



CLUB BY-LAWS

REVISED December 2023

# Springtown Rod and Gun Club By-Laws

## By-Laws

Springtown Rod and Gun Club, Inc.

Revised December, 11 2023

### ARTICLE I

#### Name, Composition and Purpose

Section 1. The name of this Club shall be "SPRINGTOWN ROD AND GUN CLUB, INC".

Section 2. It shall be composed of persons who are interested in sports of the fields and streams, the propagation and protection of fish and game and the conservation and preservation of the forests.

Section 3. The purpose or Purposes of the Corporation. To protect all wildlife; to aid in the conservation of the forests of this country and to encourage and assist in any program of replanting; and to act as a medium for securing and planting any fish or stocking any game that may be distributed by national, state or local government or by individuals.

Section 4. It is the aim of this Club, to have its members abide by the laws of Pennsylvania, at all times, and to bring charges in all cases, when an infraction can be proven against a member of the Club or a citizen of the community.

Section 5. The Club will assist its members, if they should be unjustly charged. It will also give due consideration to any complaints of landowners against one of its members.

Section 6. All references to a singular person shall be "he" but can easily be substituted for "she".

### ARTICLE II

#### Meetings

Section 1. The club shall hold a regular stated meeting on the second Monday of each month at 7:00PM.

Section 2. Seven (7) members shall constitute a quorum.

Section 3. At special meetings no other business but that specified in the call should be considered or acted upon.

Section 4. The President or Secretary shall notify each member of all special meetings of the Club.

## ARTICLE III

### Officers

Section 1. The officers of the Club shall consist of a President, Vice President, Secretary, Membership Secretary, Treasurer, Assistant Treasurer and a Board of Directors consisting of six (6) members.

## ARTICLE IV

### Nominations

Section 1. The nominations for Officers and Board of Directors in rotation for nomination shall be held at the regular stated meetings in July, August and September of each year. After final nominations in September, voting will immediately take place and may result in write-in names since ballots will have been printed prior to the September meeting with all nominees known as of the August meeting.

Section 2. Nominations may also be made from the floor, but not without obtaining prior consent of the member.

Section 3. Nominees must be an adult member in good standing and be at least twenty-one (21) years of age.

## ARTICLE V

### Election of Officers and Board of Directors

Section 1. The election of officers and board of directors shall be held at the regular stated meeting in September. Two of the six board of directors come up through rotation for nominations and election annually.

Section 2. The Election shall be by ballot. The President shall act as judge, appointing two (2) tellers to prepare, distribute and count the ballots. If the count of the ballots does not agree with the number of voting members present, the President shall declare the ballot void and immediately declare another ballot to be taken.

Section 3. If the result of the vote should be a tie, for any office, the President shall immediately declare that another ballot be taken for that office.

Section 4. If the result of the second ballot should also be a tie, then the current Board of Director members in attendance shall cast the deciding vote.

## ARTICLE VI

### Duties of the President

Section 1. The President shall act as presiding officer of the Club. He shall enforce a rigid adherence to the laws of the Club. He shall cast the deciding vote whenever the Club is equally divided upon any question before it. He may co-sign checks, with the Treasurer, for the expenditure of any money

that is deemed necessary for the operation of the Club. He shall confirm the establishment and appointment of all committees and its members, convene special meetings of the Club when he deems it necessary and perform such other duties as may be required of him by his office or by a vote of the Club. He will maintain open communication with all club members via periodic newsletters and interim messages via the automated systems in use by the club. (currently Constant Contact and the club website)

## ARTICLE VII

### Duties of the Vice President

Section 1. The Vice President shall perform all the duties of the President in his absence and such other duties as are required of him by a vote of the Club.

## ARTICLE VIII

### Duties of the Secretary

Section 1. The Secretary shall keep an accurate record of the proceedings of all regular and special club meetings.

Section 2. At the expiration of his term in office he shall deliver, to his successor, all books, papers and other matters belonging to his office.

## ARTICLE IX

### Duties of the Membership Secretary

Section 1. The Membership Secretary shall keep an accurate record of all members of the Club through the Constant Contact database or other automated system authorized by the president for maintaining such records. He shall manage wait-listed contacts and advise them when they are able to proceed with joining the Club when membership is capped; and will manage the orientation of all new members along with the assistance of the orientation committee members.

Section 2. He shall send out annual dues notices, report and register the application of all new members and receive all dues monies paid. He shall give all money received to the Treasurer, accepting his receipt for same. He shall issue all membership cards, both regular and life.

Section 3. He shall advise when supply of annual membership cards are in need of printing, arrange for brass plate engraving of life memberships, provide statistics to the board of officers and directors via monthly reporting at club meetings; and upon the expiration of his term in office, turn over to his successor all records belonging to this position and passwords to the database.

Section 4. He shall perform all of the duties of the Secretary, in his absence, and such other duties as are required of him, by a vote of the Club.

## ARTICLE X

### Duties of the Treasurer and/or Assistant Treasurer

Section 1. The Treasurer shall receive all money for the Club and give his receipt for same. He shall keep a correct account of all money received and all money paid by him and make a report of the condition of the Treasury at each monthly meeting of the Club. He shall also make a report showing the condition of the Treasury at the end of each year. He shall pay all bills, signing all checks for the expenditure of any money that may be authorized and approved by the Club.

Section 2. At the end of each year, he shall obtain the services of an authorized accountant to review the books of the Club. He shall prepare and file the annual tax returns. At the expiration of his term in office, he shall deliver to his successor all money, receipts, statements, books, papers and other matters pertaining to his office.

## ARTICLE XI

### Duties of the Board of Directors

Section 1. The Board of Directors shall be entrusted with and responsible for all of the real property of the Club.

## ARTICLE XII

### Committees

Section 1. The President shall appoint the following committees, consisting of a chairperson and a minimum of 2 additional members with undefined length of term to serve. Each committee shall hold meetings as often as the chairperson deems necessary and will report at each regular meeting of the Club.

1. Fish
2. Public Relations
3. Hunter Education
4. Range
5. Facilities
6. Orientation

## ARTICLE XIII

### Duties of the Fish Committee

Section 1. The Fish Committee shall receive and supervise the planting and distribution of all fish, which may be received or purchased, from any source by the Club. They shall investigate stream and pond conditions, with respect to planting suitable species of fish therein, and to make the proper recommendations.

Section 2. The Fish Committee shall report all cases of stream pollution to the PA Fish Warden and shall report their findings at the next regular scheduled meeting of the Club.

ARTICLE XIV  
Duties of the Public Relations Committee

Section 1. The Public Relations Committee shall consist of both the President and Secretary of the Club, in addition to others who may be added, and shall inform the general public and membership through the press, social media or other of various activities, special programs and projects and general achievements sponsored by the Club.

ARTICLE XV  
Duties of the Hunter Education Committee

Section 1. The Hunter Education Committee shall be comprised of Hunter Education Instructors or persons interested in becoming Hunter Education Instructors. They shall schedule Hunter safety classes and notify the membership of scheduled classes.

ARTICLE XVI  
Duties of the Range Committee

Section 1. The ranges include archery, trap, and rifle/pistol.

Section 2. Range Committee shall be comprised of Range Officers or persons willing to help with range maintenance and Range Rule enforcement. Members of the Range committee shall monitor the range so that only club members are using the shooting ranges. They will remind members of any range rules not being adhered to. They will post signs on club grounds during times when the ranges are closed. They will empty trash and collect brass and “miss-fired rounds” for proper disposal. They will maintain the target frames and shooting area as needed, and notify the club officers or directors of any significant repairs or improvements required on the ranges.

Section 3. The Range Committee members will manage the youth BB gun program and recommend its continuance based on level of participation.

ARTICLE XVII  
Duties of the Facilities Committee

Section 1. The Facilities Committee shall maintain a list of tasks needed to keep the club Buildings and Grounds functioning and in good condition. They shall notify the club officers of needed maintenance that will require the contracting of persons to make significant repairs or improvements to the club facilities.

ARTICLE XVIII  
Orientation Committee

Section 1. Orientation Committee will conduct orientation for all new or lapsed members, record monies collected and turn over to Treasurer, complete all necessary paperwork for each attendee and report each program's status to the committee chair and membership secretary. If deemed necessary, make recommendation to not vote a potential member into the Club by documenting concerns.

ARTICLE XIX  
Impeachment and Vacancies

Section 1. A director or officer, including the President, or any member of a committee may be impeached and divested of his office or appointment by the members of the Club for inattention to his duties or when guilty of malfeasance or conduct unbecoming a member of the Club. A majority vote at a regular or special meeting by those in attendance will determine the impeachment.

Section 2. All vacancies shall be filled by either election or appointment governed by the nature of the office.

ARTICLE XX  
Membership

Section 1. No person shall become a member of this Club unless he is a citizen of the United States. His character should be above reproach and he should be acceptable to the members of the Club.

Section 2. An application for membership must be sponsored by one member of the Club.

Section 3. A majority vote of the members present is required to elect an applicant to membership.

Section 4. An initiation fee, a year's dues and attendance at orientation are required with the application of all new or lapsed members. Youth members may attend, but are not required to attend orientation.

Section 5. The year a youth becomes an adult member, attendance at orientation is mandatory. A window of 4 months will be given to attend a session; failure to attend will result in membership being revoked.

Section 6 - In accepting members, SRGC will not discriminate by reason of race, gender, creed, color, sexual orientation, gender identity or expression.

ARTICLE XXI  
Dues and Initiation Fee

Section 1. There shall be an initiation fee for all new and reinstated members.

Section 2. The dues of the Club shall be payable in advance.

Section 3. Dues for the calendar year are due and payable between August 1st of the preceding year and January 31st of the current year.

Section 4. A membership card for the current year will be issued to each member upon the payment of his dues.

Section 5. Applicants received and accepted at the August, September, October, November and December meetings of the current year will be issued a membership card pre-dated for the subsequent year.

Section 6. Any member not paying his or her dues by January 31st for that year's dues shall no longer be an active member of the Club and must reapply for membership, be placed on a waiting list if a capped membership is in place, and await an opening to return to active status by complying with the terms under Article XX Membership. Any years accrued towards Life Membership are forfeited.

Section 7. The initiation fee and dues amounts shall be set by the Board of Directors.

ARTICLE XXII  
Life Membership

Section 1. Any member, who pays his dues consecutively for a period of thirty years, will be granted a Life Membership.

Section 2. A member in good standing can pay a cash lump sum amount determined by the board of directors in order to be accepted as a Life Member.

ARTICLE XXIII  
Improper Conduct

Section 1. Violation of Fish and Game Laws, malicious trespass, destruction of property, repeat offenders, or any other willful violation of the law or rules of the Club may be punishable up to and including expulsion by a majority vote of the Club.



ARTICLE XXIV  
Order of Business

Conservation Pledge

I pledge myself, as an American, to save and faithfully defend from waste the natural resources of my Country, its soil and minerals, its forests, water and wild life.

Reading of minutes of the previous meeting for correction and approval.

Reports of Committees – Notify President prior to meeting about updates

Fish

Public Relations

Hunter Education

Range

Facilities

Orientation

Unfinished Business

New Members

Suggestions or comments for good of Club

Treasurer's Report

Adjourn

ARTICLE XXV  
Auditing Committee

Section 1. At the end of each year the Board of Directors shall review or obtain the services of an authorized accountant to review the books of the Club.

Section 2. The Treasurer shall make a detailed written report of receipts and disbursements and submit such report to the Board of Directors, including the President, showing the financial condition of the Club at the first regular meeting in January of each year. Include all balances at financial institutions and present concerns for the upcoming year.

ARTICLE XXVI  
Revisions to By-Laws

Section 1. The By-Laws should not be altered or amended unless it is believed that the proposed amendments are absolutely necessary and will benefit the operation of the Club.

Section 2. The proposed amendments shall be read at two successive and regular stated meetings of the Club and then it may be accepted only if it is consented to by a two-thirds vote of the members present.

The revised By-Laws which were approved by a majority of members present at our regular meeting on December 11, 2023, become effective on the first day of January, 2024

These By-Laws cancel and supersede and make void all previous By-Laws of the Club.

C Gardner

P Strauss

M Bemelmans

A Kline

J Nicolai

A Gardner III