

# Clinton County Farmers' and Sportsmen's Association

## Rules, Regulations and Policies

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<http://www.ccfssa.com>

**Safety Is Everyone's Responsibility**

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# Definitions

List of abbreviations and terms with their meaning as used in this manual:

BOD	Board of Directors
Cold Range	No firearms are to be loaded or handled except when instructed by the Range Master
COF	Course of Fire
CRSO	Chief Range Safety Officer, chair person of the RSO's (see the RSO SOP for more information)
Event	See "Shooting Event"
Event Director	The person that is running a CCFSA event
Firing Line	The line of positions from which fire is directed at a target
Juvenile Guests	A person under the age of 18
NRA	National Rifle Association
ODNR	Ohio Department of Natural Resources, Division of Wildlife
Rifle/Pistol Bay	The area beginning at the firing line for that specific bay (25 yard firing line on the 25 yard bay, 50 yard firing line on the 50 yard bay, etc.) extending to the backstop mound and from the left side berm to the right side berm for that specific bay. This area could include spectator and shooter safety areas as needed for a specific shooting event.
Rifle/Pistol Ranges	Includes all the Rifle/Pistol Bays, buildings and drive ways on the south west side of Batson Road.
Range Committee Chair	A person that has been appointed by the BOD to manage a range.
Range Master	<b><u>First person using the bay or range.</u></b> This authority can be relinquished to another club member. In the case of a shooting event it would be the Event Director.
RSO	Range Safety Officer
RSO SOP	RSO Standard Operating Procedure Guidelines
Scheduled Event	See Shooting Event
Shooting Event	A match, competition shoot, or training course that is being held by CCFSA or sponsored by CCFSA (See the Clinton County Farmers' and Sportsmen's Association Operation and Policy Manual for more information)
Sunset	The period of time when all parts of the sun goes below the horizon.

# Administrative Rules

## Introduction

The purpose of the Clinton County Farmers' and Sportsmen's Association is to conserve, restore, and manage game, fish, and other wildlife and wildlife habitat in Clinton County and its environs; to procure a better environment for hunters and fishermen; to promote harmony between landowners and sportsmen; to promote sportsmanship through the observance of game laws and conservation; to spread wildlife awareness among the residents of Clinton County; to support the Second Amendment of the Constitution of the United States of America and Ohio State Constitution regarding the "Right to Keep and Bear Arms"; to promote the safe use of firearms; and the shooting sports.

The Clinton County Farmers' and Sportsmen's Association is a non-profit organization. We try to maintain enough finances to operate the Association and maintain its facilities. The labor comes primarily from volunteers, members are responsible for routine maintenance and improvement of the facilities. If you have a particular expertise, make it known and become a volunteer.

The CCFSA facilities include clubhouse, trap ranges, skeet ranges, rifle/pistol range, archery range, walking trails, campground, ponds, and forest.

## Membership

Any citizen of the United States, of suitable character and interest, after his application has been received by the Association, may be voted into membership by a majority of the active members of the Association present at any general membership meeting. The cost of a membership is determined by the CCFSA Board of Directors. CCFSA has the following types of memberships:

- **Active members** are those members who have been voted into membership and whose dues and fees are current. All active members may vote in the regular monthly meetings.
  - To be eligible to vote for members of the Board of Directors, an individual must have been an active member for not less than twelve (12) consecutive months immediately preceding the election.

An active membership is for 12 calendar months starting when membership is approved by the Board of Directors, with renewal due within 60 days of renewal notice or no more than 30 days after your renewal date listed on membership card. After that period, your membership is considered dropped and you will be required to re-apply.

- **Charter members** are those who were present at the founding of this Association and have maintained their membership status.
- **Family Membership:** Under consideration.
- **Junior members** are those interested parties under the age of eighteen (18) years and whose dues are current. Junior members must have the written approval of at least one (1) parent or guardian. Junior members have no voting rights and cannot hold office in the Association. Junior members may only use the facility when accompanied by an active member.
- **Honorary Life Member** - nominated by the Board of Directors and supported by a majority vote of the active members present at the time of induction; no dues or fees shall be required. Honorary Life Members have no voting rights and cannot hold office in the Association.
- **Distinguished Life Member** - nominated by the Board of Directors and supported by a majority vote of the active members present at the time of induction; no dues or fees shall be required. Distinguished Life Members have voting rights and may hold office in the Association.

- ***Paid Life Member*** - may be purchased by an active member for an amount determined by the Board of Directors. Paid Life Members have voting rights and may hold office in the Association.

For more information please see the CCFSA Bylaws.

## Club Orientation

- All club members must attend Orientation to use club facilities.
- Membership cards may be available at the time of orientation, or mailed to you after orientation has been completed. In the event of a lost membership card, a fee may be charged for replacement card at the discretion of the membership chairman.
- Use of club facilities is limited to members possessing a current Membership Card.
- Orientation will be given by a member of the Board of Directors, Range Safety Officers, or others as approved by the BOD.

## Guest Policy

Members may bring guests when they use the Association's facilities. Guest privileges are not unlimited. The Association expects members to adhere to the CCFSA rules when they use the facilities for private activities. The guest policies do not apply to open shoots such as shooting matches and shooting events or other activities open to the public.

***GUESTS:*** A member may bring two guests to the Association's facilities at any given time. An individual guest may only use the facilities THREE (3) times in one (1) year.

- ***A current member must remain with guest at all times; you are responsible for your guest and their actions at all times.***

***IMMEDIATE FAMILY:*** Spouse and children who live with a member are welcome to use the facilities as often as the member wishes during a year, and a member may bring more than two at a time. Immediate family members do not have voting rights. Members must be present when the member's family members use the facilities.

Children from a previous marriage that do not live with the member are considered to be immediate family. They are welcome to use the facilities as often as a member wishes during a year, and a member may bring more than two at a time. Again, members must be present when family members use the facilities.

Children less than 18 years of age do not count toward the limit on the number of guests, provided they are accompanied by a member. Anyone under the age of 18 on the property must be in the presence of and in active oversight/control of a responsible adult in compliance with applicable state and federal laws and regulations.

When you bring a guest, remember, YOU are responsible for your guest's actions and for making sure your guest is aware of and follows the Association's Safety Rules and Policies!

**A MEMBER MUST ACCOMPANY ALL GUESTS WHENEVER THEY USE THE ASSOCIATION'S FACILITIES.** There are two exceptions to this policy:

1. Family members or non-association members that are volunteering their time to help the association.
2. Family members camping at the campgrounds. There are many circumstances when the association member may need to leave his family (e.g., to shoot in an event, run to the store, obtain needed tools).

Due to the limited amount of acreage that the Association owns, only Association members will be allowed to hunt on the property. Please review "Hunting on Association Property" section.

## Release of Liability

Family members and guests must sign a Release of Liability Form before using the Association facilities. The Release of Liability Form can be found in the box on the Rifle/Pistol Range building and in the clubhouse. The signed Release of Liability Form must be placed in the locked drop box located on the Rifle/Pistol Range building or by the back door of the clubhouse.

## Hours of Operation

- All ranges are closed during Association meetings.
- When maintenance is being performed, the range on which maintenance work is being performed will be closed; other ranges may be closed as safety requires.
- Rifle/Pistol Range hours are from 9:00am until sunset (The period of time when all parts of the sun drops below the horizon). The hours may be extended for organized events, but no later than 9pm.
- Shotgun Range hours are from 9:00am until sunset. The hours may be extended for organized events, but no later than 9pm. If the range will not be used during the times/day listed, it will be noted as open on the calendar.
  - Hand throwers or portable traps may be used on other days provided the rules as explained under Area Specific Rules: Shotgun Ranges: Use of Hand Thrower and Portable Traps are followed.
- Archery Range hours are from sunrise until sunset.
- Walking Trails hours are restricted use. Please see Range Specific Rules for Walking Trails.
- Lakes/Ponds are restricted use. Please see Range Specific Rules for Lake/Ponds.
- Camp Grounds have no limit to the hours of operation or use.
- Hunting is restricted use. Please see Range Specific Rules for Hunting

Please check the calendar at [www.ccfssa.com](http://www.ccfssa.com) or the mailed newsletter for scheduled shoot dates, special events dates, and times.

## Parking Policies

### Designated Parking

Please park only on graveled surfaces.

Do not drive or park on the gravel walkways located on the Rifle/Pistol range. These walkways start at the firing line extending to the targets stands.

### Overflow Parking

Will be designated by the Range Committee Chair or the Event Director if the Range Committee Chair is absent.

## Scheduled Activities

There are scheduled events that take place on the shooting ranges throughout the year. There are also special events that take place in the clubhouse several times a year, such as dinners, raffles, and hunter safety courses. Members and other organizations can rent the Association's Clubhouse for special occasions.

- The Range Committees will organize all events. However, the Board of Directors has final approval of any event that is held.
  - Guests or non-members of CCFSA are welcome to participate in CCFSA scheduled shooting events.

The schedule for all recurring events for March through February of the following year will be approved at the February board meeting. Additions and cancellations may be made to this schedule through the established procedures. Any schedule additions requiring the cancellation of an event already on the calendar will require the approval of the committee chair, the event director, or the board of directors.

## **ATVs**

- The use of ATVs is limited to work projects only; no joy riding.
- Operators of ATVs must be at least 16 years of age and have a valid driver's license and a release of liability form signed and on file.
- Handicapped shooters may request permission to use an ATV from the appropriate committee chair or an event director if shooting in an event.
- Please see the Operations and Policy Manual for clarification of the policy.

## **Loaded Carry on CCFSA Grounds**

Pistols may be carried either openly or concealed, but must remain holstered at all times while not on the firing line.

If there is a need to display or present your firearm to others, you must unload and clear the firearm at a safe location such as the Rifle/Pistol Range or a clearing barrel, if available. This will help to contain a bullet should there be a negligent discharge.

When there is a shooting event, the bays used for the event may be operated as "Cold Ranges". That means no firearms are to be loaded except when instructed by the Range Officer. Please unload your firearm or leave the firearm properly secured in your vehicle before entry to the ranges. After the event is over you may re-arm yourself. Thank you for your cooperation in this matter.

We also ask that you leave your firearm properly secured in your vehicle for the class room portion of a firearms training courses and during ODNR Hunter Education Courses. This is a requirement by ODNR and the NRA.

## **Responsibilities of Members**

- The club needs volunteers to help.
  - The Clinton County Farmers' and Sportsmen's Association is a non-profit organization. We try to maintain enough finances to operate the Association and maintain its facilities. In an effort to keep membership and shooting event fees low we primarily use volunteer labor to maintain the facilities. The Club president, all of the BOD, the Event Directors, the person mowing the grass and emptying the trash are all volunteer workers. They are association members that are volunteering their time helping your club. We need plumbers, carpenters, electricians, small engine mechanics, and much more. It takes a lot of help to keep the club open and in good condition.
  - If you donate sixteen (16) hours of work annually you will be eligible to hunt on CCFSA property. Please see "Hunting on Association Property".
  - Please consider calling a CCFSA committee or member and volunteer some of your time to your club.
- Pay dues on time to prevent lapse in membership.
- A lapse in membership in excess of 30 days will require a re-orientation and is treated as a new membership.
- Follow the Range Rules when using the ranges.
- Treat others in the club with respect and courtesy.
- Help new members in learning and understanding about the club operations and activities.

- When a member has a question, take time to help them out. If you don't know the answer, try to refer them to someone who does.
- If a member is using CCFSA materials or equipment, that member is responsible for returning the equipment to the proper storage location and in usable condition. Materials or equipment **must** also be returned in a clean, undamaged condition. If damage occurs please report it to the appropriate person.
- Set the example for other members to follow.

## **General Information**

- Members may rent the clubhouse at a fee determined by the committee chair for parties, etc.
- Non-members may rent the clubhouse at a price determined by the committee chair. A deposit is required.
- The renter is responsible for clean up and condition of the building.
- The clubhouse can be rented by other organizations at a higher fee.
- A copy of our bylaws will be made available to any member upon request.

## **Emergency Contact Information**

Should a medical emergency exist and you need emergency help do the following:

1. Call 911
  - a. Address is: 301 Batson Road, Wilmington Ohio 45177
  - b. Closest Intersecting road is: Berlin Road.
2. Remain calm and assist as you feel comfortable.
3. Send someone to the Clubhouse to direct emergency vehicles/personnel.

For all Non-Medical Emergencies/Incidents you will find emergency contact numbers posted on the ranges and in the clubhouse. If a Range Safety Office (RSO) is available please allow the RSO to take charge.



# General Association Rules

The following rules/policies apply to all of the Clinton County Farmers' and Sportsmen's Association land and facilities. Members are expected to enforce these rules/policies on themselves and each other.

Please be sure to have your current membership card with you whenever you use the facilities. If another member asks to see it, please don't take offense. Thank him for helping keep our facilities free of trespassers.

## Conduct

Abusive, obnoxious, or unsportsmanlike conduct will not be tolerated. Conduct yourself in a safe and courteous manner, respecting the rights of members and neighbors.

## Fundamental Rules for Safe Gun Handling

- Always keep the gun pointed in a safe direction.
- Always keep the gun unloaded until ready to use.
- Always keep your finger off the trigger until ready to shoot or until the command "commence firing" is given.

## Rules for Using or Storing a Gun

- Know your target and what is beyond.
- Always point the muzzle in a safe direction.
- Always treat a firearm as if it were loaded, and never leave a loaded firearm unattended.
- Be sure the gun is safe to operate.
- Know how to use the gun safely.
- Use only the correct ammunition for your gun.
- Always wear eye and ear protection unless otherwise stated.
- Do not mix alcohol or drugs with shooting activities. No open container of an alcoholic beverage is allowed on or in clubhouse, parking lot, or shooting ranges during shooting activities. Any person who has consumed, or is believed to have consumed, an alcoholic beverage will not be allowed to shoot. We will not argue with anyone under the influence. Violators will be evicted by the Sheriff's Department.
- Unattended and racked firearms shall be unloaded.
- Firearms being handled away from the firing line shall be unloaded. Pistols may be carried in a holster.
  - A holstered pistol is considered to be safe. Please read "Loaded Carry on CCFSA Grounds".
- Store guns so they are not accessible to unauthorized persons
- Be aware that certain types of guns and many shooting activities require additional safety precautions.

## General Safety Rules

- Know and obey all range rules.
- No illegal activities are allowed on the property.
- Know where others are at all times.
- Shoot only at authorized targets.

- Stop shooting immediately upon hearing the command “Cease Firing.”
- Do not shoot at hard surfaces, the range surface, at water, or target stands.
- Beware of fatigue – it can cause a person to become careless, clumsy or inattentive.
- Refrain from eating, drinking, smoking, applying makeup, or placing your hands in proximity to your mouth or nose while on the range or cleaning a gun to minimize exposure to airborne particulate lead, solvent, lead from air gun projectiles, and cleaning product residues.
- Special concerns: Pregnant women, children under seven years of age, and others who may have concerns should consult a physician before shooting or visiting a shooting range.
- Do not drive a motor vehicle on the ranges. This may cause ruts on the range. Motor vehicles may be used on the ranges during range maintenance and shooting events as a prop at the discretion of the Range Committee Chair.
- Do not share your membership card with other members or non-members.

## Special Consideration for Event Shoots

The purpose of the following items is to help identify and resolve any safety issues prior to the start of shooting of an event. The following is not an exhaustive list as it could never address all possible situations. Association members, event directors and safety personnel are expected to be safety conscious and responsible at all times.

The following items must be accomplished even if the event is delayed. If the following are not completed, the event must not take place.

- After the course of fire’s (COF’s) are set up, a walk-through of each scenario for that COF will be accomplished by the event directors and safety personnel for all shooting disciplines.
  - In general, the following will be of particular interest:
    - Determine where fired projectiles will land or impact. They are not to leave CCFSA property.
    - What is behind the intended area of impact
    - Possibility of ricochets
    - Safety area for shooters and spectators
    - Look for people on trails or at the ponds
    - Appendix 8: CCFSA Emergency Procedure/Report Sheet must be partially completed and available for use, if needed. Please review the “Emergency Contact Information” located under “Administrative Rules.”
    - The Range Inspection Checklist for the discipline of shooting will be completed and filed in the slot of the RSO cabinet located in the club house.
  - In addition, the event directors and the safety personnel on the Rifle/Pistol Range will look at the following items during the walk-through:
    - Target distance from the backstop mounds. Targets are to be placed as close to the backstops as practical.
    - Horizontal and vertical angle of fire in relation to the backstop mounds. Fire should be directly at the backstop as possible.
    - No round will be fired toward the side berms of the ranges. Side berms are not designed to be used as a backstop.

- No rounds will be fired toward the junction of the backstop mounds and the side berms that make up the left and right corners of the backstops. These portions of the backstops are generally lower in height than the rest.
- Possible ricochet issues. Metal targets, rocks, etc.
- Rifle/Pistol event directors will make every possible effort to leave at least one bay open to the general membership.

Exceptions to the above rules may be made for sanctioned events by the responsible committee with the concurrence of the event RSO or Safety Committee.

- If an incident occurs, the event director and/or safety person will complete an Appendix 7: CCFSA Range Incident/Violation Report and file it in the slot of the RSO cabinet located in the club house.

*A list of safety rules could never address all situations. Association members are expected to be safety conscious and responsible at all times. Remember, most shooting range accidents are caused by ignorance and/or carelessness. Always be aware of what is going on around you on the range.*

# Area Specific Rules

## Rifle/Pistol Range

### Introduction

The following rules are in addition to the General Association Rules. All Association rules apply. These rules are specific to the Rifle/Pistol Range:

### Range Policies

- Use of the Range is limited to members who have received a Range Orientation Class and have received their membership card.
- Membership card must be displayed.
- Do not share your membership card with other members or non-members.
- Do not share the combination to the range gate with non-members.
- All authorized members and guests must sign-in at the range building, noting name or orientation number, date and time of use.
- Absent specific rules, shooters will follow generally accepted firearm safety standards and use good common sense.
- The first person on the range is the Range Master, unless relinquished.
- When entering or leaving the range, close and lock the gate behind you.

### Range Restrictions

- CCFSA does allow automatic (Class III) firearms to be fired as long as they are fired in semi-automatic mode (one round is fired for one pull of the trigger.) No two, three, or more round burst for one pull of the trigger may be fired. CCFSA doesn't allow any device or modification that allows one to simulate 'automatic fire', including, but not limited to; 'bump fire', 'slide fire', etc."
- No tracer, incendiary, or high explosive ammunition.
- No aerial targets
- Only paper targets attached to target frames or stationary polymer targets may be used. Attach paper targets with staples or by other non-destructive means.
  - During organized sanctioned events other types of targets may be used.
- Steel targets are not permitted to be used except for organized sanctioned events held by CCFSA.
  - Only lead bullets may be used when shooting at steel targets unless the target has a protective cover that will prevent a ricochet/catch the bullet or the range has been designed for the use of metal targets.
  - Other organizations or groups wishing to use steel targets must obtain written approval from the Rifle/Pistol Range Committee Chair. A copy of the written approval will be placed in the binder with the Clinton County Farmers' and Sportsmen's Association Operation and Policy Manual.
- Target and target frames will be placed as close as possible to the backstop mounds.
- Do not shoot toward or in a manner that would allow your fired bullet to impact the side berms on the range.

- Shooters shall leave no trash other than in supplied containers.
- No live ammunition is to be left at the range whatsoever. Remember we have houses nearby with curious children.
- **Do not shoot at target supports. Violators will be charged for repair of the supports.**
- **There are some that wish to pattern their shotguns on the rifle/pistol ranges. We ask that you do not pattern your shotgun using club target stands. To do so may destroy the target backing and stand. You may provide your own target such as a cardboard box for this purpose.**
- **All members using the range must display their membership card in plain sight on their person.**

## Safety

- All firearms will be kept unloaded, and detachable magazines removed, until the shooter is on the firing line or shooting station. Your action must be kept open and/or chamber flags must be in place. Unattended and racked firearms shall be unloaded. Firearms being handled away from the firing line shall be unloaded. Pistols may be carried in a holster.
- Firearms on the firing line will be pointed directly down range at all times or they may be placed in the gun stands with the muzzle pointed upward and the action open. Pistols may be holstered.
- Firearms may not be handled, nor may any shooter approach the firing line during a cease-fire.
- Cease-fires are called by the Range Master or, in his/her absence, by mutual consent of the shooters on the line. When a cease-fire is called, all firearms must immediately be unloaded, magazines removed, and actions locked open.
- Only after a cease-fire has been called and all shooters have acknowledged the safety status of their firearms may shooters proceed downrange to check and change their targets.
- The Range Master or shooter who has called the cease-fire is responsible for safely ending the cease-fire by ensuring that all shooters have returned to the cease-fire line and that the range is clear again.
- Each firing position on the firing line has a corresponding target frame directly downrange. Each shooter must shoot only at a paper target properly attached to that target frame. Do not shoot diagonally across the range.
- Anyone approaching the firing line or on the firing line must be wearing eye and ear protection. Some organizations using CCFSA ranges may have slightly different or more stringent standards for their shooters. Please check with their shoot director or the Rifle/Pistol Range Committee Chair for more information if you have any questions.
- Black powder shooters must keep powder containers closed and secure, and may not smoke within ten feet of any powder or store the powder containers within ten feet of the firing line.
- Pistol shooters that do not wish to shoot the full length of a range may physically move up to their targets to shoot at a shorter distances. Remember, target and target frames will be placed as close as possible to the backstop mounds. Please take the requirements of other shooters on the range into consideration.

*A list of safety rules could never address all situations. Association members are expected to be safety conscious and responsible at all times. Remember, most shooting range accidents are caused by ignorance and/or carelessness. Always be aware of what is going on around you on the range.*

# Shotgun Ranges

## Introduction

The following rules are in addition to the General Association Rules. All Association rules apply. These rules are specific to shotgun shooting:

## Skeet/Trap Machines

The shotgun automatic clay target machines are only available for use during the scheduled days and hours. The Shotgun Sports Committee Chairperson or Association President may give permission to allow use of the target machines during special Association events. The machines are to be run by Association members only.

Association members must do all loading of the automatic clay target machines.

Only specifically designated Association members will do all adjustments of the automatic clay target machines.

## Range Policies

- All members and guests must sign in using the registration sheets in mailbox attached to the corner of the clubhouse or the sign in book inside of the clubhouse.
- When shooting skeet, follow the National Skeet Shoot Association Official Rules and Regulation or the USA World rules.
- When shooting sporting clays, follow the National Sporting Clay Association Official Rules and Regulation.
- When shooting trap, follow the Amateur Trap Shooting Association rules.

## Restrictions

- **Shot will be strictly limited to a shot size no larger than 7 ½.**
- **Shooters shall leave no trash other than in supplied containers (or take the trash home).**
- **No live ammunition is to be left at the range whatsoever.**
- **Shooters will pick up their empty shells and dispose of them properly (or take them home).**

## Safety

- When not on the shooting station, the gun shall be carried with breech open and empty. Pumps and automatics will have the bolt open. Fixed breech (double barrels including over-and-under and side-by-side) will be broken open and empty.
- Guns will be pointed in a safe direction at all times.
- Keep your finger off the trigger until you are ready to call for the clay bird.
- All firearms will be kept unloaded until the shooter is on the firing line or shooting station. Unattended and racked firearms shall be unloaded. Firearms being handled away from the firing line shall be unloaded. Pistols may be carried in a holster.
- No gun shall be loaded until the shooter is on the shooting station. Loaded is considered as having any part of any shell in any gun.
- Firearms will be unloaded, and detachable magazines removed, except when the shooter is in position on the firing line and the range is clear to fire.
- Eye and ear protection are required to be worn by all shooters, and any others on the ranges.
- Shoot only from designated shooting stations except for training purposes. Before moving to the next station, unload your gun and keep action open.

- The loaded gun shall be kept pointed in a direction that will not endanger the lives of shooters, field personnel or spectators.
- In the event of a misfire or malfunction, carefully open the action, unload the gun and check barrels for obstructions.

## **Use of Hand Throwers or Portable Traps**

Hand throwers and portable traps may be used on the skeet or trap ranges when the automatic throwers are not available for use. However, the back pond and the area surrounding the pond must be visually checked to assure that no one is located near or around the pond before shooting begins. If you find someone, they have priority over the person wishing to use the hand thrower. (First-come, first-served)

*A list of safety rules could never address all situations. Association members are expected to be safety conscious and responsible at all times. Remember, most shooting range accidents are caused by ignorance and/or carelessness. Always be aware of what is going on around you on the range.*

# Archery Area

## Introduction

The following rules are in addition to the General Association Rules. All Association rules apply. These rules are specific to the Archery Area:

## Range Policies

- When shooting archery follow the sanctioned event rules for the type of archery that you're shooting.

## Safety

1. When using the archery ranges, you must sign in and out at the shelter house.
2. When shooting Field Archery Course you must start and finish at the campgrounds.
3. Shoot only at a designated target in an appropriate shooting area.
4. All archers shoot from and straddle a common shooting line.
5. Arrows are to be nocked and crossbows are to be cocked only after the shooting area is cleared and shooters are on the common line.
6. Don't draw the bow with a nocked arrow unless you are going to release the arrow.
7. Arrows are considered shot (spent) if they fall from the bow and cannot be reached with the aid of the bow while standing astride the shooting line.
8. After shooting your designated number of arrows, step back from the shooting line until the signal to retrieve is given.
9. Retrieve arrows only on the appropriate signal.
10. Never shoot an arrow up in the air.
11. Prior to each shooting session, the archers should carefully check bows and arrows to make sure both are in a proper state of repair.
12. Never shoot (release) your bow or crossbow without an arrow or bolt in it (DRY FIRE).
13. Avoid wearing bulky clothes or jewelry that might interfere with shooting.
14. Make certain arrows are the proper length for your reach.
15. Always be conscious of the possible dangers of bows and arrows.
16. The first person on the range is the Range Safety Person/ Range Master, unless relinquished.

*A list of safety rules could never address all situations. Association members are expected to be safety conscious and responsible at all times. Remember, most shooting range accidents are caused by ignorance and/or carelessness. Always be aware of what is going on around you on the range.*



# Walking Trails

## Introduction

The following rules are in addition to the General Association Rules. All Association rules apply. These rules are specific to the Walking Trails:

Please refer to the “CCFSA Property Aerial Photograph” to view location and names of the walking trails.

## Hours

You must be aware that due to the location of these trails their use is restricted!

- Anytime a shotgun range or an archery event is active, the walking trails are closed.

Please check [www.ccfssa.com](http://www.ccfssa.com) or the printed newsletter for times that shotgun or archery may be scheduled to shoot.

## Policies

- All authorized members and guests must sign-in at the shelter house, noting name or orientation number, date and time of use.
- Swimming in the ponds or creek is strictly prohibited.
- All trash will be picked up and disposed of properly (or taken home).
- Pets are welcome, but we ask that they're kept under control or leashed at all times.

# Lakes/Ponds

## Introduction

The following rules are in addition to the General Association Rules. All Association rules apply. These rules are specific to the Lakes/Ponds:

The CCFSA has two ponds which members are welcome to use. Please refer to the “CCFSA Property Aerial Photograph” to view location of the ponds.

## Hours

You must be aware that due to the location of these ponds their use is restricted!

- Anytime a shotgun or archery range is active the ponds are closed.

Please check [www.ccfssa.com](http://www.ccfssa.com) or the printed newsletter for times that shotgun or archery may be scheduled to shoot.

## Policies

- All authorized members and guests must sign-in at the clubhouse building, noting name or orientation number, date and time of use.
- You may drive to the back pond. However, do not drive across the shotgun ranges. An access road is available for use. See “CCFSA Property Aerial Photograph”.
- When using the back pond, the gate is to remain open, indicating that someone is at the pond.
- When leaving the back pond, close the gate, indicating that no one is at the pond.
- Anyone fishing in the ponds must comply with state fishing laws.
- Do not leave fish on the grounds, and please do not put them in the trash. Do not clean fish on picnic tables.
- The ponds will be catch and release only. Special harvest only at the direction of the committee chair.
- Swimming is strictly prohibited.

# Camp Grounds

## Introduction

The following rules are in addition to the General Association Rules. All Association rules apply. These rules are specific to the Camp Grounds:

## Policies

- Use is limited to Association members and their families. An Association member must be present when using the Camp Grounds, unless used by the Girl Scouts or Boy Scouts. Out of town guests who are participating in Association events may use the Camp Grounds. Other groups may use the Camp Grounds with Board approval.
- All authorized members and guests must sign-in at the clubhouse building, noting name or orientation number, date and time of use.
- Members must schedule the use of the campgrounds with the Committee Chairperson.
- There is a fee for the use of electricity. The payment is based on the honor system. The fee is determined by the committee Chair and is posted at the campgrounds. Please place the fee in the Release of Liability Form (ROLF) box in back of clubhouse.

## Restrictions

- No trees will be cut, removed, or impacted in any way without specific written permission from the Committee Chairperson.
- Open fires will be allowed, but they must be contained within a fire ring and have a flame height of no more than 4 feet.
- All trash will be picked up and disposed of properly (or taken home).
- Persons under age 18 cannot camp overnight unless accompanied by a responsible adult.
- PETS - we welcome pets, but ask that they're kept under control or leashed at all times.
- ALCOHOLIC BEVERAGES - We allow alcohol in moderation. NO KEGS - DRUGS - or BOOZE PARTIES. We will not argue with anyone under the influence. Violators will be evicted by the Sheriff's Department

## Safety

- When using the Camp Grounds, please review the "Specific Rules" for walking trails and lakes/ponds. Please pay special attention to the "Hours of Operation" and the CCFSA Calendar of Events on the web site or in the newsletter.

# Hunting on Association Property

## Introduction

The following rules are in addition to the General Association Rules. All Association rules apply. These rules are specific to hunting on association property:

## Hours

Hours are from sunrise until sunset only. No hunting is allowed during association meetings, maintenance, anytime a shotgun range is active or an archery event is taking place.

Please check [www.ccfssa.com](http://www.ccfssa.com) or the printed newsletter for other times that shotgun or archery may be scheduled to shoot. The schedule for all recurring events for March through February of the following year will be approved at the February board meeting. Additions and cancellations may be made to this schedule through the established procedures. Any schedule additions requiring the cancellation of an event already on the calendar will require the approval of the committee chair, the event director, or the board of directors.

## Guest Policy

Due to the limited amount of acreage that the Association owns, only Association members will be allowed to hunt on the property.

## Restrictions

- You must be aware that due to the many possible hunting locations, hunting is restricted!
- **Members must have written permission to hunt or trap on Association property** by the Lake/Hunting/Camping Conservation Committee Chairperson or Association President. A maximum of four (4) hunters will be allowed to hunt on CCFSA Property at any time. Only members who have donated a minimum of sixteen (16) hours of work annually to CCFSA will be given permission to hunt.
- Archery hunting only will be allowed. No slug guns, rifles, black powder guns, or pistols. Hunting on any of the shooting ranges is not permitted
- Hunters must have a valid State Hunting License, Permit, or Stamp.

# **Enforcement of Range Rules**

## **Range Safety Officers (RSO's)**

The Range Safety Officer (RSO) is a volunteer CCFSA member that meets the following training requirements.

- Taken the National Rifle Association RSO course and received a completion certificate. The NRA RSO credentials are not required.
- Pass a written examination given by the Chief Range Safety Officer (CRSO) on the Clinton County Farmers' and Sportsmen's Association Rules, Regulations and Policies booklet and the CCFSA Standard Operating Procedures for RSO Guidelines for reporting and acting upon all safety violations and injuries (including firearms-related safety violation reports), and injury reports and their disposition.

The RSO must remain active within the club and maintain his/her CCFSA membership.

The RSOs have the responsibility of maintaining the safety and security of the individual disciplines and ranges as defined by this manual, and the protection of CCFSA club property from acts of irresponsible or dangerous firearms use. This is done by education of the membership and notifying individual shooters if they observe a behavior or use of club property that is unsafe or contrary to the rules within this manual and the RSO SOP.

The RSO is the final authority on range safety, his ruling on range safety is the final word above all other range personnel to include an event director.

An RSO has the authority to:

- Give the CCFSA Orientation to members
- Enforce all shooting range rules and policies of CCFSA
- Exert jurisdiction over non-firearms infractions
- Educate range users on CCFSA Policies and Rules
- Remove violators from the range should he/she deem it necessary to protect CCFSA from damage or prevent injuries.

An RSO shall exhibit the RSO sticker on his range badge.

Should an RSO wish to speak to you about a range violation or offer you some help, please be courteous and polite, he is only trying to help you and the club.

Please contact the Chief Range Safety Officer for more information or if you wish to be a CCFSA Range Safety Officer or see the RSO Standard Operating Procedures manual for more information.

## **Violations**

Any shooter who has been observed violating these rules or any other firearm safety rule may, at the discretion of the Range Master, Range Committee member, a Board of Directors member, or Range Safety Officer, be ejected from the Range.

A written report by the individual who observed the violation will be given to the Chief Range Safety Officer or Association President and placed in the RSO filing cabinet. An electronic copy of the report will also be filed with the club Secretary for records purpose. The Board of Directors will judge the seriousness of the violation and determine the appropriate penalty. Shooters who endanger safety will be subject to suspension.

Association members who observe safety or range use violations without taking immediate action may be subject to suspension. Safety Is Everyone's Responsibility.

## CCFSA Disciplinary Code

There are two degrees of seriousness for violations.

- Minor Violations
- Major Violations

Some examples of Minor violations are, but are not limited to:

- No eye and/or ear protection while on the firing line or in an immediate area where shooting is taking place.
- To include, but not limited to violations of “General Association Rules”.
- Not reporting rule violations as observed to the appropriate committee chairman, Board of Directors member(s), or Association President.

Some examples of Major violations are, but not limited to:

- To include but not limited to violations of “Conduct” as set forth in the General Associations Rules.
- Any action or conduct that is negligent in nature or that could reasonably cause serious harm/ death to another person or damage to property.
- Blatantly unsafe action or conduct by any club member.
- Repeated Minor violations.
- Infractions of the Associations alcohol consumption policy as set forth in the General Associations Rules.

Penalties for rules violations generally should be, but are not limited to, of a progressive nature. Some examples of penalties for a Minor rules violation are, but not limited to:

- Verbal reprimand by the observing party.
- Summons to appear, by certified or express mail, before the Board of Directors for a verbal reprimand.
- Written reprimand by the Board of Directors. In this case, a copy of the written reprimand will go to the Association President, Secretary, and Membership Committee Chairman to be noted in the offender’s membership history.
- Restitution.

Some examples of penalties for Major rules violations are, but are not limited to:

- Written reprimand by the Board of Directors (copy of which will be placed in the offending member’s “membership history” file).
- Period of suspension from all Association activities, and property for a length of time to be determined by the Board of Directors.
- Written reprimand (copy of which will be placed in the offending member’s “membership history” file) and suspension from the Association by the Board of Directors.
- Restitution.
- Expulsion from the Association, which at the discretion of the Board of Directors may be permanent.
- Legal action of either civil or criminal nature.

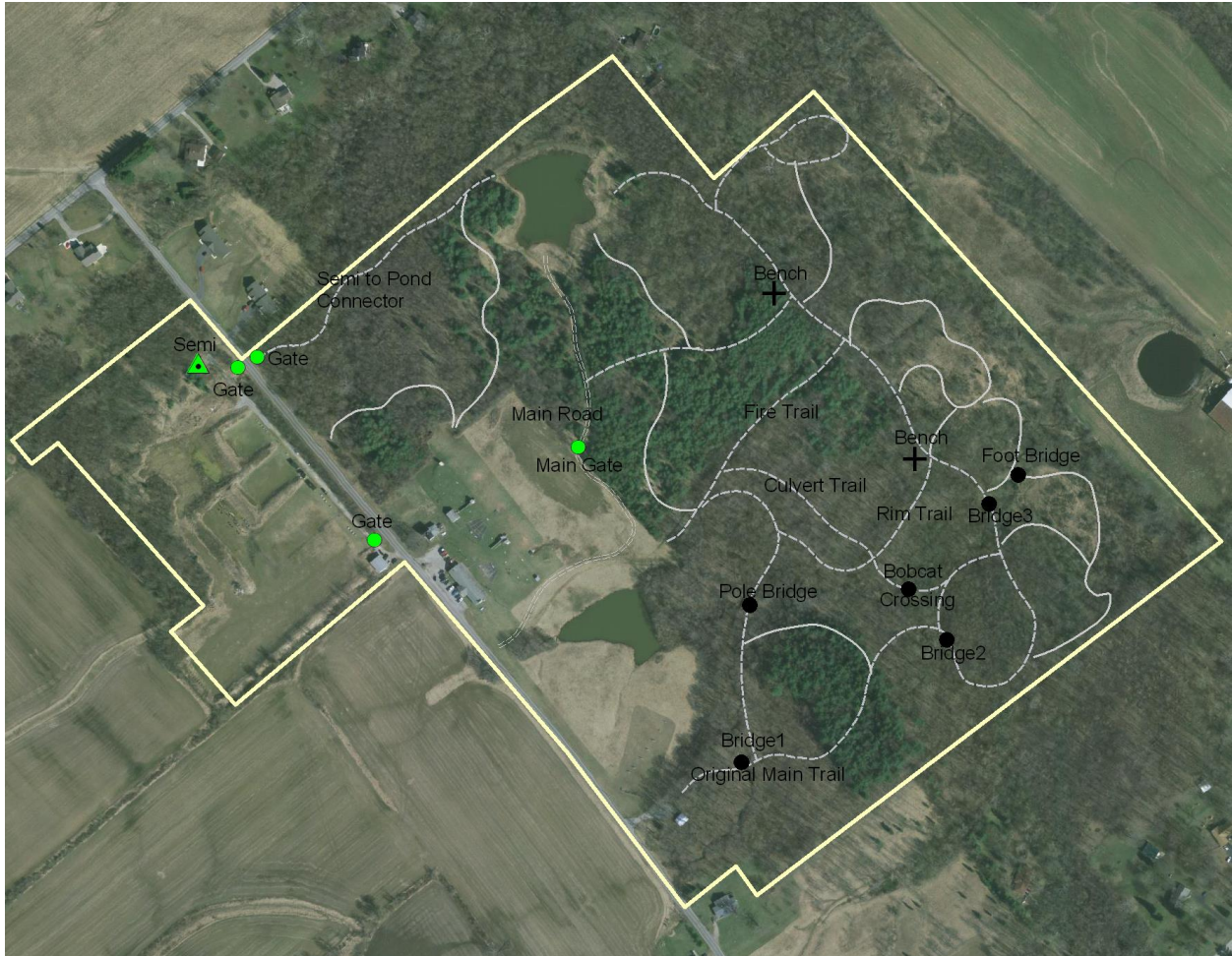
Repeated Minor violations, 2 or more, will result in any subsequent violations being upgraded to a Major violation at the Board of Directors discretion.

In the event that the Association's Board of Directors deems that a disciplinary hearing is necessary, the offending member will be notified of such by certified or express mail. Also, any member who has been reprimanded for a disciplinary code violation will have the right to request a hearing before the Board of Directors of the Association to present their perception of the incident in question.

If after a disciplinary hearing has taken place and the Associations Board of Directors have deemed that a member is to be expelled from the Association, there will be no refund of the member's dues.

All penalties for disciplinary code infractions are at the discretion of the Association's Board of Directors.

# CCFSA Property Aerial Photograph



**Club Layout, Property Lines and Walking Trails**

**Safety Is Everyone's Responsibility**



# SHOTGUN RANGE BOUNDARY

