



• By-Laws •

The Sandusky County  
Sportsmen Club





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# The Sandusky County Sportsmen Club

## By-Laws

*Revised February 1995*

*Second Revision May 2007*

### ARTICLE I

Membership shall consist of individuals who are eligible to purchase an Ohio hunting or fishing license and pay their dues. Any new prospective members shall be submitted to the next regular meeting as candidates for membership, after paying their dues, and only upon acceptance by a majority vote of the membership attending the next meeting will become full members. Any full time service person is eligible for free membership upon acceptance.

If any member is found to be an undesirable he or she can be proposed for membership termination to the Directors. If the Directors agree by majority vote, then the member will be proposed to the club for termination. Upon a majority vote by the membership attending the next regular meeting the member will be terminated.



### **Amendment 5-3-2007:**

- A. Must be 18 years or older and pay the initiation fee.
- B. As of 5/3/2007 all members must belong to the N.R.A. or N.R.A.-I.L.A. and keep your dues current with them and the club.
- C. Any member who has been inactive for 5 years will have to re-join as a new member.
- D. Life membership will be granted on an honorary basis by the Board of Directors. Any member can make a nomination to the Board of Directors. Honorary life members will not be required to pay dues.
- E. Prospective members shall be submitted at the next meeting.

### **ARTICLE II**

Class B membership shall be extended to individuals under 16 years of age sponsored by a regular member without dues and voting privileges.

### **Amendment 5-3-2007:**

- A. Junior memberships to individuals under age 18.



### **ARTICLE III**

The Board of Directors of this Club shall be elected by the membership at the December meeting and shall consist of seven members. The Directors will be elected to a two-year term with the expiration of their terms staggered so that three are elected one year, and four the second year.

### **Amendment 5-3-2007:**

Nominees must have 5 years consecutive years active membership to be eligible for a Director's position.

- A. The new members of the Board are to be installed at the January meeting.
- B. The Board shall elect a chairperson each January following the election of new directors. It shall be the chairperson's duty to notify all directors of regular and any special executive meetings.
- C. The Board shall appoint an Administrator in January of each year.

**Amendment 5-3-2007:** The position of Administrator shall now be called Business Manager.

- D. The Administrator shall maintain order and conduct all meetings. The Administrator shall send out all mailings to the membership.



**Amendment 5-3-2007:** The position of Administrator shall now be called Business Manager.

- E. In case a Director shall step out of office, the Board shall nominate one or more candidates to be voted on by the membership to complete the term of the former director. In case the Administrator shall be absent, the Chairperson of the Directors shall take charge of the meeting.

**Amendment 5-3-2007:** The position of Administrator shall now be called Business Manager.

F. Duties of the Administrator:

1. Shall keep accurate account of the business of the Club, which shall be read at each meeting.
2. Record membership list and issue membership cards.
3. Inform all members by mail whenever instructed by the Board of Directors.
4. Will handle all correspondence for the club unless otherwise specified or agreed by the Directors. He may ask for extra help when needed.



5. Shall take care of all financial business of the club when authorized to do so by the Directors.
6. Shall have authority to pay all regular bills.
7. Shall not pay any extra bills unless authorized by the Board of Directors.

**Amendment 5-3-2007:** Over \$600.00.

8. Shall be under bond whose size is to be decided by the Board of Directors but not less than five hundred dollars (\$500.00). The bond is to be paid by the club.
9. In case the Administrator cannot be present at a meeting, he will complete his reports and shall give them to a member of the Board of Directors before the opening of the meeting.

**Amendment 5-3-2007:** The position of Administrator shall now be called Business Manager.

10. Shall rent the club house and collect the appropriate rental fee. **Club house rental is for members only.**
11. Shall see that the buildings and grounds are properly maintained at all times.



12. Shall make a report of the club activities for publication in newspapers or magazines where authorized by the Board of Directors.
13. It shall be the privilege of the club or any member in good standing to inspect the books and records of the Administrator in his or her presence and also in the presence of the Board of Directors at any time convenient for all concerned. The Administrator will be compensated at the rate designated by the Board of Directors.  
**Amendment 5-3-2007:** The position of Administrator shall now be called Business Manager.

G. Duties of the Directors:

1. It shall be their duty to see that the club is run and governed under these By-Laws.
2. They shall be responsible for maintaining the club as a whole. It will be their decision how the club is to be run and how money is to be spent.

The membership shall vote to elect new Directors, terminate undesirable members or Directors, accept new members, set the amount of membership dues, and all changes to the Constitution and By-Laws.



Any problems, complaints or suggestions by members shall be brought up to an individual Director or at the monthly Director's meeting. Then if not satisfied may ask for the floor at the next membership meeting to express their opinion. No anonymous complaints or concerns will be considered by the Directors.

**Amendment February 1995:**

H. Duties of the Secretary/Treasurer

**Amendment 5-3-2007:** The duties of Secretary/Treasurer shall now be called Assistant Business Manager and shall serve at the discretion of the Board of Directors and Business Manager.

1. Secretary/Treasurer shall serve at the direction of the Directors and Administrator and shall be compensated at the rate determined by the Board of Directors.
2. Shall keep accurate account of the business of the Club, which shall be read at each meeting.
3. Inform all members by mail whenever instructed by the Board of Directors, in the form of a newsletter. Each newsletter shall contain a calendar of events so the membership can be informed of any range closures and Club rentals.



4. Will handle all correspondence for the Club unless otherwise specified or agreed by the Directors. He may ask for extra help when needed.
5. Shall take care of all financial business of the Club, along with the help of the Administrator. The Administrator and Secretary/Treasurer shall both have their names on all Club accounts.
6. Shall have authority to pay all regular bills, along with the Club Administrator.
7. Shall not pay any extra bills unless authorized by the Board of Directors or Administrator. Any checks to be written over the amount of \$600.00 shall be approved by the Directors.
8. Shall be under bond, whose size is to be decided by the Board of Directors, but not less than five hundred dollars (\$500.00). The bond is to be paid by the Club.

#### ARTICLE IV

There will be a business meeting and a Board of Directors meeting at least once a month at the club house. In case of emergency, time and place to be decided by the Directors.



#### ARTICLE V

When a Director retires from office all club properties will be turned over to the Administrator at the next meeting. If retiring at the end of the year, properties will be turned in at the December meeting.

#### **Amendment 5-3-2007:**

The position of Administrator shall now be called Business Manager.

#### ARTICLE VI

In case of complaint or any legal or court action, the Directors shall not be held responsible, either financially or physically, any more than the club membership. In any case the club will give full cooperation. Finances of the club may be used for club protection.

#### ARTICLE VII

Membership dues to be decided by the club members. Dues are for a calendar year. Any dues paid after November first will be considered as dues for the rest of that year and the next succeeding calendar year. No person shall be allowed to take part in a business meeting unless his or her dues are paid up to date. Any dues renewal paid after February



twenty-eighth (28th), shall include a five dollar (\$5.00) late payment penalty.

**Amendment 5-3-2007:**

- A. A twenty-five dollar (\$25.00) reinstatement fee. Calendar year is January 1st thru December 31st.
- B. All dues are due by December 31st for the following year.

**ARTICLE VIII**

The Board of Directors may call for an audit of the club books at any time they think necessary. A CPA or other professional accounting person will be hired and the results will be reported to the membership at the next regular meeting. An audit must be conducted at least once a year.

**ARTICLE IX**

If questions of emergency shall arise outside of a regular or executive meeting, the Administrator will, if possible, wait until the next meeting or until a special meeting may be called. If this is not possible the Administrator must have the majority vote of the Directors to make a decision.



**Amendment 5-3-2007:**

The position of Administrator shall now be called Business Manager.

**ARTICLE X**

To change any part of the By-Laws or to make any amendments, the membership shall be notified at least five (5) days prior to the regular meeting at which the change or amendment will be considered. A majority vote of the members attending the business meeting will be necessary to change or amend the By-Laws.

**ARTICLE XI**

A women's auxiliary may be established to compliment the objectives of this club. If one is established, it will be operated as an independent associated organization.

**Amendment Feb. 1995:**

Committees may be formed to hold activities: such as Trap Shoots, Pin Shoots, Bow Shoots, Black Powder Shoots, Stag Parties, Gun Shows, Gun Raffles, and Youth functions. All profits from any activities shall be placed in the Club Treasury to be disbursed by agreement of the Directors.



## ARTICLE XII

All members of the Sandusky County Sportsmen Club will agree to the following:

### A. Code of Conduct (**Amendment 5-3-2007**)

1. I will not willfully violate any game law.
2. I will respect the rights of farmers and landowners and will not willfully destroy any property while in the field or woods.
3. I will assist the farmer whenever possible in regards to wandering livestock, broken fences, gates, etc.
4. I will stay out of unharvested soybeans or other field crops that will be harmed by my presence.
5. I will assist any member in case of lost or stolen dogs or other sporting property.
6. I will help restock, protect and feed wildlife in Sandusky County.
7. I will assist the club whenever possible, in any activities for club benefit.
8. In case of any complaint, legal or court action against the club, I will be responsible as a member of the club.
9. I will not consume alcoholic beverages while handling firearms and will encourage others to do the same.



### (**Amendment 5-3-2007**):

10. I will abide by all club rules and by-laws of the club.
11. Any member violating any rule can be reprimanded by the board up to and including recommendation of termination by the general membership.
12. No member can use a personal sport motorized vehicle unless used legally by a handicapped individual. (Examples: 4-wheelers, golf carts, snowmobiles, dirt bikes) Only club owned equipment is allowed on the property. Privately owned construction equipment may be used at the discretion of the board.
13. All vehicles must abide by a Speed Limit of 10 MPH on club grounds.





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## ORDER OF BUSINESS FOR REGULAR MEETINGS

1. Call to order by the Administrator.
2. Pledge of Allegiance.
3. Financial report read.
4. Acceptance of new members.
5. Administrators report.
6. Directors reports.
7. Committee reports.
8. Sick member report.
9. Adjournment.

**Amendment 5-3-2007:** The position of Administrator shall now be called Business Manager.



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## NOTES

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