

# **Synepuxent Rod & Gun Club Constitution and By-Laws**

## **ARTICLE I: Name**

The Name of this association shall be the “Synepuxent Rod & Gun Club, Inc.”

## **ARTICLE II: OBJECTIVES**

- A. To provide a safe facility for members and guests to enjoy the sport of clay target shooting.
- B. To educate our members and guests in firearms safety.
- C. To support the safe use of firearms and rules and regulations thereof.
- D. To support the conservation, restoration, and wise management of the wildlife in our community.
- E. To cooperate in obtaining the proper respect for and observation of fish and game laws.
- F. To provide an environment that encourages youth involvement in the shooting sports.
- G. And, in so far as possible, to spread knowledge of useful wildlife management among our members.

## **ARTICLE III: MEMBERSHIP**

Section 1: Any reputable citizen of the United States and over the age of eighteen (18), and who is not a convicted felon, may apply for membership. The membership application must be completed in full, signed by two members and must be presented to the Board of Directors with cash, check, or money order in the amount of One Hundred dollars (\$100) as payment for the membership dues. Refer to Article III, Section 2 regarding membership applications submitted after July 1<sup>st</sup>.

Section 2: The Board of Directors of the Synepuxent Rod & Gun Club, Inc. shall be responsible to review all new applications. After careful review the Board of Directors shall vote on the acceptance or refusal of the application. For approval, the applicant must receive a two-thirds (2/3) affirmative vote of the Board of Directors.

- A: All prospective applicants must personally appear before the Board of Directors for application review at the next scheduled meeting. The applicant must be notified of the date and time of meeting.

B: The Board of Directors of the Synepuxent Rod and Gun Club, Inc. shall be responsible for reviewing all new applications. After careful review, the Board of Directors shall vote on the acceptance or refusal of the Application. For approval, an applicant must receive a vote of two thirds (2/3) affirmative vote of the Board of Directors.

C: If an applicant does not receive the necessary Two Thirds (2/3) affirmative votes, the applicant will not be approved for membership. The applicant will be notified and the application fee and dues of One hundred dollars will be returned. The applicant may reapply for membership one (1) year from the date of rejection.

Section 3: Any applicant accepted to the membership between July first (1<sup>st</sup>) and December thirty-first (31<sup>st</sup>) shall pay and \$50 Dollars (\$50). Fifty dollars (\$50) membership dues This will entitle the applicant membership thru December thirty-first (31<sup>st</sup>) of that calendar year.

Section 4: Any applicant accepted after October One (1) shall pay One Hundred Dollars (\$100). This will entitle the applicant membership thru December 31 of The following year.

Section 5: A Family Membership will include husband and wife, domestic partners, and their children under the age of eighteen (18). The membership fee for a family membership will be One Hundred and Fifty dollars (\$150). The application procedure will be the same as in Article III, Section I.

Section 6: Any Family Membership accepted to the membership between July 1<sup>ST</sup> first and September thirty (30) shall pay seventy-five (\$75) membership dues. This will entitle the applicant membership thru December Thirty one (31) of that calendar year.

Section 7: Any Family Membership accepted after October one (1) shall pay one hundred fifty dollars (\$150). This will entitle the applicants membership thru December thirty-first (31) of the following year.

Section 8: Membership in the Synepuxent Rod and Gun Club, Inc. is on an annual basis, January 1<sup>st</sup> through December 31<sup>st</sup> . Payment of dues is to be collected between January 1<sup>st</sup> and February 28<sup>th</sup>.

## Article IV: Junior Members

Section 1: Any person eligible for membership in the Synepuxent Rod and Gun Club, Inc. who is under the age of eighteen (18) years of age, shall be admitted to membership as a Junior Member only.

Section 2: A Junior Member shall be entitled to full rights and privileges and benefits in the Club, and shall share all responsibilities and duties therein the same as any other member, except the he or she may not hold an office or vote it the election of officers at the annual meeting.

Section 3: Before admission into membership in the Club, a Junior Member with his or her application shall pay one-half ( $\frac{1}{2}$ ) of the regular membership as dues per year, payable in advance, and counting from the same due date and for the same dues year as the regular membership.

Section 4: At the beginning of the Club's dues year, and immediately following his or hers eighteenth (18<sup>th</sup>) birthday, a Junior Member shall be considered a regular member of the Club and shall henceforth be considered as a regular member of the Club and shall pay the regular dues the same as any other member, with full voting privileges.

Section 5: A Junior Member must be accompanied by an adult for all sport shooting activities held on Club grounds.

## Article V: Membership Fees and Dues

Section 1: Each applicant for membership in the Synepuxent Rod and Gun Club, Inc. shall pay the established fees and membership dues before being voted upon for membership.

Section 2: The membership year shall be January 1 through December 31 of than same year.

Section 3: Dues for the current year are payable from January 1 to February 28.

Section 4: The Secretary shall mail dues statement to each member in November of each calendar year. On February 15, a final notice will be sent to unpaid members

advising them that if their dues are not paid by February 28, he or she will automatically be dropped from the club membership. Timely payment of dues is the responsibility of the member.

Section 5: A member, in good standing, who for acceptable reasons is unable to pay his or her dues on time, may submit a letter of explanation to the Board of Directors

## Article VI: Suspension, Expulsion or Rejection of Renewal Membership

Section 1: A member may be suspended or expelled from the Club only after charges have been preferred against the individual by three (3) members who are in good standing, and the charges have been heard and acted upon by both the Board of Directors and by the membership

Section 2: All charges against any member must be made in writing, signed by the members preferring the charges, given to the Secretary, who shall then forward a copy to each member of the Board of Directors and a copy to the accused. The President shall then call a meeting of the Board of Directors, to be held not more than ten (10) days after the receipt of the charges from the Secretary.

Section 3: Grounds for suspension or expulsion may be any act or deed which shall be considered detrimental to the welfare and prestige of the Synepuxent Rod and Gun Club, Inc., or for any of the following reasons: Unsportsmanlike conduct; theft or destruction of club property; persistent or willful violation of gun safety rules; threatening to, or inflicting physical harm on another individual while on club property, or abuse or illicit drugs while on Club property.

Section 4: The Board of Directors shall act as a Trial Board in all matters of dispute or accusation that shall be made in the Club. In all cases a Three Quarters ( $\frac{3}{4}$ ) vote of the Trial Board shall be necessary to sustain the charges against a member. The Board, at the next regular meeting of the Club, shall present to the members their findings and recommend that the Club either sustain or reject charges. The members present, after hearing and considering the charges, and the recommendation of the Board, shall be a majority vote either to sustain or reject the decision of the Board. This vote by the membership shall be final insofar as the Synepuxent Gun Club is concerned.

Section 5: Any member against whom charges shall be brought in accordance with the above, and who shall subsequently be expelled from membership in the Club by action of the Board of Directors and the membership, shall immediately forfeit all his rights to, and interest in, any and all property and monies of the Club.

## Article VII: Meetings

Section 1: The Board of Directors shall, by two-thirds (2/3) vote, set the day, time and place of their meetings.

Section 2: Regular meetings of the Club shall be held not less than four (4) times a year. The regular meeting on the second Wednesday in March will be considered as the annual meeting for the election of officers. The remaining meetings will be held on the second Tuesday of June, September and December.

Section 3: A special meeting of the Club may be held at the call of the President or by request of at least ten (10) members or two (2) Board members.

Section 4: Notice in writing of all meetings shall be given to each member by the secretary via email or postal service at least five (5) days prior to the date of the meeting.

Section 5: At meetings of the Board of Directors a majority of the total members of the Board shall constitute a quorum and a majority vote of the directors present at any such meeting shall prevail.

Section 6: At membership meetings, a quorum shall consist of 25% of the current membership or twenty (20) members present whichever is smaller.

Section 7: No person not a member of the Club shall be present at a meeting unless he or she is specifically invited by the President, Board member or any member of the Club. Any guest present shall have not membership privileges.

Section 8: All Club meetings shall be conducted in accordance with Robert's Rules of Order.

## Article VIII: Officers

Section 1: The officers of the Club shall be vested in a President, a Vice President, a Secretary, a Treasurer, and ten (10) elected Board of Directors. Each position will be a separate person. They each must have been a member of the Club in good standing for one year(1) year and shall hold office until their successors are duly chosen.

Section 2: A candidate for the office of President must also have served as an officer and or a member of the Board of Directors of the Club, other than as President for one(1), in order to qualify to run for President of the Club.

Section 3: The office of Vice President, Secretary, and Treasurer shall be elected by secret ballot at the annual March membership meeting of the Club.

Section 4: At each annual March membership meeting, the person who has served as Vice-President for the preceding year, shall automatically be elevated to the Presidency without contest, provided he has received approval for such advancement by ay least a two-thirds ( $2/3^{\text{rd}}$ ) majority vote of the Board of Directors. However, if the Vice-President was appointed to the office by the Board of Directors to fill a vacancy that occurred, then in that situation, he or she shall not be automatically elevated to the office of President.

4A: If the Vice-President is unable to secure such approval as required in Section 4 above, then the Secretary shall so notify the Chairperson of the Nominating Committee at least fifteen (15) days prior to the date of the November membership meeting, then the Nominating Committee shall select at least two (2) candidates for the office of President and the office shall be filled as per Section 2 and Section 3, article XIII of these By-Laws.

Section 5: At its March election meeting, the Cub shall elect by secret ballot the number of at large-members to fill the positions open. The term of a member oft he Board of Directors is two (2) years. Directors will be elected as terms of elected Directors expire. The terms should be staggered so that four (4) of the ten (10) Board of Directors are elected each year. The Secretary will be responsible for keeping records of Board of Directors terms and will notify the Nominations Committee when they are appointed in December of the number of at-large member positions that need to be filled that year. No Director can serve more than two (2) full two(2) terms consecutively.

Section 6: No person holding the office of President or Vice President for a full term (defined as a period of two(2) years may succeed himself. However, if a member was appointed by the Board of Directors to fill a Vice President vacancy that occurred, then in the situation, the appointee may run for President at the annual election.

Section 7: The officers named above shall automatically become members of the Board of Directors during the time they hold office, and the President of the preceding year shall serve on the board for one (1) year. All other officers maybe re-elected to office.

Section 8: Any elected, or appointed, officer of the Club, who misses three(3) consecutive membership and /or Board meetings, or a total of six (6) meetings without giving a valid reason to the presiding officer, is subject to having his office declared vacant by a majority vote of the Board of Directors and the office shall be filled as provided for in Article XI, Section 4 of these By-Laws. The newly appointed officer shall assume all the duties of the officer replaced until the next general election of officers by the membership.

## Article IX: President

Section1: It shall be the duty of the President to preside at all meetings of this Club, to appoint chairs of all committees, to appoint all persons or delegations which are necessary to represent the interests of this Club in any organizations and to enforce the observance of all parts of the charter and By-Laws of this club. The President may vote on amendments, to the charter, by-laws, but shall not vote on any other matters before the Club unless there is a tie.

Section 2: The President shall be authorized to sign Club checks in the absence of the Treasurer and to deposit Club funds in the bank designated by the Board of Directors.

Section 3: It shall be the duty of the President to file, on behalf of the Club, a personal Property report with the State of Maryland. The President must also sign and file a resolution and assume the responsibility of Resident Agent. These requirements must be met within thirty (30) days of taking office. In the event the President fails to take action on these matters, the office shall be declared

vacant by the Board of Directors and the office filled in accordance with Article XI, Section 4 of these By-Laws.

## Article X: Vice-President

Section 1: It shall be the duty of the Vice-President to preside at any Club meeting in the absence of the President, and while so presiding to be governed by Article VII, Section 1 of these By-Laws. The Vice-President shall automatically advance to the Office of President in the event that the President leaves office, subject to the approval of the Board of Directors as in Article VI, Section 4A.

Section 2: The Vice-President shall inquire at official meetings if there are any members who are ill, have passed, including family member, so that appropriate acknowledgements be taken.

## Article XI: Secretary

Section 1: It shall be the duty of the Secretary to handle all correspondence and maintain all minutes and non-financial records of the Club. The Secretary shall correspond, at the direction of the President, on any matter pertaining to the Club. The Secretary shall also fulfill any other duties required by any of the forgone or forthcoming Articles.

Section 2: The Secretary shall notify each member of all Club meetings at least five(5) days before the meetings are to be held.

Section 3: The Secretary shall notify each member in advance of the cancellation of any meetings of this Club.

## Article XII: Treasurer

Section 1: It shall be the duty of the Treasurer to handle all financial matters of the Club, to maintain in an acceptable and orderly manner all the financial records thereof. The Treasurer shall deposit all funds of the Club in the bank selected by the Board of Directors. The Treasurer shall sign Club checks and



pay all bills promptly, provided they have justly been incurred by the Club.

Section 2: The Treasurer shall present a complete financial report at each regular meeting of the Club including identification of all receipts and disbursements and their amounts, followed by the up-to-date balances in all accounts.

Section 3: The Treasurer shall make a monthly inventory of all hand stocks and supplies (other than kitchen and food) and shall present an up-to-date inventory report at each regular meeting of the Club.

Section 4: The Treasurer shall at the Annual meeting present a yearly financial report accompanied by bank statements from all accounts, starting with the beginning balances, showing the total receipts and disbursements from all sources and their amounts. This will include the totals from dues, and any other projects. Total expenses of the above, but also to include taxes, insurance, repairs to building and grounds and any other expenses not listed, then the closing balances of cash on hand and in banks. The incoming and outgoing President must be present for the annual physical inventory.

Section 5: The Treasurer shall be responsible for the filing of all required State and Federal Government forms and reports and for the proper payment of all taxes, insurances, rentals, etc.

### Article XIII: Board of Directors

Section 1: The Board of Directors shall be composed of four (4) officers named in Article VI, Section 1 of these By-Laws and ten (10) members elected from the membership at large.

Section 2: The Board of Directors shall have the power to conduct the business of the Club during the interval between the general meetings.

Section 3: The Board of Directors shall act as the Trial Board in any disciplinary action within the Club against any member.

Section 4: The Board shall make appointments, by majority vote, to any office of the Club vacated during the year, however the Vice President shall automatically fill the office of President, and the vacancy created shall be in the office of Vice President.

Section 5: The board of Directors shall act as a Finance Committee and shall, within thirty (30) days after the annual meeting, set up a tentative budget governing the various committees and activities of the Club during the ensuing year, a Copy of which shall be submitted to the Chairperson of each committee.

Section 6: The Board of Directors shall have the power to approve membership applications.

Section 7: Eight (8) members of the Board, present and voting at any meeting thereof, shall constitute a quorum for transaction of Club business

Section 8: All majority rulings or decisions by the Board of Directors shall be binding upon the Club and may be revoked or nullified only by a majority vote of the members present at any regular or special meeting of the Club within thirty-five (35) days after such rulings or decisions are made.

Section 9: Minutes of all Board of Directors' meetings shall be recorded by the Secretary and read to the membership at the next regular or special meeting of the Club.

Section 10: All branches of sport or gaming participated in or sponsored by the Club shall be designated by the Board of Directors and it shall be the direct responsibility of the committee named to take charge of that particular sport or activity.

Section 11: The Board of Directors shall also fulfill any other duties laid upon it by any of the foregoing or forthcoming articles.

## Article XIV: Nominating Committee

Section 1: Four (4) members of the Club, none of whom shall be an officer, shall be elected by ballot at the regular September meeting of the Club, and these four (4) members shall serve as a nominating committee. The Club President shall designate one of these four (4) as a Chairperson of the committee.

Section 2: The Nominating Committee shall obtain from the Secretary a roster of the members of the Club in good standing and shall select there from at least one (1), or more, candidates for the members-at-large to serve on the Board of Directors. Each candidate nominated for each of the above offices must be

contacted for approval of their selection as a candidate.

Section 3: The Nominating Committee shall prepare their list of candidates for presentation to the members at the December meeting. At this December meeting nominations from the floor will be accepted for all the offices to filled. However, before a member nominates from the floor, he must have obtained prior approval from the nominee. The election of these officers and directors shall be held at the regular membership meeting in March,

Section 4: In making their selection of candidates for any of the above offices, the Nominating Committee shall consider only those persons who have been members in good standing in the Club for at least one (1) year prior thereof. They shall also exercise their best judgment and select only those candidate who, if elected , would serve the Club's best interests faithfully and well.

## Article XV: Ballots and Voting

Section 1: Immediately following the December meeting the Secretary shall have duplicated sufficient sample ballots showing the names of each of the candidates for office, so that one (1) ballot may be mailed to each member of the Club along with a notice of the annual meeting. Ballots so mailed shall be plainly marked "Sample" and shall not be considered if cast in the election at the annual meeting.

Section 2: Each elective office shall be filled by the candidate receiving the most votes, by secret ballot, for that office.

Section 3: The President and the Secretary shall supervise the balloting at the annual meeting, with the help of such persons as the President may appoint. At least two (2) persons, neither of whom shall be candidate for office, shall be named by the President to keep tally as the ballots are called, and the ballots shall be held intact until such tallies agree in all instances. Any candidate shall be privileged to ask for a re-count if he or she is not satisfied with the result of his or her race for office. In cases the President shall appoint four (4) new and different persons, who did not run for office, to make the re-count.

Section 4: Newly elected officers shall take office immediately after balloting is completed and results announced. The ballots shall then be retained until the next general election at which time they may be destroyed.

## Article XVI: Committees and Chairs

Section 1: All committee chairpersons shall be appointed by the President within thirty (30) days after the annual meeting. As new committees may be set up during the year by the Board of Directors, the President shall, within thirty (30) days thereafter, appoint chairpersons thereto, for the remainder of the ensuing year, until the next annual meeting, or, until their successors are duly appointed.

Section 2: All committee chairpersons shall, with in ten (10) days after their appointment and with the advice and consent of the President, name as many Club members as they feel will reasonably be required to serve on their committee and assist in the particular sport or activity for which they are responsible.

Section 3: Each committee chairperson of any branch of sport, gaming, or other activity promoted or participated in the Club, shall be in charge of same, under the direction of the President and the Board of Directors, but under not circumstances incur any expense in the name of the Club, other than the amount that may be budgeted for said sport or activity by the Board of Directors, without first having obtained the approval of the Board.

Section 4: The following committees are hereby set up for activity by the Club, but said committees may be added to, discontinued, or abolished by the Board of Directors at any regular or special meeting by a majority vote of the Board: Trap, Skeet, Five Stand, Clubhouse and Grounds, Program Publicity, Legislative, and By-Laws.

## Article XVII: By-Laws

Section 1: These By-Laws may be amended twice a year at the March and September membership meetings by a two thirds (2/3<sup>rd</sup>) vote of the members present and voting, providing that at least five (5) days notice, by email or postal service shall be given each member before the meeting of the intention to alter or change the By-Laws, and specifically, what changes proposed to be made. These specific changes shall be the only ones voted on at the meeting.

Section 2: The procedure for introducing a change in the By-Laws shall be as follows:  
A motion must be made by a member during a regular Club meeting, stating the By-Laws change. This motion must be seconded by another Club member. A majority vote of the members present and voting shall be required in favor of the motion. If the vote is favorable, the procedure outlined above in Section 1 shall then be followed.

## Article VIII Club Liquidation

Section 1: Club liquidation, (a) If , and in the event, a resolution should be introduced by a member of this organization to liquidate the Synepuxent Rod and Gun Club Inc., the said resolution must first be approved by an unanimous vote of the Board of Directors of this organization. If, and in the event, the Board of Directors of this organization passes the aforesaid resolution of liquidation, then and in that event, the Secretary shall mail a copy of said resolution to each member, advising each member that the aforesaid resolution has been adopted by the Board of Directors and giving each member thirty (30) days notice of the special membership meeting at which the liquidation resolution will be voted upon. The Secretary shall also furnish each member with a ballot to vote for or against the liquidation resolution. Such ballot shall be signed by the voting member and either mailed to, or delivered to, the Secretary prior to the special meeting called for the purpose of voting on the liquidation proposal. At the special meeting called for the purpose of voting on the liquidation resolution, the ballots will be tallied and a two thirds (2/3<sup>rd</sup>) majority vote of the voting members will pass the resolution of liquidation. Any member not submitting a ballot duly executed in accordance with this paragraph, will not be counted in the tally, (b) If, and in the event, the resolution to liquidate the Synepuxent Rod and Gun Club, Inc. should be approved as aforesaid. Then, and in the event, all tangible and intangible assets of the aforesaid cooperation shall be converted into cash by means of a public auction and advertised for a period of sixty (60) days and after payment of all debts and all other obligations, the remaining balance shall be distributed to the following organizations as follows and in accordance with the following formula:

Twenty-five (25%) percent to the Md. State Sportsman Association (MSSA),

Twenty-five (25%) to the Amateur Trap Association (ATA),

Twenty-five (25%) to the National Rifle Association (NRA)

Twenty-five (25%) to the National Shooting Sports Foundation (NSSF)

The proceeds to be used for Junior shooting programs.

**This is a proposed revision of the By-Laws of the Synepuxent Rod & Gun Club Inc. submitted to the Board of directors at the March, 2016**