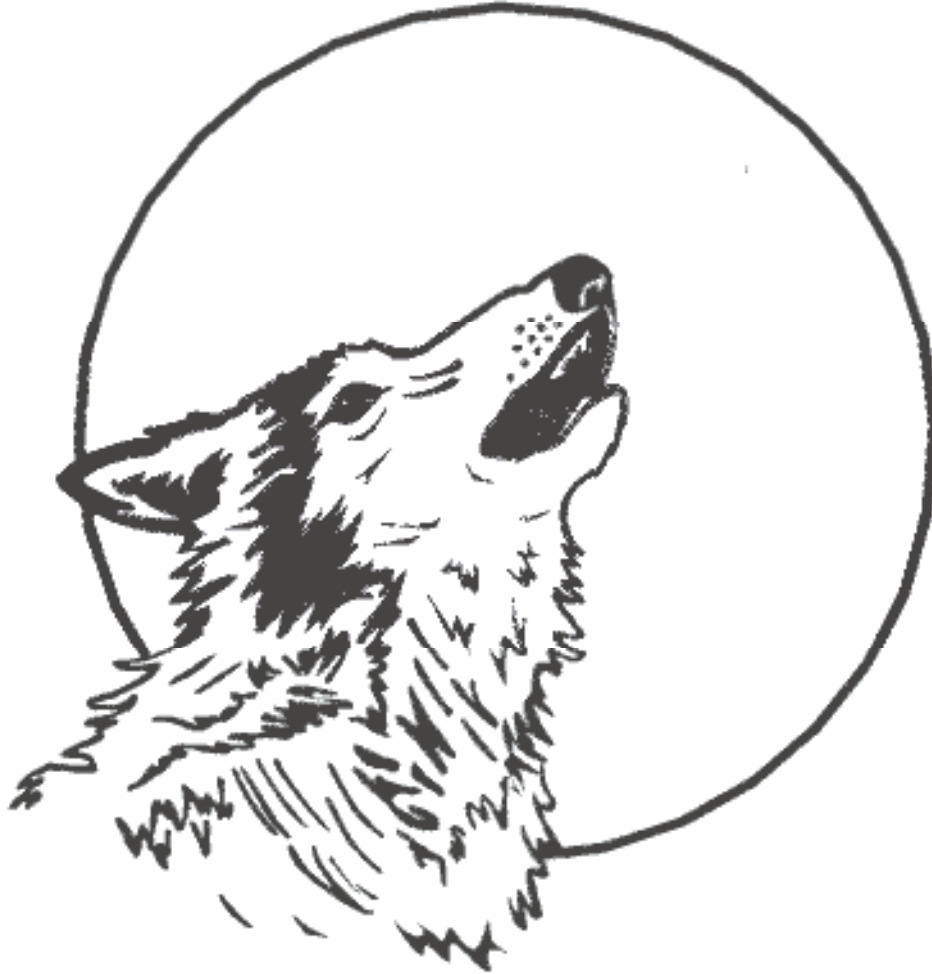


**HOWELL SHOOTING CLUB, INC**  
**Constitution, Bylaws and Operating Rules**



**10712 Church Road; Yorkville, IL 60560**  
**Tel: 815-475-CLUB(2582); [www.howellshootingclub.org](http://www.howellshootingclub.org)**

November 8, 2003  
(Latest Revision 5/16/06)

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## **MISSION STATEMENT**

The Howell Shooting Club is a private membership, not-for-profit organization dedicated to the shooting sports. It has a six-fold mission.

First, the Club is dedicated to upholding the Constitution of the United States in its entirety and to promoting a better understanding among all citizens of the role of the Second Amendment. It is dedicated to uphold, promote, protect and defend the right of every law-abiding citizen to keep and bear arms as guaranteed by the Second Amendment. It is further dedicated to legally resist all attempts by law to reduce the type and capacity of firearms for sale in the United States of America.

Second, the Club is dedicated to teaching, promoting and fostering the safe, proper use of firearms in the home, on the range, during sporting events, personal protection and for hunting.

Third, the Club is dedicated to offering a diverse population quality instruction given by highly qualified, appropriately certified instructors in the various shooting, and shooting-related, sports. It is further dedicated to promoting the development of future instructors and leaders of the shooting sports.

Fourth, the Club is dedicated to fostering sportsmanship and fellowship in all shooting, hunting and related outdoor activities with particular emphasis on the various shooting sports as a family activity.

Fifth, the Club is dedicated to providing its members with safe shooting facilities. It is further dedicated to providing organized opportunities for members and non-members to learn and participate in appropriately organized activities.

Sixth, the Club is dedicated to the promotion and support of conservation, to the propagation and restoration of all forms of wildlife and natural resources, and to cooperation with all duly constituted authorities in the enforcement of the Game and Fish Code. It is dedicated to promote and further all legal forms of hunting, fishing and trapping, and to work for the enactment of more equitable laws relating to those sports.

## CONSTITUTION

### ARTICLE I NAME

The organization shall be known as the Howell Shooting Club, Inc., hereafter known as “the Club.”

### ARTICLE II BUSINESS OFFICE

The business address of the Club shall be designated by the Board of Directors, and listed in the Club’s Operating Rules.

### ARTICLE III GOVERNMENT

#### Section 1 Board of Directors

The government of the Club shall be entrusted to a seven member Board of Directors, hereafter called “the Board,” consisting of the following officers: president, vice-president, secretary, treasurer, range safety officer, match director and member-at-large. Positions shall be elected for terms of two years. The offices of president, match director, and member-at-large shall be elected in November of odd years. The offices of vice-president, secretary, treasurer and range safety officer shall be elected in November of even years.

#### Section 2 Responsibility of Board Members

All Board members shall equally share responsibility in the governance of the Club within the spirit and letter of the Constitution, By Laws and Operating Rules. Board responsibilities include, but are not limited to, the promotion of safe shooting sports, the implementation of Club Operating Rules, oversight of all Club-sponsored activities, the expenditure of Club funds, and reporting to the general membership on all matters of business and interest to the Club.

The Board shall have the power to appoint any active member to a prematurely vacated Board position until that position’s next regularly scheduled election.

Any board member shall have the right to halt any Club activity when that board member deems it in the best interest of safety or the Club.

Section 3 Duties of the Officers

President: Shall be the chief executive officer of the Club. The president shall set the agenda and preside over all regular and special meetings of the Club. The president shall have the authority to run the day-to-day business of the Club within the scope of its mission, constitution, bylaws and operating rules. The president shall implement and direct all policies as established by the Board and shall report directly to the Board on all matters pertaining to the Club. In case of a Board tie vote, the president will cast the deciding vote.

The president is responsible to insure that all Federal, State, County, local and Club laws, rules and ordinances are interpreted and enforced. The president shall oversee that Board members are performing their duties.

Vice-President: Shall be responsible for membership renewals and records. He shall also assume all duties of the president in the absence or disability of the president. The vice president shall be responsible for organizing an ad hoc disciplinary board to look into alleged member infractions.

Secretary: Shall have the duty of maintaining a complete record of the minutes and proceedings of the Club, the Board and all official activities. All records are to be permanently preserved for historical purposes in a form acceptable to the Board. The secretary shall assist in the maintenance of membership records, call-in lists, a list of Club equipment and personal equipment left on Club premises, publication of the newsletter, and preparation of other data requested by the president. The secretary shall also record minutes of all meetings and provide copies to all Board members in a timely manner as determined by the Board.

Treasurer: Shall be the Chief Financial Officer of the Club and responsible for the Club's accounts receivable, accounts payable, investments, associated reporting and a record of paid memberships. The treasurer shall provide a monthly financial report to the membership on the financial health of the Club, prepare and distribute a comprehensive annual financial report to the Club and provide any other financial reporting deemed appropriate by the Board. The treasurer shall be bonded, at the Club's expense, in an amount to be determined by the Board.

Range Safety Officer (RSO): Shall be responsible for the implementation and fostering of a comprehensive safety program in all matters pertaining to the Club including the recommendation of appropriate safety rules to the Board as well as the enforcement of existing safety rules. The RSO

shall insure that all new members successfully complete a Club-approved, standardized safety orientation. The RSO will also participate in at least one event of each shooting activity annually to insure that all Club Safety Rules are being followed.

Match Director: Shall maintain overall responsibility for all Club matches, for developing a worker's schedule for each event, and for the approval and training of a designated assistant match director to run a specific event. Either the match director or a designated assistant match director shall be on site for the duration of an event to assure compliance with all Club regulations and Safety Rules.

Member-at-Large: Shall be prepared to temporarily assume the duties of any Board position other than provided for in the constitutional presidential line of succession. The member-at-large will also be responsible for selecting and assigning required tasks to a volunteer work coordinator who will organize and supervise work on the club premises.

Land Owner: The owner of any property used by the Club shall hold a non-voting Board advisory position.

#### Section 4 Checks and Balances

Board of Directors: The Board shall have the power to veto any action taken by the president, at any time, by a simple majority vote of all Board members other than the president. Board members may cast their vote in absentia. In all cases, the result of such action will be reported in the next newsletter.

General Membership: The general membership shall have the power to veto any action taken by the president and/or Board. Any active member may bring an issue up at a regularly scheduled General Membership meeting. A simple majority vote of all active members present is required to put the issue in the monthly newsletter to be voted upon at the next General Membership meeting. A 2/3<sup>rd</sup> vote of all active members present at the subsequent meeting is required to implement the veto.

### ARTICLE IV ELECTION OF THE BOARD OF DIRECTORS

#### Section 1 General

Nominations: Nominations for Board positions will be taken from the general membership at the October General Membership meeting. All candidates will be given the opportunity to address the membership. The

names and positions sought for all candidates seeking office in November must be posted in the newsletter published and circulated to all members during the month prior to the election.

Eligibility: Any active member who is at least 21-years of age. It is desirable, though not required, that the individual has been a member for at least 12-months.

Elections: The election of Board members will be held by secret ballot at the November General Membership meeting. All candidates will be given an opportunity to briefly address the members present. Only the members present and eligible to vote at that meeting are allowed to cast votes in the election. The president will cast a vote only in the event of a tie. The president will appoint an ad hoc election committee consisting of three individuals who will tally the votes immediately after they are cast. In no case may anyone up for election be on that committee. The committee will certify the results to the secretary who will announce the results. The entire election process will take place during the November Annual General Membership meeting unless an emergency is declared by the Board and the meeting rescheduled. In the event there is only one candidate for a given office that vote may be conducted by acclamation.

## Section 2 Impeachment of a Member of the Board of Directors

Board Action: The Board, by 2/3rds majority vote, shall have the right to impeach any officer and suspend that officer from all duties and responsibilities upon receiving satisfactory evidence of the unfaithful discharge of that officer's duties or unbecoming conduct. The suspension shall be only for sufficient time to allow notice in the newsletter and an impeachment hearing at the next meeting after publication. An impeachment hearing shall be held at the General Membership meeting with the accused officer having an opportunity to address the charges. Upon conclusion of the hearing any active member present may request a vote to recall the officer(s) in question. Recall shall be by 2/3rds majority of all active members present at the meeting. The Board must assume the responsibility of the suspended officer in the interim.

General Member Action: Any member may initiate a petition for the impeachment of any officer. The petition must clearly state the name of the officer, the specific reason(s) for solicitation of impeachment referenced to the Constitution, By Laws and Operating Rules, and must be signed by no fewer than 25% of the Club's active members. A completed petition will be presented to a

member of the Board, who is not a party to the action, who will check it to assure compliance. A valid petition requires that the issue be published in the newsletter and an impeachment hearing be held at the next General Membership meeting after publication. The accused officer will have an opportunity to address the charges. Upon conclusion of the hearing any active member present may request a vote to recall the officer in question. Recall shall be by 2/3rds majority of all active members present at the meeting.

### Section 3 Transfer of Authority

All newly elected and/or appointed Board members will immediately assume their respective duties and responsibilities upon election/appointment. All persons having custody of books, records or other Club property shall transfer them to their successor, or other Board authorized person, within ten days of termination of their office.

### Section 4 Presidential Line of Succession

If for any reason, other than the normal electoral cycle, the office of the president is vacated the line of succession shall be as follows: vice president, secretary, treasurer, range safety officer, match director, then member-at-large. If for any reason no one in the line of succession is able to assume the position of president, the Board shall have the power to appoint an active member for the unexpired term of office.

### Section 5 Premature Board Position Vacancy

The Board shall have the authority to appoint any active member to a vacated Board position with a simple majority vote of all Board members present at a regularly scheduled Board meeting. The appointment shall be for the remaining term of office.

## ARTICLE V MEMBERSHIP

### Section 1 Number of Memberships Available

The Board, based on its analysis of available resources, shall set the maximum number of club memberships. Downsizing the membership is only permitted through attrition.

## Section 2 Active Member

An active member is defined as an individual membership, senior membership, life membership and primary family member, who has qualified, been accepted for, and currently meets the requirements for membership in the Club. Only active members have voting privileges and may hold board positions.

## Section 3 Membership Qualifications

Qualification for members in the Club shall be limited to citizens and legal resident aliens of the United States of America, and its possessions, who can legally comply with all Federal, State, County and Local laws and regulations regarding the use of firearms. The membership of qualified individuals is dependent upon meeting all the requirements of the Constitution and By Laws, payment of the applicable fees and a stated support of the Club's Mission Statement. Current members reserve the right to refuse membership to anyone based on a simple majority vote at a general membership meeting.

## Section 4 Renewal Procedures

Current active members have renewal priority over new membership applications through March 31<sup>st</sup> of each year. After midnight, March 31<sup>st</sup> any vacant, active membership may be given to new members, up to the active membership limit.

## Section 5 Failure to Renew

Members who do not renew their membership prior to 11:59 p.m. March 31<sup>st</sup> lose their membership status and must reapply for membership including initiation fee and, if applicable, a work fee. Members whose membership expires may not use club facilities and, as such, are not covered by club insurance.

## Section 6 Types of Active Membership

Individual Membership: An individual who has met the requirements of the Constitution and By Laws for membership and has been accepted into the Club as an active member. This member has one vote and the membership counts toward the active membership limit.

Family Membership: A designated primary family member who has met the requirements of the Constitution and By Laws for membership and has been accepted into the Club as an active member. Upon acceptance, Club facilities are available to the primary member's resident partner, all children under the age of 21, and the resident parents of the primary member and/or partner. The primary member shall have all the rights, privileges and responsibilities accorded to all active members including a single vote. A family membership counts as a single membership toward the active membership limit.

Senior Membership: An individual who has met the requirements of the Constitution and By Laws for membership and has been accepted into the Club as an active member. To qualify as a senior member the individual must have attained his/her sixty-fifth birthday and have been an active member for at least three consecutive years. Senior membership shall enjoy the benefits of either individual or family membership as appropriate. Qualified members may submit a written request including age verification to the Membership Chairman. Senior members count toward the active membership limit.

Life Membership: An individual who has met the requirements of the Constitution and By Laws for membership and has been accepted into the Club as an active member. A Life membership shall enjoy the privileges of a family membership. Fees generated by Life Memberships shall go into a capital improvement fund dedicated to the acquisition of Club-owned land and permanent facilities. The Life membership fee is calculated as the greater of two possibilities.

1. Calculated at 50-percent of the aggregate annual family dues for a commonly accepted life expectancy acceptable to the Board minus the applicant's age at the time of application –OR–

2. A minimum fee set by the Board. A new life membership will only be accepted if the current number of life members is 10 percent of the total active club membership or less.

#### Section 7 Honorary Membership

A non-voting, honorary membership may be granted to individuals in recognition of their outstanding service in promoting the objectives of the Club. Honorary members may not hold elected office. An active member may make a written recommendation to the Club president supporting an individual for honorary membership. The president shall present it to the Board for their endorsement. Candidates endorsed by the Board will be presented in the newsletter and voted on by the active membership at the next regularly scheduled membership meeting. A simple majority vote of the present, active members is required for approval. Honorary members shall be recognized in a permanent membership list and such memberships will not count toward the active membership limit.

#### Section 8 Authority To Set Fees

Membership fees, initiation fees, work fees, and guest fees may be adjusted by the Board and posted in the Club's Operating Rules. All fees are paid on an annual basis except guest fees that shall be collected as incurred. There shall be a pro-rata fee schedule for individual and family members who join at other times throughout the year. The senior membership rate shall be available at the beginning of the next fiscal year after the individuals 65<sup>th</sup> birthday. Life memberships shall not have the benefit of an annual pro-rata fee schedule.

#### Section 9 Fiscal Year

The Club's fiscal year begins 00:01 a.m., April 1<sup>st</sup> and runs through midnight, March 31<sup>st</sup> of the following year.

### ARTICLE VI MEETINGS

#### Section 1 Meeting Governance

Except where specifically set forth elsewhere in the Constitution and/or By Laws, all meetings shall be governed by Robert's Rules of Order.

## Section 2 Board of Directors Meetings

The Board will meet immediately prior to the General Membership meeting each month. Two-thirds of the Board members shall constitute a quorum for the transaction of business.

Additional Board meetings will be held as necessary and requested by the President. Board meetings shall be open to the general membership except for specific closed-door sessions dealing with issues of a confidential nature as determined by the Board.

## Section 3 General Membership Meetings

The Club shall hold monthly General Membership meetings at a time and place dictated in the bylaws. Ten active members shall constitute a quorum for the transaction of business at all membership meetings. General membership meetings are open to the public.

## Section 4 Annual General Membership Meeting

The November meeting shall be designated as the Annual General Membership meeting.

## Section 5 Special Meetings

Special meetings of the Club membership may be called after 10 days notice by the president or the Board. The secretary shall notify the members of such meetings by first class mail, telephone or other electronic means. Ten active members shall constitute a quorum for the transaction of business.

## Section 6 Meeting Attendance

Board members are expected to attend all regularly scheduled Board and General Membership meetings. An officer may be removed from office after missing three consecutive scheduled monthly Board meetings. Said officer may appeal to the Board based upon extenuating circumstances. Removal from office based on this section shall be at the sole discretion of the Board and will occur upon a simple majority vote by the Board members present and voting. The Board action shall be published in the next Club newsletter.

## ARTICLE VII COMMITTEES

### Section 1 Ad Hoc Committees

Ad Hoc committees shall be appointed by the president to deal with specific projects and events relating to the Club. Each committee shall be charged with a specific mission and a defined expiration date. Normally, ad hoc committees will not exist for longer than one-year. The committee chair will be responsible for keeping the Board informed and will appear before the Board annually during the January meeting with a proposal for that year.

The committee chair shall be an active member of the Club. The president shall appoint the chair and an appropriate number of committee members. Recognizing the occasional requirement for expertise that may not be found within the Club, it is specifically allowed that ad hoc committees may include non-Club members for their expertise. The committee serves at the pleasure of the president.

### Section 2 Standing Committees

Standing committees shall be formed to be responsible for on-going issues. Each committee shall be charged with a specific mission. The committee chair will be responsible for keeping the Board informed of its status. Any active member may recommend the creation and dissolution of a standing committee. Both creation and dissolution require a simple majority vote of the Board at a regularly scheduled Board Meeting.

The committee chair shall be an active member of the Club. The president shall appoint the chair and an appropriate number of committee members. Recognizing the occasional requirement for expertise that may not be found within the Club, it is specifically allowed that committees may include non-Club members for their expertise. Excluding the chair, every committee will have at a minimum, a simple majority of Club members. Committee members serve at the pleasure of the president.

### Section 3 Committee Finances

Committee funding shall be determined by the Board. All funds, property and records shall be the responsibility of, and accounted for by, the chair and shall remain the property of the Club. Each chair shall prepare a report and accounting as required by the Club treasurer on or before the January General Membership meeting or sooner if the committee's task has been completed.

## ARTICLE XIII CONSTRUCTION

### Section 1 Interpretation

The Board shall resolve questions as to the meaning or construction of the Constitution, By Laws, Operating Rules, Zoning Regulations or Club Policy. The Board shall control anything not provided for in this document.

### Section 2 Amendments to the Mission Statement and Constitution.

A ballot explaining any proposed amendment to the Mission Statement or Constitution must be provided to each voting member of the organization. The ballot must contain voter identification to preclude duplication of ballots, must provide for, and stipulate, a reasonable response period and designate a common point of collection convenient to all voters.

All ballots returned will be officially counted no sooner than the day after the due date. Proposed changes require approval of 2/3rds of the active membership who return properly completed ballots.

### Section 3 Amendments to the By Laws

Amendments to the By Laws must be published in the newsletter in advance of the general membership meeting where they will be voted upon. It requires a simple majority of the active members present at the meeting.

### Section 4 Amendments to the Operating Rules

The Board may make amendments to the Club's Operating Rules with a simple majority vote.

## ARTICLE IX NEWSLETTER

The Club newsletter shall be an official document of the Club. The secretary shall be responsible for the publication and content of a monthly newsletter. The newsletter shall keep the general membership informed of all official actions taken by the Board, calendar of coming events, results of Club activities, political affairs of concern to the membership and other items of interest.

## ARTICLE X POLITICS

As an IRS 501 (c) 3 not-for-profit organization, the Club is not legally allowed to participate in any political fundraiser or provide financial or in-kind contributions to any political candidate.

## ARTICLE XI DISSOLUTION

### Section 1 Governmental Preclusion of Club's Mission.

In the event an action by a municipal, county, state or federal agency precludes the Club from conducting its normal shooting activities, or said activities undergo a "substantial change," the action shall immediately terminate any Club activities that are not in compliance with said action. No new members shall be inducted following that determination until the continued existence of the Club has been confirmed.

### Section 2 Restructuring of the Club Mission, Constitution and By Laws.

Should such a "substantial change" in governmental regulations occur and the Board determines an alternative plan of operation is possible within the spirit of the Club's mission, the following course(s) of action shall be taken by the Board, in the order listed.

The course of action to be taken shall be:

- A. Modification of existing facilities to permit resumption of all shooting activities. Failing that course of action –
- B. Formation of a search committee to look for a suitable site to permit the resumption of all original shooting activities or, after conducting a search, to report that such a site is not feasible. The Board may place a time limit on the committee. Failing that course of action --
- C. Reorganization of the Club to include only the remaining shooting activities. Failing that course of action –
- D. Transfer of all Club assets, or the proceeds of the sale of assets, by the Board of Directors to other programs in compliance with the requirements of IRS 501(c) 3 not-for-profit corporation.

## BYLAWS

### ARTICLE I MEMBERSHIP

#### Section 1 New Member Application Procedure

- A. Fill out and sign a member application form.
- B. Attend a general membership meeting.
- C. Attend a safety orientation class, range walk-through, and complete a Safety Questionnaire.
- D. Provide a copy of a current NRA membership.
- E. Illinois residents must provide a copy of a current State of Illinois Firearm Owners Identification card.
- F. Forward all paperwork and fees to the Club Membership Chairman.

#### Section 2 Membership - Renewal

- A. Fill out and sign a membership renewal application form.
- B. Provide a copy of a current NRA membership.
- C. Illinois residents must provide a copy of a current State of Illinois Firearm Owners Identification card.
- D. Forward all paperwork and fees to the Club Membership Chairman
- E. All renewals are due before midnight, March 31<sup>st</sup> of each year.

#### Section 3 Continuing Qualification

Members must maintain a current membership in the National Rifle Association of America in compliance with Club zoning regulations. Members who are residents of the State of Illinois must maintain a current State of Illinois Firearm Owners Identification card.

#### Section 4 Maintaining Current Information

Members shall be responsible for keeping the Club Vice President informed of address and telephone number changes and updated expiration dates for Firearm Owner Identification cards and NRA memberships. A member's name will be posted in the Club's newsletter beginning one month in advance of an NRA or FOID expiration date.

Section 5 Provision Membership (Nov 7, 2004)

The president may authorize a provisional individual or family membership in the event the next monthly general membership meeting is cancelled for whatever reason. The provisional member may use club facilities, after meeting all the other requirements for membership including a range safety checkout, until the next general membership meeting is held. At that time the provisional membership terminates and the applicant must complete the official application process. Provisional members will be issued a distinctive membership badge and do not have a vote.

Section 6 New Member Probation Period (Nov 7, 2004)

All newly accepted memberships will have a one year probationary period. During that year the Board of Directors shall have the power to terminate a member. A vote to terminate a member requires a simple majority of all Board members. Such a vote may be called for by the president at any time.

## ARTICLE II REQUIREMENTS TO PARTICIPATE IN RANGE ACTIVITY

### Section 1 Firearm Owners Identification card.

All Illinois residents must have in their possession a current Illinois Firearm Owners Identification card when participating in any range activity or when handling firearms unless:

- A. They are minors under the direct supervision of a responsible adult who holds a current FOID card, -OR-
- B. They are enrolled in a Club-sponsored NRA shooting course and involved in live fire range activities as a part of that course, -OR-
- C. They are under the direct supervision of an NRA instructor.

### Section 2 Waiver of Liability

All members are required to sign the Club Waiver of Liability at the beginning of each fiscal year. All new member applications are required to sign the Waiver of Liability when submitting paperwork for membership. All guests must sign the Waiver of Liability prior to entering any range area as a shooter, observer, match director, press representative or in any other capacity that places them on Club property.

## ARTICLE III INFRACTIONS

All members and guests shall follow the Club Constitution, By Laws, and Operating Rules. Any two reported infractions may result in a member's termination without refund or the banning of any guest from Club property. Any infraction of safety rules may result in termination of membership with refund or the banning of any guest from Club property. Such action occurs after the Board gives the accused an opportunity to present a defense and after a 3/4ths majority vote of all Board members present and voting. Failure to appear may result in automatic termination.

## ARTICLE IV LANDOWNER COMPENSATION

### Section 1 Compensation

The landowner shall receive reimbursement and compensation annually as determined by the Board of Directors.



Section 2 Closure Fund

The Club will set aside a fund to be used, if the need arises, to return the range to farmland should the Club move or disband.

ARTICLE V GENERAL MEMBERSHIP MEETING

The monthly General Membership meeting shall be held on the first Sunday of every month at 9:00 a.m., except when that day falls on a Federal holiday there will be no meeting for that month. The November General Membership meeting shall be the Club's Annual General Membership meeting for the election of Board members.

## OPERATING RULES

### ARTICLE I CLUB BUSINESS ADDRESS

The business address of the Club shall be 10712 Church Road; Yorkville, Illinois 60560

### ARTICLE II OFFICER SPENDING DISCRETION

Individual Board members are permitted to spend up to \$100.00 for needed Club expenses at his/her discretion. All other expenses must have Board approval in advance.

### ARTICLE III FEES

#### Section 1 Initiation Date of Membership Fees

The date used to calculate the appropriate fees for new memberships is based upon the date of the General Membership meeting when the prospective member's application is approved.

#### Section 2 Individual Membership Fees

Initiation Fee: A one-time \$75.00 fee is charged at the time of initial membership application.

Work Fee: A work fee set at \$75.00 shall be charged at the time of the initial membership application to defray routine work and maintenance costs. The work fee applies to all active memberships. It will be waived for each succeeding year of membership if the member completes 16-hours of Board-approved Club-related work in the preceding Club fiscal year.

Prorated First Year Membership Fee: New members will be charged a prorated annual membership fee based upon the date of their initial acceptance into the Club. Applications accepted during the months of April through June will be assessed a \$100 fee. Applications accepted during the months of July through March will be prorated at the rate of \$10 less per month.

#### Section 3 Family Membership Fees

Initiation Fee: A one-time \$75.00 fee is charged at the time of initial membership application.

Work Fee: A \$75.00 fee is charged at the time of initial membership application to defray routine work and maintenance costs. The work fee may be waived for each succeeding year if the member completes 16-hours of Club-related work in the preceding Club fiscal year.

Prorated First Year Membership Fee: New members will be charged a prorated annual membership fee based upon the date of their initial acceptance into the Club. Applications accepted during the months of April through June will be assessed a \$125 fee. Applications accepted during the months of July through March will be prorated at the rate of \$10 less per month.

#### Section 4 Senior Membership Fees

Work Fee: A \$75.00 fee is charged at the time of initial membership application to defray routine work and maintenance costs. The work fee may be waived for each succeeding year if the member completes 16-hours of Club-related work in the preceding Club fiscal year.

Annual Membership Fee: The annual renewal fee shall be 60% of the annual individual or family renewal fee as appropriate.

#### Section 5 Life Membership Fees

Work Fee: A \$75.00 fee is charged at the time of initial membership application to defray routine work and maintenance costs. The work fee may be waived for each succeeding year if the member completes 16-hours of Club-related work in the preceding Club fiscal year.

Membership Fee: The one-time fee shall be the larger of the following:

1. \$500, -OR-
2. Life expectancy of 72 years minus the applicant's age in years multiplied by \$62.50.

#### Section 6 Guest Fees

Members will be allowed to bring first time guests to the club for free. Any subsequent visits by a guest will require a fee of \$5.00 per day. The hosting member is responsible for guests and must keep them under their direct supervision. Only three guests per member are permitted on the firing line at any one time unless specifically wavered by the Board.

## Section 7 Match Fees

Establishment: The Board will set and/or approve specific fees associated with any Club sanctioned event.

Exemptions: Any Board member participating in an event for the purpose of performing duty as a range safety officer or match director shall be exempt from match fees.

## ARTICLE IV USE OF CLUB FACILITIES

### Section 1 Member's Identification

All members will display their membership card when using Club facilities.

### Section 2 Vehicles on Club Property

Speed Limit: The speed limit anywhere on the property is 5 miles per hour.

Parking: Vehicles are to be parked in designated areas only unless specifically approved by the Board. Doorways and driveways for farm equipment must never be blocked. There will be no parking on the ranges with the following exceptions:

- A. Designated handicapped parking
- B. Designated vehicle for emergency purposes during an organized shooting activity.

### Section 3 Sign In

All shooters using the range but not participating in a scheduled Club event will sign in and out.

### Section 4 Alcoholic Beverages

Alcoholic beverages are not allowed on the premises.

### Section 5 Use of Range Facilities.

Hours: The shooting range is open Monday through Saturday, 8:00 a.m. to sunset. However, the ending time may be extended until ½ hour after sunset if an NRA certified instructor is holding a class or a board member is present to determine the need to do so. The range is closed Sundays except for the first Sunday of the months May through October 9:00 a.m.

to 5:00 p.m. There are no time limits on archery or air rifles that are powered less than 600 feet per second.

Cleanliness: Return all useable paper targets, target frames and accessories to the proper shed or shooting bin. All shooters are responsible for policing the range including expended brass casings. All expendable, burnable items should be placed in the burn pile.

#### Section 6 Leaving Personal Property on the Premises

Personal property to be left on the premises for any reason must be marked with the owner's identification and registered with the Club secretary. The secretary shall maintain a record of all member property left on the premises. Once registered, member property may not be removed from the premises without informing the secretary.

### ARTICLE V RANGE COURTESY AND COMMON SENSE

#### Section 1 Member Conduct

It is unlikely that any manual of rules and regulations can cover every possible situation. Therefore, all members and guests are required to conduct themselves in such a manner as to insure a safe, courteous, common sense environment at all times.

#### Section 2 Maximization of Range Utilization

The ranges are shared facilities. Set up individual and group activities in such a manner as to leave as much range as possible available for the use of other members.

#### Section 3 Notification Prior To Shooting

Call "The line is hot" when you are ready to shoot so others may apply their hearing and eye protection. Consider the needs of your fellow shooters. Frequently call for the line to clear so targets may be checked.

## ARTICLE VI SAFETY RULES

### Section 1 Member Responsibility When Using Club Facilities

All members and guests will strictly adhere to the Club's safety rules. Failure to comply may result in the termination of the member and banning of a guest from all Club facilities.

All members must be responsible for enforcing and reporting violations of range rules, safety rules and other problems to the Range Safety Officer or any Board member.

Shooters not participating in a formal shooting event will act as their own range safety officer and have the authority and responsibility to enforce all Club rules.

### Section 2 Range Limitations

Full Automatic Firearms: Not allowed.

Center Fire Rifles: No center fire rifles are allowed except with the expressed permission of the landowner, and under his direct supervision, or the permission of a member of the Board and under his/her direct supervision for the purpose of sighting in the rifle.

Ammunition Limitations – Banned: Armor Piercing Ammunition and tracer ammunition are not allowed.

Ammunition Limitations – Provisional

Jacketed Ammunition: May be used on paper targets and bowling pins only. It may also be used on steel targets provided it is shot head-on at a minimum of 10 yards for IPSC and IDPA and 25 yards for IHMSA.

Magnum Ammunition: May be used on paper targets and IHMSA targets.  
Shotgun Slugs: May be used on paper targets and bowling pins only.

Low Velocity Ammunition: Has a tendency to "bounce back" if it is used on bowling pins or steel targets. Be sure your ammunition is matched to the targets you are shooting.

### Section 3 Shooting with Farm Operations in Progress

The farmer has the right-of-way at all times. When the farmer is working in the field, shooters are required to either move to another berm or wait until the farmer is finished and has cleared the area.

### Section 4 Firearm Handling Procedures

- A. Firearms should always be handled as if they are loaded.
- B. Muzzles must always be pointed in a safe direction.
- C. All ranges are run “cold.” All firearms will be unloaded unless on the firing line. Loaded firearms are not authorized anywhere on Club premises except on the firing line.
- D. Keep your finger off the trigger until your sights are on the target.
- E. Be sure of your target and what is beyond it. Know what it is, what is in line with it and what’s behind it. Never shoot at anything you have not positively identified.
- F. All shooters must wear ear and eye protection within the shooting area. All spectators (non-shooters) must remain behind the firing line and wear eye and ear protection.
- G. All shooting will be confined to bermed areas with the exception of trap shooting which will be confined to the designated trap area.
- H. All firearms will be cased or holstered when not on the firing line or in a rack.
- I. The use of cross draw holsters is not permitted.
- J. At no time are loaded firearms allowed in the clubhouse. The handling of firearms off the firing line will only be allowed in designated Safety Areas and only when they are unloaded.
- K. No trash targets such as bottles and cans will be used on the range.
- L. Only one firing line in use per berm at any one time. No staggered shooting.

**ZONING REGULATIONS**

**State of Illinois  
County of Kendall**

**Zoning Petition  
#05-21**

**ORDINANCE NUMBER 2006 - 30**

AMENDING SPECIAL USE ORDINANCE 82-11 AND SUBSEQUENT AMENDMENTS  
**10712 CHURCH ROAD**  
**HOWELL SHOOTING CLUB, INC.**

WHEREAS, Howell Shooting Club, Inc. filed a petition for an amendment to Ordinance 82-11, as subsequently amended on November 8, 1989, which established a Special Use Permit within the A-1 district, for property located at 10712 Church Road in Kendall Township; and

WHEREAS, said petition is to amend Ordinance 82-11, as subsequently amended on November 8, 1989, to alter the operating conditions at the Shooting Club, as well as to authorize a mobile home structure for use for club meeting space and other habitable purposes; and

WHEREAS, said property is zoned A-1 Agricultural and the request is allowable upon issuance of a Special Use Permit per § 7.01.D.25 of the Kendall County Zoning Ordinance; and

WHEREAS, said property is legally described as follows:

***The W ½ and the SE ¼ of the SW ¼ of Section 25, T 36 N, R 7  
E of the 3<sup>rd</sup> Principal Meridian, Township of Kendall, County  
of Kendall in the State of Illinois.***

WHEREAS, all procedures required by the Kendall County Zoning Ordinance were followed including notice for public hearing, preparation of the findings of fact, and recommendation for approval by the Special Use Hearing Officer; and

WHEREAS, the Kendall County Board finds that said petition is in conformance with the provisions and intent of the Kendall County Zoning Ordinance;

NOW, THEREFORE, BE IT ORDAINED, that the Kendall County Board hereby grants approval of an amendment to Ordinance 82-11, as subsequently amended on November 8, 1989.

NOW, BE IN FURTHER ORDAINED, that the conditions imposed by the Kendall County Board in its adoption of Ordinance 82-11, as well as the subsequent amendments adopted on November 8, 1989, are hereby deleted and replaced by the following operational conditions:

1. For this range, the term "Instructor" will be defined as (a) the owner-instructor of the shooting range; (b) State of Illinois Certified Firearms Instructors; (c) National Rifle Association of America Certified Firearms Instructors; (d) National Rifle

- Association of America Certified Range Safety Officers; (e) holders of the National Rifle Association of America Certificate in Police Training; (f) holders of the National Rifle Association of America Certificate in Hunter Safety; (g) an Illinois Department of Natural Resources Hunter Education Instructor; (h) any other appropriately qualified instructors whose credentials and experience to instruct have been approved by the Board of Directors and an NRA designated Range Safety Officer.
2. Rifles used on this range shall be limited to Rimfire cartridge rifles with a maximum cartridge velocity not to exceed 2,700 fps. Centerfire cartridge rifles shall be limited to sighting-in on the rifle range under the direct supervision of the landowner, a member of the Board of Directors, or a Club-approved firearm safety instructor.
  3. The instructor shall be qualified to instruct gun handling and marksmanship by having any of the qualifications listed in Condition # 1, above.
  4. Other than qualified law-enforcement officer, all gun handling and marksmanship training shall be under the direct supervision of an instructor.
  5. The handgun and rifle range shall be maintained per the submitted Site Plan, attached hereto as Exhibit "A", except that an eight (8) foot high earthen berm shall be added at approximately a 40° angle at the ends of the existing berm to reach the existing building on the north, and to reach a distance of 15 feet on the south. Any modification of the foregoing shall not occur without review and approval by the Director of Planning, Building, and Zoning, who reserves the right to present said modification to the Planning, Building, and Zoning Committee of the County Board for review and approval. Ranges may be improved with respect to safety and utility as necessary. Existing permanent, non-habitable structures may be improved or replaced with a structure of approximate similar size subject to obtaining applicable permits.
  6. No handgun or rifle shall be elevated above the horizon nor fired from a distance of more than 100 yards.
  7. The use of a shotgun shall be permitted when used with the trap house and stations designated on Exhibit "A". Shotguns may be used on all berms, trap range, and accessory points along the south field for training purposes.
  8. Organized groups may be allowed to use the range for instructional or skill-building competitive purposes when their qualifications are approved by the Board of Directors, subject to the provisions of Condition # 11.
  9. Notice to all property owners within  $\frac{3}{4}$ 's of a mile of the outer perimeter of the subject property is required within a minimum of ten (10) days prior to any night shooting at the shooting range by any law enforcement agency. Each law enforcement agency is allowed a maximum of two (2) nights in any twelve (12) month time period.
  10. The shooting range may be open on the first Sunday of the months of May, June, July, August, September, and October, from 8:00 AM until official sunset.
  11. All shooters shall sign in and sign out on a log bearing spaces for the name of each shooter, time in, and time out, and date. The Board of Directors shall provide and maintain said log.
  12. All range shooters shall be either (a) police officers who have had State of Illinois peace officer training or are being qualified for same; or (b) civilians shooting alone if they meet one of the following criteria:
    1. A member of the National Rifle Association of America who has had a minimum of three (3) hours of gun safety instruction.
    2. Is under the direct supervision of an instructor.

3. A guest of a member who is otherwise qualified under another portion of this Condition,
  4. Who has otherwise satisfied the Club's Range Safety Officer or other Board member of his/her ability to shoot safely.
13. All shooting shall be supervised by at least one range officer who, prior to any shooting commencing shall read these restrictions, have a copy of them, and certify in writing that he or she has read, understood and has a copy, and will abide by these restrictions. Adequate copies of these restrictions shall be provided by the owners, as shall forms for written certification. The completed certification forms shall be kept by the owner.
14. All members shall complete a Board-approved range safety checkout prior to being authorized to use range facilities. Each member shall have a completed New Member Range Safety Check Out Form on file with the Club. All organized shooting events shall have a designated individual who will fulfill the duties of range safety officer for the event and who is familiar with these restrictions.

In addition to the aforementioned operational conditions, the following conditions are hereby placed on the use of the property.

1. In the event that adjacent property is developed in a residential manner, the developer of said adjacent property is to design the site in a manner reflective of the existing use of this parcel as a gun club. The gun club agrees to work with the County and these adjacent properties in the event that minor modifications to operating conditions and site layout in the event such modifications are required for the gun club and potential adjacent residential property to effectively co-exist.
2. The petitioner agrees to bring any existing structures not currently meeting required building codes and health department requirements into compliance within one hundred twenty (120) days of approval of the amended ordinance.
3. The petitioner will be permitted to place a temporary trailer which complies with basic life safety codes of the County for use as a classroom and training facility for a period not to exceed five years from the date of the approval of this ordinance. Such facility shall not be required to provide permanent bathroom facilities but shall at a minimum provide portable handicapped accessible bathroom facilities. Additional handicapped accessible bathroom facilities shall also be provided during special events and competitions conducted on the site to accommodate the needs of the additional patrons and visitors.
4. The additional mobile home authorized by this special use and intended for classroom and training purposes must meet all applicable building codes and requirements.
5. The fire safety items as indicated in the 09.27.05 correspondence from the Bristol-Kendall Fire Department are to be addressed within one hundred twenty (120) days of approval of the amended ordinance. Correspondence from the Bristol-Kendall Fire Department verifying the resolution of this matter shall suffice for the purpose of compliance.

Failure to comply with the terms of this ordinance may be cited as a basis for amending or revoking this special use permit.

IN WITNESS OF, this ordinance has been enacted on May 16, 2006.

Attest:

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John A. Church  
Kendall County Board Chairman

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Paul Anderson  
Kendall County Clerk