



## 2021-2022 OFFICERS

**PRESIDENT**

**Dane Goble**

**VICE PRESIDENT**

**Brad Morrow**

**TREASURER**

**Micheal Dax**

**SECRETARY**

**Andrea Antillon**

**RANGEMASTER**

**Jim Green**

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# TABLE OF CONTENTS

ARCHERS DE SANTA FE PREAMBLE.....	PAGE 1
ARCHERS DE SANTA FE CONSTITUTION.....	PAGE 2
ARTICLE I-NAME.....	PAGE 2
ARTICLE II-PURPOSE.....	PAGE 2
ARTICLE III-MEMBERSHIP.....	PAGE 2-3
ARTICLE IV-EXECUTIVE COMMITTEE.....	PAGE 3
ARTICLE V- OFFICERS AND ELECTION.....	PAGE 3
ARTICLE VI-DUTIES OF OFFICERS.....	PAGE 4-5
ARTICLE VII-AMENDMENTS.....	PAGE 5
ARCHERS DE SANTA FE BY-LAWS.....	PAGE 6-7
ARCHERS DE SANTA FE POLICIES.....	PAGE 7
ARCHERS DE SANTA FE DEFINITIONS.....	PAGE 7

# **ARCHERS DE SANTA FE**

## **PREAMBLE**

In drafting the Constitution, By-Laws, and Policies, we realize that organization and good sportsmanship are essential to the existence of bow hunting and archery. We ask that all members conduct themselves in a manner which would be deemed sportsmanlike at all times, and we hope that each member as an individual will help to promote this club and the sport of archery.

# ARCHERS DE SANTA FE CONSTITUTION

## ARTICLE I

### NAME

THE NAME OF THIS ORGANIZATION SHALL BE "ARCHERS DE SANTA FE" OR INDICATED IN ABBREVIATION AS "ADSF".

## ARTICLE II

### PURPOSE

- A. TO PROMOTE THE SPORT OF ARCHERY IN ALL ITS FORMS: BOW HUNTING, FIELD, AND TARGET.
- B. TO PROTECT, IMPROVE AND INCREASE THE BOW HUNTING OPPORTUNITIES OF SPORTSMEN, TO DEFEND THEIR RIGHTS TO RENDER SUPPORT TO OTHER CONSERVATION ORGANIZATIONS.
- C. TO ESTABLISH AND MAINTAIN A FIELD COURSE, WHICH IS ACCEPTABLE TO THE NATIONAL FIELD ARCHERY ASSOCIATION (NFAA).
- D. TO HOLD ADSF AND OTHER TOURNAMENTS IN ACCORDANCE WITH THE RULES SET DOWN BY THE NFAA.
- E. TO UNIFY ALL INDEPENDENT BOW HUNTERS, FIELD ARCHERS, AND TARGET ARCHERS IN THE SANTA FE AREA INTO ONE STRONG ORGANIZATION.
- F. TO REGULARLY INFORM EACH MEMBER, IN GOOD STANDING, AS TO THE MAJOR PROBLEMS AND ISSUES AFFECTING THE SPORT OF ARCHERY AND HUNTING WITH A BOW AND ARROW, AND/ OR THE ACTION PROPOSED OR TAKEN IN ORDER THAT THE MEMBERSHIP MAY MAKE ITS WILL KNOWN TO THE DULY ELECTED REPRESENTATIVES.

## ARTICLE III

### MEMBERSHIP

- G. MEMBERSHIP SHALL BE GRANTED UPON APPLICATION AND PAYMENT OF DUES AND FEES, AND WILL BE CLASSIFIED AS FOLLOWS:
  - 1. INDIVIDUAL MEMBERSHIP- ANY INDIVIDUAL OVER THE AGE OF 18.
  - 2. FAMILY MEMBERSHIP- SHALL BE ONLY THE IMMEDIATE FAMILY MEMBERS; HUSBAND, WIFE, SIGNIFICANT OTHER AND/OR CHILDREN UNDER 18.

- H. EACH MEMBER AGREES TO ABIDE BY THE CONSTITUTION, BY-LAWS AND THE POLICIES OF ADSF.
- I. LOSS OF MEMBERSHIP MAY RESULT FROM:
  - 1. FAILURE TO KEEP DUES PAID TO DATE.
  - 2. FAILURE TO ABIDE BY ARTICLE III SECTION B ABOVE.
  - 3. ANY ACTIONS WHICH COULD BE DESCRIBED AS SERIOUSLY DETRIMENTAL TO THE SPORT OF BOW HUNTING OR ARCHERY.
- J. SUSPENSION, AND/OR REINSTATEMENT OF MEMBERSHIP SHALL BE SUSTAINED BY APPROVAL OF A 2/3 VOTE OF THE EXECUTIVE COMMITTEE.
- 4. THE SECRETARY SHALL KEEP AN ACCURATE ACCOUNT OF ALL SUCH SUSPENSION AND/OR REINSTATEMENT PROCEEDINGS.

## ARTICLE IV

### EXECUTIVE COMMITTEE

- K. THE EXECUTIVE COMMITTEE SHALL CONSIST OF THE PRESIDENT, VICE-PRESIDENT, SECRETARY, TREASURER, RANGE MASTER.
- L. DUTIES:
  - 3. SHALL CONTROL AND MANAGE ALL PROPERTIES OF THE ADSF.
  - 4. SHALL BE AUTHORIZED TO CALL FOR SPECIAL MEETINGS AND ARRANGE FOR LOCATIONS FOR SPECIAL AND REGULAR MEETINGS.
  - 5. SHALL REVIEW THE FINANCIAL STANDING OF THE ADSF AND KEEP ALL BOOKS AND RECORDS IN PROPER ORDER.
- M. MEMBERS OF THE EXECUTIVE COMMITTEE SHALL BE MEMBERS IN GOOD STANDING.

## ARTICLE V

### OFFICERS AND ELECTION

- N. THE OFFICERS OF ADSF SHALL BE THE EXECUTIVE COMMITTEE AS DESCRIBED IN ARTICLE IV, SECTION A.
- O. THE OFFICERS SHALL BE ELECTED BY A 51% MAJORITY VOTE OF ALL MEMBERS IN GOOD STANDING PRESENT AT THE TIME OF ELECTION.
- P. THE EXECUTIVE COMMITTEE MAY PRESENT A SLATE OF CANDIDATES FOR EACH OFFICE, ADDITIONAL NOMINATIONS CAN BE MADE TO THE FLOOR AT THE TIME OF ELECTION.
  - 6. IF A CANDIDATE IS UNSUCCESSFUL FOR ONE OFFICE, HE/SHE MAY BE NOMINATED FROM THE FLOOR PRIOR TO VOTING FOR THE NEXT OFFICE.
- Q. THE TERM OF OFFICE SHALL BE FOR ONE YEAR TO RUN FROM FIRST WEDNESDAY IN APRIL FOR A ONE YEAR TERM.

- R. EACH STANDING OFFICER WILL BE LIMITED TO A TWO YEAR TERM.
- S. ELECTED OFFICIALS WILL RECEIVE A FREE MEMBERSHIP FOR THE DURATION OF THEIR TERM.

## ARTICLE VI

### DUTIES OF OFFICERS

#### T. PRESIDENT

- 7. SHALL PRESIDE AT ALL MEETINGS OF THE ADSF AND SHALL PERFORM SUCH DUTIES AS PRESCRIBED IN THE ROBERT'S RULES OF ORDER.
- 8. SHALL APPOINT STANDING AND SPECIAL COMMITTEES.
- 9. SHALL CALL SPECIAL MEETINGS WHEN THERE IS A NEED.

#### U. VICE- PRESIDENT

- 10. SHALL PERFORM THE DUTIES OF THE PRESIDENT IN THE ABSENCE OF THE PRESIDENT.
- 11. TO ASSIST THE PRESIDENT IN THE PERFORMANCE OF HIS/HER DUTIES.
- 12. SHALL HELP COORDINATE COMMITTEES AND SEE THAT REPORTS FROM COMMITTEES ARE PRESENTED TO THE MEMBERSHIP WHEN DUE.

#### V. SECRETARY

- 13. SHALL KEEP ACCURATE RECORD OF ALL ADSF AND EXECUTIVE COMMITTEE MEETINGS.
- 14. SHALL BE RESPONSIBLE FOR FURNISHING ANY AND ALL RECORDS AND/OR LISTINGS AS REQUIRED BY SPONSORING ORGANIZATIONS, GOVERNMENT OFFICIALS AND INSURANCE COMPANIES.
- 15. PERFORM SUCH DUTIES GENERALLY REQUIRED OF A SECRETARY.

#### W. TREASURER

- 5. SHALL RECEIVE AND DISBURSE ALL FUNDS.
- 6. SHALL KEEP AN ACCURATE RECORD OF ALL RECEIPTS AND DISBURSEMENTS.
- 7. SHALL GIVE A REPORT ON ALL FINANCIALS AT EACH REGULAR MEETING.
- 8. SHALL KEEP RECORDS IN ORDER SO THAT AN AUDIT MAY BE MET AT ANY TIME.

- i. THE FINANCIAL RECORDS SHALL BE AUDITED AT LEAST ONCE A YEAR BY A SPECIAL COMMITTEE APPOINTED BY THE PRESIDENT.

9. ALL ADSF DISPURSEMENTS MUST BE MADE BY CHECK.

X. RANGE MASTER

16. SHALL BE IN CHARGE OF THE RANGE COMMITTEE.

2. SHALL BE IN CHARGE OF THE RANGE AND THE CONDITION OF THE RANGE.

- i. SHALL REQUIRE HELP FROM THE MEMBERS TO MAINTAIN THE RANGE.

17. SHALL BE IN CHARGE OF COORDINATING ALL TOURNAMENTS SPONSORED BY ADSF.

## ARTICLE VII

### AMENDMENTS

THIS CONSTITUTION MAY BE AMENDED BY A 51% MAJORITY VOTE OF THE MEMBERSHIP PRESENT AT A REGULAR MEETING PROVIDING THAT:

- A. THE CONSTITUTIONAL AMENDMENT HAS BEEN DISTRIBUTED TO ALL MEMBERS IN GOOD STANDING AT THE PREVIOUS MEETING.

# ARCHERS DE SANTA FE

## BY-LAWS

### SECTION 1- FEES AND DUES

Y. MEMBERSHIP DUES SHALL BE AS FOLLOWS:

18. RUDY VIGIL AND RICHARD CARILLO HAVE BEEN GRANTED LIFETIME MEMBERSHIPS.

19. INDIVIDUAL AND FAMILY MEMBERSHIP FEES SHALL BE APPROVED THE REGULAR MEETING FOR THE FOLLOWING YEAR..

20. MEMBERSHIP FEES ARE DUE EVERY APRIL 1<sup>ST</sup>.

21. MEMBERSHIP FEES SHALL BE REDUCED BY ½ AFTER OCTOBER 15TH

Z. THE RANGE COMMITTEE SHALL DETERMINE TOURNAMENT FEES.

### SECTION 2 – MEETINGS

AA. REGULAR BUSINESS MEETINGS MAY BE SCHEDULED ON THE FIRST WEDNESDAY OF EVERY MONTH.

22. A QUORUM MUST BE PRESENT TO CONDUCT A REGULAR BUSINESS MEETING.

23. OFF-SEASON TIME AND LOCATION TO BE DETERMINED BY THE PRESIDENT.

BB. SPECIAL MEETINGS MAY BE CALLED AT THE DISCRETION OF THE PRESIDENT.

### SECTION 3 – STANDING COMMITTEES

CC. RANGE COMMITTEE

24. SHALL BE HEADED BY THE RANGE MASTER AND CONSIST OF THE RANGE MASTER, ELECTED OFFICERS AND TWO MEMBERS IN GOOD STANDING.

ii. THE PRESIDENT SHALL APPOINT THE TWO COMMITTEE MEMBERS.

25. THIS COMMITTEE SHALL SERVE FOR ONE YEAR AND WILL COINCIDE WITH THE TERM OF OFFICE OF THE CURRENT EXECUTIVE COMMITTEE.

26. THIS COMMITTEE SHALL ORGANIZE WORKING PARTIES FROM AMONG THE MEMBERS TO CARRY OUT ANY NECESSARY MAINTENANCE.

27. SHALL BE RESPONSIBLE FOR THE ORGANIZATION OF AND OVERSEEING ALL TOURNAMENTS SPONSORED BY ADSF.



28. SHALL DETERMINE TOURNAMENT FEES.

DD. MEMBERSHIP COMMITTEE

- 29. SHALL CONSIST OF TWO OR MORE MEMBERS APPOINTED BY THE PRESIDENT AND SERVE FOR THE SAME PERIOD AS THE PRESIDENT.
- 30. SHALL PROMOTE ADSF FUNCTIONS AND RECRUIT NEW MEMBERS.
- 31. SHALL ASSIST THE SECRETARY IN MAILING FORMS AND SECURING MEMBERSHIP APPLICATIONS, DUES AND FEES FOR ALL MEMBERS.

EE. WEB MASTER COMMITTEE

- 10. SHALL MAINTAIN AND UPDATE THE ADSF WEBSITE
- 11. SHALL KEEP DOMAIN NAME AND WEBSITE HOSTING CURRENT AND IN EFFECT
- 12. SHALL KEEP THE WEBSITE CURRENT WITH NOTICE OF MEETINGS, SPECIAL MEETINGS, PROVIDE MEETING AGENDA

## **ARCHERS DE SANTA FE POLICIES**

FF. ALL MEMBERS WILL ACT APPROPRIATELY AT ALL ADSF FUNCTIONS.

GG. ADSF PROHIBITS ALCOHOL AND/OR DRUG USE ON ANY PART OF ADSF PROPERTY AND SPONSORED EVENTS. THE USE OF ALCOHOL AND/OR DRUGS PRESENTS A POTENTIAL SAFETY AND HEALTH HAZARD. ADSF EXPECTS ALL MEMBERS TO ASSIST IN MAINTAINING A SPORTSMANLIKE ENVIRONMENT, FREE FROM THE EFFECTS OF ALCOHOL, DRUGS, AND OTHER INTOXICATING SUBSTANCES. MEMBERSHIP WILL BE REPRIMANDED AND/OR REVOKED IF THIS POLICY IS NOT FOLLOWED, AND NO REFUND WILL BE ISSUED.

HH. DURING DRY SEASONS, SMOKING WILL BE PROHIBITED ON ADSF PROPERTY.

II. ANY MEMBER IN GOOD STANDING OVER THE AGE OF 18 MAY BE ALLOWED TO PARTICIPATE IN VOTING AT MEETINGS AND AT EXECUTIVE COMMITTEE ELECTIONS.

### **DEFINITIONS:**

MEMBERS IN GOOD STANDING: ALL DUES AND FEE ARE PAID TO DATE.

QUORUM: AT LEAST THREE ELECTED OFFICERS AND THREE MEMBERS IN GOOD STANDING.

FAMILY: HUSBAND, WIFE, SIGNIFICANT OTHER, AND CHILDREN UNDER THE AGE OF EIGHTEEN.

DRUGS: ANY OVER THE COUNTER OR PRESCRIBED MEDICATION THAT CAUSES ADVERSE EFFECTS. ANY ILLEGAL MEDICATION OR SUBSTANCE.

I \_\_\_\_\_ (PRESIDENT) HAVE READ AND APPROVE OF THE ARCHERS DE SANTA FE BY-LAWS AND POLICIES.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

I \_\_\_\_\_ (VICE PRESIDENT) HAVE READ AND APPROVE OF THE ARCHERS DE SANTA FE BY-LAWS AND POLICIES.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_