The Constitution of the Grand Valley State University Rifle Club of Grand Valley State University

**Preamble: In the spirit of Harambre**

We the members of the GVSU Rifle Club, join together in the spirit of good sportsmanship, safe practice and to further the knowledge and skill of the Rifle sports; while providing this knowledge and training to all students of GVSU.

**Article One: Name**

The name of this organization is “Grand Valley State University Rifle Club.” The Grand Valley State University Rifle Club will be referred to as “GVSURC” throughout the rest of this document. “Grand Valley State University” will be referred to as “GVSU” throughout the rest of this document.

**Article Two: Purpose**

The purpose of the GVSURC is to teach firearm safety, knowledge, and skills while at the same time provide an opportunity for GVSU students to participate in the Rifle sports in competition with other colleges and universities.

**Article Three: Affiliation with Other Organizations**

The GVSURC is not affiliated with any other University clubs or organizations.

**Article Four: Membership**

**Section One: Admissibility**

**4.1.1** The membership of GVSUSC shall consist of any interested student currently enrolled at GVSU. It is policy of GVSU and of GVSUSC that no person on the basis of age, color, disability, familial status, height, weight, marital status, national origin, political affiliation, race, religion, sex/gender, sexual orientation, or veteran status shall be discriminated against.

**4.1.2** Any student interested in participating in the precision Rifle sports must adhere all safety precautions pertaining to the handling, maintenance, and transportation of firearms. Any person who does not follow these regulations is subject to their membership of GVSURC being revoked without any refund of payments made to the club. No exceptions will be made in regards to safety.

**4.1.3** Any members whose conduct, decided by a majority vote of the Executive Board, to have been injurious to the interest or welfare of the club shall forfeit their membership to GVSURC. The accused party shall be given a minimum of fourteen days’ notice of the charges against him/her and will be given an opportunity to state their defense to the Executive Board before said vote will take place. If found guilty, the accused member may appeal the decision of the Executive Board. Should an appeal be made, a meeting of the entire club body will be scheduled. In order to reverse the decision of the Executive Board, two thirds of those present must vote in favor of the defendant.

**Section Two: Fees/Dues**

**4.2.1** The annual dues, assessments, and types of membership of GVSURC shall be decided upon by the Executive Board at the end of each academic year for the following season.

**4.2.2** These dues allow members, during practice, the following: time of the firing line, access to a rifle, and ammunition, coaching, and access to other team equipment. Should the demand for these resources be greater than the supply, said resources will be shared evenly to the best of GVSURC’s ability.

**4.2.3** Club membership dues do not cover, but are not limited to, the following: transit costs, damage to equipment, competition fees, and lodging. Fees will be assigned to those who wish to partake in matches/competitions that cost GVSURC additional money. This fee, determined by the Treasurer, will cover the cost of the following: transit costs, competition fees, and lodging.

**4.2.4** Potential new members will be allowed to partake in two practices without paying any dues or fees.

**4.2.5** Potential new members must provide payment for club dues within the timeframe decided upon by the Executive Board at the end of the previous season.

**4.2.6** All payments must be given to an Executive Board member in cash.

**4.2.7** Any payment that is made to GVSURC is nonrefundable once the payment has been given to a member of the Executive Board.

**Article Five: Executive Board**

**Section One: Description**

**5.1.1** The Executive Board shall consist of a minimum of four core positions: President, Vice-President, Treasurer, and Risk Management Officer.

**Section Two: Qualifications**

**5.2.1** All Executive Board Members must be considered a full-time student by GVSU.

**5.2.2** All Executive Board Members must carry at least a 2.0 cumulative GPA and must be in good academic standing with GVSU.

**5.2.3** No member of the GVSURC can hold more than one Executive Board position.

**Section Three: Elections**

**5.3.1** Elections will be held between the month of March and April at a general membership meeting.

**5.3.2** Only those with GVSURC membership, and are in good standing, may cast a vote in elections.

**5.3.3** Executive Board members shall be nominated by two members of the GVSURC. Only those with GVSURC membership, and are in good standing, may nominate another member for a position on the Executive Board

**5.3.4** In order to be voted into office, Executive Board nominees must be elected by a two thirds majority vote of the general membership present.

**5.3.5** The term of office for all positions on the Executive Board will be from the month of May to April.

**Section Four: Resignation**

**5.4.1** All resignations from the Executive Board shall be presented to the Executive Board in writing at least one week prior to resignation.

**Section Five: Vacant Executive Board Seats**

**5.5.1** Should a seat on the Executive Board become vacant, the seat will be filled by a GVSURC member that is in good standing by two thirds majority vote of the remaining Executive Board until an official election can be held.

**Article Six: Executive Board Responsibilities**

**Section One: President**

**6.1.1** Shall preside over all meetings of the GVSURC.

**6.1.2** Shall make an agenda for practice times and meetings.

**6.1.3** Shall coordinate all meets and functions involving the GVSURC.

**6.1.4** Shall coordinate travel to and from meets. This shall include accommodations for the team when deemed necessary by the Executive Board.

**6.1.5** Shall contact all current GVSURC members and coaches in regard to the following: practice, match, and competition times and locations.

**6.1.6** Shall serve as a liaison between GVSURC and GVSU.

**6.1.7** Shall work with the GVSURC Treasurer and GVSURC coaching staff in the purchasing of equipment and any needed supplies.

**6.1.8** Shall open and close the range for every practice contingent on them being able to attend practice.

**6.1.9** Shall organize Campus Life Night and Campus Life Night 2.0.

**Section Two: Vice-President**

**6.2.1** Shall address any duties deemed necessary by the general body of GVSURC or by the President.

**6.2.2** Shall perform the duties of the President in his/her absence.

**6.2.3** Shall assist the President in the coordination of all meets and functions involving the GVSURC.

**6.2.4** Shall assist the President and Treasurer in the coordination of travel to and from all meets. This shall include accommodations for the team when deemed necessary by the Executive Board.

**6.2.5** Shall record minutes for meetings called upon by the Executive Board.

**6.2.6** In the case of death, resignation, or inability of the President to perform his/her duties, the Vice-President shall assume the duties of the President.

**Section Three: Treasurer**

**6.3.1** Shall continually update all financial records of GVSURC.

**6.3.2** Shall oversee the collection of club dues and fees.

**6.3.3** Shall supply a biweekly financial report to the following positions: Head Coach, President, and Vice-President.

**6.3.4** Responsible for all oversight, supervision, and the general management of all club financials, payments, purchases, and off-campus bank accounts.

**6.3.5** Shall require approval from either the Head Coach or the Club President before making any payment or purchase using GVSURC funds.

**Section Four: Risk Management Officer**

**6.4.1** Shall enforce all rules and regulations of the range.

**6.4.2** Should the need arise, shall perform CPR/First Aid while at practice or a competition.

**6.4.3** All Risk Management Officers must either be certified in CPR/First Aid no later than thirty days after taking office.

**6.4.4** Shall submit proof of certification to the Club President and Grand Valley State University Club Sports.

**6.4.5** Shall assist in the coordination of travel to and from all competitions.

**6.4.6** Shall be responsible for ensuring all GVSURC members competing at any competition submit the following forms on OrgSync.com: Travel form, Travel itineraries, and Behavioral contract.

**Section Five: Off-Campus Funds**

**6.5.1** The following Executive Board Members will have access to GVSURC’s bank accounts: Club President, Vice-President, and Treasurer.

**6.5.2** Once a member of the Executive Board vacates their position, they are required to withdraw their access to GVSURC’s accounts. Should an Executive Board Member fail to do this at the end of their tenure, then they shall be responsible for any fees processed by the bank as a result of this behavior.

**Article Seven: Meetings**

**Section One: Meetings**

**7.1.1** Only GVSURC members in good standing may vote.

**7.1.2** The first general assembly meeting in the fall semester shall be held within the first three weeks of the fall semester.

**7.1.3** All meetings after the first general assembly meeting will be scheduled by the Executive Board.

**7.1.4** All current members must be notified of the time, date, and location of a general assembly with a minimum of seven days’ notice.

**Article Eight: Amendments**

**Section One: Proposed Amendments**

**8.1.1** All proposed amendments must be submitted to the President. The President has three days to distribute the proposed amendments, and the date of which the proposed amendments shall be voted upon, to the general membership of the club.

**8.1.2** All GVSURC members must be given a minimum of five days to review the proposed amendments before an official vote can be called upon.

**8.1.3** A two-thirds vote of the GVSURC Membership present is required to pass an amendment.

**Article Ten: Impeachment**

**Section One: Executive Board**

**10.1.1** Impeachment proceedings may be moved by any current member of GVSURC that is in good standing.

**10.1.2** A vote of two-thirds of the GVSURC’s members present is necessary for the accused to be impeached.

**10.1.3** Grounds for an impeachment must fit one of the following accusations: partaking in behavior detrimental to GVSURC and its members, lack of commitment to GVSURC and its members, failure to complete responsibilities in a timely fashion, embezzlement of GVSURC funds.

**10.1.4** Any Executive Board Members that are impeached from their position are able to retain their membership to GVSURC. However, they will be unable to vote for the remainder of the season.

**10.1.5** Upon the impeachment of an Executive Board member, an emergency election is to be held to fill the vacant position.

**Article Eleven: Dissolution**

**Section One: Dissolution**

**11.1.1** Should the GVSURC cease to exist, all monies remaining in the non-Student Life Fee accounts be donated to the Grand Rapids Rifle & Pistol Club.

**Article Twelve: Unclarified Conflicts**

**Section One: Roberts Rules of Order**

**12.1.1** Look to “Roberts Rules of Order” to resolve any disputes, conflicts, or rulings, that are not clarified by the Constitution.

<http://www.robertsrules.org/>