

# 2010 PROPOSED AMENDMENTS

## July 29, 2010 Draft

Proposed new text

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### JUNEAU ARCHERY CLUB, INC. BYLAWS

#### ARTICLE I

The name of this organization shall be the JUNEAU ARCHERY CLUB. ~~and shall serve as a non-profit service club.~~ **The Juneau Archery Club, hereinafter "Club" shall function as a non-profit corporation as described in 26 USC 26 501.(c)3, incorporated under the laws of the State of Alaska**

#### ARTICLE II

The purpose and objective of this eClub shall be to:

- A. Provide a quality year-round archery program;
- B. Offer recreational archery and bow hunting safety classes; **and**
- C. Support organizations interested in the sport of archery: ~~i.e.,~~ **including but not limited to** Boy and Girl Scouts, 4-H, N.F.A.A. (National Field Archery Association), A.S.A.A. (Alaska State Archery Association), and the A.B.A. (Alaska Bowhunters Association).

#### ARTICLE III

##### Section 1 Officers

- A. The officers of the eClub shall consist of the President, Vice President, Secretary, ~~and/or~~ Treasurer, Historian, and five (5) At-Large Directors. No two offices shall be held by the same person. ~~except Secretary and/or Treasurer.~~

~~A. Deleted~~

- ~~C.~~ **B.** The Board of Directors shall consist of the officers of the club.
- C. The term of office for all Officers shall be one (1) year.**
- D. Officers must be a resident of the City and Borough of Juneau.**

##### Section 2 Elections

- A. ~~Chairperson for the nominating committee~~ **A Nominating Committee of not less than two Club members and a Chairperson for the Nominating**

**Committee** will be ~~selected~~**appointed** by the Club President no later than the 8th day of November preceding the annual General Membership Meeting.

**B.** Nominations to the Board **of Directors** may be made by:

a. ~~the General Membership by~~ submitting a **nominating** petition **for an individual** with five or more members signatures to the ~~nominating committee~~**Board of Directors;** or

b. ~~or be nominated~~ by the ~~N~~nominating ~~C~~committee **nominating an individual member.**

**C.** **The Nominating Committee shall report its recommendations to** ~~with approval of~~ the Board of Directors ~~, n~~**so that the complete list of nominees, persons nominated by petition and by the Nominating Committee, can be published no** later than 15 days prior to the annual meeting **and notice sent to all Members.**

~~B.D.~~ Election of ~~the~~ **O**fficers shall take place at the annual meeting in January.

~~C.E.~~ The ~~o~~**O**fficers shall be elected by a secret ballot for each office and may be voted on by all active members present at the January meeting, or by mail-in ballot received by the date of the annual meeting. Those candidates receiving a majority of votes cast for their respective office shall be declared elected and shall take office immediately following adjournment of that meeting.

**F. Family membership shall receive two votes in any Juneau Archery Club formal membership vote.**

~~D.~~The term of office for all officers shall be one (1) year.

~~E.~~Officers must be a resident of the City and Borough of Juneau.

**G. There shall be a Teller Committee appointed by the President consisting of not less than three (3) members who are not candidates for an office. The Secretary shall deliver all ballots received in the mail to the Teller Committee in an unopened condition. The Teller Committee shall verify that each ballot was received from a Member that had not previously voted. Multiple votes from a Member shall not be counted, except for the second vote from a Family membership. The Teller Committee shall provide a place for depositing ballots during the Annual Meeting and shall receive ballots until the time specified for all ballots to be received. The Teller Committee shall verify that all ballots were received from Members. The Teller Committee shall, after the close of voting, count the ballots received and determine which nominees received the most votes. The Teller Committee shall announce the new officers prior to the end of the Annual Meeting.**

### Section 3 Officers Responsibilities

- A. The President shall be the chief executive of the eClub and shall preside at all meetings. The President shall appoint the chairpersons of standing committees. The President shall direct the planning of the affairs of the eClub subject to the advice and/or recommendation of the eClub's active members. The President shall present an annual written report of the eClub's activities at the annual meeting.
- B. The Vice President shall assume the full duties of the President in his/her absences **or inability to serve**. The Vice President shall be responsible for **maintaining** the Bylaws, **for conducting of the meetings in accordance with, and** Roberts Rule of Order, **and other duties as assigned by the Board of Directors.**

~~C.~~ Deleted

~~D.~~ **C.** The Secretary shall prepare, at the direction of the Board, any correspondence with other agencies and other persons interested in the clubs activities. **The Secretary shall take and maintain the minutes of all meetings, and keep all records and documents related to the clubs business. The Secretary shall be the Corporate Secretary and shall file all reports and other documents with the State of Alaska as required by applicable regulations governing corporate business.**

~~E.~~ **D.** The Treasurer shall be accountable for all funds received, paying expenses, the preparation of the monthly and annual financial reports, and all monetary records and documents. **The Treasurer shall be responsible for the preparation of all local, state, and federal tax returns and for the timely and accurate filing thereof. The Treasurer shall prepare an annual budget for the upcoming year of revenue and expenses.**

~~F.~~ **E.** The Historian shall organize and maintain an accurate, current and historical record of the clubs membership (i.e., photos, prints, videos, media, etc.).

~~G.~~ Deleted

~~H.~~ **F.** ~~The standing committees shall include: Range Master, Target Master, Hunting and Fishing Day, Youth Programs, Fund Raiser, Legislation, Advertising and Awards.~~ **Standing committees shall be created by a 2/3 majority vote of the Board of Directors. Standing Committees shall be created for purposes and duties that continue from year to year. A member of the Board of Directors shall be appointed to each Standing Committee as a liaison. Club members shall be solicited to serve on the Standing Committees. Members of the Standing**

**Committee shall elect a Chairperson and a Secretary who shall have duties for the Committee similar to their Cub counterparts.**

**I.G.** The At-Large Directors are to assist in directing the club business and functions.

## Section 4 Vacancies

In the event of a vacancy or vacancies on the Board of Directors, a majority of the remaining members of the Board shall appoint an eligible successor (s) to serve until the next annual meeting at which time a new officer will be elected, except that if the office of President becomes vacant, the Vice President shall succeed to the position of President.

## ARTICLE IV

### Section 1 Membership Qualification & Requirements

A. Membership ~~of~~**in** this ~~e~~**C**lub shall be open to all persons, including their spouses and children, who are interested in promoting the purposes of the Juneau Archery Club, Inc. and **are** involved in archery or bow hunting.

**B. Memberships shall either be an individual membership or shall be a family membership. A family membership applies to a group of individuals related by marriage and parenthood with one or two adults and one or more children under the age of 16. A youth membership, for an individual under the age of 16 is a unique class of individual member.**

C. Annual ~~m~~**M**embership ~~f~~**F**ees shall be ~~\$5.00 (youth under 16 years of age), \$15.00 (single), or \$20.00 (family)~~ **as established by the Membership by a 2/3 majority vote of the Members present at the Annual Meeting. Proposals to alter the Annual Membership Fee shall be provided to the Membership in written form not less than 45 days prior to the Annual Meeting. If a proposal exists to alter the Annual Membership Fee, the ballot for the election of officers shall contain a place to vote on the Membership Fee Proposal and shall contain the complete text of the Membership Fee Proposal.**

**D. Annual Membership Fees**~~Dues~~ expire on December 31 and are not prorated. Memberships ~~Fees~~ **renewal** are due in January and **payment is required prior** to participating in official club functions **or election to an office.**

**C.E. Membership Fees**~~Dues~~ paid in November and December apply to the following year.

~~C. Family membership shall receive two votes in any Juneau Archery Club formal membership vote.~~

~~E.F.~~ Any member can be removed from the club's membership roster for gross misconduct which is detrimental to the club. Complaints regarding gross misconduct shall be directed to the Board of Directors. The Board will determine **if the evidence included in the complaint justifies** submission **of the complaint** to a misconduct hearing **by the General Membership** by a 2/3 vote. The misconduct hearing will take place at a regular or special ~~m~~Membership meeting **at which a quorum is present. During the meeting** ~~at which~~ evidence will be presented and analyzed. **The hearing shall follow accepted rules of procedure to assure a fair hearing for the parties involved.** Notification of such a meeting to the membership will take place at least ~~two months~~ **sixty (60) calendar days** in advance. Dismissal will be determined by 2/3 vote **by secret written ballot** of attending ~~m~~Members. **The vote shall follow the rules for Elections, except that mailed in votes will not be accepted.**

~~F.G.~~ Officers ~~can~~ **shall** be removed from office if they have missed ~~more than~~ three (3) meetings without prior notification to another member of the Board of Directors **and approval of the absence by a majority vote of the Board of Directors. The Officer missing the meeting shall provide a reason for missing the meeting with the notification. The acceptability of any reason for missing a meeting shall be at the discretion of the Board of Directors; however, they shall be guided by ethical and legal principles in the decision. After the second absence by an Officer that was not approved by the Board of Directors, the Secretary shall notify the Officer in writing that the next unapproved absence will result in the Officer being removed from the Board of Directors. At the meeting in which the third unapproved absence occurs, the Board shall by majority vote remove the Officer and appoint a replacement in accordance with Article IV, Section 4.**

## ARTICLE V

### Section 1 ~~Annual General Membership~~ Meeting

~~A.~~ The ~~a~~Annual ~~m~~Meeting must consist of, not less than a majority of the Board of Directors and include a sufficient number of ~~g~~General ~~m~~Members to form an aggregate of not less than fifteen percent of the current ~~m~~Members in-good-standing. The ~~a~~Annual ~~m~~Meeting shall be held in January of each year for the purpose of approving an annual financial report, **annual budget**, electing ~~O~~officers, changing the Bylaws, and other ~~such~~ business coming before the

Membership.

## Section 2 Regular Meetings

~~B.~~**A.** Regular meetings and their locations shall be determined by the Board of Directors by a 2/3 majority vote. **Regular meetings include any called Membership meetings and any Board of Directors or Officers Meeting.**

~~C.~~**B.** ~~Notice of A~~**all meetings including** , -dates, **times,** -and locations shall be provided to all members in advance of such scheduled meetings. **The notification shall include the items of business to be discussed at the meeting.** Such notification shall be done by the ~~s~~**Secretary so that the notification is received by the member at least seven (7) days prior to the meeting.**

~~D.~~**C.** All meetings of this club shall be conducted in accordance with Roberts Rule of Order.

~~D.~~**Special Board meetings shall be called by the President as necessary, with a 24 hour prior notice of place and time.**

## Section 2 Officers Meeting

A. Board of Directors meetings may be called by any two (2) board officers.

B. A -quorum sufficient for ~~the transactions of~~ the Board of Directors **to transact the business of the Club** shall be no less than a majority of the officers.

**C. Special Board meetings shall be called by the President as necessary, with a 24 hour prior notice of place and time. The actions taken at a Special Board meeting shall be reviewed and approved /disapproved at the next regularly scheduled Board Meeting.**

**D. Executive Session: The Board of Directors may go into an Executive Session meeting, which includes only the Officers of the Club, for the purpose of discussing items that could have significant adverse financial impact on the Club, personnel actions regarding an employee of the Club, or litigation against the Club. Executive Sessions can be called during any regularly scheduled meeting by a two thirds vote of the Board of Directors. The call for the Executive Session must state the purpose of the Executive Session and only that item may be discussed in the Executive Session. Minutes of the Executive Session shall be kept.**

## Section 3 Member Notices

**Notices required by these Bylaws to be sent to Members shall be by first class**

mail to the address provided by the Member on the latest renewal form. Notices shall be mailed so that the Member has the notice on the date specified in these Bylaws. For mail in the Juneau area, three days, excluding Sundays, is presumed to be sufficient time for delivery.

Election Ballots shall only be handled by first class mail so that each mailed in ballot can be verified to be the legal and proper vote of a Member.

In addition to the required first class mailing for official notices, the Club shall use electronic mail, a Club Web site, and other similar mass communication devices to provide notice to Members of meetings and activities.

## ARTICLE VI

### Section 1 Revenues and Expenditures

- A. The club shall be supported by the contributions from individuals and business, appropriations **or grants** from **governmental agencies such that the funding does not make the Club an agent or employee of the agency**~~the City and Borough of Juneau~~, membership dues and earnings from club sponsored functions. **The Club may enter into contracts with a governmental agency to perform a service or function for the agency with contract terms of no longer than one year and approval of the Membership for the initial contract and each renewal.**
- B. All club revenues shall be deposited by the ~~Secretary,~~ Treasurer, or their designee.
- C. Expenditures over twenty-five dollars (\$25.00) shall require the approval of the majority of the Board of Directors. All expenditures of the club must be brought to the attention of the Board of Directors for review. Payment will be made at the discretion of the Board of Directors.
- D. The checking and/or saving account(s) of the club shall require the signature of the Treasurer ~~or~~ **and** the President on all checks or withdrawal of funds. **A third Board member shall be designated as the alternate signatory for either the Treasurer or the President for such times as one or the other is unavailable or ineligible to sign a document. The appointment shall be made by a two thirds vote of the Board of Directors.**
- E. A Board member shall not be a co-signatory on any check made out to him/her or on a check which is made payable to a family member. In addition, no two Board members from the same family shall be co-signatory on checks.

- F. No ~~m~~Member of the club shall receive monetary gain from any club function, except for a legally licensed business owned by a ~~m~~Member furnishing a product or service to the club. Such product or service shall be at the lowest of not less than two open bids and approved by the Board of Directors.

## Section 2 Financial Statements

- A. A written financial statement shall be prepared by the Treasurer and made available to the Board of Directors on a monthly basis.
- B. A written annual financial statement shall be prepared by the Treasurer and presented to the membership at the ~~a~~Annual ~~m~~Meeting.

## ARTICLE VII

### Section 1 Voting

Only current members in-good-standing may vote during any meeting or election. Proxy votes will not be honored. Mail-in ballots are acceptable **for the election of officers only**.

## ARTICLE VIII

### Section 1 Club Property

In the event of dissolution of the Juneau Archery Club, assets of the club shall be divided and distributed in the following manner:

- A. The archery range and all capital improvements shall revert to the City and Borough of Juneau as per the L.U.A. (land use agreement).
- B. All archery equipment including bows, arrows, targets, butts, etc. shall ~~revert to the Juneau school system~~ **be donated to the organizations listed below in order of choice to the extent that the organization can and will use the equipment:**
  - a. City and Borough of Juneau School District**
  - b. Other schools approved by the School District or State Board of Education in the City and Borough of Juneau.**
  - c. Other archery clubs in Southeast Alaska**
  - d. Boy Scouts and Girls Scouts**
  - e. 4-H clubs in the City and Borough of Juneau**
- C. All remaining items shall be sold at the highest bid.
- D. Money from saving and/or checking accounts and from the sale of property shall be donated to the Alaska Department of Fish and Games Criminal Investigation Division.



## ARTICLE IX

Any bylaw of this club may be deleted, modified, or new ones added.

Bylaw amendments, modifications, deletions or additions procedure are:

1. Written proposal to the Board.
2. Reviewed by the Board and submitted to the General Membership in writing no less than 45 days prior to voting. The Board can suggest approval or disapproval to the General Membership.
3. Submit to the General Membership in writing at next General Membership meeting.
4. Vote on proposed changes at first eligible General Membership meeting.
5. A quorum sufficient for transactions must consist of, not less than a majority of Board members and include a sufficient number of General members to form an aggregate of not less than fifteen (15) percent of the current members in-good-standing.

## JUNEAU ARCHERY CLUB, INC.

1987

### CHARTER MEMBERS

Richard and Pam Callahan

John Cameron

Joe and Carla Deder

Jan Van Dort

Jim and Betty Ecklund

John Ellenbecker

Wally Greer and Son

Al Grierson

Dennis Lemond

Chuck and Mary Ellen Hakari

Walt and Amy McCumb

Ed and Shirley Mills

Bruce Morley and Son

Don and Mary Wanie

Marv and Sandi Walter

Ron Callahan

Approved on: December 22, 1987

Amended on: April 7, 1990 and July 9, 1994