

# **Grove City Sportsmen's Club Bylaws**

## **Article I**

### **Name**

The name of this society shall be the **GROVE CITY SPORTSMEN'S CLUB**, Incorporated of Grove City, Pennsylvania Herein after called **The Club**.

## **Purposes and Objectives**

The purpose and objectives of the Grove City Sportsmen's Club are:

1. Promote programs which will encourage conservation of the resources of our community, country, and state.
2. Sponsor and support conservation and education programs.
3. Foster and teach safe methods in all sportsmen activities with particular emphasis on hunting, fishing, and the shooting programs.
4. Serve as a center for social and recreational activity for our membership.
5. To protect and defend the Constitution of the United States and the Commonwealth of Pennsylvania, especially with reference to the right of the individual citizen to acquire, posses, transport, carry, transfer ownership of, and enjoy the right to use firearms in a lawful and responsible manner.
6. To cooperate with other organizations which share the objectives stated in paragraphs (1) through (5) above.

## **ARTICLE III**

### **Membership**

All Citizens of the United States of America are eligible to join the Grove City Sportsmen's Club. All applicants must be sponsored by a member of the club and approved by two thirds of the executive board of the club, and have paid the established dues. All members are subject to the rules of membership.

## **Classification of Memberships**

1. **Regular/Family Membership** - This classification includes members, spouses, and family member under eighteen (18) years of age. Only the members at least 18 years and older enjoy voting status. Only 1 vote per Regular/Family Membership is allowed per voting occurrence.
2. **Junior Membership** - This classification includes those under eighteen (18) years of age who have no with a Regular / Family membership. This is not a voting category.
3. **Complimentary Membership** – This classification includes those who have made a contribution in money, material or services, and requires a two-thirds vote of acceptance by the Executive Board. This is not a voting category.
4. **Complimentary Active Life Membership** – This category includes past presidents granted membership by a two-thirds vote of the Executive Board. This is a voting category and presidents after the year 1994 will not be considered for granting of this category.
5. **Life Memberships** – that have been purchased in the past are still valid and honored. These Life memberships are non-transferable. Life Memberships are not available for sale any longer. In addition Life Memberships are only valid if they meet the following criteria: 1) Life Members must attend a minimum of 6 monthly club meetings per year; 2) Only exceptions to the attendance requirement is if the Life Member is disabled and cannot attend monthly meetings and/or is over 80 years old.
6. All members of the club, regardless of membership category or classification are subject to the full extent of these club bylaws.

## **Membership Rules**

Membership rules (including dues structures) will be reviewed and amended (if warranted) by a two thirds vote of the quorum at the Annual Meeting. See Appendix (B).

## **Article IV**

### **Officers**

**Section 1.** – The officers of the Club shall be a President, a Vice President, a Secretary, a Treasurer, the immediate past President, and four Directors. These officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the Club.

**Section 2** – At the regular meeting held in September, a Nominating Committee of three members shall be elected by the Club. It shall be the duty of this committee to nominate candidates for the offices to be filled at the annual meeting in January, additional nominations from the floor shall be permitted.

**Section 3** – The officers shall be elected, by ballot, to serve for one year or until their successors are elected; and their office shall begin at the close of the annual meeting at which they are elected.

In the situation that an office holds only one candidate for consideration, then the membership at the annual meeting may choose to vote for the uncontested candidate by a show of hands. The Majority of the established quorum shall be necessary to elect.

**Section 4** – No member shall hold more than one office at a time.

**Section 5** – The President may succeed himself.

**Section 6** – Director's terms will be for a period of one year.

**Section 7** – Club Officers are not allowed to be an Officer of the Club and hold an office in another sportsmen's club at the same time.

**Section 8** – Officer Eligibility is as follows:

- a. Candidate must be a Club member for 3 consecutive years.
- b. Candidate must attend 6 meetings per year.
- c. Candidate must acquire a minimum 6 points through Club activities.

## **Article V**

### **The Executive Board**

**Section 1** - The officers of the Club, including the Directors, shall constitute the Executive board.

**Section 2** - The Executive Board shall have general supervision of the affairs of the Club between its business meetings, fix the hour and place of meetings , make recommendations to the Club membership, and shall perform such other duties as are specified in these bylaws. The Board shall be subject to the direction of the Club, and none of its acts shall conflict with the action taken by the Club.

**Section 3** – Unless otherwise directed by the Board, regular meetings of the Executive Board shall be held monthly from January to December, inclusive, at a time and place to be determined by the Chairman. Special meetings of the Board may be called by the President or shall be called upon the written request of three members of the Board.

## **Article VI**

### **Duties of Officers and Directors**

**Section 1** – The President shall preside at all meetings of the Club and shall present (at the Annual Meeting) a report of the work of the Club during the preceding year. He shall appoint all standing and special committees, except as otherwise provided in the Bylaws and shall fill all vacancies in the special committees, except as otherwise provided in the Bylaws and shall fill all vacancies in the standing committee. The President shall not, while presiding, voice an opinion to influence the vote of any motion presented at the Regular/Annual Meetings. The signature of the President, with that of the Secretary, shall be necessary on negotiable instruments, other than checks. The President will be an ex-officio member of all committees with the exception of the nominating committee.

**Section 2** – In the absence of the President, the Vice President shall perform the duties of that office.

**Section 3** – The Secretary shall keep the minutes of the Club and Executive Board, conduct the correspondence of the Club, send out all notices relating to the Club Meetings, and with the Membership Committee Chairman, maintain an alphabetical list of the membership. The Secretary shall be custodian of one key to the safety deposit box.

**Section 4** – The Treasurer shall have charge of all funds of the Club and place the same in such bank or banks as may be approved by the Executive Board. Such money shall only be withdrawn by check signed by the Treasurer and for payment of such bills as shall been approved by the Executive Board. The Treasurer shall keep an accurate account of all his transactions and render a detailed report with any vouchers at any meeting of the Executive Board when requested and an annual report to the Club at its Annual Meeting. The Treasurer shall be custodian of one key to the safe deposit box.

**Section 5** – The Directors shall perform their duties in accordance with these bylaws and as described in the adopted parliamentary procedure. In addition, the Directors shall serve as a permanent auditing committee to review any periodic Treasurer's reports to include an audit of the Annual Meeting report. Directors are responsible for submitting an annual report and or tax return/audit to the IRS.

**Section 6** –It shall be the duty of the Executive Board to consider and present recommendations to the Club membership defining and establishing Club conduct and activities. At the conclusion of the Annual meeting, the previous year’s club president shall be the chairman of the current year’s Executive Board or The Executive Board may elect one of their fellow board members to be designated Chairman of the Board if the previous president is not able to serve as Chairman. Board shall fill vacancies occurring on the Board, until the next Annual Meeting. The Club then shall elect to fill the unexpired term.

**Section 7** – The Executive Board shall be authorized to make capital expenditures not to exceed five thousand (5000.00) dollars, but and shall not contract a loan or mortgage in excess of the current equity of the Club property without Club membership approval of a 2/3 vote.

## **Article VII**

### **Meetings**

**Section 1** – The Regular Meeting of the organization shall be held on the third Monday of each month, January through December.

**Section 2** – The Regular Meeting on the third Monday in January shall be known as the Annual Meeting and shall be for the purpose of electing officers, receiving reports of officers and committees, and for any other business that may arise. Notification of this meeting shall be made to the general membership by mail.

**Section 3** – Special meetings may be called by the President or by the Executive Board and shall be called upon the written request of ten (10) members of the Club. The purpose of the meeting shall be stated in the call. Except in the case of emergency, at least three (3) days’ notice shall be given.

**Section 4** – Meeting agenda will be as outlined in appendix (a) to these bylaws.

**Section 5** – A quorum of a regular meeting shall be ten (10) members, with five (5) of those present being members of the Executive Board.

**Section 6** – A quorum of the Annual Meeting shall be at least ten (10) percent of the previous year paid membership. In addition at least five (5) Board members must be present. If a quorum is not met or for any reason the meeting cannot be held, then the Executive Board must reschedule the meeting and the general membership must be notified.

**Section 7** – A quorum of the Executive Board shall be defined as five (5) Board Members.

**Section 8** – Recognition of special guest(s), new members present, or programs shall occur immediately after the opening of any club meeting. Any information presented by a special guest(s) at this appointed time shall last no more than 20 minutes so as not to unduly delay the progress of the club meeting. The Board can choose to allow extra time during this segment as needed for additional information to be presented to the club.

## **Article VIII**

### **Committees**

**Section 1** – Standing committees shall be appointed as in agreement of the President and the Executive Board. Ad hoc committees shall be appointed by the President. The President shall be ex-officio member of all committees except the nominating committee.

## **Article IX**

### **Amendments**

**Section 1** – Amendments to these bylaws may be adopted at any Regular Meeting of the Club, by a two-thirds vote of members present, provided that the amendment has been submitted at the previous Regular Meeting of the Club.

## **Article X**

### **Suspension or Expulsion**

**Section 1** – Any officer may be removed by a two-thirds vote of the members in good standing present at any special meeting called for this purpose. No vote on suspension or removal may be taken unless at least (15) days' notice in writing shall have been given to the officer of the reason for his removal and the time and place of the special meeting at which such ballot on his/her removal is to be taken. At such special meeting the officer shall be given a full hearing as defined in the following Sections 2 through Section 4 of Article X.

**Section 2** – Any member may be suspended or expelled from the Club for any cause deemed sufficient by the Executive Board by a two-thirds affirmative vote of the members of the committee Board present at any regular meeting. No vote on suspension or expulsion may be taken unless at least fifteen (15) days' notice in writing shall have been given to the member of the charges preferred and of the time and place of the meeting of the Executive Board at which such charges will be

considered. At such meeting the member under charges will be accorded a full hearing as a full hearing is defined in Section 5 of this Article.

**Section 3** – Charges against any officer or member may be preferred by any member in good standing. They shall be in writing clearly stating the facts relied upon and accompanied by all affidavits or exhibits, which are to be used in their support. Such charges shall be filed with the Secretary, who will immediately notify the President. The President will call a meeting of the Executive Board to hear the charges. The Secretary will give at least fifteen (15) day notice of the meeting to each member of the Executive Board and to the accuser and to the accused, which notice shall be in writing and will include a true copy of the charges and the supporting affidavits and exhibits.

**Section 4** – Any member suspended or expelled by the Executive Board may appeal to the full membership of the Club. Such appeal shall be made in writing to the Secretary who will notify the President. The President will call a special meeting of the Club for the purpose of acting on the appeal. The Secretary shall give at least fifteen (15) days' notice in writing to all members of the Club in good standing the date, time, and place and reason for such special meeting. At the meeting of the full Club the Secretary will read the original charges, the supporting affidavits, and will read the minutes of the special meeting of the Executive Board at which the charges were heard and action taken. A full hearing will be given to the accuser and the accused. A vote will be taken by ballot of the members in good standing present and a two-thirds vote shall be required to reverse the action of the Executive Board.

**Section 5** – A Full Hearing is defined as follows:

An officer or member that is being reviewed for cancellation of membership from club membership will have a total of 30 minutes to state his/her case and to respond to comments or questions from Executive Board. Board members may ask questions during this time and respond to comments but the Board members listening to the case presented shall not count their time of response, questions and comments against the total of 30 minutes of speaking time allotted to the officer or member being reviewed for membership cancellation. The residing Board of such a Full Hearing may ask the Secretary of the Club to take notes during the meeting. For the sake of convenience of the Secretary, the Secretary may choose to record the meeting with an electronic device to make recorded notes as accurate as possible.

# Article XI

## Parliamentary Procedure

**Section 1** – The rules contained in the current edition **of Roberts Rules of Order- Newly Revised** shall govern the Club in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Club may adopt.

## Appendix (A)

### Grove City Sportsmen's Club meeting General Agenda

#### **Regular Meeting**

1. \_Opening (Call to order/Pledge of Allegiance/Conservation Pledge)
2. Recognition of special guest or programs and or new members present
3. Reading and approval of the minutes of the last meeting
4. Committee reports
5. Old business
6. New business
7. Adjournment

#### **Annual Meeting**

1. Opening (Call to order/Pledge of Allegiance/Conservation Pledge)
2. Reading of minutes and approval of the minutes of the previous meeting
3. Treasurer's annual report
4. Old business
5. Report of nominating committee and the election of officers and board members
6. Committee reports
7. New business
8. Introduction of new members
9. Adjournment



## **Appendix (B)**

### **Membership Rules**

#### **1. Application**

- a. All new members must complete an application and should be sponsored by a current member.
- b. Applications must be reviewed by the Executive Board for approval.
- c. There is no membership ceiling.

#### **2. Range Access & Usage Rules for Members**

- a. Range access key/combination will be changed on or around April 1<sup>st</sup>.
- b. All persons using the ranges and other sport activities must observe the firing range safety rules of the N.R.A. and N.F.A.A. and any additional club rules.
3. Alcoholic beverages or consumption thereof are not permitted on any firing lines anywhere on the club grounds. This includes any firing inside or outside a building on the club property including archery firing lines.
4. All activities will cease at dusk, unless permission is granted by the Executive Board.
5. There shall not be any use of any club building for an indoor style firearm shooting in which the shooter moves while shooting targets. All indoor firearms shooting is to be conducted at a stationary position at a designated firing line.

#### **6. Lake Usage Rules**

- a. No boats allowed on the lake unless approved by the President or the Executive Board.
- b. The club will control creel limits, those not addressed by the club will be in accordance with the limits and seasons of the Pennsylvania Fish and Boat Commission.
- c. No minnows or crabs may be used for bait.
- d. Fishing for members only in conjunction with the Guest Policy at Appendix B, Number 9.
- e. Limit of three trout per day per membership card.
- f. No swimming in the lake.
- g. No ice fishing.
7. Use of club facilities by members is limited to the non-interruption of regularly scheduled activities. Examples would be: no one is to use the range during the shooting of trap; when there is construction on a firing range; at work party activities; during rentals of the specific area of the club property in question and/or but not limited to Youth Field Day, Castaway or other such activities.

**8. The Guest Policy is as follows**

- a. A guest shall be accompanied by a member.
  - b. A member may only bring one guest to the club grounds on any given day.
  - c. If a guest of a member accompanies or visits to use the club grounds more than three times in a calendar year then that person needs to complete an application for a membership.
9. Any variations of these Membership rules or in the Article of Additional Club Rules may be reviewed and adjusted by the Executive Board.

**Appendix (C)**

**Dues Structures**

**Membership Dues, Dues Structure and Dues Discounts are as follows:**

1. Membership dues are due on January 1<sup>st</sup> of each year. Members with unpaid dues as of April 1<sup>st</sup> will be dropped from the membership roll and will be subject to membership requirements as new members.
2. **Rules to change dues:** Changes in the dues structure that are voted on and approved as required by the bylaws will take effect the immediate calendar year following the vote (January 1) as opposed to waiting a full calendar year after the annual meeting.
3. **Current Dues**
  - a. \$65.00 annually for family membership.
  - b. \$40.00 annually for members who meet discount requirements.
  - c. \$10.00 for juniors (under 18).
4. **Pro-Rated dues for Late Membership in a Calendar Year**
  - a. Dues are \$65.00 from January thru October.
  - b. November fee is set at \$75.00- this fee includes the remainder of the current year and includes the immediately following year's dues.
  - c. Persons paying dues (\$65.00) at Fall Gun Shows, include the current year and the immediately following years dues.
5. **Earning Dues Discounts**
  - a. Points and explanation of how to earn them are as follows. It is the responsibility of the member to notify the Membership chairman as to the accumulation of points earned toward a membership discount. The Membership chairman or the Board reserves the right to verify proposed discount point accumulation.
    - Earn 1 point for meeting attendance with a limit of 3 counting toward the discount.

- Earn 1 point for a book of raffle tickets sold.
  - Earn 1 point for any work party attended.
  - Earn 1 point for working at a club-sponsored event.
  - Earn 1 point for any 2 club committees served on.
  - Earn 1 point for each new member sponsored.
  - Earn points for service to the club as approved by the Executive Board.
- b. Earn 6 points in a calendar year and reduce your dues to \$40.00 the following membership year.



