



GRINDSTONE–PORT HOPE SPORTSMEN’S CLUB

6101 Huron City Road
Port Hope, Michigan 48468
(989) 428-4170

CONSTITUTION AND BYLAWS

Adopted January 31, 1955

These Articles supersede any prior enacted Bylaws or Amendments of the Grindstone-Port Hope Sportsmen’s Club. The approved Bylaws dated _____ 2026 will be considered the full and complete Club Bylaws unless amended at a later date.

CONSTITUTION

ARTICLE I – GENERAL

Section 1. Formation.

The Grindstone-Port Hope Sportsmen’s Club, hereinafter the “Club,” is a nonprofit corporation organized on a membership basis under the laws of the State of Michigan. The Club is affiliated with Michigan United Conservation Clubs and the National Wildlife Federation. The Club’s Registered Office is located at 6101 Huron City Road, Port Hope, Michigan 48468. The Club’s colors shall be brown and gold. The Club’s fiscal year will be from January 1 to December 31.

Section 2. Purpose and Objectives.

The purpose and objectives of the Club include, but are not limited to, the following:

1. To operate the Club as a non-profit organization for charitable, scientific and educational purposes, within the meaning of Section 501(c)(7) of the Internal Revenue Code;
2. To further and advance the cause of conservation, in all its phases;
3. To perpetuate and conserve mineral, water, soil, air and forest resources;
4. To perpetuate, conserve, and encourage the proper management of the fish, game, and wildlife of our state and nation and to enjoy the use of such natural resources;
5. To promote education as to the true meaning of “conservation,” “safety,” and “sportsmanship” within the community, and to provide the social and financial means for such promotion; and
6. To support the mission of United Conservation Clubs: “to unite citizens to conserve, protect and enhance Michigan’s natural resources and outdoor heritage.

All funds, assets, and donations of the Club shall be used only to further the Purposes and Objectives of the Club.

Section 3. Restrictions.

1. The Club shall not participate in or make any contribution to any political campaign.
2. No director shall have any personal right, title, or interest in the Club or its holdings.

ARTICLE II – MEMBERSHIP

Section 1. Classifications

Membership classifications and privileges shall be set forth herein. Each adult applicant for membership must be sponsored in writing by a member in good standing. Member in good standing is defined as a member whose dues are paid by January 31st and have had no suspensions within one year.

Section 2. Eligibility

Any individual eighteen (18) years of age or over who has never been convicted of a felony or any misdemeanor conviction of the Natural Resources and Environmental Protection Act shall be eligible for membership upon the submission of an application, signed conservation pledge, and approval by the board.

Section 3. Junior Member(s)

The Club, or any adult member in good standing, may sponsor a junior membership of any individual age twelve (12) or older.

Section 4. Membership Dues

Membership dues shall be approved by the Board of Directors and the membership, as described herein.

Section 5. Suspension or Termination

Membership may be terminated by the member or suspended or terminated by the Club for reasons described herein.

ARTICLE III – AMENDMENTS

The Constitution and/or Bylaws may be revised, altered, or amended by a majority vote of the members present at a regular meeting.

Amendments to the Bylaws shall have immediate effect upon passage, unless otherwise stated in the amendment.

ARTICLE IV – LIABILITY AND INSURANCE

Section 1. Liability

The Club assumes all liability to any person other than the Club and its Members for all acts or omissions of a volunteer Director, as defined in the Michigan Nonprofit Corporation Act, incurred in the good faith performance of the volunteer Directors duties, so long as all of the following are met:

1. The volunteer Director was acting, or reasonably believed they were acting, within the scope of their authority;
2. The volunteer Director was acting in good faith;
3. The volunteer Director's conduct did not amount to gross negligence or willful and wanton misconduct; and
4. The volunteer Director's conduct was not an intentional tort.

Section 2. Indemnification

The Club shall indemnify, defend, and hold harmless all volunteer Director(s) from and against any and all claims, damages, losses, liabilities, costs, and expenses, so long as the volunteer Director(s) has complied with all the requirements set forth in Article IV, Section 1. The volunteer Director(s) shall promptly notify the Club of any such claim, and the Club shall have sole control of the defense and settlement of the claim.

ARTICLE V – DISSOLUTION

In the event of the Club's dissolution, the Board of Directors shall use the Club's assets for the payments of all debts, obligations, liabilities, costs and expenses. Any assets remaining shall be contributed to another non-profit organization of the Board of Directors choosing.

BYLAWS

ARTICLE I – MEETINGS

Section 1. Regular Meetings

The regular meetings of the Club shall be held quarterly on the third Sunday of January, April, July, and October.

The Order of Business at regular meetings is to be conducted as follows:

1. Moment of Silent Prayer
2. Pledge of Allegiance to the Flag
3. Conservation Pledge
4. Roll Call of Officers
5. Board of Directors Meeting minutes
6. Minutes of Membership Meeting
7. Treasurer's Report
8. Committee and Delegates' Reports
9. Unfinished Business
10. New Business
11. Applications for Membership
12. Voting on Applicants
13. Election of Officers (if applicable)

Other topics not on the agenda are to be tabled and referred to the appropriate committee for consideration and placed on the following meeting agenda.

Section 2. Special Meetings

Special meetings of the membership may be called by the Board of Directors. The membership must be notified of the time and date for the special meeting through a posting in the Club at least seven (7) days prior to the special meeting taking place.

At special meetings, no other business shall take place other than that for which the meeting has been called.

Section 3. Board of Directors Meetings

The Board of Directors shall meet at least six (6) times a year. Board of Director meetings must take place within two (2) weeks prior to a regular membership meeting.

At the October meeting, the Board of Directors shall elect one of their members as Secretary or may instead elect to use the Secretary of the Club as their Secretary. The Secretary of the Board of Directors shall notify elected members of the Board of Directors and Officers of the time and place of all meetings and shall keep a record of attendance as well as all actions of the Board of Directors.

At the October meeting, the Vice President shall conduct the meeting and act as Chairperson. As Chairperson, they shall receive and submit such business as may be brought before the Board.

Either the Chairperson or Secretary of the Board of Directors shall read and report all actions and suggestions of the Board of Directors at the next general membership meeting.

If an Officer or member of the Board of Directors is absent from two (2) consecutive regularly called meetings of the Board of Directors or membership meetings, without notice or valid excuse, the Board of Directors shall declare the Officer or members position vacant for lack of interest at the next meeting.

Section 4. Quorum

A meeting of the Board of Directors shall not be valid unless a quorum is present. A quorum shall consist of a majority of the Officers and elected members of the Board of Directors.

A total of fifteen (15) Club members, including Officers and Board of Directors, shall constitute a quorum for the purpose of doing business at a regular monthly meeting.

ARTICLE II – MEMBERSHIP

Section 1. Annual Dues and Initiation Fee

Annual membership dues and the initiation fee shall be established prior to the October meeting.

Individuals may join the Club at any time of the year but shall be required to pay the initiation fee as well as prorated dues during the first year of membership, only. Prorated dues shall be formulated as follows:

1. At the time of joining, dues will be prorated by the month of the quarter in which you are applying.
2. If joining in December, the new member may be grandfathered into the new calendar year.

Prorated Quarters are divided as follows: (1) January, February, March; (2) April, May, June; (3) July, August, September; (4) October, November, December.

Section 2. Notice of Renewals

Notice for renewal of dues will be sent by the Membership Committee no later than December 1st of each calendar year. Upon payment of annual dues, individual membership cards will be issued. All dues shall be considered delinquent thirty (30) days after the start of the new calendar year.

Section 3. Delinquent Dues

The Membership Committee shall forward a notice of delinquent dues to the member any time after February 1st explaining that their membership has lapsed and a late fee has been issued.

If the member pays the delinquent dues and the late fee within the calendar year, their membership will be reinstated. However, if they fail to pay the delinquent dues and late fee within the calendar year, they must reapply for membership. Delinquent members shall have no voting privileges, shall be unable to purchase alcoholic beverages, and shall not be permitted to use Club facilities.

Section 4. Senior Membership

If an individual member turns sixty-five (65) during the time of their membership, they may be issued a discounted senior membership card and will pay discounted membership dues.

If married, both spouses must be the age of sixty-five (65) in order to qualify for a discounted senior membership card and dues.

Section 5. Honorary Membership

If a member has been a member in good standing for twenty-five (25) consecutive years, they will become an Honorary Member and may be issued a discounted membership card and will

pay discounted membership dues. Honorary Membership shall also be extended to the Honorary Member's spouse.

Section 6. Advancement of Dues

Members may pay dues in advance, for as many years as they wish. However, if there is any change in the dues, the member is responsible for the difference. If, for whatever reason, a membership is terminated, no refund will be provided.

Section 7. Volunteering and Donations

Members are strongly encouraged to volunteer for at least ten (10) tasks, events, or activities of the Club each year. Upon completion of ten (10) tasks, events, or activities of the Club that are approved by the board, dues for the following calendar year will be waived.

Monetary donations are strongly encouraged.

ARTICLE III – JUNIOR MEMBERSHIP

Section 1. Junior Membership Dues

Dues for Junior Members may be reviewed and/or revised at the October Board of Directors meeting. Any changes shall be conveyed in writing to the Membership Committee Chairperson for inclusion in the following year's dues notice.

Upon payment of the Junior Members' dues, they will be issued a membership card. The Junior Members card shall be a different color than that of an adult card.

Section 2. Transition to Full Member

At the age of eighteen (18) any Junior Member shall be eligible to become an adult member and shall thereafter have the same rights and privileges as an adult member in good standing.

Upon becoming an adult member, full dues shall be required at the beginning of the new calendar year.

Section 3. Delinquent Dues

Any delinquency in Junior Member dues shall be handled in the same manner as an adult member's delinquency.

ARTICLE IV – NOMINATION AND ELECTION OF OFFICERS

Section 1. Elections

Election of Officers and members of the Board of Directors shall be held every two years. Any individual running for office must be a member in good standing for at least one (1) year before being nominated for office.

Section 2. Nominations and Election Committee

The Nominations and Election Committee (“Committee”) shall consist of five members chosen at the April meeting. The Committee shall be compiled as follows:

1. The President shall select one (1) member to serve on the Committee.
2. The Board of Directors shall select one (1) member to serve on the Committee.
3. The membership shall select three (3) members to serve on the Committee; however, no individual member may nominate more than one (1) member to the Committee.

The duties of the Committee shall be to nominate candidates for the elective positions as follows:

1. The Committee shall elect one (1) of the individuals in their Committee as Chairperson.
2. It shall be the responsibility of the Chairperson to call a Committee meeting to select two (2) nominees for each office.

Section 3. Nominations at the April Meeting

At the April meeting, Nominees shall be presented to the President or Board of Directors with signed letters of intent. Nominations may be made by the membership from the floor, including signed letters of intent. No member, except the Nominations and Election Committee, may nominate more than one (1) member to any one (1) elective office, delegate, or board.

After nominations are made and have been closed, anyone wishing to change position or run for office must do so as a write in candidate at the April Membership Meeting.

Section 4. Election Procedure

The Nominations and Election Committee shall notify the membership in writing of the names of nominees for office and the time the polls will be open and shall post the same in the Club at least one (1) month prior to the October meeting.

When receiving a ballot, write-in candidates shall be permitted.

At the regular meeting in October, members wishing to cast their votes must appear in person. Only members in good standing are eligible to vote.

The ballots shall be counted by the Nominations and Election Committee, who will submit the results to the President for announcement to the membership in attendance. All ballots shall be kept in the ballot box and kept at the Club until the next regular membership meeting, at which time they may be destroyed.

In the event of a tie vote, a revote of the members present shall take place until such a time as a majority vote is received.

If an election vote is challenged, it shall be done within fourteen (14) days of the election and submitted in writing to the Nominations and Election Committee.

The newly elected officers will be sworn in at the October meeting at which time they will assume their newly elected responsibilities.

ARTICLE V – DELEGATES (AFFILIATED GROUPS)

At any regular meeting, by a majority vote, the Club may authorize the affiliation of the Club with any other organization with like interests, aims or purposes. At the annual meeting, three (3) delegates or alternates shall be elected to represent the Club at meetings of affiliated organizations. The expenses of such delegates may be authorized at any regular meeting and any such affiliation may be continued by majority vote at any annual meeting thereafter.

ARTICLE VI – OFFICERS AND BOARD OF DIRECTORS

Section 1. Officers of the Club

The Officers of the Club shall consist of a President, Vice President, Secretary and Treasurer, each of whom shall be elected by membership vote for a term of four (4) years and for not more than two (2) terms. If, at the end of the second term there is no other candidates to replace the Officer, they may complete one (1) additional term.

If they have been replaced for a period of one (1) or more terms, the Officer may be re-elected to their previous office.

Section 2. President

It shall be the duties of the President to:

1. Preside at all Membership meetings in accordance with Parliamentary Procedures;
2. Enforce the Constitution, By-laws, and rules and regulations of the Club;
3. Maintain Order;
4. Appoint Chairpersons and Committees, unless otherwise provided herein;
5. Conduct Club business as authorized herein;
6. Attend Committee meetings and vote as a member of a committee in the event off a tie;
and
7. Act as Chairperson of Delegates for the Michigan United Conservation Club conventions, and any other meeting to which the Club sends delegates.

Section 3. Vice-President

It shall be the duties of the Vice-President to:

1. Aid and assist the President in the performance of their duties when called upon;
2. Perform the duties of the President in their absence;
3. Assume the duties of the President in the event of death or other inability to perform their duties;
4. Act as Chairperson to the Board of Directors meetings; and
5. Perform all other duties that may be assigned to them.

Section 4. Secretary

It shall be the duties of the Secretary to:

1. Keep an accurate record of all meetings;
2. Maintain a current membership list; and
3. Perform all other duties that may be assigned to them.

Section 5. Treasurer

It shall be the duties of the Treasurer to:

1. Keep an accurate record of the receipts and expenditures of the Club;
2. Draw checks on the designated depository for all authorized expenditures of the Club including expenditures that have been approved by the membership, taxes, utility bills, insurances, operating expenses, and Board authorized expenditures; and
3. Furnish a monthly financial report to the Board and membership.

Section 6. Board of Directors

The Board of Directors shall consist of six (6) elected members in good standing, the duly elected Officers, and the last past President for two (2) years following their term of office. If the past President is unable to fulfill this obligation, then the newly elected Board shall select one (1) past Officer or past Director to fill the vacancy.

The six (6) elected members in good standing shall be elected by the membership every four (4) years and for not more than two (2) terms, in the same manner as the officers set forth above.

It shall be the duties of the Board of Directors to:

1. Make recommendations to the members of the Club;

2. Act as an emergency legislative body;
3. Authorize expenditures up to \$3,000.00;
4. Maintain adequate insurance protection for the Club; and
5. Ensure one member of the Board of Directors sits on each Committee.

Section 7. Vacancies

In the event of a vacancy in an elective office, the Board of Directors shall appoint a temporary Officer or Director for the Board, for no more than one hundred eighty-five (185) days in order to inform the membership of the same. After the membership has been notified of such vacancy at the next membership meeting, an election shall be held at the following membership meeting to elect a new Officer or Director for the Board.

ARTICLE VII – PURCHASING AND PAYMENT OF BILLS

Section 1. Disposal of Club Property

Any disposal of Club property or possessions in excess of two hundred dollars (\$200.00) must first be approved by the Board of Directors not less than thirty-one (31) days preceding the following regularly scheduled membership meeting, at which meeting the final approval must be given by the general membership.

Section 2. Bills

All bills, except for supplies, in excess of three thousand dollars (\$3,000.00) must first be approved at a regular meeting of the membership prior to payment.

Section 3. Audit

Officers and Board of Directors shall provide an audit of the books of the Treasurer, and all committees with control of Club funds, at least once each year. The audit report shall be given at the April Membership meeting. It shall be the duty of the Officers and Board of Directors to ensure that the Treasurer is bonded and that the Club pays the bonding fee.

Section 4. Payments to Members

No payments are to be made to any members of the Club for their services, unless first approved by the Board of Directors.

Section 5. Examination of Records

Records of any Officers or committees shall be subject to examination by any member of the Club, at any reasonable time.

Section 6. Return of Records

Upon completion or termination of a term in office, the Officer shall turn all records and books over to the Board of Directors or President, prior to the next membership meeting.

Section 7. Obligations

No elected Officer or other representative of the Club shall have the right to obligate the Club in any manner, without the approval of the Board of Directors.

Section 8. Solicitation

No member of the Club shall enter into solicitation of any kind, including but not limited to, the solicitation of money, prizes, advertising, campaigning, or money-raising enterprises, without the express consent of the Board of Directors or as otherwise authorized at a regular membership meeting.

ARTICLE VIII – SUSPENSIONS

Section 1. Suspension of Members For Cause

The Board of Directors may, by majority vote, suspend or terminate the membership of any member of the Club for cause. “For cause” shall include, but is not limited to, a violation of the Club Bylaws, Rules and Regulations, or the conviction of any felony or misdemeanor under the Natural Resources and Environmental Protection Act.

Section 2. Procedure for Suspension or Termination

A member(s) of the Club in good standing may file with any member of the Board of Directors a written complaint against another member(s) describing conduct contrary to, or in violation of, the Club Bylaws, Rules and Regulations, or the conviction of any felony or misdemeanor under the Natural Resources and Environmental Protection Act.

Upon receipt of such written complaint, the Board of Directors shall schedule a meeting to promptly vote on the suspension or termination of the member(s).

Any member(s) whose membership is recommended to be suspended or terminated shall receive written notice at least fifteen (15) days prior to the vote taking place. The written notice shall consist of the time and place of the Board of Directors meeting, along with a copy of the written complaint.

At the time and date of the Board of Directors meeting at which suspension or termination will be voted on, the member(s) whose membership is recommended to be suspended or terminated will have the opportunity to speak and to respond to questions from the Board of Directors.

The Board of Directors shall issue its decision with respect to suspension or termination of the member(s) in writing. If the member(s) is suspended, the timing of the suspension shall be specified. If the member(s) is suspended or terminated, they are barred from the Club unless and until such a time that their suspension is lifted.

ARTICLE IX – COMMITTEES

Section 1. List of Committees

The President shall appoint a Chairperson for the following Committees, to serve a term of two (2) years:

- Bar Committee
- Security, Building, and Improvement Committee
- Publication and Entertainment Committee
- Lottery Committee
- Bylaws Revision Committee
- Cheer, Condolence, and Memorial Committee
- Gun Club (Range) Committee
- Hunting Committee
- Archery Committee
- Kitchen Committee
- Membership Committee

Section 2. Vacancy

In the event of a vacancy of the Chairperson of any Committee, the Board of Directors shall act as Chairperson(s) of that Committee, until another has been appointed to fill the vacancy.

ARTICLE X – AMENDMENTS

These Bylaws may be revised, altered or amended by a majority vote of the members present at a regular membership meeting.

The procedure for approving the revisions, alterations, or amendments shall be as follows:

1. The proposed Bylaws revisions, alterations, or amendments shall be submitted to the Bylaw Committee;

2. The Bylaw Committee shall then submit the final proposed form of the Bylaws to the Board of Directors to be introduced at the next membership meeting;
3. The proposed Bylaws shall be read at one membership meeting and posted at the Club for at least thirty (30) days prior to the next scheduled membership meeting.
4. If approved, the Bylaws shall immediately supersede any prior enacted Bylaws or amendments.

ARTICLE XI – PUBLICATIONS

Section 1. Methods and Means of Publication(s)

The Club may provide at any regular meeting, methods and means for a publication(s) to be issued regularly or at such intervals as may be determined. Such publication(s) may be in the form of a bulletin, magazine, newsletter, or a similar publication(s) and shall have as its purpose the advancement of the objectives, ideals and activities of the Club as described herein. The publication(s) shall inform members of the Club activities and shall at all times advocate for the management and preservation of our natural resources.

The publication(s) shall be governed by the Publication and Entertainment Committee. The cost of the publication(s) shall be covered in such a manner as determined by the Board.

Section 2. Yearly Activities List

It shall be the responsibility of the Board of Directors to itemize and publish the yearly activities list.

Section 3. Dues Notification

Upon payment of dues, a membership card and list of activities will be issued to the member(s).

CLUB RULES AND REGULATIONS

GENERAL RULES

1. So long as it is approved by the Board, any member in good standing is available to use the Club's facilities for a private event. A contract must be signed by the member in good standing containing the requirements and expectations for the private event at least seven (7) days in advance.
2. Any individual using the kitchen, for any reason, is responsible for the clean-up of the kitchen after usage.
3. Non-members are not permitted to purchase alcoholic beverages from the Club. If a member invites a non-member to any activity, the member is expected to accompany them.
4. The bar will remain open during posted hours at any private function.

CONDUCT WHILE ON CLUB PROPERTY

1. Children are to be always accompanied and supervised by an adult. Parents assume responsibility for their children's conduct while at the Club.
2. Children are not permitted to sit at the bar.
3. No careless use of firearms.
4. No destruction of property.
5. Members shall be responsible for cleaning their own tables after use by returning empty glasses and bottles to the bar.
6. No profanity.
7. No guns are allowed in the clubhouse.
8. Bartender has the right to refuse service to anyone and to request anyone to leave the premises who is engaging in misconduct.
9. Anyone under the age of twenty-one (21) must be accompanied by a parent after 11:00 PM.
10. Individuals are responsible for all damage caused by them. Parents are responsible for all damage caused by their minor children.
11. Pursuant to the State of Michigan, the club must close at 2:30 AM. Last call will be given at 1:45 AM, and the doors will be locked at that time. Everyone must be out of the Club no later than 2:30 AM.
12. Possession of illegal controlled substances and marijuana on the premises is prohibited.
13. No unauthorized person is allowed behind the bar.
14. These Club rules and regulations shall be posted in the Club.

