

Linden Conservation Club Rules & Regulations

Revision No. 2010.1
Revised February 1, 2010
(Van Phillips, Sergeant at Arms)

Article I - GENERAL RULES

1. Membership ID must be worn & visible at all times.
2. A Membership is valid only for the adult member, spouse, and their dependants who are under the age of 18. In addition, all minors must be accompanied by an adult member while on Club property.
3. The cost for a Family Membership shall be \$50 a year.
4. Student Memberships:
 - 4.1 Student Membership - Defined as a person be 18 or older who actively engaged in fulltime education.
 - 4.2 Education defined as any career advancement such as completing High School, a trade school, military training or higher education (college / university)
 - 4.3 A student member applicant must be able to prove active educational enrollment and have a member sponsor*. The candidate or a member sponsor representative must be present, at membership meeting, to be recommended for award of a 1 year Student Membership.
 - 4.4 As a 1 year membership at Student Memberships all renewals must be done at the Linden Conservation Club and follow the procedure for original membership including proof of active engagement in fulltime education and a sponsor*.
 - 4.5 Candidate or sponsor must be present at membership meeting to be awarded Student Annual Membership.
 - 4.6 The committee recommends that the cost of student memberships be equal to "20" in any combination of money (\$20.00) or hours work time for the club (20). Student memberships shall have I.D. card indicating completed signed hours recorded. Updates will be made at the monthly membership meeting until full payment is completed by student or an approved member sponsor*.
5. Each Member shall be required to perform 5 Club "Service Hours" per year. Any "Service Hours" not served shall be billed at \$5.00 per hour. (Member may prepay for the hours if so desired.) It is the responsibility of the Member to record Service Hours on the sheet provided at the Clubhouse.
6. Each Member must have a signed "Waiver of Liability Form" on file prior to using any club property or equipment.
7. Guests
 - 7.1. All Guests must sign in/out and be issued a Visitor/Guest Pass. They are required to provide name, address, phone number and a valid picture ID. This information will be recorded on the "Sign In Sheet" kept outside the drop box located inside the display case near the clubhouse door along with the supply of Visitor/Guest Passes.

- 7.2. All Guests must sign a Waiver of Liability which will be attached to the pass and should be placed in the slot located at the front of the Clubhouse by sponsoring Member.
- 7.3. All Guest will receive a Summary of the Club Rules.
- 7.4. Members must obtain a one (1) day pass for each guest.
- 7.5. Guest Passes shall cost \$5.00 and may be purchased at authorized membership sales locations, as well as at the Club.
- 7.6. Pass shall be good only for the date listed on the pass
- 7.7. Member is responsible for returning the Guest Pass and Waiver of Liability to the drop box located inside the display case near the clubhouse door, or to a club meeting. Failure to return the Guest Pass may result in a \$5.00 fine
- 7.8. Members will be responsible for his or her guests and shall hold the Club harmless and blameless for all liability as to injury or damages occasioned by the guest while on Club property.
 - 7.8.1. All guests must be directly supervised at all times.
 - 7.8.2. Member shall be responsible for any violations, fines, etc. of guest(s).

8. Visitors

- 8.1. All Visitors must sign in/out and be issued a Visitor/Guest Pass if they will be using any range (rifle, pistol or shotgun) or fishing (no keeping of fish allowed as per current Bylaws). They are required to provide name, address, phone number and a valid picture ID. This information will be recorded on a "Sign In Sheet" kept inside the clubhouse.
- 8.2. All Visitors will receive a Summary of the Club Rules.
- 8.3. All Visitors must have a signed Waiver of Liability on file.
- 8.4. Pass shall be good only for the date listed on the pass
- 8.5. Visitors must pay a fee of \$10.00 if they will be using any range (rifle, pistol or shotgun) or fishing (no keeping of fish allowed as per current Bylaws). This fee is in addition to the fees charged for "Birds". The mentioned fee will not be required during sanctioned events.

9. Members, Guest & Visitor are required to clean up after themselves. No litter, trash, etc. is to be left on club grounds. If caught not picking up trash, \$25.00 fine.

10. Members/Guests must leave the premises if told to do so by any Club Officer or Club Enforcement Officer.

10.1. Failure to leave shall constitute criminal trespass and shall be prosecuted.

10.2. Any member whose Guest is asked to leave the property shall be required to appear before the Executive Board and shall be granted a full hearing.

11. Parking is allowed in designated areas only.

12. Pets are allowed on Club Property.

13. No Loaded Firearms are allowed in the Clubhouse.

14. No Swimming on Club Property.

15. No Hunting on Club Property.

16. No disorderly conduct is allowed.
 - 16.1. This includes but is not limited to, indecent exposure, loud vulgar language, disturbing the peace, etc.
 - 16.2. LCC (Linden Conservation Club) is a place where families are welcome. Conduct which is inappropriate for children will not be tolerated.
17. Any violation of these Rules & Regulation may result in fines, suspension of membership privileges, or membership termination as outlined in the Club Bylaws.

Article II – FIREARM SAFETY RULES

After reviewing virtually every available source of gun safety literature-a list that includes gun manufacturers, the National Rifle Association, and public safety websites-the Americans for Gun Safety Foundation has compiled the following list of safety recommendations called Universal Gun Safety Rules. They apply to virtually any situation involving firearms. Linden Conservation Club adopts these rules as stated below.

1. Treat every firearm as if it is loaded
2. Always point the muzzle in a safe direction
3. Keep your finger off the trigger
4. Never rely on a mechanical safety
5. Keep gun unloaded and action open until ready to shoot
6. Know your target and what's beyond it
7. Learn the characteristics of your firearm
8. Use only the correct ammunition for your firearm
9. Know what to do in the event of a misfire
10. Wear protective ear and eye equipment
11. Keep firearm free from obstructions and well maintained
12. Don't modify your firearm
13. Do not mix guns with alcohol, drugs, or fatigue

Article III – RANGE RULES

1. No Alcoholic beverages, or anyone under the influence of alcohol, drugs, or illegal substances are allowed on the ranges at any time.
2. No shooting before 8 a.m. or after dark, (except during sanctioned events which have been approved by majority vote of the Executive Board).
3. No fully automatic weapons fire or simulated automatic fire devices are allowed, (except during sanctioned events which have been approved by majority vote of the Executive Board).
4. Shooting at fence posts, utility poles, buildings, shelters, benches, signs, etc., not designed as targets is prohibited. Destruction of club property will result in immediate expulsion from the Club.

5. This is a cold range facility.
 - 5.1. All actions must remain open until in a firing position.
 - 5.2. Only holstered carry weapons may have closed actions.
 - 5.3. As of January 2006, open bolt indicators must be used on ranges. One is given with each membership; and extras are available for a nominal fee.
6. All firearms must not be held, pointed, loaded, etc., behind the firing line while anyone is down range. Magazines may be loaded, but not put into the firearm. Firearms must remain cased or on the table with action open. Holstered firearms may be loaded, but must remain holstered until range is clear.
7. Eye & hearing protection is required on all ranges.
8. Shooting from beyond the furthest designated firing position on any range is prohibited.
9. No driving vehicles down the ranges.(Except for approved maintenance.)
10. Only authorized stationary targets may be used on all ranges.
 - 10.1. Paper targets
 - 10.2. Portable stands with targets.
 - 10.3. Targets stapled to plywood target or rubber target backers.
 - 10.4. 22 cal. Spinners may be used only
 - 10.5. Clay pigeons

No glass bottles are to be used as targets on ranges.

11. No climbing on backstop or side berms is allowed.
12. No discharging a firearm is allowed while anyone is down range.
13. Archery range is for archery only. Firearms are prohibited on archery ranges. Failure to comply will result in being asked to leave the Club.
14. Arrows are to be shot at targets only. Only approved targets will be used on archery ranges. All targets must be approved before use on ranges.
15. Bows are to be shot from only designated firing lines. Archers will straddle firing line while shooting. One foot in front of the line, the other foot behind the line. Any deviation from this rule will result in being asked to stop shooting.
16. No shooting, holding or nocking of arrow is allowed while anyone is down range.
17. No shooting across archery lanes is allowed. Only shoot at the target in your lane.

Article IV – FISHING RULES

1. No Dumping of bait or trash into ponds at any time.
2. There is a four (4) catfish limit per Family Membership, per day.
 - 2.1. All catfish caught by guest(s) shall count towards sponsoring member's 4 fish limit.
 - 2.2. The first violation shall result in a \$10.00 fine per fish.
 - 2.2.1. Membership privileges shall be suspended until fines are paid in full.
 - 2.3. A second violation will result in double the fine per fish.
 - 2.3.1. Membership privileges shall be suspended until fines are paid in full.
 - 2.4. Any subsequent violation will result in membership termination.
3. Guests and Public Visitors are not allowed to keep fish.
4. No culling shall be permitted. A fish on a stringer or in a basket may not be released to keep another fish.
5. No keeping any bass or grass carp. All bass and grass carp are to be immediately released unharmed.
6. Bluegill and crappie will not be counted towards daily fish limit.
7. No boats or flotation devices may be used by unauthorized personnel.
8. No ice fishing is allowed.

Article V – CLUB FACILITY AND EQUIPMENT USAGE RULES

1. The President shall be the contact for use of club facilities or equipment.
2. Anyone using club facilities or equipment must provide a signed waiver of liability.
3. Anyone using club facilities or equipment shall be required to complete a written contract describing the exact conditions involved.
4. Reservations should be made at least two (2) weeks in advance.
5. Clubhouse Use
 - 5.1. A refundable deposit of \$50 is required at time of reservation.
 - 5.1.1. Deposit shall be returned only if all terms of Clubhouse Usage Contract are met.
 - 5.1.2. A Club check shall be issued for any deposit refunds.
 - 5.2. A donation of \$50 will allow group or individual use of Main Clubhouse Facility for one (1) day. In addition, renting party must be Club Member in Good Standing.(Membership must be purchased)
 - 5.2.1. Includes front and back common areas, tables, chairs, restrooms, kitchen & appliances, front porch area, and parking directly adjacent to clubhouse.

- 5.2.2. Arrangements for individuals or groups needing to setup early are subject to availability.
 - 5.3. An additional donation of \$50 will allow group or individual use of Club Hog Roaster and Clubhouse Pavilion.
 - 5.4. Alcohol Use
 - 5.4.1. Anyone wishing to serve alcohol shall be required to provide proof of liability insurance designed for that purpose.
 - 5.4.2. All alcohol must remain inside Clubhouse area, as specified in 5.2.1 above.
 - 5.4.3. Group or individual listed on the liability insurance shall be responsible for ensuring that no one under 21 years of age is allowed to consume alcohol.
 - 5.5. At no time does Clubhouse Use Contract allow access to, or use of, any other Club facilities or equipment.
6. Table/Chair Use
 - 6.1. All use of Club tables and chairs must be scheduled with the President's approval.
 - 6.2. Use is subject to availability.
 - 6.3. A refundable deposit of \$10 - \$50 is required at time of reservation.
 - 6.3.1. Renting party must be Club Member in Good Standing.(Membership may be purchased)
 - 6.3.2. Amount depends upon quantity of tables & chairs needed.
 - 6.3.3. Deposit shall be returned only if tables/chairs are returned in good condition as verified by the President.
 - 6.4. A donation of \$10 - \$50 will allow group or individual use of Club tables & chairs for one (1) day.
 - 6.5. A donation of \$5 - \$25 for each additional day shall be required.
 - 6.6. Arrangements for individuals or groups needing access early are subject to availability.
7. Use of Pistol/Rifle Ranges
 - 7.1. All usage and fees for these facilities shall be reviewed by the Executive Board on an individual basis and shall require that at least one Club Enforcement Officer be present at all times.
8. Use of Trap Range
 - 8.1. At least one Club Enforcement Officer must be present at all times.
 - 8.2. A refundable deposit of \$100 is required at time of reservation.
 - 8.2.1. Deposit shall be returned only if all conditions of Trap Usage Contract are met.
 - 8.2.2. A club check shall be issued for any deposit refunds.
 - 8.3. A donation of \$50 will allow group or individual use of Trap Machine, Trap House, Trap Field, Clubhouse Porch, and adjacent parking area for a period not to exceed 4 hours. . In addition, renting party must be Club Member in Good Standing.(Membership may be purchased)
 - 8.4. An additional donation of \$.10 per clay pigeon thrown shall be required.
 - 8.4.1. Representative of User and the Club shall inventory birds prior to and after use to arrive at this figure.
 - 8.4.2. Only Club-supplied clay pigeons may be used.
 - 8.5. Arrangements for individuals or groups needing to setup early are subject to availability.

- 9. Use of "Entire Club Facility"
 - 9.1. At least 2 Club Enforcement Officers must be present at all times.
 - 9.2. A refundable deposit of \$500 is required at time of reservation.
 - 9.2.1. Deposit shall be returned only if all conditions of Club Usage Contract are met.
 - 9.2.2. A club check shall be issued for any deposit refunds.
 - 9.2.3. A donation of \$1000 will allow group or individual 12-hour use of the following. . (Membership fee is included)
 - 9.2.3.1. Clubhouse (See above)
 - 9.2.3.2. All Pavilions
 - 9.2.3.3. Trap Machine (See above, clay pigeons are extra)
 - 9.2.3.4. Rifle/Pistol Ranges
 - 9.2.3.5. Three Main Ponds. With sufficient notice, these ponds can be stocked with catfish in the two to four pound size, prior to event.

Article V – Club Orientation

- 1. Orientation must be done by an Officer of the Club using the attached outline.

President		Date	
Vice President		Date	
Recording Secretary		Date	
Treasurer		Date	
Membership Secretary		Date	
Sergeant at Arms		Date	
Fishing & Camping Officer		Date	
Shooting & Hunting Officer		Date	
Youth Activities Officer		Date	
Enforcement Director		Date	
Trustee		Date	
Trustee		Date	
Trustee		Date	

Orientation Outline

I. Rules and safety.

- A. Allow new member time to review and read copy of club rules and regulations.
- B. Discuss rules and regulations with new member. Use current copy of club rules and regulations to guide discussion.
- C. Cover current requirements for work hour duties.
 - 1. Cover current projects for new member to join in with.
 - 2. Explain dates and times of membership meetings, and explain the need to be involved with the club.
 - 3. Explain the option for buy-out of work hours.
 - 4. Cover past projects that were completed with the assistance of members.
- D. Cover basic safety rules.
 - 1. Explain importance of current signs placed on property.
 - 2. Convey the safety attitude that LCC encourages for our members to exhibit.

II. Layout of club.

- A. Accompany member on a tour of LCC facility.
 - 1. **Bow and arrow facility.**
 - a. Shoot arrows from approved shooting line only.
 - b. Use of broad head arrows is prohibited due to damage to LCC facility by broad head arrows.
 - c. Pick up trash and litter before leaving area.
 - d. Verify the archery tower is locked before leaving Archery area.
 - 2. **Ponds and fishing area.**
 - a. Swimming is not allowed.
 - b. Ice Fishing is not allowed.
 - c. Bass must be released back into ponds.
 - d. Cover limits on taking fish from ponds.
 - e. Fires are only allowed in existing/approved fire pits.
 - f. Ensure all fires are extinguished before leaving fishing area.
 - 3. **Pistol and Rifle ranges.**
 - a. Point out current signage on ranges to be used as guidelines for rules and safety.
 - b. Identify existing evidence of range abuse, and club destruction. Convey seriousness of these actions.
 - c. Cover safety for all members in regards to firearm usage.

4. Trapshooting and Sporting Clays range.

- a. Explain costs to member of Clay Target range.
- b. Show operations of target machines.
- c. Explain how to contact club member in case of trouble with machines.
- d. Empties and trash must be picked up before leaving.
- e. Only authorized personnel are allowed to work on LCC machines.
- f. Cover existing rules for usage of lights on trap field.

5. Campground area.

- a. Explain area designated for camping.
- b. Must only use existing/approved Fire pits for camp fires.
- c. Point out surrounding possible hazards (EXAMPLE: Arrow range berm)
- d. Extinguish fire before leaving campsite.

B. Tour Clubhouse.

- 1. Explain kitchen operations.
 - a. How to purchase snacks and drinks.
 - b. Cover what help is needed during club functions.
- 2. Explain clubhouse rentals.
 - a. Cover cost of rental.
 - b. Cover procedure to rent facility.
- 3. Tour Garage area.
 - a. Cover club equipment.
 - b. Cover when and how member has access to equipment.

III. Feedback from new member.

- A.** Review any questions new member may have.
- B.** Ask how this orientation may be improved in the future.
- C.** Ensure all items have been marked as covered then log new member as complete for orientation.
- D.** Sign bottom of this form when Orientation is completed and turn in to the Membership Director for filing with other member information.

New Member _____

Oriantator _____

Date _____ Membership Number _____