

THE CONSTITUTION OF THE HARRISBURG ARCHERY CLUB

ARTICLE I

Section 1 The rules set forth will supersede any and all other rules pertaining to the items contained herein on this date of adoption, May 6, 1987 - Revised Oct. 12, 1993 & Revised Dec. 7, 2011

ARTICLE II

Section 1 The name of this organization shall be The Harrisburg Archery Club, Inc.

ARTICLE III

Section 1 The object of this club shall be to bring together persons interested in archery for the purpose of enjoyment, promotion of the club, and competition both with in and outside the club.

Section 2 There shall be no firearms whatsoever, in any form, fired or kept on the grounds of The Harrisburg Archery Club.

ARTICLE IV

Section 1 Any person 16 years of age and over may become a voting member of the Harrisburg Archery Club. Anyone under 16 years of age may become a junior member subject to membership requirements as specified in the bylaws.

ARTICLE V

Section 1 The elected officers shall be as follows: President, Vice-President, Secretary, Treasurer, Field Captain.

Section 2 The term of office for all elected officers shall be one (1) year.

ARTICLE VI

Section 1 Amendments to the Constitution will require written notification of changes to all members at least one (1) week prior to the meeting they will be voted on. Ratification will require a two thirds (2/3) majority of voting members present at the meeting.

ARTICLE VII

Section 1 Meetings will be held on the first Wednesday of each month.

Section 2 Special meetings may be called by the president upon notification in writing to all members at least one (1) week prior to the meeting.

ARTICLE VIII

Section 1 Standing committees shall be appointed by the president and, unless otherwise specified, will extend to the end of the president's term of office.

ARTICLE IX

Section 1 Any member, if necessary, in order to build or to improve the club facilities, or use of the existing buildings and/or property values as security, to obtain such monies to build or improve the club facilities, or monies drawn from the treasury in excess of \$3,000 (Three thousand dollars) must first make a motion for such approval at a regular monthly meeting. The final approval is to be obtained by a two-thirds (2/3) majority at the next month's regular meeting only after the entire membership has been notified and absentee ballots are provided. Upon the approval vote, the membership may go forward with the pending plans.

Section 2 In the event of any circumstances arising in the future where any or all portions of the property belonging to The Harrisburg Archery Club must for any reason be sold:

- a. All proceeds from said sale will be reinvested in another parcel of land to become the new Harrisburg Archery Club.
- b. In the event that this reinvestment cannot take place for whatever reason (lack of interest, lack of agreement among club members, lack of members to keep club solvent, etc.) the proceeds of said sale will, after any payment of outstanding bills, be given, free of charge to the PA state game lands, and not to be resold for profit.

October 14, 1993 - Revised Dec. 07, 2011 – Revised 12/03/2014

BY LAWS OF THE HARRISBURG ARCHERY CLUB

ARTICLE I MEMBERSHIP

Section 1 A person interested in becoming a member of The Harrisburg Archery Club must:

- a. Make written application specifying their name, address, and type of membership desired.
- b. Promise to abide by the Constitution, Bylaws, and Standing Rules of the Club.
- c. Pay the initiation fee and dues as set forth in the Rules and Regulations of the Club, (failure of the applicant to be accepted as a member entitles the applicant to return of money paid).
- d. Be sponsored by a member in good standing.
- e. Be accepted for membership by two-thirds (2/3) of the voting members present at a regular club meeting.

Section 2 A new member is required to attend at least two (2) meetings and two (2) scheduled work activities or functions during the period for which dues are paid in accordance with Article VI of the Constitution of the Club. Failure to attend the meetings and/or the work activities will result in the member being dropped from the membership. The President may waive this requirement in the case of an emergency.

Section 3 New members will have voting privileges at meeting following acceptance.

Section 4 Any member may be dropped from the membership in the following instances:

- a. failure to pay dues by the beginning of the new year
- b. a formal complaint by at least three (3) members who shall conduct an investigation and present their findings to the membership about the conduct of a fellow member. This will be presented to the club officers and acted upon at the next meeting.

Section 5 A member in good standing is one whose dues are paid in full at the time of the reference.

Section 6 The fiscal year for dues shall be from January 1st to December 31st, with new members being prorated for the second, third, and fourth quarters. New members joining in the last quarter must pay that quarter plus the next years dues. The initiation fee shall remain intact.

Section 7 Only members of The Harrisburg Archery Club in good standing, their guests, or visitors from other archery clubs will be permitted the use of the facilities of The Harrisburg Archery Club.

Section 8 Indoor range fees for members and non-members:

- a. \$1.50 shall be the fee for non-key holding club members daily to shoot in the indoor range. This fee includes one (1) target.
- b. \$3.00 shall be the fee for non-members nightly to shoot in the indoor range. This fee includes one (1) target.
- c. An indoor range key may be purchased by any club member entitling that individual to the use of the facilities 24 hours a day. This key will run annually from January 1st to December 31st. The cost will be \$40.00 for an individual and \$45.00 for a family. A family membership of all people living under one roof regardless of age.

Section 9 At age 65 any member who has been a paid member for the past 5 consecutive years shall be entitled to a free life membership. Any life member who has served as a club officer for 3 or more years shall also be entitled to free indoor range key for life.

ARTICLE II ELECTION OF OFFICERS

Section 1 All officers should be people with the highest interest for the promotion of this organization, and should be respected by all. Disrespect will not be allowed.

Section 2 At least two (2) months prior to election of officers, the president shall appoint a committee to select potential candidates for all elective offices.

Section 3 This committee shall make its recommendations to the membership at the meeting prior to the meeting when the election of officers is to take place.

Section 4 Any member may present a candidate for any office at the meeting prior to the election meeting, or the meeting when the election of officers is to take place, whose name will be added to those recommended by the committee for consideration by the membership.

Section 5 When more than one candidate is presented either by the committee or the members, a secret ballot will be taken to determine the person who will hold that office.

Section 6 In the case where there is more than one candidate, a simple majority will determine the outcome of the voting.

Section 7 Only members in good standing may vote at an election of officers.

Section 8 Incoming officers will take their respective posts immediately upon completion of the meeting at which they were elected.

Section 9 Outgoing officers will furnish incoming officers with all records pertaining to that office and assist in every way possible to assure a tranquil changeover.

Section 10 Election of officers will be held at the December meeting.

ARTICLE III ELECTED OFFICERS AND THEIR DUTIES

Section 1 PRESIDENT

- a. Presides at all meetings
- b. Appoints committees as needed
- c. Calls special meetings when needed
- d. Appoints officers when necessary to fill any unexpired term
- e. Promotes club with highest zeal
- f. Oversees all club functions to make sure the best interest is at hand

Section 2 VICE-PRESIDENT

- a. In the absence of the president, fills his/her duties

Section 3 SECRETARY

- a. Keeps an accurate record of all activities at meetings
- b. Has a copy of the Constitution and Bylaws available during meetings
- c. Keeps a list of all motions

Section 4 TREASURER

- a. Furnishes at all meetings a monthly financial report
- b. Furnishes a complete statement of worth of The Harrisburg Archery Club at the end of each fiscal year
- c. Pays bills as directed
- d. Collects dues

Section 5 FIELD CAPTAIN

- a. Officiates at all shoots held at the club
- b. Maintains the field range in a condition acceptable to the membership
- c. Purchases equipment necessary to maintain the field range in acceptable condition such as targets, bales, wire, etc.

- d. Purchases trophies or other prizes necessary to hold shoots proposed by the membership
- e. Appoints members to assist in his/her duties as needed

Section 6 ASSISTANT FIELD CAPTAIN

- a. Assists the field captain with his/her responsibilities
- b. Attends shoots and helps the field captain officiate at these shoots
- c. Promotes the club to members and other clubs

**ARTICLE IV
MEETINGS**

Section 1 There shall be two types of meetings; regular and special.

- a. Regular meetings will be held on the first Wednesday of each month at 7:00 p.m. at our clubhouse unless otherwise specified by written notice.
- b. Special meetings may be called by the president at anytime subject to at least one (1) week notification in writing giving reason for the special meeting along with the time and place.

Section 2 If a regular meeting is canceled, the membership shall be notified prior to the scheduled meeting.

**ARTICLE V
AMENDMENTS TO THE BYLAWS**

Section 1 To amend any portion of the bylaws will require:

- a. Notification to all members in writing at least one (1) week in advance of a meeting, specifying such change in the letter
- b. A two-thirds (2/3) majority vote of the membership voting at the meeting

**ARTICLE VI
COMMITTEES**

Section 1 Standing committees shall be made by appointment of the president.

Section 2 Their duties, unless otherwise specified, will expire at the same time as the president who appointed them.

Section 3 The president may, at his discretion, change any committee appointee.

Section 4 Membership Chairman and Committee shall be appointed by the president.

Duties will include keeping an accurate list of membership, and collecting

all dues which will be handed over to the club treasurer immediately without delay.

Section 5 Public Relations Chairman and Committee shall be appointed by the president. Duties will include receiving certain club correspondence not directly related to club offices. They will also be charged with advertising club activities.

Nov. 8, 1993 - Revised Dec. 7, 2011 – Revised 12-03-2014

STANDING RULES OF THE HARRISBURG ARCHERY CLUB

ARTICLE I

Section 1 The rules set forth here will supersede any and all other rules pertaining to the items contained herein on this date of adoption.

Section 2 To change any standing rule or part shall require a simple majority vote at any regular or special club meeting.

Section 3 These rules shall be kept in the hands of the secretary, who shall keep them current. The contents shall be made available to any member upon request.

Section 4 The secretary and/or treasurer shall be permitted to use club monies without approval of the membership (not to exceed \$60.00) for such things as he or she needs to perform their duties, such as stationery, stamps, or other items pertinent to the duties as club secretary and/or treasurer.

Section 5 The president shall be permitted use of club monies (not to exceed \$500.00) at any time without prior approval of the membership for such things he or she feels will advance or promote The Harrisburg Archery Club.

a. If monies needed are in excess of \$500.00 and are needed prior to a scheduled monthly meeting, a special meeting of the club officers can be called without notice and monies can be approved for improvement of the club facilities.

Section 6 Where no provisions are made to the contrary regarding any rule or point, the rules of the Pennsylvania State Archery Association (PSAA) will govern.

Section 7 When professional or non-amateur shooters participate in any field or target shoot sponsored by The Harrisburg Archery Club, the awards will

be two-thirds (2/3) of the registration fees paid by these shooters, and will be returned in the form of cash awards. The number of awards and the amount of each award will be determined by the number of entrants and distribution will be at the discretion of the Field Captain.

Section 8

- a. **Membership dues** will be as follows, with a \$15.00 initiation fee charged to all new members: Adult individual - \$30.00, Family - \$40.00, Youth (16 and under) - \$15.00, Life member- \$300.00. The dues structure shall run from January 1st to December 31st. The dues will be prorated every quarter with new members joining in the last quarter paying that quarter plus next years dues. The \$15.00 initiation fee shall remain the same regardless of the quarter the member joins
- b. Indoor range fees for members shall be \$1.50 for non-key holding club members daily to shoot in the indoor range. This fee includes one (1) target. \$3.00 shall be the fee for non-members daily to shoot in the indoor range. This fee includes one (1) target.
- c. An indoor range key may be purchased by any club member entitling that individual to the use of the facilities 24 hours a day. This key will run annually from January 1st to December 31st. The cost will be \$40.00 for an individual and \$45.00 for a family. A family membership consists of all people living under one roof regardless of age.
- d. An outdoor key may be purchased annually by any club member in good standing entitling him to use the lounge and kitchen area for \$20.00. This key will not permit access to the indoor range. A range key will need to be purchased annually for this privilege.

Section 9 At no time shall pets be allowed in the indoor club facilities. While on club grounds, the owner shall keep the pet under strict supervision. Under no circumstances will the club be responsible for any pets actions or whatever may result because of those actions.

Section 10 The club will sponsor any team from our club that participates at state sanctioned shoots. The sponsorship would only include paying the team entry fees. Any award won will be the property of the club and not the team. Any team wanting club sponsorship must present the request at a club meeting prior to the scheduled shoot.

Section 11 An approved motion not being acted upon within a twelve month period after that motion was approved will be dissolved.

Section 12 Ranges will be closed during all work parties and pre-scheduled meetings unless waived by the president.

Section 13 Smoking is not permitted inside any club building.

Section 14 All children must be closely supervised at all times on or in club grounds and facilities.

Section 15 Anyone using the indoor range facilities must sign the registration book. Guests should indicate they are a guest. Range fees should be put into an envelope and dropped into the safe.

Section 16 Membership and/or key cards must be displayed at all times while using any of the ranges.

Section 17 All members will be held responsible for the actions of their guests.