

Below you will find the changes that have been proposed to the CSF By-Laws and Operating Procedures.

This ballot is for your formal vote on whether or not you concur with the proposed Bylaws changes.

To vote, fill in the square next to your choice for each proposal.

When finished, place your ballot inside the plain envelope, seal it and place that envelope inside the mailing envelope. This envelope must be unmarked to be valid.

Your full name and address must be on the mailing envelope for your vote to count.

All votes must be received by 09/11/2017 to be counted at the General Membership Meeting.

Voting ballots may be brought in person to the general meeting at which the vote is to be taken and placed in the ballot box before the meeting begins once they have been validated.

BYLAWS

ARTICLE III MEMEBERSHIP

1. Membership Cap Increase

Approve

Reject

Section 6. The membership of Cascade Shooting Facilities shall be limited to ~~1000~~ **1250** combined total, Regular, Retired, Student, Life, and Government Agency members, with the 395 Properties members in addition to that ~~1000~~ **1250**. This is not to effect participation in CSF by Properties members.

2. Auction Memberships To Bypass Waiting List As Fundraiser Event

Approve

Reject

Section 6. The membership of Cascade Shooting Facilities shall be limited to 1000 combined total, Regular, Retired, Student, Life, and Government Agency members, with the 395 Properties members in addition to that 1000. This is not to effect participation in CSF by Properties members. **Beginning in 2018, the membership limit may be increased by 10 members each year through an annual fundraising event with the proceeds benefiting one of the club's youth programs (See Operating Procedures Article III, Section 20).**

Section 20. In accordance with Article III, Section 6 of CSF bylaws, an annual fundraising auction may be held each year to benefit one of the club's youth programs. Beginning in 2018, the club may, at its discretion, auction off up to 10 memberships each year to applicants on the waiting list. The auction must be held in a fair and transparent manner. The Board may appoint an auction committee as necessary. Participation in the auction is voluntary. Upon notification, winners will have 14 days to pay the pledged amount. Winners of the auction will be required to attend a specially scheduled orientation to be held within 30 days of the auction's conclusion. Monies pledged through the auction do not count towards annual membership fees and members accepted through the auction process will be required to pay both the pledged amount as well as the regular membership fees as outlined in Article III, Section 11 of the CSF Operating Procedures.

**ARTICLE VI
OFFICERS**

3. Officer Term Limits

Approve

Reject

Section 2. Officers shall be elected by a majority vote of the members in good standing by mail in ballot. They shall hold office for a term of two years, or until their successors are elected. No officer shall hold the same office for more than two consecutive terms **unless no one else runs for the office** ~~except by special vote of the membership~~. Properties members may seek election to any officer position.

**ARTICLE VII
DUTIES OF THE OFFICERS**

4. Eliminate Audio Recording of Meetings (recommended by legal counsel)

Approve

Reject

Section 3. Secretary – shall keep full and complete minutes, **in both a written and audio recording format**, of all regular and special meetings of the membership and of all meetings of the Board of Directors. The Secretary shall provide printed copies of those minutes to the President and the Board of Directors members at their regular meetings, or upon request. The master copy, **both written and audio**, shall be stored at the CSF facility with the exception of those records needed for the performance of secretarial duties. All records are to remain property of CSF and shall be surrendered by the Secretary to their successor after the election or appointment of such. All records are to remain on the permanent record **indefinitely** ~~except audio recording media, which shall be recycled after a period of three years~~. The Secretary

**ARTICLE XI
AMENDMENTS TO THE BYLAWS**

5. Newsletter Replaced by Email and E-blast

Approve

Reject

Section 1. General Procedures

CSF Operating Procedures, as set up and authorized by vote of the membership, are a supplement to the By-laws and have the same authority with regard to officers and members. Proposed amendments to the CSF By-laws and Operating Procedures must be presented in written form to the President at a General meeting by a member in good standing. The Secretary shall notify the membership in writing of such proposed amendments in accordance with Art. XI, Sec 2 (A), prior to the next general meeting stating the time and place of such meeting. This notice may be in the **CSF newsletter form of a club-wide email**. The next general meeting

OPERATING PROCEDURES OF CASCADE SHOOTING FACILITIES

ARTICLE I FISCAL MANAGEMENT

6. New Capital Expenditures Procedure

Approve

Reject

Article 1 Fiscal Management, New Section 7

Section 7. Standard Procedure for Capital Expenditures Over \$1500-Any member proposing a capital expenditure over \$1500 shall submit a written justification for review by the membership at a membership meeting. The justification shall include any appropriate information pertinent to the expenditure, including, but not limited to exact cost to the club for the item(s) being proposed and preferably three bids or quotes from appropriate retailers or sources.

- The written justification shall be presented for review at a general member meeting and to the club Secretary (preferably electronically).
- After the general meeting, the justification shall be emailed out by the club Secretary to the membership for review.
- At the following general club meeting, the expenditure will be voted on by club members in attendance for final approval.

If the expenditure is time or financially sensitive, an "emergency" amendment to the justification can be proposed by the member at the general meeting and voted on at that time.

ARTICLE II STANDING COMMITTEES

7. Removing Printed Newsletter From Operating Procedures

Approve

Reject

Section 1. Steering Committee – shall be composed of five CSF members at large appointed by the President and ratified by the Board of Directors. The members of this committee shall not represent any specific shooting entity. This body shall act as an advisory group in studying CSF problems, goals, etc. for the purpose of making recommendations to the whole membership and the Board of Directors. ~~The newsletter editor, a steering committee member, shall review all articles submitted by the membership for publication in the CSF newsletter for content and will determine the appropriateness of the article prior to its publication.~~ The Steering

8. Membership Rolls Distributed to Key BOD Members Quarterly

Approve

Reject

Section 3. Membership – shall consist of three non-office holding members appointed by the President and ratified by the Board of Directors and shall have custody of a copy of CSF membership rolls (to be held in confidence), and be responsible for the collection of dues and the transfer of such funds to the Treasurer for accountability. The Membership Committee shall give a full and accurate report each month on the number of members in CSF and the amount of funds transferred to the Treasurer. The Membership Committee members shall be bonded, and such bond paid from CSF funds. **Membership committee will provide a complete copy of the CSF Membership rolls and waiting list to the Treasurer, Secretary, Vice-president and President by the last general membership meeting of each yearly quarter (March, June, September and December.)**

ARTICLE III MEMBERSHIP DUES AND PRIVILEGES

9. Retirement Age Clarification

Approve

Reject

Section 4. Retired members – shall be assessed annual dues in the amount of one-half (1/2) the regular membership dues as described in the schedule specified in Article III, Section 11 of these Operating Procedures. A retired member shall be defined as those persons who **either: 1) have reached the age 65, or 2) are under age 65 and** are on a fixed income from a pension or other similar source, and **have** no other regular source of income ~~or has reached age 65~~. Eligibility **based on age may be reviewed and approved by the membership chair.** ~~to~~ **All other requests must** be reviewed and approved by the Board on an individual basis.

10. Final Membership Renewal Date Moved To June

Approve

Reject

Section 9. Membership renewal – shall be due at the general membership (Annual) meeting in the month of May. **All renewal payments must be received or postmarked no later than the first Monday in June.** Members not completing their renewal by the ~~July~~ **June** general membership meeting will be dropped from the membership roster ~~and will be classified as a new member if continued membership is desired.~~ **If continued membership is desired, they will be required to submit a new member application and will be subject to the waiting list.** Re-orientation

11. Increase In Dues

Approve

Reject

Section 11. Schedule of annual dues and fees. Applicable Sales tax shall be added to any money due CSF.

(A) Annual dues

Life membership	\$0.00	
Regular membership	\$110.00	\$130.00
Retired membership	\$55.00	\$65.00
Junior membership	\$10.00	
Student membership	\$55.00	\$65.00
Agency	\$1,500.00	
Properties	Exempt	

12. Increase Charge for Work Hours Not Completed

Approve

Reject

(C) The organization is administered and maintained largely by support and participation of the membership. A yearly work requirement of 8 (eight) hours shall be assessed to each membership to be completed before the renewal due date (Operating Procedures, Article III, Section 9). **All work hours must be completed by March 31st in order to be applied to the current year. Work hours completed on April 1st or anytime there after will be applied towards next year's renewal.** If any portion of the work requirement is not completed, the member shall pay a fee of ~~\$10~~ **\$15** per hour (e.g. ~~\$80~~ **\$120** for none of the required 8 hours worked). Completion of this work requirement is required for membership renewal. Methods

ARTICLE IV CLUBHOUSE AND RANGE USE REGULATIONS

13. Firearms Carry Rule Edited

Approve

Reject

Section 1. General rules:

(A) Uncased/~~unholstered~~ **unholstered** firearms must be unloaded with action open and all clips or magazines removed at all times while on CSF facilities, except when preparing to fire on the firing line. **Washington State Law concerning carry of firearms must be followed at all times while on CSF property. RCW 9.41.050** ~~Loaded, holstered sidearms on members with Concealed Pistol Permits are exempt.~~

14. Clubhouse/Rangehouse/Range Reservation added into By-laws Unanimously

Approve

Reject

Section 2. Clubhouse/ Rangehouse/**Range Rules**. The clubhouse/**rangehouse/range** is available on a scheduled basis for all CSF functions. The use of the clubhouse/**rangehouse/range** by individual members for private functions is not allowed without prior approval of the membership. Prior arrangements for its use must be made ~~submitting a request for use in writing, stating date, time, and purpose of use desired to the Board of Directors for membership approval.~~ **by motion, in person, at the General Membership Meeting at least 30 days prior to the proposed use. Said use, unless waived by vote at the General Membership Meeting, shall not include any consecutive days. The request shall be brought before the membership for a motion and vote in accordance with Article VIII, Section 5 of these Operating Procedures.** The facilities must be left in a clean and orderly condition after its use.

15. CSF Facilities Rental Procedure Clarified

Approve

Reject

ARTICLE IX

USE RENTALS OF CSF FACILITIES BY NON-MEMBERS AND ORGANIZATIONS

Section 1. ~~Use Rentals of CSF facilities by non-members or other organizations shall be considered only after receiving a written request a motion is made, in person, at the General Membership Meeting at least 30 days prior to the regular meeting immediately preceding the proposed use. Said use, unless waived by vote at the General Membership Meeting, shall not include any consecutive days. The request shall be brought before the membership for a motion and vote in accordance with Article VIII, Section 5 of these Operating Procedures. A fee, if any, of \$300+tax per range per day will be has been established by the Board of Directors a vote of the General Membership for use of requested facilities. Not for profit organizations will be charged a daily rate of \$5 per range, and such fee may be waived by a vote of the membership or Board. This fee can be waived for nonprofit use with membership approval. Non profit use is defined as any activity or event that does not charge participants a fee.~~

ARTICLE X
CSF KEYS AND LOCKS

16. Keys and Locks Clarification

Approve

Reject

Section 1. The Master at Arms shall maintain control and accountability of all keys and locks with the exception of general membership keys after being issued **to the general membership.** ~~by the Membership committee.~~ **Unless otherwise delegated, the Master at Arms shall be responsible to issue all keys. A record of issuance and key numbers issued will be maintained by the Membership committee. Prior to issuing a key to an existing member, the Master at Arms shall verify with the Membership Chair that the member is in good standing. After issuing the key, the Master at Arms shall provide the corresponding key number(s) to the Membership Chair.** All members in good standing shall be issued a brass general membership key as well as an electronic general membership key card. The brass and electronic key card shall provide limited access to the club house, indoor range, outdoor range, range house, **and** range bathrooms ~~and clay target thrower located on B range.~~ All keys shall be consecutively numbered, **and** stamped 'DO NOT DUPLICATE'. A record of issuance and key numbers issued will be maintained by the Membership committee. The Master at Arms shall maintain custody and sufficient quantity of unissued brass and electronic key cards ~~until issued by the Membership Committee.~~ All previously issued

17. Training Director Position Title Change

Approve

Reject

Any references to "Training Director" in the By-Laws will be changed to "Range Scheduling Coordinator".

End Of Ballot