

# Bylaws of the Michigan Section USPSA/IPSC

## (Area 5)

1. **NAME....** The name of the organization shall be the Michigan Section.
  
2. **PURPOSE....** These By-Laws are to establish a framework in which the above named organization will operate in attaining its goals to effectively serve all Members of the Michigan Section by the direction and promotion of the sport of practical shooting within the Section.
  
3. **EXECUTIVE STRUCTURE**
  - A. **SECTION COORDINATOR** - The Chief Officer of the Section whose responsibility is to oversee the function of USPSA within the Section and to assist the members and the clubs in all matters related to the furthering of the sport within the Section.
    - i. The Section Coordinator shall act as the chairperson at all Section business meetings.
    - ii. The Section Coordinator shall have one vote during executive committee meetings but will only use it in tie breaking situations.
    - iii. In cases where the Section Coordinator is concurrently a USPSA Club President he/she shall elect a club representative to vote on his/hers club's behalf.
    - iv. The Section Coordinator shall be elected by the Member Clubs within their assigned Section, on the basis of one vote per club.
    - v. The term of office shall be for a period of two years and shall run from January to January of each year. It is the responsibility of the current Section Coordinator and the Member Clubs to organize and conduct an election every two years for their representative Section Coordinator, failing such, the current Section Coordinator shall maintain office he/she resigns, relinquishes his/her post, or an election is held, or is removed for cause by the Area Director. Any such removal for cause must be approved by the section Executive Committee with a two-thirds vote. Should the Office become vacant the Area Director has the authority to appoint a Section Coordinator until such time as an election is held or another Section Coordinator is appointed in his/her stead. Section Coordinators must be confirmed by the Area Director to hold office.
    - vi. The Section Coordinator shall have the following qualifications:
      1. Must be a Level I RO or higher for a minimum of one year.
      2. Must be a club member from one of the section's participating clubs for the prior two consecutive years.
      3. Reside in the State of Michigan
      4. Must hold a minimum of an annual membership in USPSA
      5. Must be 21 years of age or older.
    - vii. The Section Coordinator shall be awarded the first slot to the Nationals, if this slot is not used by the Section Coordinator, it shall revert to the pool.
    - viii. The Section Coordinator is responsible for the finances of the Section.

- ix. The Section Coordinator shall provide a summary of all income and expenses at each of the two Executive Committee meetings unless the Section has a Treasurer who is responsible for this duty.
- B. DEPUTY SECTION COORDINATOR** - Nominated by the Section Coordinator and approved by a majority of the Executive Committee and shall serve in the absence of the Section Coordinator.
- i. The Deputy Section Coordinator must have the same qualifications as the Section Coordinator.
  - ii. Responsibilities are exactly the same as that of Section Coordinator when the SC is unable to fulfill the office obligations.
- C. TREASURER/SECRETARY** - Nominated by the Section Coordinator and approved by a majority of the Executive Committee.
- i. The Treasurer/Secretary shall be responsible for documenting meeting minutes at Section meetings.
  - ii. The Treasurer/Secretary shall maintain a current Section club account balance, Individual Club balance due to Section, & Section expenditure list.
  - iii. The Treasurer/Secretary shall forward all Section correspondence, accounting info, and meeting minutes to the Section Coordinator.
  - iv. The Treasurer/Secretary shall provide a summary of all income and expenses at each of the two Executive Committee meetings.
- D. EXECUTIVE COMMITTEE** - Shall consist of the elected President or designated representative of each of the 9 USPSA Michigan Section clubs, Deputy Section Coordinator, and Treasurer/Secretary. (11 members)
- i. Each member of the committee shall have one (1) vote in matters before the committee.
  - ii. At least two-thirds of the committee must be present to vote on matters before the committee. (8 Members of 11 = 73%)
  - iii. A majority of the voting clubs will be required to pass any matter presented.
  - iv. The Executive Committee Member shall have the following qualifications:
    - 1. Be actively classified in the sport for a minimum of two (2) years.
    - 2. Have attended and successfully completed a Level One NROI Seminar at least 6 months prior to being elected.
- E. CLUB MEMBERSHIP** – A Michigan based USPSA affiliated club that wishes to be excluded from the Michigan Section must apply to the USPSA Executive Committee for removal.

**The following clubs are currently members of the Michigan Section:**

- 1. Antrim Sand Pit Shooters (MI20)
- 2. Bend of the River Conservation Club (MI08)
- 3. Brooklyn Sportsman's Club (MI24)
- 4. Detroit Sportsmen's Congress (MI11)

5. Houghton Lake Sportsmen's Club (MI26)
6. Oak Hill Gun Club (MI25)
7. Southeast Michigan Practical Shooters (MI05)
8. South Kent Sportsman's Club (MI06)
9. Tuscola County Conservation Club (MI27)

- F. JURISDICTION** - The Michigan Section will be comprised of all USPSA Members and Clubs whose home residence or location falls within the boundaries of the state of Michigan. Members and Clubs are those, which are current in dues and fees owed to USPSA and/or the Michigan Section.
- i. To be considered for any USPSA or Michigan award (i.e. Nationals Slot) you must be a Michigan Section Club Member in good standing.
  - ii. In Matters of compliance with the rules of USPSA and the Michigan Section, the Section Coordinator will not be subordinate to any Club or committee (excluding the Match Arbitration Committee), formed within the Section and will be the ultimate arbitrator of disputes and rule interpretations affecting the Clubs and Members in the Section.
  - iii. Individual Clubs are responsible for establishing their own rules and procedures which when related to USPSA functions are in compliance with those of USPSA and the Michigan Section. In case of conflict the Club rules shall be subordinate. Clubs shall endeavor to operate without conflict with other clubs within the Section. In case of conflict the Section Coordinator shall arbitrate a final ruling.
  - iv. The Executive Committee may convene to review the Section Coordinator, modify these Bylaws, or act on any matter, which has come to their attention. A meeting may be called by the Section Coordinator or any three (3) Committee Members acting together through a petition to the Section Coordinator.
  - v. The Section Coordinator may be removed from office by a majority of the full Executive Committee.
  - vi. Notice to a Club President or Representative shall be considered notification of the entire Club Membership.
  - vii. The Executive Committee shall meet no less than twice each calendar year.
  - viii. A general Membership meeting shall be held during the 1<sup>st</sup> Quarter of each year to hold elections and as a General Section Meeting. A second meeting shall be conducted within the 3<sup>rd</sup> or 4<sup>th</sup> Quarter of the year preferably after the Michigan Sectional and may be conducted in person or via conference call/web meeting.

4. **MATCH DIRECTION** - Club matches shall fulfill all the requirements of USPSA for affiliation.
5. **ASSIGNMENT OF MATCH DAYS** – The Section Executive Committee shall assign a monthly match day to each Section Club and shall have the power to resolve any scheduling conflicts between clubs.
6. **SECTION ACTIVITY FEES** - Each Club within the Michigan Section will pay to the Section Coordinator \$1.00 per shooter for each USPSA Match. This fee is due to the Section Coordinator on a quarterly basis at a minimum. The Section Coordinator will maintain an accounting spreadsheet which will

outline all payments and balances for each Section Club unless the section has a Treasurer who is responsible for this duty.

- i. **Up to 75% of the section fees collected from the previous year is to be allocated for the Sectional match. The remaining funds will be allocated for section expenses yearly per budget that will be approved at the annual meeting.**
- ii. The Section Coordinator shall provide a summary of all income and expenses at each of the two Executive Committee meetings unless the section has a Treasurer who is responsible for this duty.

**7. AUDIT COMMITTEE** - The Section Coordinator at the 1<sup>st</sup> Quarter meeting will assign 3 Executive Committee members to act as the Audit Committee for the current year.

- i. The Audit Committee's duty shall be to audit the Michigan Section accounts and report their findings to the Executive Committee at the following 1<sup>st</sup> Quarter meeting.
- ii. This audit will take place within the last 30 days of the calendar year.
- iii. Section Coordinator/Treasurer will forward on a Quarterly basis any account transaction information to the assigned Audit Committee.
- iv. The Audit Committee will be rotated on a yearly basis so that no member of this committee will serve two consecutive years.
- v. The Audit Committee order of rotation will follow the order of clubs outlined in Section 3E.
- vi. The yearly 1<sup>st</sup> Quarter meeting minutes will reflect findings by the committee and any suspicious activity will be turned over to the proper authorities upon a majority vote by the Executive Committee.
- vii. The yearly 1<sup>st</sup> Quarter meeting minutes will reflect the currently assigned Audit Committee members.
- viii. The Section Coordinator and the Treasurer cannot be members of the Audit Committee.

**8. SLOT ALLOCATION** - National Championship Slots are forwarded to the Section Coordinator from USPSA to be distributed to Section clubs as per Section Bylaws.

- i. Section Club activity points for the previous year are used to rank each Section Clubs in order from highest to lowest for determination of National Championship Slot distribution.
- ii. Activity points for each club are obtained from the USPSA.org website. (<https://uspsa.org/club-activity>)
- iii. Section Coordinator will use the club activity points displayed to rank clubs.
- iv. In the event a National Championship event is a combined event (i.e. Production/Carry Optics Nationals) the points from both divisions for the previous year will be added together to obtain a total of points awarded for each club. This total for each club will be used to rank each club in order for slot distribution.
- v. The first slot awarded to the Michigan Section for each National Championship event will be awarded to the Michigan Section Coordinator. If the Section Coordinator refuses this slot it will be distributed with the rest of the slots allocated.
- vi. The Section Coordinator will contact all clubs when slots are allocated to the Section by USPSA for all National Championship events. The Section Coordinator will outline how many slots were awarded to the Section and the ranking of clubs for these slots.

- vii. Upon notification of slots awarded and ranking of clubs, all clubs will be given a respond by date to secure their slot if they were awarded one. Upon set date if the club that was awarded a slot fails to secure their slot, it may be distributed to the next club in ranking order that was not awarded a slot.
- viii. Slots shall be awarded by the Clubs receiving them in the manner determined by the Club. The Club distribution policy shall be in writing and on file with the Section Coordinator prior to slot distribution and freely distributed among the Club Members. The policy for a calendar year shall be on file with the Section Coordinator no later than the first quarter meeting of the Executive Committee.
- ix. Slots earned in one year shall be awarded by the policy in effect that year and shall not be affected by subsequent changes in Club policy.
- x. Only activity directly related to USPSA matches shall be used in establishing Club slot selection criteria.
- xi. No one who has earned a slot from any other source (i.e. Nationals, Area Championship, etc.) shall be eligible for a Michigan Section Slot that year.

- 9. AMENDMENT of BYLAWS** – These bylaws may be amended at any regular meeting of the Executive Committee by a majority vote, provided that the amendment has been submitted in writing at the previous regular meeting or a written/electronic (email) notice has been given to all voting members at least 30 days prior to the meeting.