

CONSTITUTION & BY-LAWS

Article I **NAME**

The name of this organization shall be the “Aliquippa Bucktail League, Inc.”

Article II **FORM OF THE ORGANIZATION**

The club is a non-profit organization (501c7) organized under the laws of the Commonwealth of Pennsylvania.

Article III **GOALS AND OBJECTIVES**

The objectives of this organization shall be as follows:

- (a) To pledge ourselves as Americans to save and faithfully defend from waste; the natural resources of our country; its air, soil, and minerals; its forests, waters and wildlife.
- (b) To promote a high standard of ethics, sportsmanship and fellowship among the members and the public and to promote our second amendment rights.
- (c) To oppose the passage of laws which are objectionable to the shooting, hunting, and fishing fraternity.
- (d) To provide for the mutual exchange of practical and educational data pertaining to sportsmanship among members.

Article IV **LOCATION**

The location of this organization shall be within the limits of Beaver County. The address shall be a designated address in Aliquippa, Beaver County, Pennsylvania.

Article V **MEMBERS**

Section 1 Eligibility

Eligibility for membership shall be evaluated and determined on the basis of character, reputation, integrity and compatibility with existing members without regard to race, religion, ancestry, age, sex or national origin or disability.

Section 2 Proposal

A candidate for admission must complete an application in the form adopted by the organization and must be filed with the Membership Secretary.

Section 3 Compliance with Laws

All members and prospective members must comply with the Pennsylvania State Game and Fishing Laws.

Section 4 Classes of membership and Voting privileges

The following shall comprise the classes of membership:

- (a) Junior - age 12 through 17
- (b) Regular - age 18 through 61
- (c) Senior - age 62 or greater

(d) Life - age 62 with 20 years of membership

Junior Members do not have voting privileges in Officer or Board of Director elections. All other members have voting privileges on all motions except approval of new members which is limited to the Board of Directors. To be eligible to vote in Officer or Board of Director election, you must have your membership card physically available. To vote in elections you must have attended a minimum of 4 meetings (November through October current for Officers, December through November current for Directors). Attendance verification is to be via sign in sheet, electronic, etc.)

To run for office, Officers or directors must have attended a minimum of 4 meetings in previous 12 meetings.

Section 5 Admission

All new members must be approved by the board of Directors. Admission shall be by favorable vote of the Board of Directors on a motion to admit made at a duly convened meeting of the Board of Directors. The vote shall be by open or secret ballot at the discretion of the Board of Directors and the casting of a majority of votes shall defeat such motion. All communication regarding the evaluation of new members shall be held by the Board of Directors in strictest confidence.

Section 6 Membership Limit

The Board of Directors may place a limit on the number of the total membership.

Section 7 Requirements

(a) Each member is required to donate a minimum of eight hours of work activity per membership year. An additional fee will be assessed the following membership year for non-compliance.

(b) A member may seek an executive office (President, Vice President, Recording Secretary, Membership Secretary and Treasurer) after he/she has served as a director for a minimum of (12 months).

(c) Life membership will only be earned by past Presidents of the organization who have served 2 terms and members age 62 with 20 years of membership.

(d) The Board of Directors may confer Life membership on members for the benefit of the organization. Members in this category may be assessed a maintenance fee by the Board of Directors.

(e) Life members must remain active or be placed on an in-active list. They may be re-instated upon request.

Article VI

DUES

Section 1 Initiation Fee

An initiation fee and one year's dues will be assessed to active members joining the club subject to modification pursuant to section 3 of this article.

Section 2 Fiscal Year and Annual Dues

The club shall base its financial fiscal year beginning October 1 and ending September 30. Membership year begins July 1 ending June 30. All dues must be paid by August 31st. Any member not paid by said date will be dropped from the membership.

Section 3 Dues Schedule

Life members are not required to pay annual dues. A member on active duty with the Military Service shall be carried as a member for the duration of his/her active duty tour without payment of dues.

Section 4 Membership and Initiation Fees/Dues

The membership fees, initiation fees, dues and other charges required to be paid for admission and continuance of voting membership shall be fixed and determined from time to time by the Board of Directors.

Section 5 Officers Dues

Officers are exempt from dues for the period they hold office.

Article VII RULES

Section 1 House Rules

The following rules are absolute and will not be tolerated:

- (a) Fighting on Club Property.
- (b) Stealing, willful destruction or misuse of Club Property.
- (c) Offensive conduct or Language.
- (d) Refusing to leave when asked to do so by any Officer or Director of the Club after violation of a rule or by-law.
- (e) Smoking in the clubhouse upstairs or downstairs.
- (f) Alcohol or illicit drugs on the ranges at any time. No one is allowed to use any range or to handle firearms once they are known to have consumed ANY amount of alcoholic beverages or be under the influence of illicit drugs.

In order to enforce these rules and regulations, all elected officials have the authority to:

- (a) Shut down any range for safety reasons.
- (b) Direct a member who is in violation of any rules and regulations to leave the club grounds for a 24 hour period.
- (c) In case of a flagrant violation, the official may temporarily suspend all rights and privileges of the member.

Article VIII FACILITIES

Section 1 Social Building

The Membership Social Building (on trap and skeet field) is available for members to use on an every day basis. Rules remain in effect at all times.

Section 2 Ranges

The Rifle Range, Pistol Range, Trap and Skeet Ranges have posted hours of use and range rules.

Section 3 Guests

- (a) Each member may bring one (1) guest at a time to use the Rifle, Pistol and Archery Range.
- (b) A non-member may be a guest only once at the ranges.
- (c) NO GUESTS are permitted during the month of November at the Rifle, Pistol and Archery ranges.

Section 4 Junior Members

Junior members must be accompanied by and under the supervision of a member 18 years of age or older when handling firearms other than handguns. Junior members must be accompanied and under the supervision of a MEMBER 21 years of age or older when handling a handgun.

Article IX

OFFICERS AND DIRECTORS

Section 1 Officers and Directors

- (a) The officers of the club shall be President, Vice President, Recording Secretary, Membership Secretary and Treasurer. The Board of Directors will consist of Nine Members. All officers shall be current or ex-members of the Board of Directors with a minimum of 12 months service. If no eligible candidates are nominated for an office, this requirement may be waved by a 2/3 vote of the Board of Directors present at the election meeting. The County League Delegate and Alternate may be any member of the organization.
- (b) The above officers and delegates shall be elected for a period of one year. Elections will be held on the second Tuesday in October. Officers and delegates shall take office at the conclusion of said meeting. Three directors are to be elected for a period of three years each year. Any open positions are to be filled at this time. Elections for the directors will be held on the second Tuesday in November and directors shall take office at the conclusion of said meeting. Junior Members are ineligible to vote. All nominations will begin one month prior to election and nominations are also to be made from the floor election night.
- (c) Outgoing Officers and Board members must turn in all keys and club records following the election.

Article X

DUTIES OF OFFICERS

Section 1 Duties of the President

- (a) The President shall preside at all regular and special meetings of the Board of Directors except as specified under duties of the Board of Directors (Article X, Section 6 (e)).
- (b) He/She shall have the right to appoint all standing committees authorized by the Board of Directors and casts the deciding vote in case of a tie. He/She shall appoint a Sergeant at Arms for election nights.
- (c) He/She shall be a member ex-officio of all committees.
- (d) He/she shall countersign all checks drawn upon the funds of the organization in excess of \$1000.00. Checks in the amount less than \$1000.00 may be signed by any two officers of the club one officer of which must be the Treasurer unless he/she is temporarily unavailable.

Section 2 Duties of the Vice-President

He/She shall perform all duties of the President in case of and during the absence of the President.

Section 3 Duties of the Recording Secretary

- (a) He/she shall record the minutes of all regular and special meetings of the organization and all meetings of the Board of Directors.
- (b) He/She shall keep a record of attendance of Officers and Directors.
- (c) He/She shall handle all correspondence of the organization.

(d) He/She shall notify each Director of time and place of all special meetings of the Board of Directors at least one day in advance of the meeting date.

Section 4 Duties of the membership secretary

- (a) He/She shall keep a record of work activity.
- (b) He/She shall keep a record of all members past and present (names and addresses) and keep a running total of members (Life, Regular, Senior, Military and Junior).
- (c) He /she shall receive all membership applications.
- (d) He/She shall maintain a list of members for elections.
- (e) He/She shall invoice members for dues renewal.
- (f) The Membership Secretary shall issue annually (only after receipt of the annual dues payment) a membership card, a vehicle ID sticker or other such credentials as may be required to each member. Every member must carry their membership card when on club property and exhibit same upon request of any member or authorized person.

Section 5 Duties of the Treasurer

- (a) He/She shall receive and place in depository of the organization all funds of the organization and shall keep an accurate account of all receipts and disbursements.
- (b) He/she shall be placed under adequate bond the amount of which is to be determined by the Board of Directors annually.
- (c) He/She shall have power to draw checks against the funds of the organization for all bills and expenditures as and when authorized by the Board of Directors; such checks however are to be countersigned by the President or other officers (Article X, Section 1 (d)).
- (d) He/She shall make a report at each monthly meeting and at all Board of Directors meetings showing the financial condition of the organization.
- (e) There shall be an audit of the books by an authorized person or persons, at the end of each fiscal year, as selected by the Board of Directors.
- (f) He/She shall make a financial report at the end of the fiscal year.
- (g) He/She shall prepare reports for Tax filing immediately following the close of the fiscal year ending September 30th.
- (h) He/She shall maintain the Bank signature list for the checking account.

Section 6 Duties of the Board of Directors

- (a) The Board of Directors shall transact all general business of the organization in accordance with the purpose of the organization. At all the regular meetings thereof, make a report of their activities for the fiscal year and such recommendations and/or suggestions as they deem advisable for the good of the organization.
- (b) The Board of Directors will develop and approve a Financial Plan including projects and estimated expenditures for the next fiscal year. The Plan is to be completed and presented to the membership at the September Meeting. Amendments to the plan may be made as new requirements occur.
- (c) They shall be responsible for the promotion of any and all educational programs, entertainment and other special activities.
- (d) They shall be responsible for the promotion of a spirit of fellowship among members, and shall attempt to foster a spirit of friendly cooperation between the member and owners of farm and timberland within the territory served by the organization.
- (e) Any Vacancy occurring in any office by reason of Death or resignation or for any other reason shall be by appointment of the Board of Directors for the remainder of the election year. At the next

election the vacancy will be elected for the remainder of the term. In the event that any officer in this organization fails to properly perform his/her duties of said office, he/she may be removed from office by impeachment. The Board shall elect a presiding chairperson. Members present and body shall serve as an impeachment committee endowed with full authority to act, as they deem necessary. In case an officer should absent himself from three consecutive meetings without due authority or proper reason, he/she may be subject to impeachment proceedings. Any Director may call a special meeting of the Board of Directors for the good of the Organization.

Section 7 Duties of the Delegate

- (a) The Delegate of the County Conservation League shall attend meetings of the County Organization and refer to the County Organization all matters pertaining to the purpose of this organization which he is requested to do by the Membership.
- (b) He/She shall post a copy of the minutes of the County Conservation League's monthly meeting in the Membership Social Building for review by the membership.
- (c) He/She shall present an overview of the events of the County Leagues Previous monthly meeting.

Section 8 Duties of the Sergeant At Arms

- (a) The Sergeant at Arms (appointed by the President) may be selected from any of the members in good standing as required at a meeting of the membership.
- (b) The Sergeant at Arms will maintain physical order to permit the meeting to proceed in an orderly process.
- (c) The Sergeant at Arms will choose vote counters representing each participant to collect and count votes in elections and will announce the results.

Article XI MEETINGS

Section 1 Regular meetings

- (a) Regular meetings will be held on the second Tuesday of each month.
- (b) All regular meetings of the membership will be called to order at 7:30PM. All reports will complete their presentations within a 10 minute time limit. The time limit is to be enforced by the President or the Sergeant at arms.
- (c) At a regular or special membership meeting, 10% of the eligible voting members shall constitute a quorum of this Organization. In the event a quorum does not exist the meeting may proceed without benefit of any voting.

Section 2 Special Meetings

Special meetings of the organization may be called by the President at any time whenever, in his judgment may be necessary. Notice of such meetings shall be given by the Recording Secretary but the President may give additional notices as to him may seem necessary.

Section 3 Board of Director Meetings

- (a) The Board of Directors shall meet on the LAST Tuesday of each month. The meeting time may be adjusted by the Board of Directors as necessary.
- (b) Any member may attend the Meetings of the Board, but shall not have the privileges of debate or vote. Any matter or thing within the purpose of the organization which any member or members may wish to bring before the Board of Directors shall be submitted in writing to the Recording Secretary at

least ten (10) days prior to the meeting. With the permission of the Board of Directors, the member or members submitting such suggestion or request may speak in support of such matters submitted.

(c) At any monthly meeting of the Board of Directors, Five (5) members of the Board shall constitute a quorum. In the event a quorum does not exist the meeting may proceed without benefit of voting. Any Director may appoint an alternate in the event of his/her inability to attend (maximum of 3 times per year per director). In the event of the inability of the President or Vice-President to attend a Board meeting, the Directors present shall elect a temporary chairperson. An alternate Director shall have the same powers as a regular Director.

Article XII **ORDER OF BUSINESS**

Section 1 Agenda for all Meetings

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, CONSERVATION PLEDGE and ROLL CALL OF OFFICERS and DIRECTORS
2. READING OF THE MINUTES OF THE PREVIOUS SESSION, AND COMMUNICATIONS
3. REPORT OF MEMBERSHIP SECRETARY, AND REPORTING OF NEW MEMBERS
4. REPORT OF THE TREASURER
5. COUNTY LEAGUE DELEGATE REPORT
6. REPORT OF ACTIVITIES (Board of Directors report of committees, etc)
7. UNFINISHED BUSINESS
8. NEW BUSINESS
9. ANYTHING FOR THE GOOD OF THE ORGANIZATION
10. ADJOURNMENT

Article XIII **BY-LAWS**

Section 1 The BY-LAWS

- (a) The BY-LAWS may be amended after the amendment has been reviewed at three (3) consecutive meetings by a quorum and successfully passes the vote at the third regular meeting.
- (b) Any issue not addressed in these by-laws will be governed by Robert's Rules of Order.

Article XIV **MEMBERSHIP CARDS**

Section 1 Membership cards

The Membership Secretary shall issue annually (only after receipt of the annual dues payment) a membership card, a vehicle ID sticker or other such credentials as may be required to each member. Every member must carry their membership card when on club property and exhibit same upon request of any member or authorized person.

Article XV **DISCIPLINARY PROCEDURE**

Section 1 Cause, Procedure and Hearing

The Board of Directors has the authority to reprimand, suspend, expel or otherwise discipline any member for cause either upon the initiative of the Board or upon a complaint in writing received from any member of the Club. Such cause may consist of, but shall not be limited to, nonpayment of accounts, the violation of any Bylaw, policy, rule or regulation duly adopted by the Board of Directors or by any standing committee, or for any act, matter, thing or conduct which, in the opinion of the

Board, is detrimental or prejudicial to the Club's welfare. Any action of suspension or expulsion shall require the affirmative vote of two thirds of the members of the Board then in Office and shall be taken only after twenty (20) days' notice in writing to the accused member specifying the nature of the charges against the member and after affording the member a hearing before the Board.

Section 2 Appeal

Any Member so suspended or expelled may, within twenty (20) days thereafter, appeal from the decision of the Board, by filing written notice thereof with the Recording Secretary, whereupon the President shall promptly call a special meeting of the voting members to hear such appeal. The decision of a majority of the voting members present at such special meeting shall be the final and conclusive determination regarding the suspension or expulsion.

Article XVI

INDEMNIFICATION

Except as prohibited by law, every Director and Officer of the Club shall be entitled as of right to be indemnified by the Club against all expenses, liability and loss (including without limitation, attorney's fees, judgments, fees, taxes, penalties and amounts paid in settlement) paid or incurred by such person in connection with any actual or threatened claim, action, suit or proceeding, civil, criminal, administrative, investigative or other, in which such Director and Officer may be involved, as a party or otherwise, by reason of such person being or having been a Director or Officer of the Club and acting at the direction and under the authority of the Board of Directors, so long as such person has acted (i) in good faith and in a manner reasonably believed by that person to have been in the best interest of the Club, (ii) at the direction of and under the authority of the Board of Directors, and (iii) with respect to criminal matters, without reason to believe that such conduct was unlawful or improper.

The Club may purchase and maintain insurance to protect itself and any person eligible to be indemnified hereunder against any expense, liability or loss asserted or incurred by such person in connection with any claim, action, suit or proceeding, whether or not the Club would have the power to indemnify such person against such expense, liability or loss by law.

Article XVII

PROPERTY RIGHTS

In the event that disillusionment of the Aliquippa Bucktails League would present itself the following applies:

1. Approval of 80 percent of the existing membership is required to dissolve the Aliquippa Bucktail League, Inc.
2. A ballot declaring the intent to dissolve would be mailed to each member requesting a return proxy vote or presence at a disillusionment meeting, date and time to be stated.
3. Voting shall take place by a calling of the roll with Yeas and Neas and proxy votes recorded and which will be published in the "Beaver County Times" or other local newspaper which may be active at that time.
4. Proceeds from the sale or other disposition of the assets of the Aliquippa Bucktail League will be distributed equally among the membership.