plurality of votes cast duly elected.

- e. The Officers and Directors shall hold office for one year or until a successor is chosen by the Board of Directors.
- 3. Eligibility – No member shall be eligible for any office unless he/she has been a member of the Club in continuous good standing for at least one year immediately prior to nominations.
- 4. Presence Exception – Due to hardship or any unforeseen trouble, nominee(s) can still be nominated to an office without being present.
- 5. Removal of Officers – If an officer misses three consecutive regular meetings of the Club, his/her office may be declared vacant at the discretion of the Board of Directors. The vacancy shall be filled by appointment from the Board of Directors.
- 6. Termination of Position – When any officer or director retires or is removed from their position, he / she must immediately deliver all records, financial statements, bank checks, documents, keys and any other Club property in his / her charge, pertinent to that position, to the President or whomever the Club may appoint.

## **Article V**

### **Club Meetings**

- 1. Regular Meetings – The regular meetings of the Club shall be held on the first Tuesday of each month. Regular meetings will also be held on the third Tuesdays of November and December. The starting time of the meeting shall be 7:30 p.m. A quorum shall be ten members.
- 2. Called Meeting – A called meeting of the Club shall be required when transacting business of the following nature:
  - a. Disbursements of allocations of more than \$500.00 except for regular Club expenses (such as the purchase of clay targets).
  - b. Elections.
  - c. Bylaw changes.

The two meetings in November and December will be called meetings. Members shall be notified of a called meeting at least 10 days prior to a called meeting. Notifications shall be in writing, by telephone, or by email.

- 3. BOD Meeting – The BOD shall meet each month in the principal office of the club. The Clerk shall take Officers and Director roll call and record meeting minutes. Meeting minutes shall be read at the next regular meeting.

## **Article VI**

### **Memberships, Dues, and Fees**

#### **1. Membership Application**

- a. Membership Applicants shall present themselves at a regular club meeting with a completed application, applicable dues, and initiation and work fees.
- b. Applicants must be able to speak and understand the English language.
- c. Member candidates must be sponsored by a member in good standing with at least three years of consecutive membership or have a valid Firearms Identification Card (FID) or License to Carry (LTC). In the event a member candidate does not have a sponsor or a valid FID or LTC, a letter addressed to the Board of Directors indicating in detail why they are seeking membership to the club must be submitted with the membership application.
- d. The Membership Committee and Board of Directors shall review membership applications and advise on member acceptance. The general membership shall vote on applicant acceptance at the next regular meeting.
- e. MRGC shall notify successful candidates and schedule and host orientation. New members shall receive their membership cards and the combinations to the locks after orientation.

#### **2. Membership Types**

- a. Regular Membership – Regular membership shall be available to eligible applicants age eighteen and over. Only members in good standing shall have key and voting privileges. Regular Members shall have range and Club privileges in accordance with General and Range Rules and these bylaws.
- b. Junior Membership - Junior membership shall be available to eligible applicants under the age of eighteen. Junior Members have no key or voting privileges and must be accompanied by a Regular Member. Junior Members with at least 5 consecutive years of membership are eligible to have their regular membership application fee waived.
- c. Honorary Life Membership – An active and productive Regular Member of the Club in good standing who has held membership for at least ten consecutive years prior to reaching the age of sixty-five may become eligible to be voted as an honorary life member by the membership as well as the Board of Directors. Life members retain voting and key privileges.
- d. Associate Membership – Associate membership shall be available to eligible applicants to participate in limited activities and events. Associate members shall not have key and voting privileges, and only limited access will be granted to club facilities and only on the day of the event or activity.

### 3. Fees and Dues

#### a. Dues

- i. Regular Member dues shall be \$100 if the application is voted on between January 1st and June 30th. Regular Member dues shall be \$8.50 a month plus the following year's dues if the application is submitted between July 1st and December 31<sup>st</sup>.
- ii. Junior Member dues shall be \$25.
- iii. No dues are required for Honorary Life Members; however, \$25 annual dues are encouraged to help cover Honorary Life Membership administration.
- iv. Associate Member dues shall be \$1 per event payable at the time of the event.

#### b. Fees

- i. Application Fee – The Application Fee shall be \$50.00.
  - ii. Work Fee – A \$40 Work Fee is required at the time of membership application or renewal to promote volunteerism at the Club. MRGC shall refund the work fee if the member completes at least four hours on a work party or similar volunteer effort by October 31<sup>st</sup>. Work Fee requirements not satisfied by the October 31<sup>st</sup> deadline shall be forfeited to the club. At the discretion of the Board of Directors, members with medical conditions may be exempt from the Work Fee requirements.
  - iii. Late Fee - Dues not paid on or before December 31<sup>st</sup> will be assessed an additional fee of \$5.00 if paid in January and \$10.00 if paid in February. Members whose dues are not received by the last day of February shall be automatically dropped from the roster. Reinstatement shall be by reapplication only. The Board may grant hardship abatement.
- c. The membership may, from time to time, implement programs allowing the waiver or adjustment of fees or dues during membership drives or as incentives for Club activities.

### 4. Membership Privileges

- a. Club Access – MRGC shall change the combinations for the gate and doors after the January meeting.
- b. Indoor Range – Member requesting privileges to shoot in the indoor range must be qualified by a Club Executor or their designee(s) in accordance with the current range rules.
- c. Guest Pass – Members in good standing shall be allowed to purchase a guest pass to allow friends and family to use the facility under the direct supervision of the member holding a guest pass, as follows:
  - i. The pass fee is \$100.

- ii. Guest passes are valid from January 1st to December 31st of each calendar year and must be purchased no later than June 30th.
- iii. Only one guest per pass will be allowed on the property at any time.
- iv. Members in good standing shall be allowed to bring guests an unlimited number of times per year at no additional cost.
- v. Any violation of guest pass rules will result in the usual sanctions for violations of club rules.

## **Article VII**

### **Rules Enforcement and Disciplinary Action**

1. The Board of Directors shall be responsible for determining the course of discipline of members accused of “conduct unbecoming”. “Conduct unbecoming” of a member of the MRGC shall be defined as any conduct that:
  - a. Is incompatible with the best interests of the members of the MRGC or the public.
  - b. Harms MRGC’s standing in the community.
  - c. Deviates the range rules without proper permission.
  - d. Violates range rules.
  - e. Violates MRGC Bylaws.
2. The board shall use the following to ensure fair and proper means are met to either prove or disprove a violation:
  - a. If a written or verbal allegation of “conduct unbecoming” is made against a member, the club president shall immediately appoint an investigator to investigate the matter and produce an investigation report. If the club president is accused, the vice president shall act.
  - b. The Board of Directors shall review the investigation report and determine whether to hold a hearing on the matter.
  - c. The President shall notify the accused member of the investigation results and whether the Board intends to hold a hearing.
  - d. If determined necessary, the Board shall hold a hearing to determine whether the member did or did not engage in “conduct unbecoming” and the Board shall report its decision to the accused.
  - e. If the accused is guilty of “conduct unbecoming”, appropriate disciplinary action shall be based on the seriousness of the unbecoming conduct and may include any of the following:
    - i. Informal counseling.
    - ii. Verbal and/or written reprimand.
    - iii. Suspension from office or club membership.

- iv. Removal from office or club membership.
- 3. The Board shall document disciplinary actions in club records.

### **Article VIII**

#### **Dissolution**

In the event the Club becomes unsuccessful, the Club shall be dissolved.

An accounting shall be made by the Treasurer or outside accounting service within a reasonable timeframe. After settling all debts and/or liabilities, the remaining assets shall be disbursed according to 501C7 protocols. The Club may retain legal counsel to aid in the dissolution.

Following meetings regarding dissolution, the BOD shall make a recommendation to the members of the Club for a vote regarding the dissolution and distribution of assets. The BOD and the members shall agree regarding the final distribution of assets. Distribution of assets shall be by a majority vote of members in good standing at a called meeting.