

BYLAWS of the FT LUPTON MUZZLE LOADING CLUB, INC.
ALSO KNOWN AS FLMLC

The terms muzzle loading and muzzleloader are interchangeable for the purposes of text.

Original bylaws October 4, 2004

Revised November 21, 2013

Revised July 10, 2015

Revised May 2021

Revised June 17, 2023

Nothing written here is intended to be in violation of any policy, lease, or agreement as well as city, county or state laws, rules, ordinances etc. Any element deemed to do so is purely unintentional and that which is non-compliant shall be removed, amended, altered, or changed in a way to effect compliance without peril to the balance of the document.

There is a relationship that exists between the City of Fort Lupton, the South Platte Valley Historical Society, the Tallow River Trappers, and the Fort Lupton Muzzle Loading Club, as separate entities with a common interest in the development, maintenance, promotion, and preservation of the property, as to historical significance. As such, the Fort Lupton Muzzle Loading Club has entered a lease with the South Platte Valley Historical Society to manage, maintain, and promote that portion of the property described in the lease to the stated purpose listed in the following bylaws.

ARTICLE I - Principal office - The principal place of business of the Ft Lupton Muzzle Loading Club shall be 2001 Historic Parkway, Fort Lupton, Co. 80621, with mailing address: P.O. Box 212, Fort Lupton, Co. 80621.

ARTICLE II - Purpose - FLMLC club's purpose is to provide structured and safe muzzle loading shooting and education opportunities, for our members and guests, at a facility constructed for that purpose. FLMLC offers casual muzzle loading shooting opportunities for practice for our members and guests, as well as regularly scheduled shooting competitions, FLMLC also offers live fire at non-traditional targets as competitions of the fur trade era, in combination with competitive black powder events co-sponsored with other black powder clubs and organizations.

ARTICLE III - Membership and Dues - Membership is open to any person(s) 18 years of age or older, not previously discharged for cause, with an interest in the purpose and activities of the club regardless of race, creed, sex, or nation of origin. There shall be regular individual voting memberships offered and family memberships which include one vote. Family memberships include spouse, children up to age 18, and grandchildren up to age 18. Upon reaching age 18, children and grandchildren would have to become a member or be your guest and follow all conditions related to being a guest.

ARTICLE IV – The FLMLC Board is defined as President, Vice-president, Treasurer, Secretary and 5 Directors, as defined in the sections below.

Section 1 – Officers - President - The President shall be a member in good standing having met all expectations of membership qualifications. The President shall represent the will of the membership, chair all regular and annual meetings, promote the club, assist in activities and appoint committees/coordinators as necessary to further the activities and goals of the club. The President will remain in control until relieved by another qualified candidate duly elected at the annual meeting following all other elections of officers/directors and appointments.

Section 2 - Officers - Vice-president - The Vice-president, in the absence of the President or by specific request, will assume the duties of the office of the president. For issues requiring action

when the President is not available quorum requirements must be met for Board action. The Vice-President should also accept/volunteer for responsibilities for the betterment of the Club.

Section 3 - Officers - Treasurer - The Treasurer will prepare a monthly report to show all receipts, all disbursements and the remaining balance and verify that the record is true and correct. The monthly report shall be sent to all officers and directors. The Treasurer shall assist the President and other officers with information, as needed. The Treasurer should communicate with the membership coordinator as it relates to dues paid by individual and family memberships. The treasurer is responsible for the disbursement of funds to meet club obligations (lease, insurance, etc.) in a timely fashion to allow time for signature by the President or the Vice President and Treasurer for accounts payable. It is club policy that checks written on the club account in excess of \$100 contain signatures of both the President or Vice President and the Treasurer.

Section 4 - Officers - Secretary – The Secretary shall maintain records of the club, including meeting notes, publish information to club members as necessary and handle correspondence. The club secretary should take an active role in reviewing all club documents for continued relevance, ensuring compliance. The secretary will be responsible for written communication between groups using and working at the range. The Secretary will file for charter designation for NMLRA and incorporation renewal with the State of Colorado.

Section 5 - Directors - There shall be five (5) positions for directors, two (2) of which 'will be non-voting ex-officio members chosen by the South Platte Valley Historical Society, Inc. (SPVHS) and the second chosen by the Tallow River Trappers (TRT). The remaining three members are club directors at large, carrying a vote for club business. Directors at large will serve as representatives to the board for member issues and/or questions. Club directors serve for two years and are elected at the annual membership meeting when their term is done.

Section 6 - Elections and terms of office - Elections for officers, and directors whose terms are expiring, are to be held each year at the annual membership meeting. Officer and director candidates must be members in good standing, not having been previously dismissed for cause. Club officer and director candidates must have attended and participated in at least one competitive event held at the FLMLC range during the prior year. Only members in good standing may vote for candidates, individual members have one (1) vote and family memberships have one (1) vote.

Section 7 - Removal - Officers and Directors may be removed as prescribed in "Robert's Rules of Order", Revised.

Section 7a - Removal of members - Members, individual or family, may be removed for violations of but not limited to safety violations, direct violation of club rules, range rules, club policy, willful destruction of club or landowner property other than normal target posting boards, any defacing, acts of vandalism or theft and failing to follow range officer commands. Serious violations should be put in writing with as much evidence as possible. Disposition will be made by the FLMLC Board and, if necessary, the SPVHS, and TRT. Repeated violations of the above will be grounds for suspension/removal. Persons removed are forfeit of any dues as it is considered earned at the time of acquiring membership. Members who are removed from membership are not allowed to participate in any shooting event at the club range or hosted by FLMLC.

Section 8 - Resignation - Any officer or director may resign at any time with written notice to the President or Vice-president.

Section 9 - Vacancy - Vacancy in an office may be filled temporarily by a person in a director position until a replacement election can be held. Replacement elections shall be at the next scheduled annual membership meeting. Director vacancies may be filled as an appointment by the President following board discussion. The appointed director shall fill the vacancy through the vacating director's elected term.

Section 10 - Conduct of business - Robert's Rules of Order, Revised, shall govern the conduct of all business of the muzzle loading club, except as provided differently in the bylaws.

Section 11 - Fees and dues – FLMLC Board shall annually establish or revise regular and family dues and camping fees for activities. Changes must be approved by majority vote at the annual meeting. Outside clubs/shoots using the range will be charged a range fee determined by the FLMLC Board. Individual shoot fees will be determined by the person in charge of the shoot. Donations will be accepted at all shoots.

Section 12 - Other club positions - The club has a great need to fill certain unelected positions that exist at times as temporary and others permanently. The positions are voluntary, but the President may designate the person(s) that have volunteered for specific duty. Examples are listed below. but these positions may remain vacant until a need or volunteer is identified.

Archery Coordinator
Membership Coordinator
Webmaster & Webmaster Liaison
Events Coordinator
Shoot Coordinator
Photographer

The positions are self explanatory except "Events Coordinator", which serves as a single contact point for event co- sponsors to confirm available dates on the calendar and be sure the facility is ready for them when that time comes. That person or their designate would be responsible to unlock gates/buildings, be sure the porta pottys are cleaned and ready, and at the conclusion of the event, be sure everything left as it should be, relock buildings and gates, and order pumping of porta potties, as necessary.

ARTICLE V –

Section 1 - Meetings - An annual meeting and election of officers will be held in June each year or as adjusted because of atypical or emergency situations by the FLMLC Board. Other club meetings may be held at the discretion of the muzzle loading club leadership and membership. The Board consisting of officers and directors shall meet on an "as needed" basis, but no less than four (4) times per calendar year. FLMLC Board meetings may occur more frequently if conditions arise warranting a special meeting to conduct FLMLC business. FLMLC Board meetings are open and members may attend and discuss all items on the agenda.

Section 2 - Voting - All regular and family memberships in good standing with dues paid are eligible to vote on club business at the membership meeting, and the results of the vote are effective at the close of the meeting or such date specified at the close of the meeting.

Section 3 - Emergency Electronic Board Action –

Step one: The topic for discussion is placed before the board members by the President with sufficient time to read and respond.

Step two: Board members reply to all board members for consideration.

Step three: A motion is placed on the table.

Step four: A second is requested by the chair.

Step five: Chair requests final discussion which is sent to all members.

Step six: The vote is taken.

Step seven: A summary of the steps and results are drafted as a special set of minutes by the Secretary.

Members may not make motions or vote at board meetings. Appointed positions do not have a vote at FLMLC Board meetings. Board members holding TRT and/or SPVHS memberships will recuse themselves from FLMLC votes that directly affect those outside entities.

Section 3 -, no proxy voting.

Section 4 - A quorum of the FLMLC Board, shall consist of four (4) Board members, one of whom must be the President, Vice-President or Treasurer or Secretary. Following Robert's Rules Revised, a quorum at the annual membership meeting is defined as the number of members actually attending the meeting.

Section 5 – Bylaws - Any consideration for amendments to the Bylaws would be before the FLMLC Board for review and presented to the membership for vote at its annual meeting. Changes brought before the membership would require a 2/3 majority of the eligible members in attendance to adopt board recommended changes. Bylaws should be reviewed by a board appointed committee every 5 years or when the FLMLC Board decides a review is necessary.

ARTICLE VI –

Contracts, checks and deposits - All checks and deposits shall be in the name of the Fort Lupton Muzzle Loading Club, Inc. Contracting for services with external entities shall be done through the Board and must have written bids and/or proposals. Individual members of the FLMLC Board are not authorized to spend more than \$100 without FLMLC Board approval. The FLMLC Board is not authorized to spend more than \$1,000 without membership approval, excluding annual lease and insurance. An emergency membership meeting can be called to approve or disapprove expenses greater than \$1,000.

Financial records of FLMLC shall be held for a period of seven years to be consistent with accounting standards. The treasurer shall be the official keeper of the records and at the time of changing officers the records shall be given to the incoming treasurer. The board may choose to provide secure storage of the records if it so chooses.

ARTICLE VII –

Section 1 - Range Rules and Shoots - The range rules are appended as Appendix 1, attached hereto.

Section 2 - The FLMLC Board shall attempt to establish an annual calendar of activities and provide it to the regular and family memberships of the club. The proposed calendar will also be forwarded to the Landlord and other parties deemed as appropriate by the FLMLC Board. Much of the FLMLC calendar is in a fluid state whereby events are scheduled on an ongoing basis from outside entities and may be cancelled or rescheduled for a variety of reasons. Many times, this cannot be known for an annual calendar beyond our permanently scheduled events inside FLMLC, and then may be displaced at times by other events. A website is maintained at FLMLC.org.

ARTICLE VIII –

Section 1 - Holdings - The Fort Lupton Muzzle Loading Club, Inc. (FLMLC) through its officers, directors, volunteers, and members develop intellectual and creative property through its website, logos, slogans, and photographs. Changes in leadership or positions, volunteer positions, or members cannot affect or lay claim to that property. Once developed and put into use, it becomes the property of FLMLC.

All other printed material developed, such as but not limited to range rules, policies and procedures, emergency procedures and bylaws remain the property of FLMLC. In the event a lease cannot be renewed or reissued, all of the property described, reverts to control by the leaseholder/Landlord, South Platte Valley Historical Society, Inc., as well as any and all real property, buildings, and target frames.

Section 2 – Dissolution – Upon dissolution of the FLMLC, the board of directors shall, after paying or making provisions for the payment of all liabilities of FLMLC, dispose of all assets of the organization (excluding assets that become the property of the Landlord) as specified in the Articles of Incorporation, Section 14.

ARTICLE IX –

Section 1 - Use of property and agreements of South Platte Valley Historical Society, Inc. (SPVHS) and Fort Lupton Muzzle Loading Club, Inc. (FLMLC). as it relates to use by youth groups and hunter education and for future reference, possibly other groups. By lease definition FLMLC is not allowed to sublet any portion of the leased grounds. As an historical precedent, the existing youth groups, including, Boy Scouts of America, Girl Scouts of America, 4-H, and the activity of Hunter Education pre-date the initial lease agreement between SPVHS and FLMLC as an allowed activity. Whereas all other activities on the leased grounds as members, guests and outside groups are charged a nominal fee, FLMLC has taken the position to be in support of the activities for youth groups and hunter education at no charge. As an informal arrangement said groups may volunteer on occasion to assist with normal maintenance, improvement or repair, but it is not a precondition of their use of portions of the property. Donations from the above named groups will be accepted.

Section 2 - Fort Lupton Muzzle Loading Club (FLMLC) is offering to provide a dedicated range at the west end of existing ranges for the use of previously named youth groups and hunter education as well as possibly other groups in the future. Approved groups would also be allowed access to the archery range, parking area, porta-potties and the land area at the west end of the ranges and to the south behind the berms to the irrigation ditch and/or the property boundary as a common area. In addition, on occasion the aforementioned youth group leadership may request the use of additional ranges in conjunction with their dedicated range use.

Section 3 -- A presentation to the FLMLC Board in an open meeting setting is required well in advance of the requested dates to assure there are no scheduling conflicts, allow proper notification to the membership via the website and other postings and to be informed of dates reserved for other groups that reserve the range on an annual basis for the same time frame.

As an example, when youth group leadership schedules the 25 yd club range for use with their dedicated range to the west they are allowed use of those ranges but not exclusive use of the entire range (other ranges), so that club membership may access any ranges not being used-provided members accept the youth group is in control of when the ranges will be temporarily shut down to pull and post, or other reasons. This would apply any time an organized activity is on the range for any group and non-exclusive use applies and membership is allowed access to other portions of the property.

Section 4 -- FLMLC strongly encourages all users of the property to practice safe and responsible shooting. If in doubt—DON'T. Also, always refer to the website calendar before coming to the range and help keep it up to date and accurate. Know what is going on and how it relates to you.

END OF BY-LAWS