

BY LAWS
CRAVEN COUNTY LAW ENFORCEMENT OFFICERS
ASSOCIATION, INC. CRAVEN COUNTY, NORTH CAROLINA
OCTOBER 14, 2025

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BY LAWS
CRAVEN COUNTY LAW ENFORCEMENT OFFICERS ASSOCIATION, INC.
CRAVEN COUNTY, NORTH CAROLINA

PREAMBLE

These Bylaws, passed by vote of the General membership, effective on 14 October, 2025, shall govern the Craven County Law Enforcement Officers Association, Inc. ("Association"). In addition, the North Carolina Nonprofit Association Act ("Act") and the Articles of Incorporation of Craven County Law Enforcement Officers Association ("Articles") shall also govern the Association. In the event of a direct conflict between the provisions of these Bylaws and the Act, the Act shall control. In the event of a direct conflict between the provisions of these Bylaws and the Articles, the Articles shall control.

ARTICLE I – NAME AND OFFICES

Section 1. Name: The name of the corporation shall be Craven County Law Enforcement Officers Association, Inc. ("Association").

Section 2. Principal Office: The principal office of the Association shall be located at 1895 Spring Garden Road, New Bern, North Carolina 28562 (Craven County), or at such other place as the Board (the "Board") may designate.

ARTICLE II - PURPOSE

Section 1. General Purpose: It is expressly declared that the Association exists for charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code"), or the corresponding provisions of any subsequent federal tax laws and has not been formed for pecuniary profit or financial gain, and no part of the assets or net earnings, income or profit of the Association shall inure to or be distributed to the benefit of any donor, Board Member, officer, employee or private individual, except that the Association shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of charitable or educational purposes as set forth herein.

Section 2. Specific Purpose: Within the context of the foregoing general purposes, the specific and primary purposes for which the Association is organized and shall be exclusively operated are as follows:

- To operate a premier, safe, shooting facility, accommodating a variety of

shooting disciplines, and an education and training facility for members, guests, law enforcement agencies, and other organizations that require proficiency with firearms.

- To promote good public relations by sponsoring community activities and providing range facilities for education, training and promoting firearms proficiency and safety.

ARTICLE III – MEMBERSHIP

Section 1. Categories of Membership:

- General Membership: Shall consist of United States citizens or legal foreign nationals who are in compliance with the The Gun Control Act (GCA), codified at 18 U.S.C. § 922(g), and any other Federal, North Carolina State, and local laws governing possession and use of firearms and ammunition.
- Sworn Membership ("Sworn"): Shall consist of any U.S. Federal, State, or Local law enforcement officer assigned duties or residing in the state of North Carolina; or a former U.S. Federal, State or Local law enforcement officer, retired in good standing and residing in North Carolina.
- Life Membership ("Life"): No additional Life Memberships will be designated. Those members who have previously been awarded a Life Membership and are currently in good standing will retain their life member status. Life Members are subject to all range rules and range operation procedures.
- Other provisions related to Individual Membership:
 - All members shall have the right to attend all general meetings, speak, vote, serve on committees, and serve as an elected official
 - All members may attend Board meetings for informational purposes and may speak on matters before the Board only if the Board invites them to speak. Any member wishing to address the board must notify the board prior to the meeting. Notification will include the subject and estimated time to speak.
 - When any member resigns, is suspended, or is expelled in accordance with any of the Bylaws, they shall have no right or interest in the property of the Association nor the privileges therein.

- Application for Membership shall be on the prescribed application form, filled out completely and submitted with the application fee and all supporting documents. The application package will then be screened and approved or disapproved by the Board or designee.

Section 2. Agencies: Agency Membership shall be non-voting membership and solely for the purpose of agency training and not as a substitute for Individual Membership (as set forth in Section 1 of this Article III). Fees and responsibilities determined by the Board shall be determined based on the size of the agency seeking membership. The agency membership categories are:

- (a) Large law enforcement agencies with twenty (20) or more sworn positions ("Large Agency").
- (b) Small law enforcement agencies with nineteen (19) or less sworn positions ("Small Agency").
- (c) An educational institution that conducts law enforcement training.
- (d) Separate Agency Membership is also available to other groups such as non-sworn criminal justice agencies, correctional facilities, and educational institutions that provide other training which requires use of the Association's training facilities.

Section 3. Disciplinary Actions: The purpose of disciplinary action is to correct the behavior and prevent future occurrences of the same or similar misconduct, maintain a fair and respectful environment for all members and uphold the organization's policies, rules, and procedures. Disciplinary actions may include verbal or written warnings, suspensions or termination of membership. The Board has the authority to implement disciplinary action for reasons the Board deems appropriate, by majority vote of the Board. A record of any actions will be maintained by the Secretary and may be considered in any future disciplinary actions decisions.

These and other reasons as determined by the Board may be cause for disciplinary action:

- Conduct deemed by the Board as conduct unbecoming a member.
- Violation of Association rules including violation of these Bylaws, Range Operating Procedures, Range Rules and or any other organization policies and procedures.

- Allowing member guest(s) to violate Range Rules, Range Operating Procedures, Bylaws and or any other organization policies and procedures.
- Unacceptable Behavior: Any aggression or abuse directed towards members and or guests will not be tolerated and may result in disciplinary action. Aggressive or abusive behavior includes language (whether verbal or written) may include threats, personal verbal abuse, profanity, derogatory remarks and or any physical contact or threats of violence.

Section 4. Trespassing: Any member whose membership is suspended or terminated, will be barred from CCLEOA properties and any encroachment on CCLEOA properties will be considered criminal trespass and may result in criminal charges in accordance with N.C. Gen. Stat. 14-159-12 and 14-159-13.

Section 5. Appeals: Any member receiving disciplinary action (of suspension or removal) under this or any other section of the By-Laws, Range Rules or other policies and/or procedures:

- a) Shall have the right to appeal the action to the Board or the General membership at any regular or special meeting called for that purpose.
- b) Shall provide the Board written notice of appeal and forum (Board or membership) within 14 days of notice of the disciplinary action.
- c) An affirmative vote of the majority of the Board or a quorum of Members with voting rights may overturn the disciplinary action.

ARTICLE IV: BOARD AND OFFICERS

Section 1. General Powers: The business and affairs of the Association, including the control and distribution of its property and funds valued at under \$5000 per project is vested in the Board. Control and distribution of funds and property valued at \$5000 or more per project requires Board approval and member approval by the affirmative vote of a quorum with voting rights at any regular meeting or at any special meeting called for that purpose.

Specific powers of the Board include but are not limited to:

- (a) The definition of long-term and short-term goals and performance objectives of the Association.
- (b) The review and approval of the Association's budget to ensure that it is

consistent with a sound financial plan to achieve the purposes and objectives of the Association.

(c) The selection and tenure of all committee chairs of the Association.

(d) Approval/Disapproval of applications for membership.

(e) Disciplinary actions per Article III, section 3.

Section 2. Board Number and Term of Office: The number of Board Members shall be five, President, Vice President, Secretary, Treasurer and Member at Large. The Board may change the number of Board Members to no fewer than four and no more than seven.

- For reasons of Board continuity, the President and Vice President will serve 2 year overlapping terms. (Beginning with the Jan 2025 term, the President, will serve a 2 year term. Beginning with the Jan 2026 term, the Vice President will serve 2 year terms. Elections for president will occur in odd number years. Elections for Vice President will occur in even numbered years. Other Board members serve one year terms. There is no limit on the number of terms an officer may serve.

Section 3. Resignations: Any Board Member may resign from the Board at any time by giving written notice to the President or the Secretary of the Association. The resignation of any Board Member shall take effect upon receipt of notice thereof or at such later date as shall be specified in such notice. Acceptance of such resignation shall not be necessary to make it effective.

Section 4. Removal: Any Board member may be recommended to the membership for removal at any time for such reason as may be determined by the members of the Board with a majority vote of the board. Removal shall require the affirmative vote of a majority of a quorum of members with voting rights at any regular meeting or at any special meeting called for that purpose.

- Any Board Member may be removed at any time by the affirmative vote of a majority of a quorum of General Members with voting rights at two consecutive regular meetings or special meetings called for that purpose. -

Section 5. Vacancies: All vacancies in any office because of death, resignation, disqualification, removal, or for any other cause, shall be filled as follows:

- A vacancy in the office of President will be filled by the Vice President who will serve the remainder of his predecessor's term.

- A vacancy in the office of the Vice President, Treasurer, Secretary or Member at Large, will be filled by special election called by the Board, within 45 days of the vacancy, conducted at a regular meeting.
- If any Board Member seeks the position of President, Vice President, Secretary, Treasurer or Member at Large and is not elected, at a special election he/she will revert to the position held before the vacancies occurred, unless another member has been elected to that previously held position.

Section 6. Chair: The President shall preside as Chair of the Board and shall have and perform such other duties as may be directed by the Board.

Section 7. President: The President will provide leadership and direction to the Association to ensure that the purpose of the Association is properly executed and that its programs and finances are managed to carry out that purpose. He/She will be the facilitator in the planning for growth and improvement of the Association, and will facilitate day-to-day range operations at the direction of the Board. At the direction of the Board, the President is authorized to speak for and represent the Association.

Section 8. Vice President: The Vice-President will assist the President in providing leadership and direction to the Association to ensure that the purpose of the Association is properly executed. Other specific duties may be assigned to the Vice-President by the Board. The Vice-President shall assume the office and duties of the President in case of the absence or incapacity of that officer. When acting in the place of the President, the Vice-President has all the powers, duties, privileges, and responsibilities of the office. At the direction of the Board, the Vice-President is authorized to speak for and represent the Association

Section 9. Secretary: The Secretary shall keep a careful and accurate record of the proceedings of the Association and shall authenticate all records by their signature. He/She shall maintain all records, reports, and documents of the Association, and if required, furnish the President with those documents. Minutes of all meetings will be recorded by the Secretary and be retained in Association's files. He/she shall keep a file of all the official correspondence of the Association. At the direction of the Board, the Secretary is authorized to speak for and represent the Association.

Section 10. Treasurer: The Treasurer is responsible for maintaining the financial records and reports of the Association. This includes all receipts, authorized disbursements, banking, and safekeeping of monies. The Treasurer is responsible for the preparation and filing of tax documents with any state and/or federal agency that will ensure compliance with those agencies' requirements. He/she shall furnish reports as to the Association's financial condition as directed. The Treasurer and other Board members will create a proposed budget during the fourth quarter of the

calendar year for recommendation to the Association membership. The Treasurer shall present that recommended budget for the next fiscal year at the October meeting. After considering any input and/or recommendations from the membership, the Board may include any suggested budget line items or suggested dollar amount adjustments in the budget and approve the final budget. The Treasurer will then present the budget to the membership for approval by the affirmative vote of the majority of members with voting rights at the November meeting. At the direction of the Board, the Treasurer is authorized to speak for and represent the Association.

Section 11. Member-at-Large: The Member-at-Large is responsible for new membership application coordination and other duties and responsibilities assigned by the Board. At the direction of the Board, the Member-at-Large is authorized to speak for and represent the Association.

Section 12. Committees: The Board shall identify a need for and appoint a chair to lead any committee(s). Committee Chairs may then appoint members needed to accomplish that committee's task(s), subject to Board direction, oversight and approval.

Section 13. Election of Board members: At the September regular meeting or for any special election, a nominating committee chair, will be appointed by the Board, and will attempt to recruit two volunteers to serve as nominating committee members. The nominating committee will attempt to recruit one nominee for each open position on the Board for the upcoming election. Recommendations from the nominating committee will be presented to the membership at the October meeting; nominations from the floor will be accepted at the October meeting. No nominations from the floor will be accepted after the November meeting. The election will take place at the December general meeting. Elections will be determined by a vote of the majority of a quorum of members with voting rights, present at the meeting. The newly elected Board members will be installed at the January meeting.

- In special circumstances (I.E a nominated candidate is unable to run for office due exigent circumstances) Nominations may be taken from the floor at the December meeting.

Section 14. Salary and Reimbursement: Board Members will not be compensated for their services as such but may be reimbursed by the Association for reasonable expenses.

Section 15. Contracts: All spending outside of the current budget of \$5000 or less can be authorized by a majority vote of the Board.

- Upon Board approval, contracts, obligations or special funds outside the current budget in excess of \$5000 per contract, obligation or special fund shall require a majority vote of members with voting rights present at any regular meeting or special meeting called for this purpose.

ARTICLE V - DUES

Section 1. Annual dues, initiation fees, agency and educational institution fees shall be evaluated by the Board in January of each year. After Board approval, any dues, initiation fees and agency fees adjustments will be announced to the membership at the next regular meeting. In order for agencies and educational institutions to properly budget, the Treasurer will notify the official of record for agencies and/or institutions of any change in fees.

Section 2. Membership Dues: Annual dues for General Membership shall be due and payable between October 1st and December 31st of each calendar year. If such membership dues are not paid by December 31st, the member may be terminated for nonpayment of dues and their name will be removed from the mailing and the membership list.

Section 3. Re-Application: Any member, who was dropped for non-payment of their dues and was a member in good standing within the last two years, may pay the new member fee to rejoin the association without filling out a new application or requiring a membership vote. If non-membership status exceeds two years, a new application and supporting documents will be required.

Section 5. Applicant Fees/Dues: Applicants for membership shall pay their initiation fees and prorated (by month) annual dues, at the time of application for membership. If the application is disapproved, all monies will be returned to the applicant.

Section 6. Large Agency and Educational Institutions (20 or more): fee payment deadline shall be July 1 of each year.

Section 7. Small Agency (less than 20): Small agency fee payment deadline shall be July 1 of each year.

ARTICLE VI – MEETINGS

Section 1. Voting: When a Membership vote is required, an affirmative vote of a quorum (5% of membership) of Members with voting rights at a regular or special meeting is required for Association action, unless otherwise stated in these by-laws.

Section 2. Annual Meetings of Members: The annual meeting of Members shall be held at a time and place fixed by the Board.

Section 3. Regular Meetings of Members: Regular meetings will be held monthly at such time and place to be determined by the Board.

Section 4. Special Meetings of Members: The Board has the authority to call special meetings. An attempt to notify all members 5 days in advance as to the date, time, place and purpose of the special meeting will be made. No business other than that for which the special meeting has been called shall be transacted at that meeting

Section 5. Closed Meetings: For matters of a sensitive nature, the Board has authority to call and conduct closed meetings consisting of Board members and only those others invited to attend by the Board.

ARTICLE VII – MANAGEMENT AND FINANCES

Section 1. Funds. The Board shall establish such funds as the Board in their discretion shall consider desirable to further the purposes of the Association. The Board may adopt such rules and policies governing the establishment and maintenance of such funds as the Board may determine, subject to the provisions of the Articles of Incorporation and the Bylaws of the Association.

Section 2. Administration. The Board shall manage and administer in all respects the properties and funds of the Association in accordance with the terms of the Articles of Incorporation creating the Association, the provisions of the Bylaws, and all applicable laws, obtaining and securing for such purposes such assistance, office space, force, equipment, and supplies and other aids and facilities, upon such terms as the Board may deem necessary from time to time.

Section 3. Investments. The Board shall hold, use, manage, administer, and dispose of the properties of the Association in accordance with the Bylaws and shall collect all incomes, revenues arising there from. The funds of the Association arising through the receipt and collection of incomes, revenues and profits, sale of properties or otherwise, shall be invested in such properties and investments as may be determined by the Board from time to time to be fit investments for assets of the Association, and in the making of any investment, the Board shall be limited to such investments as may be legal investments for fiduciaries under any present or future statute, decision, or rule of law, but the Board shall have absolute discretion in the determination of what properties constitute a suitable investment for any assets of the Association (subject always, however, to N.C. Gen. Stat. §55A-1-50).

Section 4. Rejection of Gifts. Any person, firm, or corporation shall have the privilege of making grants to the Association at any time by way of gift, devise, bequest, condition, or otherwise, and such additions shall be received, used and disposed of by the Board in accordance with the terms of the Articles of

Incorporation creating the Association and any other conditions of the gift; provided, however, that the Board shall have the power to reject any donation, grant, bequest, or devise which in the opinion of the Board is inconsistent with the charitable purposes for which the Association was formed.

Section 5. Other Powers. The Board shall have and may exercise any and all other powers which are necessary or desirable in order to manage and administer the Association and the properties and funds thereof and carry out and perform in all respects the charitable purposes of the Association according to the true intent thereof.

Section 6. Contracts. The Board may authorize any officer or officers, agent or agents, to enter into any contract or execute and deliver any instrument on behalf of the Association, and such authority may be general or confined to specific instances. However, any such contracts or instruments not already in the budget and valued at \$5000 or more per project must be approved by the Board and a majority vote of a quorum of the General Membership.

Section 7. Loans. No loans to or from the Association shall be contracted on behalf of the Association and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the Board and if \$5000 or more per loan a majority vote of a quorum of Members with voting rights at a regular, or special meeting for that purpose. Such authority may be general or confined to specific instances.

Section 8. Checks and Drafts. All checks, drafts or other orders for the payment of money issued in the name of the Association shall be signed by such officer or officers, agent or agents of the Association authorized by the Board.

Section 9. Deposits. All funds of the Association not otherwise employed shall be deposited to the credit of the Association in such depositories as the Board shall direct.

Section 10. Distribution. Upon dissolution of the Association, the assets thereof shall, after all liabilities and obligations of the Association have been paid, satisfied or adequate provision made therefore, be distributed to one or more organizations chosen by the Board and qualified under Sections 501(c)(3) or 501(c)(6) of the Internal Revenue Code of 1986, as amended (hereinafter, the "Code").

Section 11. Waiver of Notice. Whenever any notice is required to be given to any Board Member under the provisions of the North Carolina Nonprofit

Association Act or under the provisions of the Articles of Incorporation or Bylaws of this Association, a waiver thereof in writing signed by the individual entitled to such notice, whether before or after the time stated therein, shall be equivalent to the giving of such notice.

Section 12. Fiscal Year. The Association's fiscal year shall be the year ending December.

Section 13. Amendments. Except as otherwise provided herein, these Bylaws may be amended or repealed and new Bylaws may be adopted by the affirmative vote of a majority of the Board and a majority vote of a quorum of general members at any regular or special meeting. Any By-law which is contained in or copied from the Articles of Incorporation may be changed only after amendment of said Articles; or, by the written consent of all of the Board members then holding office. Any By-law which is contained in or copied from the Articles of Incorporation may be changed only after amendment of said Articles or by the written consent of all of the Board Members then holding office.

Section 14. Financial Reports. The Association shall prepare periodic financial reports treating all of the funds that are held by the Association, either directly or in component parts, as funds of the Association. A formal audit or financial review may be conducted by a recognized accounting firm. The results of such audits or financial review will be reviewed at a regular meeting within 45 days of audit completion. Copies of the audit report will be made available to General Members at that time.

Section 15. Meetings: Except to the extent inconsistent with the Association's Articles of Incorporation or Bylaws, which shall govern in any inconsistency, the most recent edition of "Robert's Rules of Order, Simplified" shall govern the conduct and proceedings of all meetings. However, the Chair/President of the Board may deviate from "Robert's Rules of Order, Simplified" for the sake of efficiency or other purposes deemed beneficial to the operation of the Association, with the unanimous consent of the Board.

Section 16. Electronic Transactions: The Association and the Board may conduct any action or set of actions by electronic means, such as by electronic mail, phone, video conference etc. with positive response from all Board members. If any Board member objects, a special meeting may be called.

ARTICLE VIII RANGE OPERATING PROCEDURES

The Board has oversight responsibility for the day-to-day business of the

Association's shooting range. Amendments to the Range Operating Procedures and/or Range Rules or other policies/procedures can be proposed by any General Member but must be approved by a majority vote of the Board.

ARTICLE IX - ANTI-DISCRIMINATION AND HARASSMENT POLICY

The Association shall comply with all federal, state and local laws that prohibit discrimination and harassment based on race, color, religion, national origin, gender, sexual orientation, age, and marital status. Such discrimination and/or harassment is prohibited in all aspects of membership qualification, vendor selection, and hiring. Violation of this policy will result in Board action deemed appropriate, which may include termination of membership. This policy applies to all members, officers, and employees of the Association.

ARTICLE X - INDEMNIFICATION

Section 1. Right to Indemnification under N.C. Gen. Stat. § 55A-8-51:

Except as provided in subparagraph (f) of this Section 1, the Association shall indemnify an individual made a party to a proceeding because the individual is or was a Board Member against liability incurred in the proceeding if the individual :

- a) Conducted himself in good faith
- b) Reasonably believed in the case of conduct in his official capacity with the Association, that his conduct was in it's best interests, and in all other cases, that his conduct was at least not opposed to the Association's best interests;
- c) Acted in accordance with the Association's principles and governing documents; and in the case of any criminal proceeding, had no reasonable cause to believe his conduct was unlawful.
- d) A Board Member's conduct with respect to an employee benefit plan for a purpose the Board Member reasonably believed to be in the interests of the participants in and beneficiaries of the plan is conduct that satisfies the requirement of sub-paragraphs (a) and (b) above.
- e) The termination of a proceeding by judgment, order, settlement, conviction or upon a plea of no contest or its equivalent is not of itself determinant that the Board Member did not meet the standard of conduct set forth in sub-paragraphs (a) and (b) above.
- f) The Association shall not indemnify a Board Member in connection with

the proceeding by or in right of the Association in which the Board Member is adjudged liable to the Association or in connection with any other proceeding charging improper personal benefit to the Board Member, whether or not involving action in his official capacity, in which the Board Member was adjudged liable on the basis that personal benefit was improperly received by the Board Member.

- g) Indemnification hereunder in connection with a proceeding by or in the right of the Association that is concluded without a final adjudication on the issue of liability is limited to reasonable expenses incurred in connection with the proceeding.
- h) The authorization, approval or favorable recommendation by the Board, of indemnification as authorized hereunder shall not be deemed an act or corporate transaction in which a Board Member has a conflict of interest and no such indemnification shall be void or voidable on such ground.

Section 2. Right to Indemnification under N.C. Gen. Stat. § 55A-8-52: The Association shall indemnify a Board Member who is wholly successful on the merits or otherwise in the defense of any proceeding to which the Board Member was a party because he is or was a Board Member of the Association against reasonable expenses actually incurred by the Board Member in connection with the proceeding.

Section 3. Advances under N.C. Gen. Stat. § 55A-8-53: Expenses incurred by a Board Member in defending a proceeding shall be paid by the Association in advance of the final disposition of the proceeding upon receipt of an agreement by or on behalf of the Board Member to repay such amount unless it is ultimately determined that the Board Member is entitled to be indemnified by the Association against such expenses.

Section 4. Court-Ordered Indemnification under N.C. Gen. Stat. § 55A-8-54: A Board Member of the Association who is a party to a proceeding may apply for indemnification to the court conducting the proceeding or to another court of competent jurisdiction. The court may order indemnification if it determines that:

- a) The Board Member is entitled to mandatory indemnification under N.C. Gen. Stat. § 55A-8-52, in which case the Association shall also pay the Board Member's reasonable expenses incurred to obtain court-ordered indemnification, or
- b) The Board Member is fairly and reasonably entitled to indemnification in whole or in part in view of all the relevant circumstances, whether or not the Board Member met the standard of conduct set forth in N.C. Gen. Stat. § 55A-8

51 or was adjudged liable as described in N.C. Gen. Stat. § 55A-8-51(d), but if the Board Member is adjudged so liable, such indemnification is limited to reasonable expenses incurred.

Section 5. Determination and Authorization of Indemnification under N.C. Gen. Stat. § 55A-8-54:

- a) The Association shall not indemnify a Board Member under N.C. Gen. Stat. § 55A-8-51 unless authorized in the specific case after a determination has been made that indemnification of the Board Member is permissible in the circumstances because the Board Member met the standard of conduct set forth in N.C. Gen. Stat. § 55A-8-51. The determination shall be made by the Board by a majority vote of a quorum consisting of Board Members not at the time parties to the proceeding. If such a quorum cannot be obtained, such determination thereupon shall be made by a majority vote of a committee duly designated by the Board (in which designation Board Members who are parties may participate), consisting solely of two (2) or more Board Members not at the time parties to the proceeding. If the foregoing two (2) methods of determination cannot be made, then such determination shall be made by special legal counsel selected by the Board or a committee in the manner prescribed herein, or if a quorum of the Board cannot be obtained and a committee cannot be designated, then selected by a majority vote of the full Board in which selection Board Members who are parties may participate.
- b) Authorization of indemnification and evaluation as to reasonableness of expenses shall be made in the same manner as the determination that indemnification is permissible, except that if the determination is made by special legal counsel, authorization of indemnification and evaluation as to reasonableness of expenses shall be made by those entitled to select counsel hereunder.

Section 6. Indemnification of Officers, Employees, and Agents under N.C. Gen. Stat. § 55A-8-56: An officer, employee, or agent of the Association is entitled to indemnification under this subsection to the same extent as a Board Member. The Association shall advance expenses to an officer, employee, or agent of the Association to the same extent as to a Board Member.

Section 7. Immunity from Civil Liability: Board Members and officers of the Association shall be immune from civil liability for monetary damages arising out of their service as such to the fullest extent authorized by law, including but not limited to that immunity authorized by N.C. Gen. Stat. §§ 1-539.10, 55A-2-02(b)(4), and 55A-8-60, or any successor provisions of law.

Roberts Rules of Order – Simplified

Guiding Principles:

- Everyone has the right to participate in discussion if they wish, before anyone may speak a second time.
- Everyone has the right to know what is going on at all times. Only urgent matters may interrupt a speaker.
- Only one thing (motion) can be discussed at a time.

A motion is the topic under discussion (e.g., “I move that we add a coffee break to this meeting”). After being recognized by the president of the board, any member can introduce a motion when no other motion is on the table. A motion requires a second to be considered. If there is no second, the matter is not considered. Each motion must be disposed of (passed, defeated, tabled, referred to committee, or postponed indefinitely).

How to do things:

You want to bring up a new idea before the group.

- After recognition by the president of the board, present your motion. A second is required for the motion to go to the floor for discussion, or consideration.

You want to change some of the wording in a motion under discussion.

- After recognition by the president of the board, move to amend by
 - adding words,
 - striking words or
 - striking and inserting words.

You like the idea of a motion being discussed, but you need to reword it beyond simple word changes.

- Move to substitute your motion for the original motion. If it is seconded, discussion will continue on both motions and eventually the body will vote on which motion they prefer.

You want more study and/or investigation given to the idea being discussed.

- Move to refer to a committee. Try to be specific as to the charge to the committee.

You want more time personally to study the proposal being discussed.

- Move to postpone to a definite time or date.

You are tired of the current discussion.

- Move to limit debate to a set period of time or to a set number of speakers. Requires a 2/3rds vote.

- Unanimous Consent:

- If a matter is considered relatively minor or opposition is not expected, a call for unanimous consent may be requested. If the request is made by others, the president of the board will repeat the request and then pause for objections. If none are heard, the motion passes.
- You may INTERRUPT a speaker for these reasons only:
- to get information about business –point of information to get information about rules– parliamentary inquiry
- if you can't hear, safety reasons, comfort, etc. –question of privilege
- if you see a breach of the rules –point of order
- if you disagree with the president of the board's ruling –appeal

| Quick Reference | | | | | |
|--------------------------|---------------------|------------------------|-------------------|-----------------------------------|--|
| | Must Be Seconded | Open for Discussion | Can be Amended | Vote Count Required to Pass | May Be Reconsidered or Rescinded |
| Main Motion | ✓ | ✓ | ✓ | Majority | ✓ |
| Amend Motion | ✓ | ✓ | | Majority | ✓ |
| Kill a Motion | ✓ | | | Majority | ✓ |
| Limit Debate | ✓ | | ✓ | 2/3 ^{rds} | ✓ |
| Close Discussion | ✓ | | | 2/3 ^{rds} | ✓ |
| Recess | ✓ | | ✓ | Majority | |
| Adjourn (End meeting) | ✓ | | | Majority | |
| Refer to Committee | ✓ | ✓ | ✓ | Majority | ✓ |
| Postpone to a later time | ✓ | ✓ | ✓ | Majority | ✓ |
| Table | ✓ | | | Majority | |
| Postpone Indefinitely | ✓ | ✓ | ✓ | Majority | ✓ |

if you disagree with a call for Unanimous Consent –object

<https://www.atf.gov/firearms/identify-prohibited-persons>
Identify Prohibited Persons

The Gun Control Act (GCA), codified at 18 U.S.C. § 922(g), makes it unlawful for certain categories of persons to ship, transport, receive, or possess firearms or ammunition, to include any person:

- *convicted in any court of a crime punishable by imprisonment for a term exceeding one year;*
- *who is a fugitive from justice;*
- *who is an unlawful user of or addicted to any controlled substance (as defined in section 102 of the Controlled Substances Act, codified at 21 U.S.C. § 802);*
- *who has been adjudicated as a mental defective or has been committed to any mental institution;*
- *who is an illegal alien;*
- *who has been discharged from the Armed Forces under dishonorable conditions;*
- *who has renounced his or her United States citizenship;*
- *who is subject to a court order restraining the person from harassing, stalking, or threatening an intimate partner or child of the intimate partner; or*
- *who has been convicted of a misdemeanor crime of domestic violence.*

The GCA at 18 U.S.C. § 922(n) also makes it unlawful for any person under indictment for a crime punishable by imprisonment for a term exceeding one year to ship, transport, or receive firearms or ammunition.

Further, the GCA at 18 U.S.C. § 922(d) makes it unlawful to sell or otherwise dispose of firearms or ammunition to any person who is prohibited from shipping, transporting, receiving, or possessing firearms or ammunition.