

SHONGUM SPORTSMEN'S ASSOCIATION

By-Laws

Official Copy approved March 18, 2009

Article I - Name

A) The name of this organization shall be the **Shongum Sportsmen's Association**.

Article II – Mission Statement

The purpose of this organization shall be to encourage the lawful use and safe and proper handling of firearms and archery equipment to provide a climate for the improvement of marksmanship among citizens of the United States. The organization shall actively support the conservation of wildlife thru hunting and other methods. It shall also be our objective and purpose to further the development of those characteristics of honesty, good fellowship, self-discipline, team play and self-reliance, which are the essentials of good sportsmanship and the foundation of true patriotism.

Article III - Membership

Regular active membership applicants must be twenty-one (21) years of age. An applicant seeking membership other than junior membership MUST:

- 1) Possess a valid New Jersey Firearms Identification card and provide proof of same.
- 2) Be a member in good standing of the National Rifle Association, provide proof of same and subscribe to the NRA Pledge.
- 3) Certify that he is registered to vote and undertakes to vote regularly.
- 4) For safety reasons, (*e.g.*, cease fire), member applicants must be able to communicate in English.
- 5) At dues renewal, a regular active member who is a life member of the National Rifle Association will not be required to produce proof of NRA membership, provided that the club Membership Officer already has that information. The Club Membership Officer will be required to monitor this type of renewal.

**** THE NATIONAL RIFLE ASSOCIATION PLEDGE *****

"I certify I am a citizen of good repute of the United States of America; that I am not a member of any organization or group having as its purpose or one of its purposes the overthrow by force and violence of the Government of the United States or any of its political subdivision; that I have never been convicted of a crime of violence; and that if admitted to membership, I will fulfill the obligation of good sportsmanship and good citizenship."

Prospective Membership

- 1) An application shall be made to the Executive Committee Membership Officer, who will then place the applicant's name on the Waiting List.
- 2) A person applying for membership may apply either by mail or in person at a regular monthly meeting.
- 3) Any person applying for membership who cannot feasibly attend regular meetings due to employment or other personal requirements will have the option of applying by mail.
- 4) The Membership Officer shall notify the applicant when he becomes eligible for membership. Once notified, the applicant must attend two (2) out of the next three (3) consecutive meetings. Failure to comply will result in the forfeiture of any application fees and the applicant must reapply.
- 5) The applicant shall be interviewed by the Membership Officer. If appropriate, the Membership Officer shall determine the validity of the applicant's request to be excused from regular monthly meetings (Night Work Exclusion) and present his findings to the general membership at the next regular monthly meeting.
- 6) The applicant must attend a range orientation within the three (3) consecutive months as stated above and before being considered for probationary member status.
- 7) The applicant's probationary status shall be voted on at the second regular meeting after the Membership Officer's interview.
- 8) The maximum number of applicants to be accepted that are excused from attendance at regular monthly meetings (NWE) shall not exceed ten percent (10%) of the regular active membership.
- 9) All other terms and conditions of membership in the Shongum Sportsmen's Association as stated in these By-Laws for regular active members remain in effect for those requesting night work (NWE) exclusion.
- 10) In the event an applicant's application is questioned, the Executive Committee shall investigate said question and at the next meeting submit a report to the membership of their findings.

- 11) Membership cards and range keys will not be issued until all of the above conditions are met and all of the dues and fees are paid in full.
- 12) A current or former member of the Armed Forces who received an Honorable Discharge and is verified by their DD-214 or DD-215 shall be exempt from paying an initiation fee.

Probationary Membership

- 1) An applicant shall be considered a probationary member when his application has been accepted by a simple majority of those members eligible to vote in attendance when his application is voted upon, pending no objections.
- 2) A probationary member is not eligible to hold office, vote or make motions.
- 3) A probationary member must possess a valid New Jersey Firearms Identification card and provide proof of same.
- 4) A probationary member must be a member in good standing of the National Rifle Association and provide proof of same.
- 5) A probationary member shall have all range privileges and must obey all association laws and rules.
- 6) A probationary member is encouraged to attend monthly meetings and contribute their talents and skills by participating in club activities and work parties.
- 7) The probationary period is twelve (12) months from date of election.
- 8) A probationary member shall become a regular active member by a vote taken by a simple majority of the membership eligible to vote in attendance at a regular club meeting, provided all membership requirements have been met and there are no valid objections.
- 9) The Executive Committee shall investigate said objections and at the next meeting submit a report to the membership of their findings.

Regular Active Membership

- 1) A regular active member is eligible to hold office.
- 2) A regular active member shall have all voting rights and motion privileges.
- 3) A regular active member must possess a valid New Jersey Firearms Identification card and provide proof of same.
- 4) A regular active member must be a member in good standing of the National Rifle Association and provide proof of same.

- 5) A regular active member shall pay annual dues within thirty (30) days of the expiration date of membership.
- 6) Regular active members are encouraged to attend monthly meetings and contribute their talents and skills by participating on committees and work parties.
- 7) Regular active members, whose spouse (husband or wife) is a regular active member, shall pay dues at fifty percent (50%) of the annual dues. This dues reduction applies to only one member in a spousal relationship (husband or wife), and shall be limited to not more than two percent (2%) of the membership limit established at the annual meeting.
- 8) A regular active member shall become a life member after completing twenty-five (25) years of membership in the Association accordingly:
 - a) A regular active member shall become a life member in the Association upon completion of twenty-five (25) years of continuous and consecutive membership.
 - b) A regular active member, whose twenty-five (25) years of membership were interrupted, will be considered for life membership accordingly:
 1. The interruption of membership is restricted to a single occurrence, for any reason, which may extend for not more than two years (24 months). The period of absence of two years (24 months) shall be determined between the date the member discontinued membership and the date on which the member re-applied for membership.
 2. The returning member will pay the current years dues and immediately be fully reinstated, but be subject to the conditions listed under Regular Active Membership, item # 8, subheading (b, 5).
 3. If the length of time was greater than 24 months, the returning member will pay the current years dues and will be required to attend our range orientation before he can be reinstated. That member will be reinstated when the first open membership position is available. The returning member will be subject to the conditions listed under Regular Active Membership, item # 8, subheading (b, 5).
 4. The Membership Officer will provide the re-instated member with a complete explanation of the adjustment to the original membership date.
 5. Upon reinstatement to membership, the member's original membership date shall be adjusted for the length of time absent from membership in the Association, **excluding** any period of time on the waiting list. The period of interrupted membership shall not be included in the determination of twenty-five (25) years of continuous and consecutive membership.
 6. The Membership Officer will provide the re-instated member with a complete explanation of the adjustment to the original membership date.

Honorary Members

- 1) Honorary membership shall be a life membership.
- 2) Only regular members shall be considered for honorary membership.
- 3) Honorary membership status can be proposed by the Executive Committee at any meeting.
- 4) An individual is declared an honorary member by a simple majority of those eligible to vote present at the meeting at which the membership is voted upon.
- 5) An honorary member is exempt from paying dues, fees, and assessments.
- 6) An honorary member shall have the same rights as a regular member, but none of the obligations.
- 7) An honorary member shall obey all Association laws and rules.

Junior Members

- 1) Junior members must be under twenty-one (21) years of age.
- 2) Junior members may not vote, make motions or hold office.
- 3) Junior members may use ranges only when accompanied by a senior member.
- 4) Junior members will be encouraged to participate in work parties, but will not be required to do so.
- 5) Junior members shall not have guest privileges.
- 6) Junior members must pay dues in person at a regular junior meeting.

Membership Capacity/Waiting List

- 1) The total club membership capacity shall be determined at the annual meeting by a two-thirds majority of the members eligible to vote present at that meeting.
- 2) If a limit is approved, and new applications exceed this figure, those applicants shall be placed on a waiting list.
- 3) As openings become available, those individuals shall be selected for consideration in the order in which they were placed on the waiting list.
- 4) Placement on a waiting list at no time entitles those individuals to club privileges.

Life Members: Members for a Term of Years

A) **Life Membership**

- 1) A regular active member of the Association shall become a life member of the Association upon completion of twenty-five (25) years of membership as provided under Article III -- Membership: Regular Active Members.
- 2) A life member shall be exempt from paying dues and exempt from work party requirements during the period of his membership.
- 3) A life member shall have all the rights of a regular active member.
- 4) A life member shall obey all Association laws and rules.

B) Benefactor Life Membership

- 1) A regular active member of the Association may become a benefactor life member of the Association by applying for such membership during an open enrollment period, and by paying the requisite fee for such membership.
- 2) A benefactor life member shall be exempt from paying dues and exempt from work party requirements during the period of his membership.
- 3) A benefactor life member shall have all the rights of a regular active member.
- 4) An open enrollment period shall extend for sixty (60) days when opened by the Executive Committee and approved by the membership, or until fifty (50) persons have purchased membership under this section, whichever comes first.
- 5) The opening of the Life Benefactor membership shall be accomplished by a vote taken at the annual meeting or at a special meeting called for such purpose. The enrollment period once opened shall extend for a period of 60 days or until 50 eligible members have purchased membership under this section, which ever comes first. The 50 person total is the cumulative total of such members in the club and is not a new count for each opening of this class of membership.
- 6) Fees for subsequent open enrollment period shall be set by the Executive Committee at the time the enrollment period is opened.
- 7) A life benefactor member shall obey all Association laws and rules.

Article IV - Membership Fees

A) Assessments

- 1) An assessment is a one-time fee approved by two-thirds majority of the members eligible to vote, present at that meeting.
- 2) Notice must be given in the newsletter or through a special mailing of a proposed assessment at least twice before a vote can be taken on the proposed assessment.
- 3) Assessments are not refundable.
- 4) All assessments shall be paid in full within the time frame approved by the membership at the time the amount is established.

B) Dues

- 1) Dues shall be determined at the annual meeting by a two-thirds majority of the members eligible to vote present at that meeting.
- 2) Dues are payable to the Association by the last day of the member's anniversary month, with a membership cut-off date one month following. **NO EXCEPTIONS WILL BE MADE.**
- 3) Probationary member dues are payable at the time of election to probationary membership.
- 4) Persons elected probationary members of the Association during or after January 1994, shall, if they continue as annual members, be obligated to pay annual dues on the anniversary of their election.
- 5) Minimum dues for probationary members shall be the sum of a one-time initiation fee, the regular Annual dues, the cost of the electronic access key plus any applicable State mandated fee, i.e. sales tax.
- 6) A one-time, **NON-REFUNDABLE** initiation fee of not less than \$125 will be paid at the time of probationary membership acceptance into the Club. The amount of the initiation fee will be determined at the annual meeting, and is in addition to membership dues and assessments.
- 7) Minimum dues shall be **\$175.00** per year for regular active members plus any applicable State mandated fee, i.e. sales tax.
- 8) All dues will cover the membership year which commences on the anniversary date for a period of twelve (12) months.

Article V - Meetings

- A) All meetings will be conducted under Robert's Rules of Parliamentary Procedures.

B) Annual Meetings

- 1) The annual meeting of the Association will be held in October.
- 2) The purpose of the annual meeting shall be to nominate and elect members of the Executive Committee and Board of Directors, fix dues and fees for the coming year, establish membership limits and establish time, date and location for regular meetings.
- 3) A member must be present at the Annual Meeting to be able to vote in any Club elections or other business. Absentee or Proxy voting is not allowed. A member need not be present to be elected to an office of the Club.

C) Regular Meetings

- 1) The regular meetings of the Association will be held each month at such time and location as fixed by and approved by a majority vote of the members eligible to vote present at the annual meeting.

D) Special Meetings

- 1) A special meeting may be called at any time by the President or a majority of the Executive Committee of twenty percent (20%) of the voting membership.
- 2) Notice of Special Meetings:
 - a. The President or the Executive Committee must notify all members eligible to vote at special meetings. Said notice is defined in Sub-Section 'c'.
 - b. Notice of Special Meetings called by the voting membership must be signed by not less than twenty percent (20%) of the voting membership.
 - c. Notice of Special Meetings must be in writing and contain the time, place, and purpose of the Special Meeting. Notices must be sent to the voting members by U.S. Mail at least seven (7) days prior to the date of the special meeting.

E) Quorum

- 1) Three (3) executive officers and twenty (20) members eligible to vote shall constitute a quorum at any meeting. If a quorum is not met within thirty (30) minutes of the time the meeting is called to order, the meeting is canceled and no votes shall be taken.

Article VI - Capital Expenditures

A) Definition

- 1) A capital expenditure shall be defined as any amount exceeding \$500.00 except as listed in the following section.
- 2) Exceptions to capital expenditures are: property taxes, utility bills (heat, light, water, gas, and phone), insurance, and necessities for the operation of a fund raising function, range security and maintenance, mortgage.

B) Authorization

- 1) A majority vote of the membership eligible to vote present at any legal meeting shall be required to authorize a capital expenditure.

Article VII - Executive Committee

A) The officers of this Association will be the President, Vice-President, Rifle Activities Chairman, Pistol Activities Chairman, Shotgun Activities Chairman, Hunting/Archery Activities Chairman, Secretary, Events/Good & Welfare/Publicity Activities Chairman, Treasurer, Membership Officer, Chief Range Safety Officer, Legislative Officer, Operations Officer, and Out-Reach/Juniors.

- 1) The officers shall be elected at the annual meeting by the majority vote of those eligible to vote present at the meeting.
- 2) They shall hold office for one (1) year commencing with the first day of January following their election.
- 3) These elected officers will be members of the Executive Committee.
- 4) The Chairman of the Executive Committee shall be the President, and shall have voting powers.
- 5) To run for the office of President, Vice President, Treasurer, or Secretary, a member must have been a member in good standing for a minimum of three (3) years, starting from the date of election to probationary membership, at the time of taking office.
- 6) The immediate past President, who has completed at least one term of elected office, and who continues to maintain current membership in the Association, shall be a member of the Executive Committee and shall have voting powers for a term not to exceed two (2) years.

B) Meetings of the Executive Committee shall be held at such time and location as it may be deemed necessary by the Executive Committee.

C) Resignation

- 1) Resignation of any officer shall be made in writing to the President. If the President resigns, he shall tender his resignation to the Secretary.
- 2) Vacancies in the Executive Committee will be filled by a majority vote of members of the Association eligible to vote present at the regular meeting following the vacancy.

D) Board of Directors

- 1) There shall be an elected Board of Directors who will be responsible for the Association property and be responsible for an annual Association audit of assets, which will be presented at the first meeting of each year.
- 2) There will be six (6) members of the Board, each of whom will be a regular member in good standing of the Association for three (3) years prior to election.
- 3) The Board members terms will be two (2) years.
- 4) The Board members shall be elected at the annual meeting by a majority of those members eligible to vote at that meeting.
- 5) Members of the Board of Directors shall not be members of the Executive Committee.

Article VIII - Duties of the Officers

President

- 1) The President shall preside at all meetings of the Association. He shall be a member *ex-officio* of all regular and special committees and give guidance to see to it that all such committees are operating in the best interests of the Club.
- 2) The President or his designee shall be the official representative of the Association.

Vice-President

- 1) The Vice-President shall assume the duties of the President in his absence or at his request or upon the President's resignation.
- 2) The Vice-President shall coordinate the responsibilities of the Firearms and Archery Officers.

Treasurer

- 1) The Treasurer shall have charge of all funds of the Association. Such funds shall be placed in a bank or banks as approved by the Executive Committee, except for cash on hand needed for immediate expenses.
- 2) Moneys deposited shall be withdrawn by draft signed by two (2) of the following: President, Vice-President, Treasurer and/or Recording Secretary, except for funds to be transferred from one of the Associations accounts to another of the Associations accounts.
- 3) The Treasurer shall keep an accurate account of all his transactions and render a detailed report, with supporting documentation, at all business meetings.

- 4) The Treasurer shall make his records and books of account available to the Board of Directors prior to the January meeting of each year for the required audit.

Secretary

- 1) The Secretary shall keep a true record of all meetings of the Executive Committee and of the Association and have custody of the books and papers of the Association except the Treasurer's books of account.
- 2) The Secretary shall be responsible for the issuance of membership cards.
- 3) Missing on revision of 2-1-06
- 4) The Secretary shall appoint a chairman for the Club newsletter and submit Executive Committee meeting news to that chairman.

Rifle Program Officer

- 1) The Rifle Program Officer shall be responsible for and appoint chairperson for all matters of rifle programs, *i.e.*, CMP matches, Junior League, .22 rifle match and black powder.
- 2) The Rifle Program Officer shall act as liaison between Rifle Program Committee chairpersons and the Executive Committee.
- 3) The Rifle Program Officer shall report newsworthy items about his portfolio to the newsletter chairman.
- 4) The Rifle Program Officer shall collect all rifle program property from persons who are no longer members of the Association. He will be responsible for the securing and maintenance of all club property relative to the rifle program, *i.e.*, safes and contents, rifle targets. He shall maintain an inventory list of club property and who is in possession of it, if not the Club. This list should be made available to the Board of Directors, prior to the January meeting of each year.

Pistol Program Officer

- 1) The Pistol Program Officer shall be responsible for and appoint chairperson for all matters of rifle programs, *i.e.*, Pistol League, IPSC, Pistol Team, Cowboy Action, and Ladies Night.
- 2) The Pistol Program Officer shall act as liaison between Pistol Program Committee chairpersons and the Executive Committee.
- 3) The Pistol Program Officer shall report newsworthy items about his portfolio to the newsletter chairman.

- 4) The Pistol Program Officer shall collect all pistol program property from persons who are no longer members of the Association. He will be responsible for the securing and maintenance of all club property relative to the pistol program, *i.e.*, pistol targets. He shall maintain an inventory list of club property and who is in possession of it, if not the Club. This list should be made available to the Board of Directors, prior to the January meeting of each year.

Shotgun Program Officer

- 1) The Shotgun Program Officer shall be responsible for and appoint chairperson for all matters of shotgun programs, *i.e.*, trap, sporting clays, skeet.
- 2) The Shotgun Program Officer shall act as liaison between Shotgun Program Committee chairpersons and the Executive Committee.
- 3) The Shotgun Program Officer shall report newsworthy items about his portfolio to the newsletter chairman.
- 4) The Shotgun Program Officer shall collect all shotgun program property from persons who are no longer members of the Association. He will be responsible for the securing and maintenance of all club property relative to the shotgun program, *i.e.*, trap houses, trap machines, and trap targets. He shall maintain an inventory list of club property and who is in possession of it, if not the Club. This list should be made available to the Board of Directors prior to the January meeting of each year.

Archery Program Officer

- 1) The Archery Program Officer shall be responsible for and appoint chairpersons for all matters of archery programs, *e.g.*, League, Hunters Jamboree, 3D shoots, etc.
- 2) The Archery Program Officer shall act as liaison between these chairmen and the Executive Committee.
- 3) The Archery Program Officer shall report newsworthy items about his portfolio to the newsletter chairman.
- 4) The Archery Program Officer shall collect all archery program property from persons who are no longer members of the Association. He will be responsible for the securing and maintenance of all archery program property, *i.e.*, 3D targets. He shall maintain an inventory list of club property and who is in possession of it, if not the Club. This list should be made available to the Board of Directors, prior to the January meeting of each year.

Public Relations and Marketing Officer

- 1) The Public Relations and Marketing Officer will oversee responsibility for all official correspondence of the Association.
- 2) The Public Relations and Marketing Officer will be responsible for the re-affiliation of the Association annually with the National Rifle Association and all other organizations which serve the interests of the Association.
- 3) The Public Relations and Marketing Officer shall direct the creation and development of marketing material which promotes the interests of the Association.
- 4) The Public Relations and Marketing Officer shall communicate with the media on a regular basis regarding shooting and Association activities.
- 5) The Public Relations and Marketing Officer shall oversee all committees whose verbal and written communication represent the Association to the membership and the public-at-large (*i.e.*, newsletter, web site, news releases, marketing brochures, etc.).

Legislative Action Officer

- 1) The Legislative Action Officer shall have the responsibility of coordinating information and legislative activity within our local, state and federal entities for the benefit of the Association.
- 2) The Legislative Action Officer shall coordinate those efforts designed to increase the interest and participation of the general membership in the legislative process at all levels of government.
- 3) The Legislative Action Officer shall coordinate the liaison activities with the legislative interests of the Association, *i.e.*, National Rifle Association, Coalition of New Jersey Sportsmen, Federation of New Jersey Sportsmen's Clubs, Second Amendment Sisters, National Field Archery Association, New Jersey State Field Archery Association, etc

Membership Officer

- 1) The Membership Officer will be responsible for enforcing all rules of membership.
- 2) The Membership Officer shall receive and process all applications for membership.
- 3) The Membership Officer shall bring to the attention of the Executive Committee any infraction of membership, *i.e.*, loss of New Jersey Firearms Identification Card, lapse of membership in the National Rifle Association, etc.
- 4) The Membership Officer shall convey all membership changes to the Secretary and Treasurer.

- 5) The Membership Officer shall be responsible for the issuance of membership cards.
- 6) The Membership Officer shall keep an accurate club roster.

Range Safety Officer

- 1) It shall be the duty of the Range Safety officer to appoint twelve (12) range officers.
- 2) The Range Safety Officer shall bring to the attention of the Executive Committee any range rules infractions and make recommendations for proper disciplinary action.
- 3) The Range Safety Officer has responsibility for all firearm and archery safety associated with all shooting events, activities and training programs.

Buildings and Grounds Officer

- 1) The Buildings and Grounds Officer shall be responsible for setting up and overseeing any committees to keep the clubhouse neat and in working order, *i.e.*, Kitchen Committee, Club House Maintenance, etc.
- 2) The Buildings and Grounds Officer shall have responsibility to oversee the maintenance of the fixed assets of the Association to include snow plowing, road repair, garbage disposal, pest control, indoor range, barn, outbuildings, and all physical structures on the property.
- 3) The Buildings and Grounds Officer shall have responsibility to oversee the maintenance of all equipment and vehicles to include lawn mowers, trucks, tractors, backhoes, chainsaws, weed whackers, etc.

Article IX - Suspension, Expulsion and Disciplinary Action

- A) Any officer may be removed by two-thirds vote of the membership eligible to vote at any regular meeting or special meeting called for that purpose.
 - 1) No vote on suspension or removal may be taken unless at least fifteen (15) days notice has been given in writing by registered mail to the officer whose suspension or removal is being considered.
 - a. Such notice must contain the reasons such action is being considered and the time and place of the meeting at which the officer will be given a hearing.
- B) Any member may be suspended or expelled from the Association for misappropriation of funds of the Association or any component of the Association, offenses causing substantial injury to the Association and its members in general, slandering of officers or any other member, or any cause deemed sufficient by a two-thirds vote of the membership eligible to vote present at any regular meeting or special meeting called for that purpose.

- 1) No vote on suspension or removal may be taken unless at least fifteen (15) days notice in writing by registered mail has been given to the member outlining the charges preferred and the time and place of the meeting at which such charges will be heard and voted upon.

C) Suspension or Expulsion Procedure

- 1) Any member may prefer charges against any other member.
- 2) Such charges shall be in writing and submitted to the Secretary who will immediately notify the President.
- 3) Charges will be accompanied by all affidavits and exhibits which substantiate the charges.
- 4) The Secretary shall give at least fifteen (15) days notice to all Association members of the meeting to discuss the charges.
- 5) This notice shall include a copy of the charges and supporting affidavits and exhibits.
- 6) A two-thirds vote of those members eligible to vote at that meeting will be required to suspend or expel a member.

D) Any officer or member of the association who has been suspended or expelled by the National Rifle Association or has had his New Jersey State Firearms Identification card removed or revoked can be suspended from the Association immediately upon receipt of official notice by the Secretary of the Association from the National Rifle Association.

E) Expelled members forfeit all money paid into the treasury.

F) Definition of terms – For the purposes of clarification, the following terms shall be used within the Association accordingly:

- 1) Expulsion – An action whereby a member permanently loses all rights and privileges of Membership in the Association. An expelled member may never return to membership in the Association.
- 2) Suspension – An action whereby a member temporarily loses all rights and privileges of membership in the Association. A suspended member may return to full membership in the Association at the conclusion of the period of suspension.

- 3) Discipline – An act by which the member is disciplined for any action where expulsion or suspension is not considered appropriate.
 - a. A member may be disciplined for an action which causes harm to the Association, *e.g.*, a violation of the By-Laws or Range Rules of the Association, etc.
 - b. Disciplinary Action may include the loss of rights and privileges for a period of time. However, the loss of all rights and privileges will be considered a suspension or expulsion, and not a disciplinary action.
 - c. Upon receiving a disciplinary action, the member recipient has the right to appeal the decision before the general membership.
- 4) An Ethics Committee shall be composed of:
 - a. Six (6) regular members each of whom shall have been members of the Association for a minimum of three (3) years.
 - b. And, the President of the Association or his designee from the Executive Committee. The President of the Association or his designee shall not chair the Ethics Committee.
- 5) The Disciplinary Process
 - a. Any member may prefer charges against any other member.
 - b. Such charges shall be in writing and submitted to the Secretary who will immediately notify the Ethics Committee Chairman and the President of the Association.
 - c. Charges will be accompanied by all affidavits and exhibits which substantiate the charges.
 - d. The Ethics Committee shall review all of the facts related to the incident **from all parties concerned**, and present a written report of the incident, findings, and recommended Disciplinary Action to the Executive Committee within a reasonable period of time from the report of the incident.
 - e. The Executive Committee shall review the report with the Ethics Committee Chairperson. Upon review, the Executive Committee shall accept, reject or amend the Disciplinary Action. It is important that the efforts of the Ethics Committee not be undermined. Therefore, should the Executive Committee fail to accept the recommendations of the Ethics Committee, the Executive Committee shall provide a written explanation of their reasons and actions to the Ethics Committee.

- f. The Executive Committee shall impose and monitor the Disciplinary Action. The Executive Committee shall notify the member, in writing, of the charges and Disciplinary Action. Whenever possible, discretion shall be maintained to protect the good interest of the Association.
- g. Should the Ethics Committee fail to respond in a reasonable period of time, or fail to fulfill their responsibilities, the Executive Committee shall perform and fulfill the duties and responsibilities of the Ethics Committee. A reasonable period of time shall be agreed upon by both the Executive Committee and the Ethics Committee.

Article X - Committees

- A) All committees will present a report to the membership at the request of the President.
- B) No committee shall incur any expenses without the approval of the Executive Committee.
- C) Committees
 - 1) Any committee may be formed as deemed necessary by the Association or the Executive Committee.
- D) The chairman of the committee, at the end of a calendar year, shall submit a written report to the Secretary for permanent recording. In each case where an Association activity is involved, an attendance record should also be submitted.

Article XI - Affiliations

- A) The Association shall become affiliated with the National Rifle Association at the beginning of each calendar year.

Article XII - Amendments

- A) The By-Laws shall not be annulled, suspended or amended except as provided in these By-Laws.
- B) Any proposed amendments to these By-laws may be proposed by any voting member at any meeting or special meeting called for this purpose. The proposed change will be submitted in writing and the member proposing the change will read the change to the general membership and give reasons why this change is needed. All By-laws changes will be referred to the By-laws committee for review. After the By-laws committee has reviewed and studied the issues, with the best interests of the club in mind and the effect on the rest of the By-laws, it shall be referred back to the general membership for an initial reading and the next monthly meeting a vote. In the event there is not a standing By-laws committee, the Executive Committee will attempt to form a By-laws committee, or take on the task them selves. The time limit from proposal to first reading at the monthly business meeting should be no longer than

two (2) months. Any permanent SSA member can be on the Bylaws committee, member of the Executive Committee or not.”

- 1) Copies of the proposed amendment will be made available to voting members prior to the vote. A two-thirds vote of the members eligible to vote in attendance (at the second consecutive meeting) shall be necessary to incorporate the amendment into the By-Laws.

Glossary: All nouns and pronouns in the masculine gender utilized in this By-Law shall be construed to include the female gender.

Revisions

December 19, 2007 - By-laws Committee
October 17, 2007 - By-laws Committee
November 15, 2006 - By-laws Committee
August 16, 2006 – By-laws Committee
February 2006 – By-laws Committee
October 2005 - Membership
June 5, 2004 - Membership
June 18, 2003 - Membership

***** END OF BY-LAWS *****

ADDENDUM TO By-laws

Index of changes to the Shongum Sportsmen's Association By-Laws

At the June 18, 2003 regular meeting a proposed addition to the membership by-laws was approved as follows:

Article III – Membership, Probationary Members for Regular active Membership

9) Current and/or former members of the Armed Forces, who received an Honorable Discharge and is verified by their DD-214 or DD-215, shall be exempt from paying an initiation fee.

Reason: This is SSA's way of saying thanks for their efforts and sacrifices on our behalf. This will apply to new applicants only.

At the February 15, 2006 regular club meeting, a proposed to delete the last sentence of Article VII, A, (5) that reads: "Any member running for President, shall have been on the Executive Committee for at least two (2) years, in the last five (5) years." was approved by vote of the membership."

At the August 16, 2006 regular club meeting, the membership approved the change from Purpose of this Organization to read "Mission Statement". Additional changes approved were language clean up to Article III – Membership. In addition, the Office of Building and Grounds was changed to "Operations Officer", Publicity was changed to "Events/Good & Welfare/Publicity", Archery was changed to "Hunting/Archery Activities", and the new office of "Out-Reach/Juniors" was added.

At the November 15, 2006 regular club meeting, the membership approved a proposal by the By-Laws Committee that updated their language and intent. This clarified the By-Laws and brought them into compliance with current club operations, mission and procedures.

At the October 17, 2007 regular club meeting, the membership approved a proposal by the By-Laws Committee that updated sections Membership Capacity through and including Capital Expenditures.

At the December 19, 2007 regular club meeting, the membership approved a proposal by the By-Laws Committee that added item 3 to Article V, (B).

At the March 11, 2009 regular club meeting, the membership approved a member proposed By-Laws change that added items 2 and 3 to Regular Active Membership, item # 8 sub heading (b).