CONSTITUTION OF

**THE DOUBLE *T* ARCHERY CLUB, INC**.

(Revised and Issued February 2019)

# ARTICLE I

# NAME: The name of this organization shall be the Double T Archery Club, Inc.

## ARTICLE II

**PURPOSE:** To foster, expand and perpetuate the practices of field archery and the spirit of good fellowship among all archers, to encourage the use of the bow in all legal hunting, support and promote favorable publicity and legislation with respect to conservation and archery. (amended 3/6/2005)

## ARTICLE III

**BOARD OF DIRECTORS (referred to from hereon in as Board):**

**SECTION 1:** The governing body shall consist of a Board, composed of five (5) corporate officers; namely, the President, Vice President, Recording Secretary, Treasurer and the Corresponding Secretary, and six (6) elected members. In addition the Board shall also include the Immediate Past President.

1. During Board meetings, each member shall have (1) one vote.
2. During Board meetings, the President shall only vote in the event of a tie vote by the other Board members.

**SECTION 2:** Member representatives to the Board shall be elected in the following manner:

1. Six (6) elected members of the organization, beyond the Officers, shall be elected to two (2) year terms in the following manner. Three elected in Odd years (i.e. 2017, 2019, 2021, etc.), and three to be elected in even years (i.e. 2018, 2020, 2022, etc.). Total number of board members to be 12 (5 officers, 1 past president, 6 elected members).
2. When a vacancy occurs on said Board (see section 4 below).

**SECTION 3:** The elected members of the Board, exclusive of the club officers and Immediate Past President, shall serve a term of two (2) years.

**SECTION 4:** Any vacancy, which may occur on the Board, shall be temporarily filled by appointment by a vote in a regular session of the Board but must be presented for formal election by the club members within one (1) month after the vacancy occurs. This Board member will fill the balance of the term being served.

**SECTION 5:** The Board shall control and manage the activities, policies, and properties of the corporation. In addition thereto, the Board shall have the power to suspend, levy fines, or expel any member for conduct detrimental to the interest of this organization.

**SECTION 6*: In order for the Board to convene, more than one-half (1/2) of the total number of Board Members shall be present.***

**SECTION 7:** The Board shall meet once a month, or as prescribed by the President.

**SECTION 8:** When any member of the officers of the club or of the Board shall become delinquent by:

1. non-payment of dues,
2. unexcused absence at meetings for a period of two (2) months, he shall receive a hearing by the Board, which may declare his office vacant and fill it according to Section 4.

### ARTICLE IV

**OFFICERS:** The officers of this organization shall consist of a President, Vice President, Recording Secretary, Treasurer and Corresponding Secretary.

**ARTICLE V**

**DUTIES OF OFFICERS:**

**SECTION 1:** The President shall be responsible for the following:

1. Preside at all meetings;
2. Appoint committees only as he sees fit;
3. Perform the duties incidental to his office; and
4. Officiate as Chairperson of the Board.

**SECTION 2:** The Vice President shall be responsible for the following:

1. Perform all duties of the President in the absence of the President; and
2. Be in charge of, and responsible for, the Tournament Committee and awards, when necessary.

In the event both the President and Vice President are unavailable, the Recording Secretary and Corresponding Secretary, in that order, shall perform the functions and duties of the President.

**SECTION 3:** The Recording Secretary shall be responsible for the following:

1. Keep written records of all meetings of the Board and all meetings of the membership at large. These minutes shall be read to the membership at the next regular meeting, who shall approve only the minutes of the membership meeting; and
2. In addition thereto, he/she shall also keep an accurate record of all Constitutional amendments and By Laws.

**SECTION 4:** The Treasurer shall be responsible for the following:

1. The receipt and disbursements of all monies of the corporation and incidental thereto, shall keep books and records and shall present these records orally and, in writing, for approval at the next successive membership meeting;
2. The issuance of membership cards; and
3. The books of the Treasurer are to be audited once a year in the month of March, by the President and his Audit Committee.

**SECTION 5:** The Corresponding Secretary shall be responsible for the following:

1. The mailing of meeting notices and all notices relative to club functions; and
2. All correspondence, which affects the corporation.

### ARTICLE VI

**ELECTION OF OFFICERS:**

**SECTION 1:** The following officers shall be nominated and elected by a majority vote of the membership in the following order:

1. President - One (1) year
2. Vice President - One (1) year
3. Recording Secretary - One (1) year
4. Treasurer - One (1) year
5. Corresponding Secretary - One (1) year
6. Board Member - Two (2) years (3 in even years and 3 in odd years, see Article III section 2)

**SECTION 2:** The election of officers and necessary Directors shall be held annually at the regular membership meeting in **June**. All nominations for election of officers shall be mailed to all members of record as of the termination of the May meeting. Only those members in good standing as of the June general membership meeting will be eligible to vote at the June general membership meeting.

**SECTION 3:** Voting shall be by written ballot and each office, with the exception of the office of Director, shall be voted on individually. Voting for Directors shall be in a collective manner. Nominations for any office shall be restricted to three (3) nominees per office. Any member in good standing as of the June general membership meeting, who is unable to attend the June meeting may submit a proxy ballot to the Recording Secretary prior to the June meeting.

#### ARTICLE VII

**MEMBERSHIP:**

**SECTION 1:** Regular membership shall be granted to anyone who has attained their eighteenth (18th) birthday, upon application and payment of the prescribed initiation fee, regular dues, and upon approval by the membership as to good moral character and sportsmanship.

1. All applications for membership shall be voted on collectively by either the black ball system or by voice ballot at the beginning of regular meetings. In the event that three (3) black balls or nay votes are cast, then each applicant shall be voted on individually, and three (3) black balls or nay votes per applicant shall constitute denial of membership. The initiation fee shall be refunded in the event an applicant is denied membership.
2. Applicant must attend the meeting where they shall be voted on by the general membership unless sponsored by three (3) members of the Board or their application is signed by a member of the membership committee.

**SECTION 2:** Any member of Double T Archery Club may apply for a “Family”, membership which will entitle thesignifigant other, and/or children until they attain the age of twenty two (22) years, to use the club facilities. Such a Family membership will have only one (1) vote, through the paying member.

**(a)** Upon reaching the age of twenty two (22) years, a child may become a regular member upon payment of regular dues at the immediately following May meeting. Neither an application nor a vote of acceptance will be required. (amended 8/2018)

**SECTION 3:** The surviving spouse of a Family membership has the right to continue said membership without a break in seniority if he/she meets all club obligations.

### ARTICLE VIII

**PAYMENT OF DUES:**

**SECTION 1:** Yearly dues and/or any fees or assessments shall be payable commencing with the April meeting, and must be paid in full by the May general membership meeting. Any member whose obligations are not met by the May general membership meeting shall be automatically suspended from the club.

1. Family membership assessments shall be payable with the regular membership dues.

**SECTION 2:** Any member suspended under Section 1 above, may request at any time during his suspension, his reinstatement upon payment of all dues accumulated prior to his suspension. Any member permitting a year of grace to pass without motion of reinstatement can only apply for membership through Article VII of this Constitution. This will constitute loss of all seniority.

**ARTICLE IX**

**INACTIVE MEMBERSHIP:**

**SECTION 1:** At the discretion of the Board, and upon approval of that body, a member may be granted Inactive Membership by written request only. This Inactive Membership shall relieve the member from paying dues or filling other obligations required by the organization. Such Inactive Membership shall not exceed a period of two (2) years. This constitutes a loss of seniority for the entire period of Inactive Membership, except for causes detailed in Article XV, Section 1.

**ARTICLE X**

**OBLIGATIONS:**

**SECTION 1:**  It is the obligation of each member of the Double T Archery Club to abide by the rules of good sportsmanship and to maintain an active interest towards the welfare of the organization.

**SECTION 2:** Any member that does not fulfill his obligation to the club to the satisfaction of the Board may be requested by the Board to appear before the Board and show cause why he should not be expelled from active membership.

1. Any member so requested by the Board, who fails to appear before the Board, or who fails to give the Board Chairman twenty-four (24) hours notice of his inability to appear for good reason, shall be automatically expelled from the organization.

**ARTICLE XI**

**FISCAL YEAR:**

**SECTION 1:** The fiscal year shall begin with the first (1st) day of June.

**SECTION 2:** All newly elected Officers and Directors shall assume office at the termination of the June meeting. Each officer shall familiarize himself/herself with the responsibilities of his/her office in cooperation with the vacating officer.

**ARTICLE XII**

**MEETINGS:**

**SECTION 1**: ***At all membership meetings, a quorum shall consist of twenty-five percent (25%) of the active membership or ten (10) members, whichever is smaller, at least two (2) of which shall be members of the Board.***

**SECTION 2:** Membership meetings shall be conducted pursuant to Roberts Rules of Order and in a manner as prescribed by the By Laws.

**ARTICLE XIII**

**STANDING COMMITTEES:**

**SECTION 1:** All standing committees shall be filled as follows: The Chairman of each committee shall be appointed by the President, who shall also determine the number of members required on each standing committee and inform them of their respective duties, with the exception of the Tournament Committee, which is governed by the Vice President as an aforesaid.

1. The Chairman of each committee shall by appointment, fill the required number of members on his committee.
2. The President shall be required to maintain, in writing, and shall have before him at all meetings, a roster of all committees and their members.
3. Standing committee members shall be required to function for one (1) year, effective from the first meeting in July.
4. Standing committees shall be as follows:
5. Constitution and By-Laws Committee
6. Grounds Committee
7. Safety Committee
8. Custodian (equipment and tools)
9. Publicity Committee
10. Bowhunting and Conservation Committee
11. Membership Committee
12. Tournament Committee

**SECTION 2:** All special committees shall be appointed and dismissed by the President at his discretion.

**SECTION 3:** All committees, standing and special, shall be required to submit an oral report of their activities at the request of the President. A committee may, at the discretion of the President, be required to submit a report in writing.

**ARTICLE XIV**

**AMENDMENTS:**

**SECTION 1:** ***No amendment, change, addition, or deletion may be made to this Constitution, except by approval of the Board and a secret ballot of approval by two-thirds (2/3rds) majority vote of the active members present at two (2) successive monthly meetings. Notification of pending constitutional change shall be included on the notice for those meetings.***

**ARTICLE XV**

**DISSOLUTION:**

**SECTION 1:** In the event this organization is dissolved, either voluntarily or involuntarily, then the assets of the organization shall be liquidated and distributed to those members in good standing as of the date of dissolution; and then only on a pro-rata basis according to their seniority in the corporation. For purposes of this Article, a member’s seniority in this corporation shall be determined by the total number of consecutive years said member shall have been a member in good standing, with the exception of a mental or physical disability or call to arms, which shall have rendered it impossible for said member to actively participate as a member of the Double T Archery Club, Inc.

For further purposes of this Article, a “member in good standing” shall be defined as a member who has kept his obligations to the club current, without a lapse in dues and/or assessments for more than one (1) year. This paragraph, however, shall not be construed to conflict with Article VI, Section 2, regarding the election of club officers.

In addition thereto, a member’s seniority with respect to sharing on dissolution shall not begin to accumulate until said member has been a member in good standing for not less than three (3) years, then said member shall be credited with three (3) years as a member in good standing in the Double T Archery Club, Inc.

**SECTION 2:** Pro-rate shares per member shall be the number of years of seniority of said member divided by the total number of seniority years of all the members.

**ARTICLE XVI**

**WOMEN’S AUXILIARY:**

**SECTION 1:** Double T Archery Club, Inc. shall recognize the Women’s Auxiliary of the club whose activities will be governed at the discretion of the Board.

**ARTICLE XVII**

**BY-LAWS:**

**SECTION 1:**

1. The rules and regulations governing the conduct of the club and its properties shall be established and maintained in a book of By-Laws.
2. The date of enactment, repeal, or amendment of each By-Law shall be recorded.

**SECTION 2:**  By-Laws may be enacted, repealed, or amended by a majority vote at any membership meeting, but must have previous or subsequent approval of a two-thirds (2/3rds) majority of the Board to become law.

**SECTION 3:** No By-Law may be passed which is contrary in word or spirit to the Constitution.