

**From the Club Secretary: Adrian Andrei**  
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**Annual Meeting:** The annual meeting will be held on Thursday, April 23, 2026 , at the Runge Conservation Nature Center beginning at 6 PM This meeting will provide updates about club activities and open forum for members. From Highway 50 in Jefferson City, take Highway 179 North 0.25 mile to the area entrance. The meeting will be in the Auditorium.

**Standard Operating Procedures (SOPs):** This document is required by our bylaws to provide detailed instructions about how the club is operated. This document focuses on our safety foundation and covers all aspects of club operations including general and specific range rules. It is a living document approved by the Board of Directors and must be adhered to by all club members and their invited guests. Hard copies of the current SOPs are located at each range. There are signs posted on each range. Please follow these rules. [Attached to this email](#), please find the latest version of the [Operating Procedures](#). Also check out the Web site for other club information. Hearing and eye protection are required. Some ranges have safety officers and schedules, almost all ranges have restrictions on type of firearm and caliber, all bullets MUST hit the backstops, and no targets are allowed on the ground. All shooters must use the same firing line.

**Gate Access Control:** As you may have noticed a new electronic access control pad has been installed. As you renew your membership, you will receive a new type of key and a 4-digit PIN number. Brief instructions will also be mailed. The new keys are to be kept for as long as you are an active club member. New keys can be activated or de-activated remotely. We no longer need to mail new keys every year (starting in 2027). The old laminated 2025 keys will stop working in early May 2026. Your old ID name card: please keep it. I will issue these to the new members, but existing members please hold on to your name ID card. We are trying to save \$5,000-\$6,000 per year by reducing printing and mailing costs. [In 2027, when you renew membership, you will receive nothing: your gate access stays active](#). The new keys will remain active for all current members (or de-activated for non-paying members) and replace the old, laminated card which will no longer be recognized. You will need to hold your card close the entry pad. A single card and a 4-digit PIN will be issued for each family household. You can use the microchip key card OR the PIN to open the gate. Exit from the club is automatically detected when your vehicle reaches the cement pad at the exit - you will not need to card out.

**Upgraded Security Cameras:** Security cameras are being installed in many areas of the club. These cameras are needed to monitor club activities and to protect club property. These cameras are not constantly monitored and are used only as follow up as described above. They are also helping us with negotiating the costs of annual insurance for the Club, which is high.

**Access to Clubhouse:** new door locks for the new microchip keys will be installed soon. They are not installed yet. Your old laminated 2025 key may be needed there for the next few weeks.

**Club Identification Cards:** Keep old ID name cards as described. We are trying to reduce printing and postage costs. If you need a replacement identification card or key please contact the Club Secretary. Replacement microchip keys (new keys) cost \$5. ID name cards cost \$1.

**Records and privacy:** We don't monitor cameras and keep track of your use of the property. We check cameras when there is damage, incidents, accidents, vandalism, complaints, storms, etc. I keep your bank checks secure and deposit them weekly. I keep records of our Club members on a laptop at home which is used exclusively for Club work. I don't share information with anyone.

**IF your address and contact information have changed,** PLEASE notify the Secretary with the return postcards, highlight, circle, make new address stand out and visible and legible.

**Payments** \$80 by check mailed to USC, PO BOX 6664; Jefferson City MO 65102. Or \$83 by Venmo @United-Sportsmen-Club.

When making a Venmo payment: please include message if your address has changed. If there is no message, I will mail keys to the address on file.

**Ideas and suggestions?** Your ideas for making this club better are welcomed and appreciated! Please discuss your comments or suggestions for improvements with a Range Chairman or a Board member. Anonymous feedback or suggestions can be forwarded to the Club Secretary. I will keep them anonymous.

We mailed a survey together with the voting ballots. We WILL look at your anonymous suggestions and consider them seriously.

**Elections:** Mail-in election ballots have been sent. Please DO NOT send payments together with ballots. Ballots will be opened in mid-March. Election results will be announced at the annual meeting and on our web pages.

**Internet Access:** Do you know of a member who does not use the internet? Please have them contact the Club Secretary for special communication considerations.

**Safety and courtesy** We have 1,250 club members. Safety and enjoyment are priorities. Please accommodate other club members. We do not have "I was here first on this range, this is all mine now". All shooters must use the same firing line. All shooters must follow the operating procedures posted on each range.

**Special events** There will be times when large organized groups will use the Black Powder, Utility, and Shotgun, and other ranges. The dates will be posted on the ranges and as best as possible on our web page. Organized planned events on reserved ranges and dates will have priority. Please check our web page ranges for announcements. <https://jeffcityusc.com/>

**Communication with Club Secretary:** I will work as hard and as fast as possible to serve the Club. Mistakes are possible. Mail gets lost. If any issue arises and you need anything, please include full name and address, phone, email, etc., so I could reach out and solve the request or the problem asap.

Thank you

**Adrian Andrei**

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