

# York & Adams County Game and Fish Association

## Constitution and Bylaws

### CONSTITUTION AND BYLAWS

#### ARTICLE 1

The name of the organization shall be the York & Adams County Game & Fish Association.

#### ARTICLE 2 – OBJECTIVES

Section 1 – The objectives of said organization shall be as follows:

- A. To advance the public's interest in fishing, hunting, shooting sports & conservation of the Commonwealth's natural resources.
- B. To raise the standards of sportsmanship, marksmanship, responsible use of firearms, & stewardship among the hunters and fishermen and outdoorsmen/women of the Commonwealth of Pennsylvania.

#### ARTICLE 3 – MEMBERSHIP

Section 1 – General Membership

- A. Any person 16 years of age or older who is a citizen or permanent resident of the United States of America shall be eligible for membership in the organization.
- B. Any person applying for membership in said organization shall be sponsored by two (2) members currently in good standing who shall verify the good character of the applicant.
- C. At the next regularly scheduled meeting of the membership, the application shall be submitted for acceptance, which acceptance shall be by majority vote of the members in attendance at said meeting.
- D. Any applicant for membership whose age shall be less than eighteen (18) years shall present a written consent to said membership from the applicant's parents or guardians.
- E. All applicants shall be required to submit with said application and initiation fee as shall be determined from time to time by the Board of Directors.
- F. All members shall be required to pay such annual dues as shall be determined from time to time by the Board of Directors. Any officers, captains, directors or designated committee chairpersons within the organization shall not pay dues during the time the members hold such office.
- G. Only active members and their guests may use these facilities. A guest is limited to three yearly visits. All members are subject to card checks and other identification is required.

- H. For the safety of all especially on the ranges and trap & skeet fields it is a must that all members speak and understand the English language and abide by all rules and regulations of the organization.

#### Section 2 – Misconduct

- A. Any member who shall destroy or deface club property or who shall conduct himself in an improper manner while on club property may be expelled from the organization after a hearing conducted by the Board of Directors.
- B. Any member so expelled from the organization shall be ineligible for membership for a period of three (3) years thereafter.

### **ARTICLE 4 – OFFICERS AND CAPTAINS**

Section 1 – The officers of the organization shall be the President, Vice President, Corresponding Secretary, Financial Secretary, and Treasurer who shall perform the duties that usually pertain to said offices. These officers shall be elected from the membership of the organization and shall serve for terms of one year or until their successors are elected.

Section 2 – In the event a vacancy occurs during the term of any office by death, resignation, or by failure to attend the regularly scheduled meetings, as provided below, the vacancy shall be filled by appointment of the President with approval of the Board of Directors until the next annual election.

Section 3 – There shall be elected at the annual meeting such captains as shall be necessary to conduct and promote the safe use of club facilities in the following manner:

- A. Field Captain – It shall be the duty of the Field Captain to appoint assistants, as necessary for cashier, score keeper, trap puller, trap operator, and to have charge of the purchase and handling of all shells and clay birds; maintain the trap grounds in order, and to have charge of all shooting activities in the fields.
- B. Rifle Captain – It shall be the duty of Rifle Captain to manage all rifle shooting. He shall enforce all rifle range rules established by the organization.
- C. Pistol Captain – It shall be the duty of the Pistol Captain to manage all pistol shooting and range equipment, conduct matches and develop and enforce all rules established by this organization. The Pistol Captain may also appoint assistants to help conduct matches and enforce all safety rules established by this organization.
- D. Dog Training and Field Trial Captain – It shall be the duty of the Dog Training and Field Trial Captain to manage the dog training area and conduct all field trials. He shall enforce all rules established by this organization.
- E. Archery Captain – It shall be the duty of the Archery Captain to manage all archery equipment, conduct matches, and develop and enforce all rules established by this organization. The Archery Captain may also appoint assistants to help conduct matches and enforce all safety rules established by this organization.
- F. Fish Pond Captain – It shall be the duty of the Fish Pond Captain to manage the Lake and Area around the Lake, Fishing, Stocking to make the necessary rules for safety, to appoint the necessary assistants and to enforce the rules of the organization.

### **ARTICLE 5 – BOARD OF DIRECTORS**

Section 1- The business of the organization shall be managed by a Board of Directors, who shall be elected by the Active Membership, each for a term of four (4) years. One (1) Board Member to be elected each year.

Section 2- There shall be five (5) members, one of whom shall be the president of the organization.

Section 3- All Directors must be Active Members of the organization.

Section 4- Vacancies on the Board shall be filled by appointment and be elected by the Majority of the remaining Directors. Each appointment shall serve out the unexpired term of the replaced Directors.

Section 5- The Board Meetings shall be held each month, on a date and time set by the president and shall generally be held the week before the monthly membership meeting.

Section 6- Special Board Meetings may be called by a Member of the Board provided each Director is notified three (3) days prior to the day named for the Meeting.

Section 7- A Director absent from three (3) Board Meetings within any twelve (12) month period, without reasonable excuse, may be removed from the Board by a majority vote of the remaining Directors.

Section 8- Directors shall inform the President of issues to be put on the Agenda for the meeting, with a minimum of 24 hours' notice.

Section 9- The Board shall have the authority to set the rate of Dues and to establish dates of payments.

Section 10- The Board shall establish/abolish other membership categories as required.

## **ARTICLE 6 – MEETINGS**

Section 1 – The organization will hold at least twelve (12) monthly meetings during each fiscal year.

Section 2 – The annual meeting of the organization shall be held the first Thursday of April, at which time the new Board members and officers shall be elected. Written reports from each captain, the Treasurer and the President shall be presented and adopted by the membership and the preceding year's business reviewed at the May meeting.

Section 3 – Special meetings shall be held at any time upon the call of the President or by order of the Board of Directors, or upon the written request of fifteen (15) members of the organization. Written notice of the time, place and objective of such meetings shall be given to the members in such manner as the President or the Board of Directors may order, but in no event, shall said notice be given less than five (5) days prior to the meeting date. A quorum for the holding of any such special meeting shall require fifteen (15) members of the organization. Any meeting shall be adjourned from time to time until the business is changed by the President with the consent of the Association.

All meetings will be conducted according to Robert's Rules of Parliamentary Procedure.

## **ARTICLE 7 – COMMITTEES**

There shall be a minimum of the following three standing committees who shall meet upon the call of the committee chairperson:

- a) Nominating Committee
- b) Audit Committee
- c) Hunter Education Committee

Section 1 – The Nominating Committee shall be composed of at least three (3) members of the organization appointed by the President as soon after the President’s election as is practicable, whose duty it shall be to nominate candidates to fill vacancies on the Board of Directors or the officers of the organization as the same shall occur. The Nominating Committee shall submit in writing to members at the meeting before the election, the names or names of the person or persons recommended by the committee for election as officers of the organization. Members of this committee shall serve for a term of one year or until their successor shall qualify.

Section 2 – The Audit Committee shall be composed of at least three (3) members of the organization, appointed by the President as soon after the President’s election as is practicable, whose duties shall be review all financial aspects of the organization for the preceding year. Members of this committee shall serve for a term of one (1) year or until their successor shall qualify.

Section 3 – The Hunter Education Committee shall be composed of at least five (5) members of the organization, appointed by the President as soon after the President’s election as practicable, whose duties it shall be to continue to develop Hunter safety awareness. Members of this committee shall serve for one (1) year or until their successor shall qualify.

Section 4 – The President shall appoint such committees, temporary or permanent, as are deemed necessary for the proper functioning of said organization. Members of the committee so appointed should not serve beyond the term of the President by who they were appointed. The President shall serve as an ex-officio member for all committees.

## **ARTICLE 8 – AMENDMENTS**

This Constitution and Bylaws may be amended by a two-thirds vote of the members present at any regular meeting of the membership, provided that written notice of the proposed amendment shall be prominently posted on club grounds on all bulletin boards and also be posted on the organization’s website at least twenty (20) days prior to the taking of said action.

These Bylaws were adopted as of April 2016