



PO Box 2402, Lancaster, Ohio 43130

BYLAWS & RANGE SAFETY RULES

ARTICLE I - NAME

The name of this organization shall be *The Lancaster Pistol & Rifle Club, Inc.* (LPRC)

ARTICLE II - OBJECTIVE

The objective of this organization shall be the encouragement of organized pistol and rifle shooting, with a view toward a better knowledge on the part of citizens of the safe handling and proper care of firearms, as well as improved marksmanship. It shall be our further objective and purpose to forward the development of those characteristics of honesty, good fellowship, self-discipline, team play and self-reliance, which are the essentials of good sportsmanship and the foundation of true patriotism.

ARTICLE III - MEMBERSHIP

A.) FULL CLUB MEMBERSHIP

Any citizen or legal resident of the United States, 18 years of age or older, may become a Full Club Member or Full Spouse Club Member of this organization and any citizen or legal resident of the United States, under 18 years of age, may become a Junior Club Member of this organization, upon recommendation by the Membership Committee, a two-thirds affirmative vote of Full and Full Spouse Club Members per Article III(B), and payment of the initiation fees and dues.

B.) FULL SPOUSE CLUB MEMBERSHIP

The spouse of any Full Club Member in good standing of the LPRC shall be eligible for membership and may be proposed and voted on at any regular meeting. The spouse must complete the same membership requirements of the Full Club Member and, upon election to membership, shall be entitled to all rights and privileges of Full Club Membership. The annual dues of the Spouse Club Member shall be as specified in Article IV, payable with the membership dues of the Full Club Member. Full Spouse Club Membership will not be required to fulfill the Work Party requirement, nor will they be charged that fee.

(Current Spouse Club Members (as of the date of December 14, 2020 update) will be grandfathered and will not be required to re-enroll using the Full Spouse Club Member Process.)

C.) HONORARY CLUB MEMBERSHIP

Any three Full Club Members of LPRC, who having agreed that a person of good character, interested in the aims and purpose of the Club, who has made outstanding contributions to its welfare, may propose such person for Honorary Club Membership and if elected, shall enjoy all rights and privileges, thereto, including the right to hold office and shall be exempt from the payment of any annual fees. Honorary Club Members must maintain current membership in an approved 2nd Amendment Organization.

The total number of Honorary Club Members shall not exceed 7% of the total number of Full Club Members.

D.) JUNIOR CLUB MEMBERSHIP

Junior Club Members may form a Junior Organization with their own officers and by-laws. However, this Junior Organization will be governed by the Executive Committee of the Lancaster Pistol & Rifle Club.



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Prospective Junior Club Members are required to complete a *Basic Firearm Safety Course*, conducted by an NRA certified instructor or a *State Approved Hunter Safety Course*, within one year of attaining membership. Prospective Junior Club Members will be, at minimum, junior members of the NRA. Junior Club Members may become Full Club Members in January following their eighteenth birthday or remain Junior Club Members until January following their twenty-first birthday. A Junior Club Member will not have the following privileges in the Lancaster Pistol & Rifle Club:

- Voting rights
- Key card/key to club facilities
- Use of the range without a Full Club Member present.

E) FULL CLUB MEMBERSHIP REQUIREMENTS & PROCESS

- i. A three-person Membership Committee, named by the President, shall review all new membership applications.
- ii. The prime function of the Membership Committee will be to carefully screen all applicants for undesirable actions, conduct, comments, traits, habits, etc.

All applicants for club membership are required to attend three (3) regular monthly club meetings (see exceptions below) to introduce themselves and allow the club to become acquainted with them and **to attend a firearms and range-specific safety course** conducted by or in conjunction with the LPRC Chief Security and Safety Officer or with a certified instructor approved by the Chief Security and Safety Officer. Prospective members are permitted to help on organized work parties and shoot in LPRC sanctioned events. A prospective member may be permitted to participate in organized club shooting events, but these events are NOT to be counted towards the applicant's membership attendance. When attending their third monthly business meeting, the applicant will be asked to wait outside while the Membership Committee presents any recommendations. After any discussion, a vote of the membership in attendance will be taken. Membership will be granted to the applicant provided a two-thirds majority of the attending Full and Full Spouse Club Members vote to accept said applicant.

EXCEPTION – Prospective members that have a vocational conflict that prevents their attendance at the regularly scheduled membership meetings may petition the Executive Committee for exemption for the three(3) meeting requirement. The Executive Committee may request an interview with the applicant prior to granting any waiver.

- iii. The President will take the responsibility of advising an applicant of his acceptance or rejection.
- iv. All new members are subject to a one-year probation period and are subject to expulsion by a vote of the Executive Committee and are not subject to the same redress as members in good standing. [As outlined in Article VIII] Members, during the probationary period, cannot hold Club Office.
- v. All members and prospective members are required to be an active member of a LPRC approved 2nd Amendment organizations with annual membership renewals. Life members of approved organizations are considered active members of said organization.

Approved organizations are:
National Rifle Association



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Ohio Rifle & Pistol Association
Buckeye Firearms Association

- vi. All members and prospective members must agree to the following pledge: “As a member of the Lancaster Pistol and Rifle Club, I promise to support the purposes for which this corporation is formed. I promise to promote and foster interest in marksmanship among citizens of good repute, to foster a knowledge of the use of firearms and to use them among those who enjoy the sport of shooting and among all other citizens desirous of improving their ability in national defense and to promote social welfare and public safety, law and order. I promise to faithfully support the Lancaster Pistol and Rifle Club to buy, sell and otherwise acquire and dispose of property of every kind whatsoever incidental to or usable in the promotion of our purposes. I understand that a violation of this pledge and acting contrary to its purposes can be grounds for discipline or expulsion from this club in accordance with its Bylaws.”
- vii. Prospective members must submit a background check, Federal and State, either from the Fairfield County Sheriff's office or another office from the Ohio Attorney General's approved list, clear of any violations of law restricting possession of firearms. In lieu of a background check, a prospective member may provide evidence of eligibility such as, but not limited to, an FFL, C&R license, an Ohio CHL or a CHL or CCW permit from a state that has reciprocity with Ohio. Additionally, a prospective member may provide proof of employment that would require a background check and possession of firearms as part of their employment; this would include, but not be limited to, police officers, sheriffs, or sheriff's deputies. The cost of the background check is the responsibility of the prospective member. The background check documentation shall be returned to the applicant after review by the Membership Committee.
- viii. Any prospective member who has not shown any activity such as meeting attendance, safety class, work party or interview within the previous 6 calendar months, will be dropped from the List of Prospective Members. That individual must start the process of membership acceptance over again, unless otherwise recommended by the membership committee and by a majority vote of the executive committee due to extenuating circumstances.
- ix. The membership reserves the right to limit the number of Full Club Members.

ARTICLE IV – DUES

Dues must be paid by January 1 of each year. Any member paying dues after January 1st shall be assessed an additional \$25 to remain in good standing. Failure to pay dues by February 1st shall terminate a person's club membership and require that they re-apply for club membership as if they were a new member as defined in Article III above.

A) Dues, hourly work party assessments, and initiation fees are as follows*:

- Full Club Members \$ 120.00
- Spouse Full Club Member \$ 47.50
- Junior Club Members \$ 5.00
- Full Club Member Work Party \$ 80.00
(Hourly Assessment is \$ \$16.00 per hour less than five (5) hours. Spouses are exempt.)
- Full Club Member Initiation Fee \$ 50.00



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- B) New members must pay an initiation fee, annual dues and an hourly work party assessment as specified in Article IV (D) for the first year.
- C) New members shall pay dues upon being accepted and shall have their dues and hourly work party assessment, as applicable, prorated monthly depending on their admittance date.
 - * If a member cannot pay an entire year's dues, initiation fees and work party fees, with the approval of the Executive Committee, they may pay one half when accepted and the rest within six months. The new member will not get a club key card/key until all monies have been paid.
- D) In addition to the preceding rates, an additional hourly work party assessment, as specified in Article IV, Section A, shall be added to each renewing Full Club Member's dues, to be credited to the member for the following year's hourly work party assessment, after the Full Club Member has completed five (5) hours of work at, or for LPRC. This work must be completed before the next annual dues notice. There will be a minimum of three organized work parties each year. The hourly work party assessment will be assessed only on full year memberships. The hourly work party assessment will be waived for all members of the Executive Committee, any Full Club Member over the age of sixty-five (65), or for any Full Club Member who can provide sufficient cause as to why they should be exempted. **It is the Full Club Member's responsibility to record their work party hours on the worksheet posted in the pistol house to receive credit for any work.**
- E) LPRC will only issue keys on a 'as needed' basis for access to lockers and the tool shed. Key cards will be issued to all Full Club Members, except for Junior Club Members. If a member misplaces their key card and requires a new one, the Full Club Member will be assessed \$20 for the replacement. Full Club Members that do not pay their dues by January 1st will have their key card disabled.

ARTICLE V – MEETINGS

- A) **Regular Meetings-** The regular business meeting of the LPRC for the transaction of ordinary business shall be held on the second Monday of each month at such time and place fixed by the Executive Committee.
- B) **Special Meeting-** A special meeting of the LPRC may be held at any time upon the call of the President, upon the call of the Executive Committee, or upon demand in writing, stating the object of the proposed meeting and signed by not less than twenty percent of the members entitled to vote.

Notice of the time, place, and agenda of any special meeting shall be given to all officers and Full and Full Spouse Club Members in good standing, in writing by U.S. Mail or email, and by a posting at the club, not less than seven days prior to the date fixed by the Executive Committee.

- C) **Quorum-** The Full and Full Spouse Club Members present at any regular meeting shall constitute a quorum.

ARTICLE VI – OFFICERS

- A) The officers of this Club shall be President, Vice President, Secretary, Treasurer, League Secretary, Executive Officer, Chief Security and Safety Officer, Special Events Coordinator, and Technology



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Officers, who acting together shall constitute the Executive Committee. They shall be elected by a majority vote, by ballot, delivered to Full Club Members in good standing, by U.S. Mail or email, and by a posting at the club prior to the October regular meeting. They shall hold office for one (1) year or until their successor is elected. Dues or hourly work party assessments shall not be assessed to members holding elected office. If all offices are uncontested by September 15th, no additional names will be printed on the ballot and ballots will not be distributed to members. Voting and counting of ballots will take place at the October regular meeting.

- B) The Executive Committee shall have general supervision and control of all activities of LPRC. Meetings of the Executive Committee shall be held regularly at such time and place as the Executive Committee may determine.

Special meetings of the Executive Committee may be held at any time, on the call of the President or on demand, in writing, to the Secretary by three members of the Executive Committee.

- C) Four members of the Executive Committee shall constitute a quorum.
- D) Resignation of any officer may be accepted by a majority vote of the remaining members of the Executive Committee.
- E) A vacancy in the Executive Committee may be filled by a majority vote of the remaining members of the Executive Committee. However, if more than one vacancy exists, a special meeting shall be called, and new officers shall be elected to fill the vacancies until the date of the next regular October meeting as provided in Section A above.
- F) All officers shall take office at the February regular meeting.

ARTICLE VII – DUTIES OF OFFICERS

- A) **PRESIDENT** - The President shall preside at all LPRC regular and special meetings as well as the meetings of the Executive Committee. The President shall be a member ex-officio of all regular and special committees and shall perform all such other duties as usually pertains to their office.
- B) **VICE PRESIDENT** – The Vice President shall perform the duties of the President in their absence or at their request. The Vice President oversees all work parties as well as LPRC property.
- C) **SECRETARY** – The Secretary shall conduct all official correspondence pertaining to the proper preparation and forwarding of all reports required of LPRC, by the NRA and the CMP (Civilian Marksmanship Program). The Secretary shall keep a true record of all meetings of the Executive Committee and of LPRC and have custody of the books and papers of LPRC, except the Treasurer's books of account.
- D) **TREASURER** – The Treasurer shall have charge of all funds of the Club and place the same in such bank(s) as may be approved by the Executive Committee. Such money shall be withdrawn, by check, by the Treasurer and for the payment of such bills as shall have been approved by the Executive Committee. The Treasurer shall keep an account of all transactions and render a detailed report, with vouchers, at all regular meetings. The Treasurer shall be responsible for re-affiliating LPRC, annually, with the NRA, ORPA (Ohio Rifle & Pistol Association), and the CMP.



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- E) **LEAGUE SECRETARY** – The League Secretary shall have charge of planning and executing all leagues and other LPRC activities that involve discharge of firearms, in conjunction with the Executive Officer. Both League Secretary and Executive Officer may act as Range Officer at any competitive shoot. The League Secretary shall be responsible for reporting all sanctioned match scores to the applicable governing body.
- F) **EXECUTIVE OFFICER** – The Executive Officer shall have charge of all ammo purchases and disbursements as well as the purchased target supply. The Executive Officer shall make a report at each regular meeting.
- G) **CHIEF SECURITY and SAFETY OFFICER** – The Chief Security and Safety Officer must be an NRA certified instructor. The Chief Security and Safety Officer is responsible for the coordination of instructor training and for firearms and range-specific safety training for all members.
- H) **SPECIAL EVENTS COORDINATOR** – The special events coordinator shall oversee all social activities of LPRC by creating interest in and promote a positive image of the LPRC through brochures, media relations, guest speakers, etc. The Special Events Coordinator shall assist any Executive Officer in any manner possible and any other duties as assigned by the Executive Committee.
- I) **TECHNOLOGY OFFICER** - The Technology Officer shall manage, update and track club website (LPRCOHIO.COM). Act as recipient and respond to email from club website. Manage camera security system, and train Executive Officers in its uses. Manage, upgrade and update automated systems used for access to club grounds. Issue new and replacement access key cards

The Officers are hereby empowered to act, at any time, for LPRC in any manner or matter that will aid, benefit, or improve the welfare and safety of LPRC.

ARTICLE VIII – SUSPENSION OR EXPULSION

- A) Any Officer may be removed by a two-thirds vote of the Full Club Members in good standing, present at any special meeting called for this purpose. No vote on removal may be taken unless at least fifteen (15) days' notice, in writing, shall have been given the Officer of the reason for their removal and the time and place of the special meeting at which such ballot on their removal is given a full hearing.
- B) Any member may be suspended or expelled from LPRC for any cause deemed sufficient by the Executive Committee, by a two-thirds affirmative vote of the members of the Executive Committee present at any regular or special meeting. No vote on suspension or expulsion may be taken unless at least fifteen (15) days' notice, in writing, shall have been given to the member of the charges proffered and of the time and place of the meeting of the Executive Committee at which such charges will be considered. At such meeting, the member under charge will be accorded a full hearing.
- C) Any member in good standing may submit charges against any Officer or member. They shall be in writing, clearly stating the facts relied upon, and accompanied by all affidavits or exhibits which are to be used in their support. Such charges shall be filed with the Vice President, who will immediately notify the President. The President will call a meeting of the Executive Committee to hear the charges. The Secretary will give at least fifteen (15) days' notice of the meeting to each member of the Executive Committee and to the accused. Such notice shall be in writing and will include a true copy of the charges and the supporting affidavits and exhibits.



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- D) Any member suspended or expelled by the Executive Committee may appeal to the full membership of the Club. Such appeal shall be made in writing to the Vice President who will notify the President. The President will call a special meeting of the Club for acting on the appeal. The Secretary will give at least fifteen (15) days' notice, in writing, to all Full Club Members in good standing, stating the date, time, place and reason for such special meeting. At the special meeting of the full Club, the Secretary will read the original charges, the supporting affidavits and the minutes of the special meeting of the Executive Committee at which the charges were heard and action taken. A full hearing will be given to the accuser and the accused. A vote will be taken, by ballot, of the Full Club Membership in good standing present and a majority shall be required to reverse the action of the Executive Committee.
- E) Any Official or member of LPRC who has been suspended or expelled by an approved 2nd Amendment organization shall automatically stand suspended or expelled from LPRC immediately upon receipt of official notice to the Secretary of LPRC from an official of the approved organization.

ARTICLE IX – MATCH RULES

All rifle, revolver, and pistol competitions held by LPRC will be governed by the rules and regulations laid down by the NRA, CMP, ARA, or other matches and sanctioning bodies as approved by the Executive Committee. The Rules and Bylaws of the LPRC also apply.

ARTICLE X – AMENDMENTS

Any proposed addition or amendments to these bylaws may be introduced by any Full Club Member of LPRC at any regular or special meeting called for the purpose, provided a copy of the proposed amendment has been posted on the club notice board, sent to each Full Club Member via email, or by United States Mail by those that request it, ten (10) days prior to any vote. The change to any bylaw shall follow the three (3) monthly meeting process. A two-thirds vote of the members present will be necessary to pass or reject it.

ARTICLE XI – CLUB RULES

- A) Every Full or Full Spouse Club Member must assume the responsibility of Range Officer. All members must be familiar with club rules and report observed rule violations to the Executive Committee.
- B) All firearms **MUST HAVE THE ACTIONS OPEN, MAGAZINES REMOVED, AND PLACED ON THE SHOOTING BENCH OR IN A RACK WHILE PERSONS ARE DOWN RANGE. NO ONE** shall handle a firearm while persons are down range scoring, placing a target, or for any other reason. Muzzle loading firearms must be discharged and benched or racked when anyone is down range.
- C) No children under 18 years of age, except Junior Club Members, will be permitted within proximity of those shooting during a LPRC competitive shooting event.
- D) Range supervision for the Junior Club activities will be under the direction and guidance of the Executive Committee.
- E) No hunting is permitted on LPRC property.



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- F) No alcoholic beverages may be consumed, at the range, at any time. No person impaired by any legal or illegal drug or substance, including any alcoholic beverage, may participate in shooting activities on LPRC property.
- G) In the event of an accident, person or persons involved in the accident cannot hold the LPRC or LPRC officers responsible. The President and the Executive Committee must be notified of any accident as immediately as safely possible.
- H) Guests of Full and Full Spouse Club Members are welcome at LPRC. Both guests and members must sign in, and guests must print their name on the Range Log Sheet in the GUEST NAME column to indicate acceptance of the liability waiver posted at the podium. Should the Full or Full Spouse Club Member bring two (or more guests), to assure proper supervision and prevent accidents, no more than two people are permitted to be shooting at any time. The Full or Full Spouse Club Member must act as Range Officer while guests are present. Members and guests not actively shooting should remain behind the yellow safety line.
- I) Strict observance of posted signs indicating that the ranges are closed is required (Grass cutting, facility repairs, work parties, etc.). The member conducting the activity will post "RANGE CLOSED" signs and remove the signs at the completion of the activity.
- J) Targets, except those within specially built bunkers, are restricted to paper targets only. All targets must be posted on approved frames. The rifle range is restricted to 50 and 100 yards only. No intermediate targets (other than 50 and 100 yards) are allowed except at Club sanctioned events where a NRA Certified Range Safety Officer(s) is present. No metal silhouette targets may be used outside of a specially built bunker. No targets will be shot at while on the ground. All bullets must impact into the backstop berm. Bottles, cans, boxes, rocks, etc. are not considered proper targets and are not permitted.
- K) The use of steel targets shall only be conducted in the enclosed bunkers built for that purpose and on approved targets and in a manner approved by the Executive Committee. The 50-yard enclosed steel spinner bunker on the rifle range is for rimfire (non-magnum) only! The 100-yard enclosed steel plate bunker on the rifle range is for the use of personal steel plate targets provided by members using any allowed caliber per Section S below.
- L) Hearing protection must be worn at the range during shooting activities, either while personally shooting or while in the areas where shooting is taking place.
- M) Eye protection must be worn at the range during shooting activities, either while personally shooting or while in areas where shooting is taking place.
- N) All members are obligated to clean up their area at the completion of range use, return target frames to the proper location, and secure the range should you be the last to leave. The range and clubhouse must be left in a clean and orderly condition after activities of any kind, either individual or a LPRC event.
- O) All members are obligated to do their share of club maintenance when called upon to do so.
- P) All members should attend regular and special club meetings.



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- Q) Shooting is limited to the hours of 9:00 a.m. to 9:00 p.m. daily, except Sundays. Sunday hours are 1:00 p.m. to 6:00 p.m. Any time these hours are violated, the President and the Executive Committee must be notified.
- R) The carrying of loaded firearms down range shall be prohibited with the exception that concealed handgun license holders may carry their CONCEALED handgun downrange if it is not a firearm with which they are currently shooting. **NO loaded firearms** will be allowed down range at any time during any organized or sanctioned shooting event or competition, except as noted in XI(S).
- S) Discharging of firearms on the Pistol Range (50ft short range and 25/50-yard range) must take place from within the Pistol House (as defined by the concrete floor and walls of the building). Exceptions may be made for Club sanctioned matches, approved by the Executive Committee, with appropriate Range Safety Officers present.
- T) Discharging of firearms on the Rifle Range must take place from within the Rifle House (as defined by the concrete floor). Exceptions may be made for Club sanctioned matches, approved by the Executive Committee, with appropriate Range Safety Officers present.
- U) Prohibited at Lancaster Pistol & Rifle Club:
 - i. Fully automatic firearms and devices which provide rapid firing or fully automatic functionality.
 - ii. Large caliber/high velocity cartridges, such as 50 BMG and .338 Lapua Magnum, known to cause immediate damage to earthen berms.
 - iii. Tracer and incendiary rounds.
 - iv. Reactive, explosive, and binary targets (e.g. Tannerite).
 - v. Handgun drawing from a holster.
- V) Everyone shooting at Lancaster Pistol & Rifle Club must always adhere to the range-specific rules posted at each range and on the club website. Failure to do so will result in a violation of range safety and subject any member to immediate disciplinary action. Full and Full Spouse Club Members are always responsible for the actions of their guest(s).