



# Rochester Rod & Gun Club, Inc.

Established 1940



Revision date\_11-07-2025\_ Status Membership approved

## ***By Laws of the Rochester Rod and Gun Club, Inc.*** **204 Eagle Street, Rochester, Ohio**

### ***Preamble***

It is the purpose of the Rochester Rod and Gun Club to promote and support the United States Constitution, the Second Amendment, "the right to keep and bear arms" and all disciplines of shooting sports, hunting, fishing, trapping and firearms safety.

### ***Article I      Name***

The name of this organization shall be the Rochester Rod and Gun Club, Inc.

### ***Article II      Membership***

1. Membership shall be of 4 (four) categories:

- a. Minimum age to become a member is 18 years old, (if under 21 years old, the member must Follow and adhere to all Federal and State laws regarding firearms and alcohol use.)  
Regular members are those members who are not land owners and do not participate in the club's leased land areas. This class of membership shall be limited to 70 members.
- b. Landowner Members are those members who have huntable acreage of 5 (five) acres or more leased to the club. Landowner members shall receive 2 (two) free memberships in exchange for the lease of their land.
- c. Associate members are non-dues paying spouses or live in partners and adult children of members. No voting privileges. A \$10.00 annual fee per Associate is charged to the Member.
- d. Honorary members are non-dues paying members that have or currently do contribute to the Club mission. This special membership is appointed and approved by the Board with no voting privileges.

2. Persons desiring to become members shall complete an application for membership and be sponsored by 2 (two) existing landowner members or members in good standing within the club. Sponsors shall present said application for new membership at a regular meeting. The Board (Officers and Trustees) shall take action on all such applications at their next regular meeting, or place the application on a waiting list if necessary. The applicant's name shall be read at the next

two meetings, and if no objections are raised the application will move forward for admission to the Club.

As a condition of continued membership, all members shall actively support fund raiser projects, work parties, and conservation efforts of the club. Honorary members are exempt.

### 3. Rules for New Member Sponsors

- a. The consistent goals of Rochester Rod and Gun are to bring in new members of high quality; self-sufficient and motivated with a desire to participate. To this effect, every new applicant to Rod and Gun has 2 (two) sponsors.
- b. All sponsors are responsible for the reputation, actions, and participation of the the new member they have sponsored. Sponsors shall factor into consideration if the applicant is physically able and time able to fulfill all functions required for minimum membership in the club.
- a. Sponsorship responsibility for a new member goes for one full year.

If a member sponsors an applicant, and that applicant does not fulfill his requirements, and/or is not informed of his requirements by his sponsors, then said sponsors will not be eligible to sponsor another applicant for a full one-year period, immediately commencing the following calendar year.

### **Sponsors shall:**

1. Inform new members of combinations to the building and to the pond area.
  2. Inform new members of all Range Rules.
  3. Inform new members of participation at our Wild Game Dinner, 20 Gun Raffle, work parties and Landowner Dinner(s).
  4. Inform new members of responsibilities of hunting on Landowner Property.  
(Example: graciousness to Landowners, and respect of Landowners rules and property.)
  5. Inform new members of building usage (ex. all members may reserve the building once per year, with no charge. (Clean up after the reservation is expected). **See Article XII**
- d. Upon becoming a member of Rochester Rod and Gun, every member must belong to and maintain membership in the NRA (National Rifle Association).

## **Article III Dues**

1. Dues, rules and regulations of the club and other matters concerning membership are set by the Board and may be changed from time to time as conditions warrant. Items such as dues, rules, and policies, are incorporated into the By-Laws of the club. Rules and Policies for our gun ranges are in a separate document posted on the RRG website and a hard copy will be available at the clubhouse.

- a. First year dues are \$200.00. This amount may change depending on current costs. After the first year, dues will be \$100.00 per year if all minimum requirements are met. This amount will have penalties added to the total up to an additional \$100.00 per year for a maximum of \$200.00 that year by not earning credit for meetings, helping and participating in club events. These penalties will be applied to the following year's dues.

Note: A member 65 years or older, and in good standing will be assessed annual dues of \$100.00 and have the option of whether or not to participate in work parties. It is the responsibility of the member to notify the Secretary when they reach the age of 65.

- b. To remain in good standing, a member (under age 65) must work a minimum of 2 (two) work parties, all members must attend a minimum of 4 (four) monthly meetings per year, as well as work either the Wild Game Dinner or the Gun Raffle, (which are our two annual fund raisers). However, for \$25.00 a member can purchase one work party. For another \$25.00 a member can purchase (forgive) a club meeting or in lieu of spending \$25.00, a member can work two additional work parties to make up for missing 1 club meeting. In addition, if you are unable to work either fund raiser you can purchase for \$50.00 one fund raiser event or work an additional 4 (four) work parties. Member "credits" begin the first meeting in January and end at the monthly December meeting. If these requirements are not met, then the member will not be considered in good standing.

- c. Dues penalties will be issued if minimum requirements are not met as follows:

- Add \$25.00 = 1 missing meeting x \$25.00 (Must attend a minimum of 3 meetings per year)
- Add \$25.00 = 1 work party missed x \$25.00
- Add \$50.00 = 1 fund raiser missed x \$50.00 Gun raffle **or** Wild Game Dinner  
Note: For the Wild Game Dinner and the Gun Raffle the committee Chairman will have a sign in and sign out sheet for each member to receive credit for working the event. If a member works both events, they will receive credit for one (1) work party.
- Maximum dues are \$200.00 per year with penalties to remain in good standing

- d. Work Parties

1. Each member shall sign the work sheet when he does the job. Average work party is 3 to 4 hours. No late sign in's weeks later are allowed. Examples are: club fund raisers-kitchen work, maintenance, committee membership, etc. (The Pheasant Release is NOT considered a work party). The Club will have a minimum of four (4) work parties scheduled each year. Plus, a list of other opportunities posted in the clubhouse that qualify as a work party. (i.e. weed wack or spray weeds around pond and clubhouse, clean bathrooms, etc.)

Note: It is the intention that members participate in the club, while understanding that occasionally circumstances necessitate missing a club function.

2. If for health, injury or other reasons a member cannot meet work party, meetings and fund raising requirements, it is the responsibility of the member to communicate this to the *Membership Chairman*. All waivers must be approved by the Board.

- . In an effort to make collection of NRA dues more efficient, all NRA membership dues will be collected Oct., Nov. and Dec., along with Club membership dues. All NRA dues that expire during any month of the upcoming year, will be collected during said Oct., Nov. and Dec. when club dues are collected. NRA dues and club dues must be received before the first club meeting in January. Rochester Rod and Gun will then renew all needed members, hereby assuring continuation of the Club's Gold Medal Status. All members must belong to the NRA.
- e. All dues **must** be paid in full by the December meeting or termination of membership will be applicable.
- 2. The Board shall have the responsibility to enforce all rules, regulations and policies of the club. Members who do not adhere to such rules, policies and regulations may have their membership suspended or revoked by majority action of the Board.

## ***Article IV    Hunting and Fishing***

1. Members must have written permission of landowner members or operators when hunting on their land. Always let landowner members know when you will be on their land, as well as a description of the vehicle you use. It is the member's responsibility to discuss with the landowner what he will allow and not allow on his property.
2. Members must refrain from hunting in the immediate vicinity of all buildings, livestock, or in any orchard or other areas designated by the landowner.
3. Hunting on Club property is limited to deer with bow or crossbow. Hunting small game is permitted with pistol or shotgun (no slug loads allowed), i.e. Squirrels, rabbits, turkey and pheasants.
4. Fishing in the Club pond is 'catch and release only', unless for a special reason that is approved by the Board.

## ***Article V    Meetings***

1. Regular membership meetings shall be held on the 1<sup>st</sup> (first) Thursday of each month at 7:30pm. The Board shall meet ½ hour (30 minutes) prior to the regular membership meetings. When serious conflicts (Holidays, hunting season, etc.) interfere with regularly scheduled meetings, the Board may change meeting times and/or dates to avoid such conflicts. All dates and changes will be posted and kept current on the Club calendar.

## ***Article VI    Voting***

1. All persons who hold a valid membership in good standing shall be entitled to vote after 1 (one) year of membership. Such persons shall be entitled to hold office as Officer or Trustee after 1 (one) year of membership in the Club.

## ***Article VII    Officers and Trustees (The Board)***

1. The officers and Trustees of the organization must maintain good standing and shall be as follows:

President	Treasurer
Vice- President	Secretary
Board of Trustees consisting of 7 members	

## 2. Duties of the officers and Trustees:

- a. The President shall preside over all club meetings, both regular and special; shall work closely with officers, trustees and committee chairman; in all matters considering the Rochester Rod and Gun Club status; shall be aware of and responsive to the Club's needs for the present and future.
- b. The Vice President shall preside over all meetings in the absence of the President; shall perform any duties in matters concerning Rochester Rod and Gun Club at the request of the President.
- b. The Treasurer shall be responsible for all club funds, both incoming and outgoing; shall work in close association with the Board and committee chairmen in all matters concerning the club finances; collect the club annual dues. When the position is transitioned with a new incoming elected Treasurer, a transfer of records and information will have a handoff between the outgoing and incoming person. And may be asked to perform other club duties.
- c. The Recording Secretary shall be responsible for recording the minutes of regular and special Rochester Rod and Gun meetings; tabulate member work hours and meeting attendance on club website updated monthly; Order shirts and hats to provide Membership Chairman when needed; email reminders to members of non-renewal if dues are not paid by Dec; keep, maintain and provide Membership Chairman member door codes, deleting old codes and creating new codes; directly after Sept meeting provide Membership Chairman for the Oct meeting with a spreadsheet of members and how much each member owes for dues; send out a reminder email in November to those members that still need to pay NRA dues based on information from NRA committee; provide Treasurer with address labels for fall nominations/elections; create nomination ballot; create all sign-up sheets (Pheasant releases, NRA banquet, club meetings, etc.); send group emails and work closely with the Treasurer, Membership and NRA Chairmen. And may be asked to perform other club duties.
- d. The Correspondence Secretary shall be responsible for sending group emails; create newsletters; organize and assemble Wild Game Dinner and Fall Gun Raffle personnel, stations, descriptions and supplies for each station; create Wild Game Dinner and Fall Gun Raffle spreadsheet reflecting guns, merchandise and all items of "cost" to Rochester Rod and Gun, as well as revenues; assist Wild Game and Fall Raffle chairmen with the "how to do this" to successfully execute their jobs; create an email signup sheets for job assignments at the Wild Game Dinner and Fall Gun Raffle; send letter (April/May) to Rochester Twp. for yearly renewal; send updated requirements list to NRA, ORPA and CMP affiliates as required;. And may be asked to perform other club duties.
- e. A Trustee is responsible to be the voice of the members to the Board and shall accept committee chairman assignments as requested by the Board. And may be asked to perform other club duties.

## ***Article VIII    Terms of Office***

1. The term of office of the President, Vice-President, Treasurer and Secretary shall be for 2 years. For continuity, officer terms shall be staggered as follows: The President and Secretary will be elected for the first two (2) year term starting January 2022; the Vice-President and Treasurer shall have their current terms extended one year to December 2022. Then elected for the January 2023 election cycle.
2. The term of office for the members of the Board of Trustees shall be for two years. For the first year the term of three members of the Board of Trustees shall terminate and their successors shall be elected. No more than four trustees shall be elected in any one year, unless to fill a vacancy.
3. Board members will have their dues waived while serving in their position.
4. The Club “year” shall be from January 1<sup>st</sup> to December 31<sup>st</sup>.
5. Term Limits
  - a. No term limits for Board members.
6. In the event of a voting tie, the Board members will convene and by secret ballot cast their votes to break the tie.

## ***Article IX    Filling a Vacancy***

1. If a vacancy on the Board of Trustees or of any officer occurs before a regular election, said vacancy shall be filled by an appointee chosen by the Board.

## ***Article X    Elections***

1. Nomination of candidates for any office may be made from the membership during the regular membership meeting held in November. Only members in good standing shall be permitted to hold office or vote.
2. Elections shall be held at the regularly scheduled membership meeting in December. Meetings shall be held on the first Thursday in December, following the close of the Ohio gun season for deer. Voting shall be by secret ballot.
3. Election of officers and trustees in December will be done by means of USPS mail. All members will be mailed an election ballot. Said ballot must be mailed back before the December meeting or brought to the meeting.
4. Newly elected officers and trustees shall take office at the following January membership meeting.

## ***Article XI Committees***

1 All committees will have one Board member as Chairman. **(No more than two committees.)**

a. Standing / Permanent Committees

- |                                   |   |
|-----------------------------------|---|
| aa. Membership                    | ff. Building and Property Maintenance                             |
| bb. NRA (Includes Recruiter)      | gg. Kids Fishing Derby  |
| cc. Wild Game Dinner              | hh. Cowboy Club – Firelands Peacemakers                           |
| dd. Landowners Liaison and Dinner | ii. I.T. (Information Technologies) position reports to the Board |
| ee. Gun Raffles                   |   |

b. Ad Hoc / Short Term Committees

- aa. Nominations / Elections
- bb. Bylaws / Rules & Policies
- cc. Any other committee designated for a short term purpose or special events

## ***Article XII Building Usage***

1. Members may reserve club house and grounds for exclusive use once a year at no charge.  
For example: weddings, family reunions, etc.
2. Persons or group functions must remove trash from grounds at the end of the function.
3. All kitchen items used must be washed and returned to storage after their use.
4. Restrooms are the responsibility of persons or group functions. (i.e. cleaning, de-clogging toilets, T.P., paper towels, etc.)
5. Report any building damage or repairs as seen.
6. Report the need for supplies that need replacing.
7. Make sure that all storage and supplies are kept secured.

## ***Article XIII Discipline, Suspension and Expulsion of Members***

1. In the event the conduct of any member of the Rochester Rod and Gun Club is injurious to the general welfare and best interests of the Club and/or in violation of the bylaws, rules and policies shall be brought to the attention of any officer or trustee for consideration and action.
2. The Board member notified must inform the President of the club as soon as possible, within (14) fourteen days, who will call a meeting of the Board to take action or consideration. This information will be kept private to protect the privacy and reputation of the member in question.
3. It will be the duty of the Board to thoroughly investigate the issue to establish its validity. No action will be taken until the member in question has the opportunity to answer the protest brought against them. After consideration of all the evidence and testimony, the Board may by majority vote, will have the following options:
  - a. Declare the protest invalid and inform the member who filed the protest of their decision.
  - b. Reprimand the protested member.
  - c. Limit the protested member's privileges.
  - d. Expel the protested member from club membership either permanently or for a period of time.

4. The Board will inform the protested member of any and all action taken against them by registered mail.
5. The protested member may at their option, present to the general membership at a monthly membership meeting and with 2/3 majority vote in their favor override the Board decision.

## ***Article XIV Parliamentary Order Guidelines***

1. All Club meetings will abide by a modified (informal) Robert Rules of Order.
  - a. Call the meeting to order; followed by the Pledge of Allegiance
  - b. Reading and approval of previous meeting's minutes.
  - c. Reading and approval of the Treasurer's report.
  - d. Report of the Vice President
  - e. Report of Committee Chairmen
  - f. Old Business
  - g. New Business
  - h. 50/50 results
  - i. Adjourn the meeting with approval of members
2. Guidelines to make a motion.
  - a. Make a motion
  - b. Someone needs to second the motion
  - c. Debate or discuss the motion
  - d. Vote on the motion; majority vote to approve (more than half present at the meeting)
  - e. Announce the results

## ***Article XV Annual Financial Report***

1. The financial records of the Club must be presented to the membership no later than April 30<sup>th</sup> of the previous year's transactions.
2. This report is a simple Balance Sheet or summary of the fixed financial assets and liabilities of the Club from the previous year. This includes a detail of the balances of income and expenditures for that year.
3. This should also include the year before for comparison. For example, year 2020 verses 2021.
4. This information shall be compiled by the Treasurer.

## ***Article XVI By-Laws and Amendments***

1. These By-Laws may be amended from time to time as needed by a majority vote of the Board, and 2/3's vote of members present at a monthly meeting. The members may override the Board on any change in the By-Laws with a 2/3's majority vote.
2. The Club Secretary or By-Laws Chairman shall duly record any such amendments and cause these By-Laws to be reprinted, showing such amendment changes. Amendments shall be



listed under “Exhibit A” for 1 (one) year, then merged into the bylaws main body. The By-Laws should be updated on the Club website and kept current.

## ***Amendments***

### ***Exhibit A:***