

# Arizona Cowboy Shooters Association, Inc.

## Operating Policy and Procedures

### Board of Directors:

- Board members must pay membership dues.
- Board members and volunteers must pay the Ben Avery shooter fee for matches.
- Board members and spouses must pay for dinner and events at same price as members.
- Board members are not authorized to use ACSA funds for purchase of alcoholic beverages for themselves, other club members or for club events.
- The Board of Directors is responsible for determining a member's ability to safely participate in shooting activities.

### Ballot Voting:

In addition to permitting members to call for a ballot vote at any regular monthly business meeting or any special meeting of members, the ACSA Board may use its discretion in initiating a ballot vote at any regular monthly business meeting or any special meeting of members on any issues deemed of significant importance to the entire membership. Matters and proposals must be tabled after a first business meeting and can be called for vote at a second meeting. Matters submitted to a ballot vote may be approved if (i) a quorum is present at the meeting

and (ii) the subject of the vote is approved by not less than a majority of the members voting.

**Exception** - Changes to ACSA By-Laws shall require previous notice to all members and approval by not less than two-thirds of those members actually voting at the meeting at which a quorum is present.

### **Membership, Dues and Fees:**

- Every member of this Association shall be encouraged to become a member of the National Rifle Association (NRA).
- Every member of this Association shall be encouraged to become a member of the Single Action Shooting Society (SASS).
- Family Membership is for a household and typically will be two adults. Households may also consist of parents and adult children 18 years or older. Adult children must still reside in the household and be enrolled in a post-secondary program (college, trade school, etc.). Adult children may vote and hold office.
- Lifetime Membership shall be \$250.00 for an individual. This amount may be paid in one lump sum or installments of not less than \$25.00 paid not less frequently than quarterly. Lifetime Membership may be extended to additional family participants upon the payment of an additional \$125.00 each.

### **Electronic Communication:**

- Electronic communication maybe used in conjunction with an in-person business meeting as needed without a 10-day notification.

- Business meetings conducted entirely by electronic communication shall require a 10-day notification.
- Board meetings may be conducted in person, electronically or using both at the discretion of the Board.
- Any person attending a meeting electronically shall be deemed present at the meeting.

### **Transition at End of Term:**

Transition/transfer of duties by Board Members shall be completed between December 15 and the January business meeting of the new year, including

- Transfer of signatures for banking; and
- Data file transfer to include paper records, laptops, printers, iPads.

### **Finance:**

All financial transactions over \$500.00 shall require full Board approval. All Board members shall have authority for spending up to \$500.00 without full Board approval.