

South Bay Archery Club, INC

Bylaws

2021

Article I Organization

This organization shall be known as SOUTH BAY ARCHERY CLUB INC., and shall be hereinafter referred to as “the Club”. The principal office of the Club shall be located at the current Club President's home or office, or as he shall designate.

Section 1. Books and Records. The Club shall keep correct and complete books and records of accounts and minutes of all meetings of the members, of the Board of Directors and committees, and shall keep at the principal office of the Club or other place designated by the Board of Directors, a record of the names and addresses of the members; all books and records of the Club may be inspected by any member, or his or her agent or attorney at any reasonable time.

Article II Purpose

Section 1. Club Purpose. This Club shall be formed as a non-profit (501c7) organization for its members and guests to learn, practice, and promote the sport of archery.

Section 2. Purpose. The Club is established to promote the sport of archery with the highest regard toward sportsmanship and fellowship. The Club is also established to foster education in archery for its members and the public.

Section 3. Interpretation of By-Laws. In case of any doubt or ambiguity in the interpretation of these By-Laws provided for herein, the Board of Directors shall have the right and duty to determine the same and its decision shall be final. Any dispute arising over or in connection with an election shall be determined by the Board of Directors, which shall be final and conclusive.

Article III Membership

Section 1. Qualification for Membership. Any person who is interested in Archery and who is of good moral character is eligible for membership in this Club. Candidate for membership must present a bow in order to join. All members must annually sign an updated membership application which indicates willingness to comply with and adhere to the stipulations of the Rules, By-Laws and Constitution. Annually, members will sign an insurance waiver for all family members intending to shoot during the year. All guests must also sign a waiver. Failure to comply—especially with Section V of these By-Laws-- may result with expulsion from the Club.

New membership fee to join is \$15.00 for a one-time registration plus \$185 annual dues, prorated at \$10.00 per month through Jan 31st of the following year. Renewing members do not pay the \$15.00 new member fee unless they renew after March 31st. Renewing members will not be prorated for late renewals and must pay the full annual dues of \$185.00.

Replacement keys start at \$25.00.

If a member has contributed at least six hours at a work party or parties during the previous year, the renewal membership is \$100.00.

All work completed on the range must only be initiated and completed with SBAC Board approval. Any member requesting financial reimbursement for work done or material items purchased for range maintenance for unapproved work or material purchase will not be reimbursed.

Any fee or dues may be changed at regular business meetings by a 2/3 quorum of officers, and posted in our monthly Newsletter and documented in the By-laws.

All persons holding a South Bay Archery Club, Inc. office for one full year shall be credited with a year's membership and thus absolved from paying a membership fee upon expiration of their current fee for one year.

General Range Shooting Safety and Etiquette

Be sure of your target and what is beyond.

Before loading an arrow make sure there are no humans or animals present in the general direction of the selected target.

The World Archery distance designated platforms on lane 8 may be shot simultaneously from the 70m and 60m positions, or the 60m and 50m positions. Under no circumstances should the 70m and 50m platforms located on the right side of the lane be in use simultaneously. All archers shooting from these static positions will yield to all members who desire to shoot the field course targets on lane 8 by allowing the members to "play through."

Any member who is practicing statically on any of the lanes must allow members shooting the field course to "play through."

Whether you shoot traditional (longbow, selfbow, recurve) or compound, never "sky draw." The draw hand should NEVER be above the head while drawing.

No broad heads allowed on the range, except where designated ("The Broad head Pit") and with your own broad head target.

Hydrate, hydrate, hydrate - always keep water with you.

The rough terrain requires shoes or boots suitable for hiking.

In the spring and summer months, biting insects are abundant – highly suggested: Long-sleeved shirt Full-length pants (Black Widow spider and snakes on range –shorts not recommended), Insect repellent or Therma-Cell.

Habitat & Wildlife Conservation

No household or domesticated pets allowed on the range.

The Club range is home to an abundance of wildlife, i.e. coyote, raccoons, rabbits, squirrels, toads, lizards, snakes, birds, raptors, Respect the wildlife!

Beware of rattlesnakes – simply avoid, stay clear, and report sighting to any Range Captain.

No hunting allowed on any areas of the Club range.

No littering; always pack out trash including broken arrows

No smoking or fires allowed.

Range hours are dawn until sunset.

No firearms or crossbows allowed.

Do not prune or remove any bushes, plants and/or trees on the range unless instructed to at a work party or by a member of the Board.

Section 2. - Classes of Members. All members 18 years of age and older shall be known as Senior Members. Those under 18 years of age are required to have their parent or legal guardian present and supervising them while at the range. Life Membership may be granted to a member of this Club by unanimous vote of the Board of Directors. A life membership shall enjoy all the rights and privileges of membership in this Club.

Section 3. Conduct of Members. By accepting membership in this Club, all members agree to be responsible for obeying all Club rules and policies. The SOUTH BAY ARCHERY club officers, representatives, and members shall not be liable for the actions or behavior committed by club members or guests who violate these rules and policies. All members are expected to act in a courteous and respectful manner at all times while on the range. Abusive language, harassment, or reckless behavior is not acceptable and may subject said member to review and expulsion from the club by the Board of Directors as per Article IV Section 2.

These rules and policies shall also include those imposed as grounds for our range lease, insurance, and city/county ordinances. Violation of the Club rules and/or policies shall be grounds for expulsion from the Club. (Range as noted herein shall be defined as any and all properties owned, leased, or controlled by the Club.)

Article IV Rights of Members

Section 1. -Voting of Members. Only members with Senior privileges shall have the right to vote.

Section 2. Termination of a Member. Any member having charges of a serious nature against another member of the Club shall file the charges in writing with the Club Secretary and the charges shall be read to the Board of Directors assembled at the next meeting of the Board, at which time the Board will decide if a hearing is warranted. If this hearing is deemed advisable, the President will set a time and place for a hearing.

The Club Secretary shall send a notice of the proposed hearing to the persons charged, the person or persons making the charges, and the Board of Directors. At this hearing there shall be at least six members of the Board present to make a quorum. If, as a result of the hearing, the Board deems it advisable, there shall be a vote for termination. A 2/3 majority vote shall be necessary for termination. This vote is to be a secret ballot. No club membership may be terminated without a hearing.

Section 3. Termination of Rights. All rights of a member and his or her family in the Club or in its property shall cease with termination of membership.

Section 4. Right of Appeal. Any member having been recommended by the Board of Directors for membership termination may appeal to the membership at the next general membership meeting for an immediate hearing. After suitable discussion, a vote shall be taken by secret ballot as to whether to uphold or amend the decision of the Board of Directors. A simple majority vote shall rule.

Article V Initiation Fees and Dues

Section 1. Initiation Fees and Membership Dues. Each member must pay, within the time and conditions set by the Board. The amount of dues, fees, and assessments will be fixed from time to time by the Board of Directors and approved by the vote of the general membership.

Section 2. Payment of Dues. Membership fees are due and payable as of February 1, for the fiscal year of February 1 through January 31 of the following year. Dues of a new member shall be pro-rated from the first day of the following month in which application is made. Dues will not be pro-rated for renewing members. It is the responsibility of the member to attend the stated meeting times for membership renewal.

Section 3. Delinquency in Payment of Dues. Any member who becomes delinquent over 60 days in the payment of dues shall be declared in bad standing. Any member in bad standing shall not be allowed range access.

Article VI Officers and Directors

Section 1. The Principal Officers and Directors. The affairs of the Club shall be managed by a nine (9) member Board of Directors. The three primary officers of the Board of Directors shall be President,

Secretary, Treasurer, six (6) additional Directors, and the most recent past president. All Board of Director members shall be members with senior privileges.

Section 2. Other Officers . The Board of Directors may elect or appoint other officers as necessary for the proper conduct of the Club; such officers are to have duties and authority prescribed by the Board of Directors.

Section 3. The Treasurer. The Club Treasurer shall be elected by the Board of Directors. At the first meeting of the newly elected Board of Directors, usually in October, a slate of qualified candidates shall be nominated for Treasurer. If there is more than one qualified candidate then a vote shall be taken. A two-thirds (2/3) majority vote of the Board shall be required for election. If there are more than two nominees and one nominee does not receive a two-thirds majority then a new vote shall be taken from among the two highest vote receivers. Voting shall continue until there is one nominee receiving the two-thirds majority vote.

Article VII

Duties of Officers and Directors

Section 1 Duties of the President. The President shall be the principal officer of the Club. He/she shall preside at all meetings and special meetings of the membership and the Board of Directors and shall be a member of all committees except the Nominating Committee.

Section 2. Duties of the Vice President. The Vice President shall act in place of the President in the absence of the President at any meeting. While so acting, he/she shall have the same powers and restrictions as the President. The Vice President shall perform all duties as may be assigned by the President or the Board of Directors.

Section 3. The Duties of the Secretary. The Secretary shall keep the minutes of all meetings of the membership and the Board of Directors in one or more books provided for this purpose; see- that all notices are duly given as provided in these by-laws; be custodian of the records of the Club; keep a register of Post Office addresses of each member, which shall be furnished to the Secretary by each member, and at each meeting shall have the minutes of all meetings for the past twelve (12) months.

Section 4. - Duties of the Treasurer. The Treasurer shall have charge and custody of and be responsible for all funds and securities of the Club; keep a record of bin key distribution; receive and give receipts for moneys due and payable to the Club from any source and deposit all such moneys in the name of the Club in such banks, trust companies, or other depositories as shall be selected in accordance with the provisions of these Bylaws, and shall perform all the incidental duties of the Treasurer. The Board of Directors shall from time to time review and set the maximum disbursements that may be made by the Treasurer without the consent of the Board. If required by the Board of Directors, the Treasurer shall furnish bond in the amount that the Board of Directors may determine. The Treasurer shall make a separate Financial Statement on all shoots when a fee is charged for future reference and analysis. At each meeting the Treasurer shall provide the membership with copies of the monthly statement for

review and shall have the statements of the past twelve (12) months. At the end of the Club's fiscal year, the Treasurer will provide the membership with copies of a yearly financial statement. The Treasurer shall be responsible for filing all tax returns and related forms mandated by the government in a timely manner.

Section 5. Vacancies in Office. A vacancy in any office may be filled by the Board of Directors for the unexpired portion of the term.

Section 6. Dismissal of a Member of the Board of Directors. If without a reasonable excuse, a member of the Board of Directors is absent from two (2) consecutive meetings, the Board of Directors shall have the power to dismiss that member from his/her seat on the Board of Directors by a majority vote of all the members of the Board.

Section 7. -Impeachment of Officers. Any officer or member of the Board of Directors may be impeached according to the California Corporate Laws.

Section 8. Compensation of Directors. Directors shall serve without compensation for their services as Directors but may be reimbursed in such amounts as may be determined from time to time by the Board for reasonable and actual expenses paid while acting on behalf of the Club. Nothing herein shall be construed to preclude any Director from serving the Club in any other capacity, as officer, agent, independent contractor, or otherwise, and receiving compensation, therefore.

Article VIII Contracts. Checks. Deposits, and Funds

Section 1. Contracts. All contracts entered into on behalf of this Club, must be authorized by the Board of Directors or the person or persons to whom such power may be from time to time conferred by the Board. When power to contract on behalf of this Club is conferred to a person or persons, the Board shall be entitled to restrict the scope of this authorization to specific dollar amounts and instances, as determined time to time by the Board of Directors.

Section 2. Checks, Drafts, etc. All checks, drafts, or orders for payment of money, notes, or other evidence of indebtedness issued in the name of the Club shall be signed by the Treasurer. The President's, the Vice President's, and the Treasurer's names shall be on the checking and savings signature cards.

Section 3. Deposits. All funds of the Club shall be deposited to the credit of the Club to such banks, trust companies, or other depositories, as the Board of Directors shall direct.

Section 4. Withdrawals from Savings Account. Proposals to make withdrawals from the Club savings account shall be made verbally to the Board of Directors. It must carry a 2/3 majority vote.

Section 5. Gifts. The Board of Directors may accept on behalf of the Club any contribution, gift, bequest, or other device for the general purpose or any special purpose of the Club.

Section 6. Replacement/Audit. The Board shall retain the right to replace and/or audit the Treasurer at any time.

Article IX Nominations and Elections

Section 1. Nomination Procedure. The President is responsible for appointing a nomination committee, consisting of three (3) or more members, not less than one (1) month prior to the annual meeting to be held each November. It is the duty of the nominating committee to nominate one or more candidates for each office and the three (3) expiring seats on the Board of Directors. The proposed nominees should be announced at the November general meeting. During this meeting, nominations may also be made from the floor by any senior member. Nominees must have been a member of the Club for at least one (1) year and must accept the nomination to be put on the ballot. The membership will elect the officers and directors so nominated at the November General Meeting, or at any special meeting of the members called by the Board of Directors. A member in good standing may be nominated for one (1) or more offices but can accept only one (1) nomination for any elected position.

Section 2. Counting of Ballots. Following the nominations at the November meeting, the Election of Officers and Directors will proceed as provided under Article X of these by- Laws. The time for the counting of the ballots shall not be later than the date of the Annual Meeting in September. A nominee on the ballot for an office shall not assist in counting ballots.

Section 3. Tie Votes. In case of a tie vote, the issue shall be determined by lot.

Section 4. Tenure in Office. The officers and directors of this Club shall be nominated each year in the manner provided in Section 1 of this Article and those persons elected shall take office the first meeting in January. Officers shall hold office for one year and until their successors are elected and installed in office.

Article X Voting

Section 1. Voting Procedure. A matter to be submitted to the vote of the members, including the Election of Officers and Directors, may be submitted to the members any time the Board of Directors may deem it necessary. The voting procedures shall be approved by majority vote of the participating membership.

Article XI Chairmanships

Section 1. Appointment of Chairmanships. All chairmanships shall be appointed by the President. The President may remove or replace chairmen whenever it is necessary or advisable. The chairmen of the various committees shall be free to ask members to serve on his or her committee and also to replace committee members, but should it be necessary, the President has the power to appoint members to any committee. Each chairman shall continue on the chairmanship for the calendar year and until a successor is appointed, unless the member is removed or ceases to qualify for that chairmanship.

Section 2. Other chairmanships. Additional chairmanships may be appointed by the President whenever he/she deems necessary or advisable.

Section 3. Committee Actions. All committee's actions are subject to approval by the Board of Directors.

Section 4. Committee Reports. All chairmen shall be prepared to make reports at each general meeting.

Article XII Meetings of the Board of Directors

Section 1. Robert's Rules of Order, Revised. Robert's Rules of Order shall govern the proceedings and conduct of all meetings of the Club and its Board of Directors, when not inconsistent with the provisions of these by-laws.

Section 2. Annual Meeting. The Annual Meeting of the newly-elected Board of Directors shall be held every February following the Annual General Membership meeting. The Board of Directors may provide for other Board Meetings as required for the good of the Club.

Section 3. Regular Meetings. Regular meetings may be called as required for the good of the Club.

Section 4. Special Meetings. Special meetings of the Board of Directors may be called by the President or any three (3) Directors. Results of all special meetings shall be part of the Secretary's minutes and made available to all members.

Section 5. Who May Attend Meetings. Any voting member may attend any Club meeting except a meeting involving expulsion of a member or any meeting designated as closed by the President where potentially sensitive matters may be discussed.

Section 6. Quorum. The quorum for all Board of Directors Meetings shall be set at two thirds (2/3) rounded down, or 5 if all 9 Board and Officer seats are filled.

Section 7. Meeting Announcements. All meetings shall be announced in such a manner that the general membership has notice thereof except in an emergency.

Article XIII Meetings of Members

Section 1. Annual Meeting. The annual General Membership meeting held in the month of February each year, shall be held for the purpose of electing the officers and directors for the following year and for the transaction of such other business as may properly come before it. If it is found necessary to hold the election of officers and directors at a special meeting, it shall be held before the end of the month of September.

Section 2 Regular Meetings. The Club shall hold one general membership meeting each month.

Section 3. Special Meetings. Special meetings of the membership may be called by the President, the Board of Directors, or not less than one-tenth (1 /10th) of the members having voting rights. Such a meeting shall be held at the time and place specified in the call of said special meeting.

Article XIV Rules for Amendments

Section 1. Amendments. Amendments to these By-Laws shall be initiated only by a majority vote of the Board of Directors or by a petition signed by not less than ten (10) Senior Members and submitted to the Board of Directors. Such proposed amendments shall thereupon be referred to the Board of Directors for drafting into suitable and proper form and shall be presented at two (2) consecutive membership meetings and acted on after the second reading.

Section 2. By-Laws Revision. The By-Laws may be revised by a two-thirds (2/3) majority vote of the Senior Members present at the general membership meeting.

Section 3. Notification of Amendments. All Senior Members shall be notified of the proposed amendments. Such notice shall be issued not less than five (5) days prior to the meeting at which the first reading is made.

Certificate of President

I, the undersigned, do hereby certify that I am the duly elected and acting President of the SOUTH BAY ARCHERY CLUB, Inc., a non-profit organization, and that the foregoing By-Laws constitutes the By- Laws of said organization as duly adopted at a meeting of the Board of Directors , and approved by the general membership.

Gene Lopez, President July 2021

Approved by 2021 South Bay Archery Club Board of Directors