

CONSTITUTION AND BY-LAWS OF THE OTISCO LAKE ROD AND GUN CLUB

Incorporates the latest Amendments (Aug. 11, 1983, Dec. 13, 1990, July 9, 1992, Sept. 10, 1992, October 13, 1994, June 1, 1999, Oct. 12, 2000, Oct. 11, 2001, Oct. 10, 2002, July 10, 2003 & October 14, 2004, May 10, 2007)

Organized October 8, 1954. Incorporated at the Onondaga County Clerk's Office on June 15, 1955.

ARTICLE I TITLE

SECTION 1. THIS CLUB SHALL BE KNOWN AS THE OTISCO LAKE ROD AND GUN CLUB.

SECTION 2. Its objectives shall be the conservation of natural resources for the improvement of the environment, propagation of game and fish, a proper respect for the enforcement of game laws, the enactment of new laws for such purposes and the repeal of laws not in conformity with true sport.

ARTICLE II OFFICERS

SECTION 1. a. The officers of this club shall be:

President
Vice President
Vice President of Membership
Secretary
Treasurer
Trustees (5)

1. b. The Executive Boards comprises all of the above.

SECTION 2. All officers shall be elected for a term of one year at the annual meeting and shall assume their duties at the end of the meeting.

SECTION 3. The annual election of officers shall be by ballot and a majority of all members voting shall be necessary for a choice.

SECTION 4. In case of any vacancy in any office, such vacancy shall be filled by election at the next regular meeting.

ARTICLE III DUTIES OF OFFICERS

SECTION 1. It shall be the duty of the President to preside at all meetings, to call special meeting whenever he or she shall deem it necessary or at the

request of five members in writing. It shall be his or her duty to appoint all standing and special committee chairpersons and to enforce the observance of the constitution/by-laws. The President may act on all committees.

SECTION 2. The Vice President shall perform the duties of the President in the President's absence from a meeting, or in case of the President's inability to serve.

SECTION 3. The duties of the Vice President of Membership shall be to accept membership applications, collect dues and issue membership cards. (S)He will in turn keep updated records, turn membership dues over to the Treasurer at the conclusion of each business meeting and shall actively promote and solicit members for the association.

(S)He shall issue a new membership application on the month preceding the member's anniversary date: to be included with the newsletter.

New membership cards will be issued to members each year.

SECTION 4. It shall be the duty of the Secretary to keep a correct record of the proceedings of all meetings. The secretary shall notify all members of special meetings by publications of notices in the papers, or by cards and/or letters, notify members of their appointment on committees, and provide the temporarily appointed chairman with telephone numbers and/or addresses of all appointed members.

SECTION 5. It shall be the duty of the Treasurer to keep securely all monies of the club. (S)He shall pay out such funds as directed by the Finance Committee or by the general membership or where stated elsewhere in the Constitution. In the event of an emergency expenditure the Treasurer may spend up to \$250.00 if approved by the President or Vice-President (*amended 7/10/03*).

All appropriations or expenditures of money not considered current shall require a majority of vote of all members present at a regular meeting.

The Treasurer will on a timely basis expend funds to pay utility, tax, insurance, mortgages, fuel, newsletter, bonds and store charge bills in order to prevent late fees or penalties from incurring (*amended 7/10/03*).

The Treasurer shall keep a correct account of all monies received and paid out. The books shall always be open for inspection by the Auditing Committee. The Treasurer shall turn over the balance of funds, books and records to the successor in office. (S)He shall deposit all sums received in

a bank, or banks, or trust company approved by the Membership present at a monthly meeting.

The Treasurer shall, if required by the Board of Trustees, give to the Association such security for the faithful discharge of his or her duties as the Board may direct.

SECTION 6. Trustees.

- a. The Trustees shall, upon election, immediately enter upon the performance of their duties and shall continue in office until their successors shall be duly elected and qualified. In addition the officers elected shall meet with and shall be considered members of the executive board.
- b. Duties of Trustees. The Trustees may:
 - (1) hold meetings at such times and places they deem proper; (2) appoint committees on particular subjects from the members of the board, or from other members of the Association; (3) print and circulate documents and publish articles; (4) carry on correspondence and communicate with other associations interested in fishing, hunting, target shooting and conservation; (5) employ agents, and (6) aid the President to devise and carry into execution such other measures as they deem proper and expedient to promote the objects of the Association and to best protect the interests and welfare of the members.
- c. Meetings of the Executive Board. The President may, when he deems necessary, or the Secretary shall, at the request in writing of three members of the executive board, issue a call for a special meeting of the Board, and only five (5) days' notice shall be required for such special meetings.
- d. Quorum. Six members of the Executive Board shall constitute a quorum for the transaction of business. In the absence of the President and Vice Presidents the quorum present may choose a chairman for the meeting. If a quorum is not present, a lesser number may adjourn the meeting to a later day, not more than ten days later.
- e. Absence. Should any member of the Board of Trustees absent himself unreasonably from three consecutive meetings of the Board without sending a communication to the President or Secretary stating his or her reason for so doing, and if his or her excuse should not be accepted by the members of the Board, his seat on the Board may be declared vacant.
- f. Removal of Trustees. Any one or more of the Trustees may be removed either with or without cause, at any time by a vote of two-thirds of the members present at any special meeting called for that purpose.
- g. There shall be an executors Board meeting monthly.

ARTICLE IV STANDING COMMITTEES

SECTION 1. The following standing committees shall be appointed by the newly elected President at the November meeting.

- a.) Environmental Conservation Committee chair person.
- b.) The Membership Committee chair is the Vice-President in charge of membership.
- c.) A Building and Grounds Committee chair person.
- d.) Auditing Committee
The Auditing Committee shall examine the treasurer's records five months after the annual elections, and then again one month prior to the next annual elections. They shall approve if correct and just. This report is to be submitted at the annual meeting.
The committee shall consist of one Trustee and two general members appointed by the President.
- e.) Nominating Committee
 - (1) During the month of August in each year the Board of Trustees shall appoint a Nominating Committee of two members; whose duty it shall be to nominate candidates for Trustees and Officers to be elected at the next annual election. They shall notify the Secretary in writing at least fifteen (15) days before the date of the annual meeting, of the names of such candidates, and the Secretary, except as herein otherwise provided, shall mail a copy thereof to the last recorded address of each member simultaneously with the notice of the meeting.
 - (2) Independent Nominations. Nominations for Trustees may also be made, endorsed with the names of not less than ten members of the Association, if forwarded to the Secretary at least fifteen days prior to the annual meeting of the Association for immediate transmittal by him or her to the members.
 - (3) Nominations for officers and/or trustees may also be made at the annual meeting from the floor.
- f.) Range Committee
The Range Committee shall set up the range rules.
- g.) Special Committees.
The President may, at any time, appoint other committees on any subject for which there are no standing committees of the Association.
- h.) All committees shall serve without pay except for actual expenses.

Committees are not authorized to spend over authorized budget.

ARTICLE V DUES AND MEMBERSHIP

SECTION 1. The yearly dues of this club shall be (\$35.00) paid in advance.

The dues of this club shall be as follows:

Annual	\$35.00
Junior	\$14.00
Family	\$55.00
Life	\$250.00

The annual dues will be assessed \$1.00. This \$1.00 assessment added to the yearly dues that are collected by the Club Treasurer for Annual, Life and Family memberships only. The purpose of this assessment is for the express collection and contribution to the New York State Conservation Council. At the Annual Meeting in October the Treasurer will be required to issue a club check to the New York State Conservation Council at their appropriate address at that time. The check will be for any and all monies expressly collected for this purpose from the preceding year. If for some reason the club Treasury is not solvent enough to meet this prescribed obligation, then the Members present at the Annual October Meeting will be required to come up with an alternative plan to meet this obligation. An example of this would be to run some sort of event, raffle or item for sale.

SECTION 2. The membership card shall expire on the member's anniversary date. Yearly dues can only be changed by amendment to these by-laws.

SECTION 3. Classes of Membership

Annual membership-Payment of the \$35 membership dues shall entitle a person over 18 years of age annual membership status. Annual members shall have all rights and privileges of the club.

Junior membership-Payment of the \$15 junior membership dues shall entitle a person between the ages of 12 through 17 years junior membership in the club. Junior members must be accompanied by a responsible member 21 years of age or older while on club grounds. Junior members shall not be able to vote.

Family membership- Payment of \$55 family membership dues shall entitle a person, their spouse, and any dependent children under the age of 12 years family membership in the club. Children under 12 years cannot use the range.

Life membership- The honor of life membership shall only be bestowed upon a member who has reached the age of 60 and who has been a member in good standing for the previous ten years. A member who reaches life status shall not be required to pay annual dues excluding assessment.

OR

At the time of membership renewal, an individual, junior or family club member may pay the \$250 life membership fee and become a life member of the club. A member is not eligible for life membership unless they have been a member in good standing for the previous five years, pending approval of the executive board.

SECTION 4. Duration of Membership

Annual, junior and family memberships shall be for a period of one full year and shall expire on the date the membership application was accepted by the club. Dues and assessments shall be promptly paid. Life membership shall be for the duration of the club member's natural life.

Life members shall have all rights and privileges of the club and need not pay dues, excluding assessments.

SECTION 5. Membership

- A. No members shall be eligible for any office unless they are a member in good standing for six months prior to the annual meeting.
- B. A "member in good standing" shall be: one who has current dues paid, has worked one "work day" or one club function or served on one club committee during the prior year and has shared in the betterment of the Otisco Lake Rod and Gun Club and has sold or purchased a yearly total of four (4) tickets for any of the club's major raffles. This could be any combination of: gun-a-day raffle, 3-gun raffle, big buck contest or any other major raffle deemed so by the club in the future.
- C. Expulsion of a club member. If a club member is found not to be a member in good standing they may be expelled from the club. A club member who has been expelled shall not be allowed to reapply for membership, during the next five years.
Any member may recommend that another club member be expelled from the club. They shall do so by submitting their reasons in writing to any of the club Trustees. The club Trustees shall meet and determine if said reasons are grounds for expulsion. If the Trustees are in agreement, a thorough investigation shall take place. If said reasons

are not justification for expulsion, the matter will be dropped without further discussion. If the investigation results in grounds for expulsion, the Trustees shall inform the membership of their findings at the next monthly meeting. Upon reporting the findings of the investigation, the Trustees shall call for a secret ballot vote by the members present at the meeting. A 2/3 vote shall be necessary for expulsion. The board of Trustees shall then inform the club member in writing that the member is expelled from the club.

ARTICLE VI

Meetings

SECTION 1. The Annual Meeting shall be held at the October meeting.

SECTION 2. Meetings of this club shall be held on the second Thursday of each month.

SECTION 3. Notice of regular meetings may be given by publishing same in the club newsletter.

SECTION 4. If a regular meeting should fall on a legal holiday, the meeting shall be postponed for one week.

SECTION 5. Quorum. The presence of ten (10) members shall be necessary to constitute a quorum to conduct a meeting, but a lesser number may adjourn to some future time, not less than six or more than twenty days later. Any such meeting may be held without further notice.

SECTION 6. The order of business at all meeting shall be:

- a. Official opening of meeting for transaction of business.
- b. Reading of the Sportsman's Pledge.
- c. Reading of the minutes of the previous meeting.
- d. Reading of the names of new members.
- e. Secretaries report.
- f. Treasurers report.
- g. Communications
- h. Report of standing committees.
- i. Report of special committees.
- j. Unfinished business.
- k. New business.
- l. Debate for the good of the club.
- m. Adjournment

SECTION 7. At a special meeting no business shall be transacted except for that business which the meeting was called.

SECTION 8. All questions of order not covered in the BY-LAWS shall be governed by the rules laid down in Roberts Rules manual. (Exception shall be during debate for the good of the club.)

ARTICLE VII

SECTION 1. These By-Laws may be amended as follows:

An amendment and/or bylaw to this constitution must be presented in writing at any regular meeting. After being presented it shall be laid on the table under the heading of new business. Such amendment shall then be considered. The proposed amendment or bylaw must then be brought up for discussion at two meetings. This proposed amendment or bylaw shall be voted on at the meeting following the two discussion sessions. The proposed amendment or bylaw and voting date must also be published in the newsletter or special mailing prior to the two discussion sessions. It shall be voted on as a regular motion and become a part of the constitution. It must be carried by a majority of the members present.

ARTICLE VIII

Club Rental

SECTION 1. Rental of the club house and grounds by members and non-member can be approved by either the membership at a general membership meeting or by approval by the Board of Trustees if such request falls between the general monthly membership meetings. The club house and grounds shall be returned to a clean state as received. If the Building and Grounds Committee find the club house and grounds not in a satisfactory condition after the event that club member can be assessed a reasonable fee to put the club house and grounds back to their original state. This club member may also lose his or her privilege of membership.

SECTION 2. Rental of the club building and grounds will be allowed only to those persons who have been a member in good standing for one or more years. Rental fee shall be \$25.00 plus any club materials used by the person using the club.

The fee for non-membership rental shall be \$75.00 and a \$75.00 deposit. The deposit is to be returned if the club's Building and Grounds Committee is satisfied with the condition that the club house and ground were left in. The type of events that a non-member may rent the club house and grounds are: birthday parties, wedding receptions, local community fund raisers.

SECTION 3. Rental by individuals or corporations for profit

Rental of the club house and ground for the purpose of an individual or commercial entity to sell goods or services shall need the approvals described herein. In addition the rental fee shall be \$150.00 plus a deposit of \$75.00. The deposit shall be returned if the club house and grounds are left in a satisfactory condition as determined by the club's Building and Grounds Committee. Any club rental by a non-member must be sponsored by a member in good standing of the association, who shall be held accountable for any and all activities on the grounds.

SECTION 4. Exemptions

Exempted from rental fees would be local or civic minded organizations for the purpose of a meeting. Approval for use of the club house and grounds would follow the same procedure as described herein. Local civic minded organizations shall be The Boy Scouts, Girl Scouts, Lions Club, VFW, other Rod and Gun Clubs, etc. If club facilities are left in disarray as determined by the clubs' Building and Grounds Committee, a bill can be sent to the organization that left it in such a state for reasonable clean up cost as determined by the club's Building and Grounds Committee. Other special exemptions may be granted by the Board of Trustees.

ARTICLE IX

Miscellaneous

SECTION 1. This is a non-political organization.

SECTION 2. No alcoholic beverages shall be sold during any club shooting event held at the club.

SECTION 3. Any and all articles on the club grounds shall be considered property of the club, for use by all members. These articles shall be available to any member as he/she chooses to use, excluding the removal from club grounds. No member shall leave personal property at the club for their personal use and not that of other club members.

SECTION 4. The President of the club shall have the authority to designate control areas for the securing of club articles for sale; hats, shirts, clay birds, shells, etc. The club President shall authorize the distribution of keys or combinations as he/she deems necessary.