

CONSTITUTION AND BY-LAWS of the CONEWAGO ROD AND GUN CLUB

Article I. NAME

Section I. The name of this Association shall be "The Conewago Rod and Gun Club."

Article II. PURPOSE

Section I. The Club was duly organized and incorporated under the Act of General Assembly of the Commonwealth of Pennsylvania. The purpose of this Association is to protect and propagate Game and Fish, to assist in the conservation of Forests and Streams, to assist in making Game and Fish Laws, to promote and provide a place for all types of shooting in a safe, sane and responsible manner, and to foster and to perpetuate a feeling of Good-Will between Fellow-Sportsmen, Farmers, Game, and Fish Authorities.

Article III. MEMBERSHIP

Section I. The Membership of this Association shall be divided as follows: Regular, Junior, Family, Life, Senior Lifetime, Police, Armed Forces, and Honorary, as prescribed hereinafter by the By-Laws.

Section II. Current members of the Association include members who no longer have to pay dues and paying members who have paid in full for the current calendar year. A member in good standing is a current member that has not been expelled from the Association as outlined in the By-laws.

Article III, Sections II, added on Sept 16, 2020

Article IV. OFFICERS

Section I. The Officers of this Association shall be elected for one year, with the exception of the Directors who shall be elected for a two-year period on alternating years. The Officers shall consist of the following.

1. President
2. Vice President
3. Recording Secretary
4. Financial Secretary
5. Treasurer

Section II. The Board of Directors (Board) shall be composed of the five Elected Officers and four additional members of the association elected as Directors.

Article IV, Sections I & II, clarification of Directors on Sept 16, 2020

Article V. COMMITTEES

Section I. Committees of this Association shall be appointed as necessary by the Board of Directors. Committees shall be created for the purpose of supporting club facilities, activities, and administration. Every committee will at minimum have a chairman. Committee members will be comprised of members in good standing. A list of current committees, committee duties, and chairmen shall be posted within the clubhouse. Each chairman with the guidance of the Board of Directors will maintain and recruit the committee membership. Committee chairmen shall attend to all matters within the jurisdiction of the committee.

Section II. Sub-Committees to various regular Committees may be appointed by the President when it is deemed necessary to assist in the duties of the regular Committees.

Section III. Special Committees may be appointed for a period of time required to perform the duties for which the Special Committees are appointed.

Article V, Sections I, rewritten on Sept 16, 2020

Article VI.
MEETINGS

Section I. The Annual Meeting of the Association shall be held on the third Wednesday of January at 7:30 p.m. or such other date and time as the Board of Directors may set with 15 days prior notice.

Section II. The Regular Meetings of this Association shall be held monthly on the third Wednesday of the Month.

Section III. Special Meetings may be held at the request of either the Board of Directors or at the request of the majority of the Members present at any Meeting. Every member shall be notified of all Special Meetings.

Section IV. A Quorum to transact any business at any Regular or Special Meeting of the Association shall consist of a majority of the number of Members present.

Article VII.
FINANCE

Section I. In the event it ever becomes necessary for the Association to raise Special Funds for the Advancement of the Association, as herein set forth by the Constitution and By-Laws, the Board of Directors shall recommend to the Members of the Association at any Regular or Special Meeting a method by which said special funds may be raised.

Section II. The Board of Directors shall prepare an annual budget of income and expenses for the Association. The Board shall submit a proposed annual budget to the membership for consideration at the Regular Meeting of the Association in November. The proposed budget shall be held over for one month, and the board shall submit a final budget to the membership for approval at the Regular Meeting of the Association in December. The annual budget shall be adopted by the Association if the majority of the members present at the December meeting vote in the affirmative.

Section III. The annual budget shall govern all expenditures made by the association for the year. The Board may authorize unbudgeted expenditures not included in the annual budget by an affirmative vote of the majority of the officers and directors. No single unbudgeted expenditure approved by the Board may exceed an amount of \$3,000. The board shall report any unbudgeted expenditures so authorized to the Membership at the next scheduled Regular Meeting.

Section IV. Any proposed unbudgeted expenses in excess of \$3,000 must be approved by 2/3 of the members present at two consecutive regular meetings of the association.

Article VII, Section III, Unbudgeted expense authorization defined on Nov 20, 2019

Article VII, Section IV, Unbudgeted expense authorization defined on Nov 20, 2019

Article VII, Sections II and III, Annual Budget Provisions, added on June 15, 2016

Article VIII.
AMENDMENTS

Section I. Amendments to this Constitution must be proposed in writing at a Regular or Special meeting and signed by at least seven Members in Good Standing. The said proposed Amendment or Amendments shall be carried until the next Regular or Subsequent meeting and signed by at least seven Members in Good Standing, and to procure adoption, they must receive the votes of the Majority of Members present at the adopting meeting.

Article IX.
GENERAL POWERS

Section I. Any real estate and/or other property requiring transfer to or from the Club shall be recorded in the name of the Conewago Rod and Gun Club and shall be and remain the property of the Club. It can be released or transferred only upon authorization by the members of the Club at a regular or special meeting called for that purpose and then only by a motion duly passed by a 2/3 majority of the members present and recorded as a part of the minutes of that meeting. Such motion will be an authorization for the Treasurer, President, and Recording Secretary to make such transfer as the Club may direct.

Section II. The Board of Directors or general membership may close all or part of the club facilities for activities that support the purpose of the Association as defined in Article II PURPOSE. Any other closure requires authorization by the members of the Club at a regular or special meeting and then only by a motion duly passed by a 2/3 majority of the members present and recorded as a part of the minutes of that meeting.

Article IX, Sections II, added on Sept 16, 2020

BY-LAWS

Article I.
NOMINATION AND ELECTION OF OFFICERS

Section I. Nominations of Candidates for the Elective Offices of the Association shall be made by a Nominating Committee of Five Members appointed by the President. The Committee shall present the names of the Nominees at the Regular Meeting in January, when Additional Nominations may be made from the Floor. The Election shall be made by Ballot at the Annual Meeting in January, and the Candidates receiving the most votes shall be declared elected by the President.

Section II. Vacancies in any office by death, resignation or otherwise shall be filled by the Board of Directors whose Action shall be Valid until the next Annual Election.

Section III. To be eligible to hold an elective office a candidate shall have been a member in good standing for a period of three consecutive years immediately prior to their nomination. To be eligible to be elected as President of the Association a candidate shall have held an elective office for a period of at least one year prior thereto. If no eligible candidate is nominated for an elective office under this section, any member in good standing may be nominated as a candidate and elected into office at the Annual Meeting. Officers include: President, Vice President, Financial Secretary, Recording Secretary, and Treasurer.

Article I, Section III, Officer / Committee Chairman exclusion removed, Sept 16, 2020

Article I, Section III, Officer / Committee Chairman exclusion, amended on Nov 15, 2017

Article I, Section III, Elective Office Eligibility, amended on March 18, 2015

Article II.
DUTIES OF THE OFFICERS

Section I. PRESIDENT: It shall be the duty of the President to be the Presiding Officer. He shall call all Regular and Special Meetings as prescribed by the Constitution and By-Laws. He may appoint Special Committees and Sub-Committees. He shall affix his signature to all Legal Documents of the Association. He shall be Chairman of the Board of Directors, an Ex-Officio Member of all Regular and Special Committees and attend to all other matters coming under his jurisdiction as President.

Section II. VICE PRESIDENT: In the absence of the President, it shall be the duty of the Vice President to assume all duties of the President.

Section III. RECORDING SECRETARY: The Recording Secretary shall keep an accurate record of the proceedings of both the Association and the Board of Directors.

Section IV. FINANCIAL SECRETARY: The Financial Secretary shall collect all Membership Dues and forward same to the Treasurer of the Association, taking a Receipt thereof. He shall forward to each member the necessary Credentials upon payment of Dues and keep a true record of their Standing. He shall notify all Members of both Regular and Special Meetings of the Association and to attend to all other matters coming under his jurisdiction.

Section V. TREASURER: The Treasurer shall keep an accurate record of all monies received and disbursed by the Association, showing specifically for what account collected and for what purpose expended. He shall give a detailed account of all monies received and disbursed at each Meeting, as well as a Yearly Report at the Annual Meeting. He shall account for the deposit of all monies belonging to the Association in the Bank specified by the Officers and Board of Directors in the name of the Conewago Rod and Gun Club. He shall pay all expenditures of the association that have been authorized by the annual budget or as an unbudgeted expenditure pursuant to Article VII. Such payments shall be made by the Treasurer. He shall reconcile all bank account statements when received and provide a copy of the reconciliation statement to the Board at each subsequent meeting. He shall attend to all other matters coming under his jurisdiction.

Section VI. BOARD OF DIRECTORS: It shall be the duty of the Board of Directors to meet at least one week prior to the Regular Meeting of the Association for the purpose of discussing and recommending that which they may deem valuable for the good of the Association. They shall manage and conduct the business of the Association in the interim between Meetings, examine and audit the Books and Accounts of the Association and provide ways and means for collecting Dues and other Funds belonging to the Association. They may act on all Propositions for Membership, approve the Debts or Obligations and the Association before being paid by the Treasurer and report all their actions at the next Regular or Special Meeting. Five members of the Board of Directors present at any Board of Directors meeting shall constitute a Quorum.

Article II, Section VI BOARD OF DIRECTORS, clarification of quorum on Sept 16, 2020

Article II, Section II VICE PRESIDENT redefined on Nov 20, 2019

Article II, Section II RECORDING SECRETARY redefined on Nov 20, 2019

Article II, Section II TREASURER redefined on Nov 20, 2019

Article III. DUTIES OF COMMITTEES

Article III. DUTIES OF COMMITTEES, All sections removed Sept 16, 2020

Article IV. MEMBERSHIP

Section I. REGULAR MEMBERSHIP: Regular Membership may be attained by any person who is American Born or a Naturalized Citizen, age eighteen and older and of good moral character.

Section II. JUNIOR MEMBERSHIP: Junior Membership may be attained by any person who is American Born or a Naturalized Citizen under the age of eighteen and of good moral character. Junior Members must be accompanied by a responsible adult to participate in any Club activity. Junior Members will have no voting rights.

Section III. FAMILY MEMBERSHIP: Family Membership may be attained by any person who qualifies for Regular Membership and shall include the member's spouse and any children of the member up to the age of eighteen.

Section IV. LIFE MEMBERSHIP: Life Membership may be attained by any person who has been an Active Member in good standing for at least five consecutive years prior to applying for Life Membership. Life Membership dues shall be set at ten times the current yearly dues for a Regular Member and paid one time in that amount.

Section V. SENIOR LIFETIME MEMBERSHIP: For members joining after December 2017, Senior Lifetime Membership may be attained by any Regular Member who is age 75 or older and has been a Member in Good Standing for at least ten consecutive years prior to applying for Senior Lifetime Membership. Senior Lifetime Members shall be exempt from payment of Dues.

For members joining prior to January 2018, Senior Lifetime Membership may be attained by any Regular Member who is age 65 or older and has been a Member in Good Standing for at least three consecutive years prior to applying for Senior Lifetime Membership. Senior Lifetime Members shall be exempt from payment of Dues.

Section VI. POLICE MEMBERSHIP: Police Membership may be attained at the request of local police department heads that support the Association for all of their active officers for the purposes of practice, training, and qualification of their service firearms. Police Members will have no voting rights.

Section VII. ARMED FORCES MEMBERSHIP: Armed Forces Membership may be attained by any Regular Member who is currently serving on Active Duty status in any branch of the United States Armed Forces. Upon the end of active duty service an Armed Forces Membership will be expected to return to Regular Membership. Armed Forces Members shall be exempt from payment of Dues.

Section VIII. HONORARY MEMBERSHIP: Honorary Membership may be granted to an individual at any Regular or Special Meeting who has performed some Meritorious Act or who has attained preeminence in Scientific Pursuits in the advancing of the interest of Fishing, Hunting, Forestation, and Purification of the Waters of Pennsylvania. Honorary Members shall be exempt from payment of Dues.

Section IX. MEMBERSHIP LIMIT: Club membership shall be limited to a combined total of 2,000 members of all categories. Dues paying members whose dues are not paid by January 31st of the current year shall be considered non-members must follow the procedures set forth for a new application for membership in order to be reinstated.

Section X. APPLICATION FOR MEMBERSHIP: Any person desiring to become a Regular, Junior, or Family Member of this Association shall fill out an Application for Membership accompanied by the Initial Dues for the Year, attend a Regular Meeting for approval of membership, and attend an orientation session. Membership applications shall be approved by a majority vote of members present at a regular meeting.

Article IV, Section V, Senior Lifetime Membership requirements, amended on Dec 20, 2017

Article IV, Sections I, II, and III, Junior Membership Age Limit, amended on June 15, 2016

Article V. DUES

Section I. The Annual Dues for Regular, Junior, and Family Membership shall be determined by the Members of the Association at any Regular Meeting and shall be due by January 1st of the current year.

Article VI. CONDUCT OF MEMBERS

Section I. Any willful disregard or violation of the Game and Fish Laws or any of the rules of this club will not be tolerated by the Association and shall be a just and sufficient cause for expelling a Member from the Association. The Members of the Association shall foster Clean Sportsmanship and it shall be the Duty of each Member to report to the President any violations of the Game and Fish Laws which may come to his notice. The Board of Directors shall have the power to expel any Offender of the Game and Fish Laws.

Section II. Members will be responsible for their safety and the safety of others while using all club facilities. Members are personally accountable for their actions and those of their family members and guests.

Article VI, Section II, Add guests to Member responsibilities, Sept 16, 2020

Article VII.
EXPULSION

Section I. Any member of the Association violating any Clause, section or any Part of this Constitution and By-Laws or any Ruling of the Association, subjects the said person to Expulsion.

Section II. Any person of the Association, subject to Expulsion, may be expelled by a vote of the Majority of the Members present at any Regular or Special Meeting.

Article VIII.
CONDUCT OF MEETINGS

Section I. All Meetings of the Association shall be conducted according to Recognized Parliamentary Rules. A Majority vote of Members present at any Regular or Special Meeting, when properly called, shall transact business, except wherein it is otherwise specified by the Constitution and By-Laws of the Association. Any Members, who shall, at any Meeting, make use of improper Language, Misbehave in any Manner, shall be subject to the Expulsion from the Association.

Section II. The Following shall be included in a Regular Meeting:

1. Calling of Meeting to Order.
2. Pledge of Allegiance
3. Roll Call of Officers.
4. Reading of the Minutes of Board of Director's Meeting.
5. Reading of Minutes of Regular and Special Meetings of Association.
6. Report of Officers
 - a. President
 - b. Vice President
 - c. Recording Secretary
 - d. Financial Secretary
 - i. Presentation of Applications for Membership
 - e. Treasurer
7. Report of Committees
 - a. Regular
 - b. Sub
 - c. Special
8. Unfinished *Business*
9. New Business
10. Good of the Order
11. Nomination, Election and Installation of Officers as applicable
12. Adjournment

Article VIII, Section II, modify agenda of a Regular Meeting, Sept 16, 2020