

# BY-LAWS AND HOUSE RULES



# CONSTITUTION AND BY-LAWS OF THE MONROE COUNTY ROD & GUN CLUB INC.

Revised August 10, 2005

## ARTICLE I

### NAME AND OBJECTIVE

**SECTION (1)** – This organization shall be known as Monroe County Rod and Gun Club Inc.

**SECTION (2)** – The objective of this organization will be to Actively support all form of intelligent conservation, including control of pollution of our air, soil, and water and the elimination of soil erosion and litter, both state and national, promote sportsmanship, hunter safety, and instruct children in sportsmanship and natural resources.

## ARTICLE II

### MEMBERSHIP AND DUES

**SECTION (1)** – Any desirable United States Citizen of sound mind and good moral character may become a member of this organization, new member applications are subject to approval by the membership committee.

**SECTION (2)** – An initiation fee of the same amount of the current yearly dues will be collected from all applicants.

**SECTION (3)** – The annual dues shall be determined by the Finance Committee, submitted to the Board of Directors, and if approved by two-thirds present, presented to the General Membership. The General Membership shall be notified 60 days prior to such change and a two-thirds majority by such members shall approve.

**SECTIONS (4)** – (a) Dues are due and payable January 1st; any member whose dues are not paid 60 days from said date will be automatically dropped from the membership rolls.

(b) Any monies owed the Club, must be paid prior to acceptance of Club Membership dues for the following year, including all league fees.

**SECTION (5)** – Such membership shall be deemed to be a submission to the by-laws and rules of the Club and an agreement to be bound thereby.

**SECTION (6)** – Any Club member convicted of a willful violation of any hunting or fishing law in the state of Michigan, will be brought before the Board of Directors of this Club and action will be taken on the status of their membership.

**SECTION (7)** – Any violation of Club rules or safety procedures may cause the member to be called before the Board of Directors. The Board of Directors shall have the power to discipline the member, as it deems necessary.

**SECTION (8)** – The calendar year shall end on December 31st of each year.

**SECTION (9)** – All Presidents of the Club upon completion of their term of office shall become a Life Member.

**SECTION (10)** – To be eligible for Life Membership in the Club you must apply under one of the following requirements:

**(a)** Any member, who has had a minimum of twenty-five years of consecutive paid membership and has attained at least sixty-two years of age, shall qualify.

**(b)** Any member, who has had a minimum of twenty years of consecutive paid membership and has attained at least sixty-five years of age, shall qualify.

**(c)** Any member, who has had a minimum of ten years of consecutive paid membership and becomes totally and permanently disabled, to the extent that he can no longer be gainfully employed, shall qualify. The board may request information and proof either from his doctor or former employer, etc.

**SECTION (11)** – Any member in good standing entering military service shall remain as such, providing he notifies the membership chairman and shall remain in good standing for a period of six months after the date of discharge. This does not apply to career men.

**SECTION (12)** – Membership shall be limited to 1000 (one thousand) dues paying members.

**SECTION (13)** – Honorary members will be recommended by the President with consent of the Board of Directors, and they will not be entitled to vote.

**SECTION (14)** – Upon completion of one year of services as a Board of Director or Officer (other than the President) the Director or Officer shall be exempt from membership dues for the remainder of their term. When a Director or Officer term is completed and he is not reelected he will then return as a regular dues paying member.

**SECTION (15)** – Membership in Michigan United Conservation Clubs will be 100% of the membership of the Monroe County Rod and Gun Club Inc.

## **ARTICLE III**

### **DIRECTORS**

**SECTION (1)** – The Board of Directors shall be composed of fifteen (15) members plus the four officers of the Monroe County Rod and Gun Club and the outgoing President, unless the outgoing President should specifically decline service on the Board for an additional year. All past Presidents that are not current Board Members may attend Board meetings but they will not have a vote, but they can speak and give advise to the current Board.

**SECTION (2)** – Five Directors shall be elected a year, for a three year term.

**SECTION (3)** – Failure of a Director to be present at three (3) or more consecutive meetings, or when he becomes inactive, except for reasonable excuse, his directorship shall be terminated; the balance of the board shall replace such a member by popular vote to fill vacancy and the member thus elected shall serve the unexpired term. A majority of Directors shall constitute a quorum.

## **ARTICLE IV**

### **OFFICERS**

**SECTION (1)** – The officers shall be a President, Vice-President, Secretary and Treasurer.

**SECTION (2)** – The offices of Secretary and treasurer are to be appointed by the president with approval of the Board. The treasurer's appointment only can be made after serving one year on the Board within the last three years. The treasurer must be bondable.

**SECTION (3)** – The President and Vice President shall be elected from the Board of Directors or from the roster of past Presidents even if they do not currently sit on the Board of Directors. The President and Vice-President shall be elected by the General Membership at the December meeting to serve a two (2) year term. The officers shall serve without compensation. (As previously stated in Article II Section (9) and Section (14)).

**SECTION (4)** – In the event a President or Vice-President is unable to complete his term a successor will be recommended by the Board of Directors with approval from the General Membership. The appointee shall serve the unexpired term.

## **ARTICLE V**

### **DUTIES OF OFFICERS AND DIRECTORS**

**SECTION (1)** – The officers shall have the usual duties pertaining to parliamentary bodies.

**SECTION (2)** – The President shall appoint a Chairman of the Board with approval of the Board of Directors and said chairman will conduct all Board of Directors meetings.

**SECTION (3)** – The President shall appoint whatever committees the Board of Directors deem advisable, subject to their approval. The chairmanship of such may be changed at any time the Board deems advisable. New committees shall be named from time to time as new projects or functions develop. The President and Vice President shall be an ex-officio member of all committees with a voice, but no vote therein.

**SECTION (4)** – The Vice-President shall have the power to act in the absence of the President.

**SECTION (5)** – The secretary shall keep a record of all proceedings of all meetings of the Club and of the Board of Directors. The secretary shall also take care of all correspondence of the Club and file all minutes of the meetings in their proper place.

**SECTION (6)** – The duties of the Membership Chairman shall be as follows: to keep a record of life, honorary and paid members. He shall also mail their membership cards and notify them of all membership meetings.

**SECTION (7)** – The Treasurer shall have charge of all finances and pay all bills as they become due, and make reports at the monthly meetings except as stated in Section (9).

**SECTION (8)** – All checks are to be signed by two (2) of the three (3) officers consisting of the President, Vice-President and Treasurer, with the exception of the bar account which shall be signed by any two of the above officers or the bar manager and any one of the above officers. All bank deposits are to be in the name of Monroe County Rod & Gun Club Inc.

**SECTION (9)** – The Bar Manager shall be appointed by the President with the approval of the Board of Directors. He must be bondable and will be in charge of the bar account and all of its operations and employees. (If needed) He shall make monthly reports to the club.

## **ARTICLE VI**

### **Meetings**

**SECTION (1)** – Regular meetings of the Club shall be held on the second Wednesday of each month unless changed by the Board of Directors. The President shall have the power to call special meetings at any time.

**SECTION (2)** – The Board of Directors meetings will be held on the first Wednesday of the month, unless changed by the Board of Directors. The President and or the Chairman of the Board shall have the power to call special Board meetings at any time.

**SECTION (3)** – Publication of General Meetings by card, letter, club paper, or local newspaper shall be sufficient notice of such meetings.

**SECTION (4)** – Order of business for all meetings shall be:

- (a)** Minutes of previous meetings, correspondence.
- (b)** Reports of Officers and Board of Directors.
- (c)** Reports of Standing Committees.
- (d)** Report of Special Committees.
- (e)** In case of annual meetings, nominations of, and election of officers, if so elected.

### **SECTION (5)**

**(a)** Nominations for officers shall be held at the October general Meeting with election to be held from 8:00am to 8:00pm on the day of the December general meeting.

**(b)** You must be present at the nomination meeting or have submitted a letter of acceptance on or before the day of nomination.

## **ARTICLE VII**

### **Amendments**

**SECTION (1)** – All By-law changes shall have three (3) readings at minimum of two Membership Meetings.

**SECTION (2)** – No changes shall be made in the By-laws without notifying the membership of change prior to the first reading.

**SECTION (3)** – By-laws and regulations may be changed or amended by two-thirds vote of the membership present at the third reading, providing the Board of Directors shall have first approved the proposed changes.

## **ARTICLE VIII**

### **Assessments**

**SECTION (1)** – No assessments shall be levied upon any member or group of members.

## **ARTICLE 9**

### **Dissolution**

Upon dissolution of the corporation by 2/3 vote of THE ENTIRE ELECTED Board of Directors and a 2/3 vote of Membership present at a special called meeting; and after paying or making provision for payment of all liabilities of the corporation, all remaining assets of the corporation shall be transferred to the appropriate court of the county in which the principal office of the corporation is then located for dispersal according to the Law's of the State of Michigan with the proviso that these assets shall to the extent possible be distributed among a non-profit corporation designated at this time by the elected Board of Directors and 2/3 vote of the General Membership. Such dispersal shall be solely at the discretion of the court.

## **HOUSE RULES**

1. The President, subject to approval of the Board of Directors, shall appoint the House and Grounds Rules Committee yearly.
2. It will be the duty of the house committee to post the house rules in an appropriate place and also post such additional or special rules as may, from time to time, be found necessary for the betterment of all concerned, all of which shall have the same force and effect as though incorporated herein. Any and all of the rules may be modified or rescinded at any time by the House Committee or Board of Directors.
3. Members in good standing and immediate family members under 18 years of age are entitled to the privileges of the club, except the bar.

4. All workers when on duty shall receive respectful co-operation from all club members and guests in maintaining reasonable order and decorum.
5. All guests' conduct shall be the responsibility of the member who invites the guest. Member's whose guest's abuse their visitation rights will be brought before the House Rules Committee. The House Rules Committee shall than make recommendations to the Board of Directors for action.
6. Members shall be held liable for damage to property either by their own acts, the acts of their family or their guests.
7. The Club shall not be responsible for loss or damage of personal property or any other loss sustained on the premises by members or guests.
8. Persistent use of profanity, acts of vulgarity or conduct, which results in disturbing the peace, shall in no case be permitted, and shall be made the basis for proceedings to suspend or expel the guilty member.
9. Property of the Club shall not be loaned from the Club premises without the knowledge and permission of the Officers of the club, and three of the Board of Directors from the parent Club or the Ladies Aux., and a receipt must be signed for such property, and returned in a reasonable time.
10. Club meetings shall not be disturbed by unnecessary interruptions, in or around the clubhouse, by members or guests.
11. Anyone using the clubhouse or grounds shall leave same in a clean and orderly condition.
12. All members and ladies aux. members wishing to be served alcoholic beverage shall be required to show proof of membership.
13. All refreshments and food served on the premises shall be dispensed in according to the laws of the State of Michigan.
14. Refreshments shall be dispensed by, and only by regularly designated members and workers assigned by the Bar Manager during the prescribed hour's for this service.
15. Closing time regulation shall be regulated by The Michigan Liquor Control Commission and the bar committee with the approval of The Board of Directors.
16. The key's committee shall have control of all keys. The Board of Directors shall approve distribution of keys by the key's committee and record kept of it.
17. No animals (domestic or wild) shall be allowed in the clubhouse, unless approved by the Board of Directors. No domestic animal of a member or guest shall be allowed to run lose at any time at a club function, public or private.
  - A. This will not apply to a member or guests who are handicapped according to State of Michigan Law's.

B. Dogs may be exercised on the club grounds with the approval of Board of Directors.

18. Guns and ammunition must be carefully handled at all times. Careless use of firearms will not be permitted. No guns shall be loaded unless on the firing range and in proper position and under proper control of the user and all firearms encased within the building shall have their action open.

A. Arrow shall not be notched in clubhouse.

B. Bow shall not be drawn in clubhouse.

19. The club shall not be allowed for use on Sundays or on occasions when club meetings or other club activities are planned also. The Third Saturday of each month shall be reserved for club activities. The third Saturday may be allowed for uses if there are no club activities and the Usage Chairman received permission from the Board of Directors.

20. Arrangements for parties and use of the Club must be cleared through the Chairman of the House Usage Committee.

A. It shall be the duty of the Usage Chairman to investigate the type of event, the purpose of the event, the sponsor, and the number of patrons. Unless otherwise designated by the Board of Directors, the Usage Chairman per 24-hour day or part thereof shall determine the fees for all Club uses.

B. Individuals, groups, or organizations using the premises shall conform to the House Rules and all conditions required by law.

C. Wedding parties will be accepted after getting approval from the Board of Directors and providing the groom, groom's father, or the bride's father has been a member of the club for a period of at least four (4) months.

D. Kitchen facilities are available through only special arrangement with the House Usage Chairman and the proper representative of the Ladies Auxiliary.

E. A deposit of \$100.00 is requested after arrangement has been made for use of club.

F. All decorations shall be removed by users. No decorations shall be attached to fans.

G. All decorations shall be attached to wire provided for this purpose.

H. Anyone serving meals, lunches, etc., shall place garbage in proper containers.

I. The host club member or other sponsor must assume full responsibility, also must be present during the period the activities are on the property. In case of emergency should the host be called away, it will be his duty to appoint a reliable person to fulfill the function of host.

J. No unauthorized member shall be allowed to mingle with or interfere with the guests at private parties.

K. The Club House, property or ground or part thereof excluding tillable soil shall not be used, leased or loaned out, to any individual or organization for the purpose of making a profit.

21. Complaints, requests, or suggestions relative to service, improvements, or activities are invited. These should be made to the chairman of the proper committee and must be in writing.

22. No organization or group within the club may hold a fund-raising event and keep the proceeds from this event without the prior knowledge and permission of the Board of Directors.

23. Archery and Rifle Range shooting hours will be 9:00 am to dusk Monday thru Saturday and 10:00 am to dusk on Sunday.

24. NO ONE other than SHOOT COMMITTEE (approved by Board of Directors) is allowed to adjust any Trap or Skeet machines.