

CASCADE SHOOTING FACILITIES

Ravensdale, Washington

10 February, 2010

Dear Member,

Fellow members Dave Bailie, Mike Ritchey and Steve Pack have presented me with proposed changes to the Bylaws and Operating Procedures. In compliance with the Bylaws, you are being presented written notice in advance of the discussion. These proposals will be discussed under "Old Business" at the March 1st, 2010 General meeting, at the clubhouse. The meeting will commence at 7 pm. Ballots regarding the proposals will be mailed out after the March meeting. Ballots will be counted at the April General Meeting.

On behalf of the Board of Directors,

Jerry Bentler, President
Cascade Shooting Facilities.

Operating Procedures of Cascade Shooting Facilities, Article III, Section 5
The bylaws as adopted November 5th 2009 read as follows:

ARTICLE III MEMBERSHIP DUES AND PRIVILEGS

Section 5. Student 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 10 of these Operating Procedures. A student member shall be defined as those 18 years of age, or older, and enrolled full time (with proof of enrollment) in post secondary education.

Member Steve Pack proposes that the following change be made:

ARTICLE III MEMBERSHIP DUES AND PRIVILEGS

Section 5. Student 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 10 of these Operating Procedures. A student member shall be defined as those 18 years of age, or older, and enrolled full time (with proof of enrollment) in high school or post secondary education.

CURRENT BYLAW ARTICLE X

CSF KEYS AND LOCKS

The Master at Arms shall maintain control and accountability of all keys and locks. All keys shall be consecutively numbered, stamped 'DO NOT REPRODUCE', and be issued by number to the membership and a record of issuance will be maintained. The Master at Arms shall oversee the issuance of keys by the membership committee and maintain adequate quantities of general membership keys. The Master at Arms shall be responsible for the re-keying of membership locks on an annual basis, and the replacement of re-keyed locks as directed by the Board of Directors. The Master at Arms shall maintain accountability of three sets of executive keys to include a key for every lock CSF owns. One set shall be issued to the President, one set to the Master at Arms, and one set placed in the CSF safe. The set in the safe may be signed out by members of the Board of Directors only, and only for immediate use, to be returned to the safe after such use. All excess keys and locks shall be stored in the CSF safe, except those needed by the Master at Arms. The Master at Arms shall issue such keys as necessary to the Board of Directors for the performance of their duties. It shall be the responsibility of the incoming Master at Arms to have the combinations on all CSF safes changes and to issue the new combinations to those persons authorized to access the safes.

Member Dave Bailie proposes that the following change be made.

Proposed Bylaws change

ARTICLE X

CSF KEYS AND LOCKS

The Master at Arms shall maintain control and accountability of all keys and locks with the exception of general membership keys after being issued by Membership committee. 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 but not limited to access to the club house, indoor range, outdoor range, range house, range bathrooms and clay target thrower located on B range. All keys shall be consecutively numbered, stamped 'DO NOT DUPLICATE'; ~~and be issued by number to the membership and~~ A record of issuance and key numbers issued will be maintained by 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 general membership keys returned for whatever reason shall be returned to the Master of arms for disposition. ~~and maintain adequate quantities of general membership keys. The Master at Arms shall be responsible for the re-keying of membership locks on an annual basis, and the replacement of re-keyed locks as directed by the Board of Directors.~~ For all other non general membership locks the Master at arms will maintain a master key system set up by a reputable locksmith service. This system shall incorporate a grand master key, master key and dedicated special use keys issued to club entities and individual members as directed by the board of directors. Special use keys shall have markings identifying the use as well as sequential numbering. All board members shall be issued master keys upon the assumption of the board position and shall surrender to the Master of arms his or her master key upon vacating the board position. The Master at Arms shall maintain accountability of three sets of executive keys to include a key for every lock CSF owns. One set shall be issued to the President, one set to the Master at Arms, and one set placed in the CSF safety deposit box. Three hard copies of the master key system codes shall be maintained by the Master of arms, in the CFS safety deposit box and by the originating Locksmith. The Master of arms shall maintain a record of all keys issued within the master key system. A hard copy of this shall be supplied for record keeping to the secretary on a quarterly basis or upon request by the President, Vice president or Secretary. ~~The set in the safe~~

~~may be signed out by members of the Board of Directors only, and only for immediate use, to be returned to the safe after such use. All excess keys and locks shall be stored in the CSF safe, except those needed by the Master at Arms. The Master at Arms shall issue such keys as necessary to the Board of Directors for the performance of their duties. It shall be the responsibility of the incoming Master at Arms to have the combinations on all CSF safes changes and to issue the new combinations to those persons authorized to access the safes.~~ Any keys or safe combinations can be issued to any persons at the discretion of the Board of directors. The master at arms may not issue keys, combinations, change locks or generally change access without consent by President or Board of directors. All members are forbidden to add, substitute, duplicate or disable any locks, keys or combinations. Or in any way limit the Master at arms ability to perform his or her duty. Requirements for additional locks, keys, changes or combinations shall be routed thru the Master at arms. All extra locks, keys components and equipment related to the Master at arms duties shall be maintained in the custody of the Master of arms in an organized fashion and available for inspect upon request by the President, Vice president or Secretary.

Bylaws Change Article VI Section 2
The bylaws as adopted November 5th 2009 read as follows:

ARTICLE VI
OFFICERS

Section 1. The officers shall consist of President, Vice President, Secretary, Treasurer, Training Director, Master at Arms, Executive Range Officer, Maintenance Director, and Public Use Director, who acting together shall constitute the Board of Directors.

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 one year, or until their successors are elected. No officer shall hold the same office for more than three consecutive terms except by special vote of the membership. Properties members may seek election to any officer position. All other members may seek election to the office of President, Vice President, Secretary, Treasurer, Training Director, Master at Arms, and Executive Range Officer.

Member Mike Ritchey proposes that the following change be made:

ARTICLE VI
OFFICERS

Section 1. The officers shall consist of President, Vice President, Secretary, Treasurer, Training Director, Master at Arms, Executive Range Officer, Maintenance Director, and Public Use Director, who acting together shall constitute the Board of Directors.

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 except by special vote of the membership. Properties members may seek election to any officer position. All other members may seek election to the office of President, Vice President, Secretary, Treasurer, Training Director, Master at Arms, and Executive Range Officer.