

## By-Laws of the Bethlehem Rod and Gun Club, Inc.

### ARTICLE 1

1. Name of the club to be known as:  
BETHLEM ROD & GUN CLUB, INC.

### ARTICLE 2

1. Objective of the club:
  - To promote good fellowship among club members
  - To make better hunting and fishing
  - To obtain and retain goodwill of landowners
  - To honestly work for the conservation and propagation of game and fish

### ARTICLE 3

Annual Dues are as follows:

- \$125.00 - **Adult** member (18 years of age or older)
- \$ 35.00 - **Spouse** of an adult member (Cannot vote or hold office)
- \$ 50.00 - **Senior** member (65 years of age or older)
- \$ 35.00 - **Junior** members age 12 through 17 years of age (Cannot vote or hold office)
- \$ 0.00 – **Life** Member

1. All new Adult and Senior members shall pay a one- time initiation fee of \$250.00 in addition to their first year's dues.
2. Upon turning 18 years of age, a Junior member must pay a one-time \$125.00 Assessment fee in order to remain a member or provide 20 proven work hours during the past year.
3. To convert a Spouse membership into a full Adult membership, the spouse must pay a one-time Assessment fee of \$100.00
4. Members qualify for Life membership after reaching 70 years of age and being a club member for 20 consecutive years. A proposal to Life membership shall be submitted at the regularly scheduled club meeting to the membership present and voted upon at the following meeting by the membership present.
5. If an individual leaves the club membership for more than 5 years and seeks to be reinstated as a member, they will pay an initiation fee of \$250.00 in addition to their yearly dues. Reinstatement will be dependent upon available openings at the time of the request, and the past member will be added to the prospective member waitlist.
6. Annual Dues are to be paid on or before June 30<sup>th</sup>. Any member who does not pay their annual dues by this deadline will forfeit their membership and be added to the potential waitlist for future reinstatement.
7. Junior members and guests shall be supervised by an adult member at all times while on club property or participating in club events.

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### ARTICLE 4

1. Expenditures of \$251.00 or more must be approved by the Board of Directors. The President has the right to approve up to \$250.00 without the Board of Directors approval.
2. All monies generated by club functions must be turned over to the Financial Secretary or in his/her absence any club officer within thirty five days (35) of receiving such monies. A written receipt shall be issued by the officer accepting the monies.

### ARTICLE 5

Meetings to be held the fourth Monday of each month *except* May which will be held the third Monday and November and December, when there will be no meeting. Special meetings can be called as needed.

Board of Directors will meet a minimum of 5 times per year, with the dates to be determined by the Board.

A quorum of one-tenth of the total number of votes entitled to be cast by the membership, plus two Officers in good standing is required for any membership meeting.

These BY-LAWS are subject to amendment or amendments. All proposed amendment(s) are to be discussed at one regular club meeting and voted on at the next regular meeting. Changes to the BY-LAWS require an acceptance vote of 2/3 present at the meeting.

All matters, excluding bylaws, voted on by the membership shall be determined by simple majority vote.

### ARTICLE 6

Officers shall be:

- President
- Vice President
- Financial Secretary
- Recording Secretary
- Treasurer
- 7 Board of Directors

Officers are elected annually at the October meeting by members present at the meeting. No absentee or proxy ballots are allowed.

Nominations for club officers are taken at the September meeting and voted on the October meeting.

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Proposed candidates for Office must be a member in good standing for at least two years, and have attended 50% of the current years (Jan-Sept) monthly meetings.

If a qualified member has been nominated for an open Officer/ Director position, no exceptions for unqualified members shall be allowed.

In the event of no qualified member being nominated for an open position, exceptions to the requirements shall be made by a majority vote of the members present at the September meeting when the nominations are made.

A nominating committee consisting of three (3) members shall review proposed candidates for eligibility and notify the current Officers, the proposed candidates, and the club members of any concerns.

Voting will be by secret ballot, collected by the Nominating Committee, and the results announced to the members present. Immediately following the election of officers at the October meeting, the officers and Directors shall assume their duties.

Candidates for the Board of Directors positions will be pooled. The club membership present at the October meeting will vote for their top among the candidates, and those with the most votes will be elected.

Once elected to office, an Officer of the club should attend 50% of the regular club meetings and 75% of the Board of Directors meetings.

An Officer or member of the Board of Directors member cannot miss three (3) consecutive regularly scheduled Board meetings. Removal from office will be decided upon by the remaining club Officers.

Vacancies: All vacancies in office shall be filled at the next regular club meeting by a majority of the members present and voting. The newly elected officer shall hold office for the remainder of the term and will be eligible for re-election at the next election for the term of office.

The term of office for regular Officers will be for 1 year.

All Board of Director terms of office will be two (2) years.

The office of President has a five (5) year maximum for consecutive years of service by any individual.

### ARTICLE 7

#### 1. Duties of the Officers:

**President:** Shall conduct meetings, appoint committee chairmen and vote in a case of a tie vote.

**Vice President:** Shall perform the duties of the President in the absence or incapacity of the President.

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**Financial Secretary:** Shall collect all dues and receive all monies paid to and/or generated by the Club and shall keep an accurate accounting thereof. Shall report and remit to the Treasurer all monies received for the period starting from the previous report date and ending not more than two days prior to each monthly meeting. Shall collect all membership dues and keep accurate records thereof. Shall maintain a waitlist of prospective members with completed applications of file to be admitted on a first come, first serve basis as membership openings become available. Shall notify prospective members of membership openings.

**Recording Secretary:** Shall record all minutes of the club and Board of Directors meetings and mail all notices and new correspondence pertaining to the club.

**Treasurer:** Shall receive from the Financial Secretary all monies received by that Officer, deposit same in the club account and keep an accurate account of the club finances and shall report same at each monthly meeting. He shall, upon proper resolution approved by the club members, pay all indebtedness of the club properly incurred. The Treasurer is empowered to pay all bills approved by the club or when due.

**Board of Directors:** Shall consist of the Officers and Directors. The Chairman of the Board will responsible for conducting the Board of Directors meetings. The Board of Directors shall develop and be responsible for the annual budget to be presented to the membership at the January meeting; shall audit the books of the Treasurer and Financial Secretary annually during the month of October prior to the October meeting; shall suggest activities for the promotion of good will among the membership and the club in the whole; shall assist and monitor committee and activity chairpersons. A Chairman of the Board will be elected by the Board of Directors at the 1<sup>st</sup> Board meeting after the annual elections.

### ARTICLE 8

New memberships can be accepted in the months of January and July and other times as recommended and approved by the Board of Directors. Each application for membership must be endorsed by a member in good standing who will serve as Sponsor. A Sponsor must have been a member in good standing for at least (1) year prior to sponsoring a new member.

Provided open membership slots are available and candidate has been notified of an opening, each candidate seeking membership is to apply in person on the night of the monthly meeting and will be introduced. A vote will be held at the following regular Club meeting to consider the candidate for membership. The proposed member and Sponsor must be present at both meetings and no impromptu sponsorships allowed. Three (3) negative votes disqualify the applicant.

All sponsors must brief new members on the rules and regulations of the club. Copies of the rules and regulations will be available from the Recording Secretary and will be posted in the club house.

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It is recommended that the club members join the National Rifle Association (NRA). Please apply for membership or renew existing membership through the Club.

### ARTICLE 9

All members must perform eight (8) work hours which must be recorded by a work party leader or pay \$10.00 per hour not works. This money is due when the next year's due are paid.

Senior members are required to perform four (4) work hours.

### ARTICLE 10

Any person accepted to membership in the month of May or June is to be given a paid up membership for the next club year.

Any person accepted to membership in the months of January, February, March, or April shall pay one-half current dues, full assessment charges and initial fees.

### ARTICLE 11

Membership is to be closed at 300, exclusive of Landowners, Life members, Junior members, Senior members, Spouse members, and active military personnel. Senior membership is to be closed at 150, except in the condition of conversion from Adult to Senior membership upon the Adult turning age 65.

### ARTICLE 12

No items are to be removed from the clubhouse or club property without prior notification and approval of a club officer.

### ARTICLE 13

A button or card will be provided for members. Members are **required** to display their button at all times. *Should a member loan his or her button to anyone, that member will be expelled from the club.*

### ARTICLE 14

1. Complaints against Officers or members will be given to the Board of Directors in writing who will investigate and resolve the complaint.

### ARTICLE 15

1. These BY-LAWS go into effect immediately, and a copy will be distributed to each member.

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### ARTICLE 16

1. Any member in good standing who violates any of the above By-Laws or Conservation Laws will be **expelled** from the club.
2. Standard of Conduct: Members and Guests- No member shall, through their actions, conduct or tumultuous behavior, endanger the safety, welfare, interest of, or in any way cause harm to the Club or any of its members.

### ARTICLE 17

1. All meetings will be conducted under Roberts Rules of Order.

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