



# Club Decision Making

## Special Resolutions

Vision, Mission & Goals  
 Constitution & Bylaws  
 New Policy & Amendments  
 Membership Dues  
 Member Disciplinary & Termination Processes  
 Changes to the Club Election Process  
 As per 2015 Societies Act - Sections 15 - 17, changes to a Society's Bylaws or Constitution must be done by Special Resolution. Filing Bylaw and Constitution "alteration applications" with the provincial registrar is required.

## Ordinary Resolutions

Range Safety Program  
 Range Safety Rules  
 Range Officer Program  
 Capital Projects  
 Naming Buildings and Firearms Ranges

## Administrative Executive Decisions

Organization Structure & Job Duties  
 Budgets, Expenditures, Contracts & other Surcharges/Fees  
 Expenditures under \$500  
 Financial Signing Authority  
 Banking/Online Banking  
 Hire Legal Counsel if required  
 Hire Club Members First Policy  
 Payment of BCWF Membership Fees  
 Member Registration & Payment  
 Member Discipline & Termination  
 Website & Social Media  
 Volunteer Recognition  
 Event/Competition Fee Management

## Operational Executive Decisions

Firearms Range Safety Rules  
 Orientation & Education of Members  
 Firesmart & Wildfire Hazard Range Management  
 Event/Competition Scheduling  
 Law Agency Range Scheduling  
 Range Maintenance & Facility Rental  
 Firearms Range Closures  
 Firearms Range Security & Access  
 Building & Facility Maintenance  
 Lead Remediation  
 Fish & Wildlife Habitat Remediation  
 Environmental Reclamation Projects

1. **Special and Ordinary Resolutions** must be prepared ahead of time. Special Resolutions require a Notice of Resolution.
2. A majority vote by a quorum of Members of the Executive Committee is required for **Executive Decisions**.
3. **All Decisions whether made by Resolution or the Executive** shall be shared with the membership through meeting minutes, the Club website and social media as required.