

SMSC Clubhouse Use Policy (last updated 2018-02-10):

Paragraph 1 - Statement of Intent:

It is SMSC's intent to follow all applicable laws, and to promote, within the limits of said laws, the second amendment to the Constitution of the United States of America. In consideration of this intent, SMSC intends to make its resources available to others with similar intent and within specified guidelines.

Paragraph 2 – Statement Purpose and Definition of “clubhouse:”

The purpose of this document is to clarify policies providing for the use of the generally accessible areas of the SMSC clubhouse by non-SMSC organizations or individuals, or for non-SMSC functions.

Wherever the term “clubhouse” is used in this policy statement, it means the generally accessible areas, but NOT the range or enclosed office area of the building.

Paragraph 3 – Chain of Authority:

The President of SMSC, or other Board of Directors member acting as President, when the President is not available to respond to the request for use in a timely manner, has the authority to approve or deny a request for use of the clubhouse. The chain of authority, in the event the President is not available to act is, in order as listed: Vice President, Secretary, Treasurer, and then the first Board member contacted (said contact to be attempted in alphabetical order by last name). It is the intent of the Board of Directors that requests for use typically be accepted, to the extent that such use is not contrary to the statements in Paragraph 1, above.

Paragraph 4 – Details Regarding Firearms:

No use of the clubhouse is to be approved, if the presence, use, handling, or display of firearms is an element of the proposed use, unless the requesting entity has already complied with all current processes and procedures, has provided all forms and documents, and has been duly reviewed and approved by the Board of Directors of SMSC to use the SMSC range.

Paragraph 5 – Consumption of Alcoholic Beverages Not Permitted

Consumption of alcoholic beverages is not permitted on SMSC premises open to the members, their guests, or the public.

Paragraph 6 - No General Social Use:

No clubhouse use may be approved for social use, except for events which may be in line with the intent stated in Paragraph 1. For example, the clubhouse is not to be used for events including, but not limited to events such as graduation parties, wedding receptions, sleepovers, or dance parties.

Paragraph 7 – Primary Focus of Use:

The Board expects that the primary non-club use of the clubhouse will be for classroom instruction, meetings, and presentations. For proposed uses in line with Paragraph 1, and which do not fit the restrictions in either Paragraph 4 or 5, said use is encouraged, and should normally be allowed, where practical.

Paragraph 8 – Fees for Use:

Fees for use shall be those fees established by the Board and in effect at the time the request for use is made. Effective 2018-02-08, there is a fee of \$150 for up to 8 hours of clubhouse use and up to 2 hours of range use for up to 10 people and an additional price of \$10 for each person over the initial 10. Neither

advance notice nor a reservation are required for use, but are recommended. Reservations always have the priority. In order to reserve the clubhouse in advance, a non-refundable deposit fee of \$50 must be received by SMSC before the clubhouse will be reserved. The Board member who approves the use should receive the deposit and provide a receipt (a signed, handwritten receipt is acceptable) stating the date and time received, amount received, and reason for the receipt (e.g., “clubhouse use deposit”). This deposit fee will be applied to the rental, leaving the remainder to be paid on/before the day of the use. This remaining portion of the fee may be paid to the Range Manager.

Paragraph 9 - Hours of Use:

The clubhouse will be available for use between the hours of 7AM and 10PM (0700-2200) daily, except for the following holidays, when it will not be available for use: New Year's Day (January 1), Memorial Day (last Monday in May), Independence Day (July 4), Labor Day (first Monday in Sept), Thanksgiving (4th Thurs in November), Christmas Day (December 25). Specifically, the clubhouse may not be accessed before 0700 (7AM), and it must be vacated by 2200 (10PM). Access will not be provided before 0700 (7AM), and there will be an additional fee of \$50 per hour or portion thereof beyond 2200 (10PM). This policy will be strictly enforced.

Paragraph 10 – In Case of Conflict:

Reservations always have the priority. In the event of a conflict in scheduling, the club's online calendar will be the defining arbiter, if those whose schedules are in conflict cannot reach an agreement regarding use of the clubhouse. Otherwise, in the event of an agreement, if one requester does NOT use of the clubhouse, any fees paid (including deposit) will be refunded by SMSC. If both requesters use the facility, even if the number of hours one or both have use of the facility is reduced, by their collaboration, no refund or reduction of fees will be provided if the hours actually available for their use are within the utilization windows requested and as specified in Paragraph 7 – Fees for Use of the SMSC Clubhouse Use Policy (i.e., 4 hours or less, or 4 to 8 hours).