

**BAY POINT ROD AND GUN CLUB**  
**Concord, Ca.**

**PART I**  
**BYLAWS**

**Dated August 4, 1992**  
**Amended February 6, 1996**  
**Amended June 4, 2002**  
**Amended October 4, 2016**  
**Amended November 2017**

**PART II**  
**POLICIES AND PROCEDURES**

**Dated August 4, 1992**  
**Last Amended 2/6/18**

**Club Officers**  
**Year 2018-2019**

**President – Peter Llama**  
**Vice President – Teresa Buckner**  
**Treasurer – Teresa Buckner**  
**Secretary – Rudolph Millan**

**PART I**  
**BYLAWS**

BYLAWS OF BAY POINT ROD AND GUN CLUB  
ARTICLE ONE (1)  
OFFICES AND PURPOSE

Principal office

Section 1.01. The principal office of the Corporation for its transaction of business is located at 4700 Evora Road, Concord, Contra Costa County, California. The business address is P. O. Box 535, Concord, CA 94522.

Change of Address

Section 1.02. The Board of Directors is hereby granted full power and authority to change the principal office of the Corporation from one location to another in the County of Contra Costa, in the State of California. Any such change shall be noted by the Secretary in these Bylaws but shall not be considered an amendment to these Bylaws.

Purpose

Section 1.03. This Corporation is organized exclusively for the promotion of social welfare within the meaning of 501(c)4 of the United States Internal Revenue Code in Contra Costa County, California by promoting, fostering and perpetuating the sport of rifle, pistol and shotgun shooting, archery, hunting, fishing, first aid, encouraging the safe handling of firearms, conservation of all natural resources and wildlife, supporting the state and federal fish and game laws, supporting our service members and veterans and arranging for facilities where these objectives can be accomplished. The Corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purpose of the Corporation and the Corporation shall not carry on any other activities not permitted to be carried on by a Corporation exempt from Federal income tax under 501(c)4 of the Internal Revenue Code or the corresponding provisions of any future United States Internal Revenue laws.

ARTICLE TWO (2)

MEMBERS

Classification of Members

Section 2.01. The Corporation shall have one class of members only and each member shall have equal voting rights. No person shall hold more than one membership in the Corporation.

### Eligibility for Membership

Section 2.02. Any United States citizen of good character, eighteen (18) years of age or older is eligible to be a member of the Corporation.

### Qualification of Members

Section 2.03. Any person eligible for membership under Section 2.02 of these Bylaws, is qualified for membership only after such person has satisfied the following qualification:

Applicants for membership must be introduced to the members present at a general meeting of the Corporation.

### Admission to Membership

Section 2.04. Any person eligible for membership under Section 2.02 of these Bylaws and qualified for membership under Section 2.03 of these Bylaws, shall be admitted to the membership. All application fees as specified in Section 2.05 of these Bylaws and the first annual dues as specified under Section 2.06 of these Bylaws must accompany the application for membership. The application shall be submitted in such form and in such manner as shall be prescribed by the Board of Directors.

### Application Fee

Section 2.05. There shall be an application fee in an amount as may be determined annually by action of the Board of Directors, charged for and payable with the application for membership. Such application fee shall be immediately refunded if for any reason a person is not admitted to membership in the Corporation.

### Dues

Section 2.06. The annual dues payable to the Corporation by members shall be in such amounts as shall be determined by action of the Board of Directors. Dues shall be payable for the first year on admission to membership and annually thereafter on or before July 1 of each subsequent fiscal year.

### Assessments

Section 2.07. Memberships shall be nonassessable.

### Number of Members

Section 2.08. There shall be no limit in the number of members the Corporation may admit.

### Transferability of Membership

Section 2.09. Neither the membership in the Corporation nor any rights in the membership may be transferred or assigned for value or otherwise.

### Membership Book

Section 2.10. The Corporation shall keep in written form (or in any form capable of being converted into written form) a membership book containing the name and address of each voting member. The book shall also contain the fact of termination and the date of which such membership ceased. Such a book shall be kept at the principal office of the Corporation and shall be subject to the rights of inspection required by law and as set forth in Section 2.11 of these Bylaws.

### Inspection Rights of Members

#### Demand

Section 2.11. (a) Subject to the Corporation's right to set aside a demand for inspection pursuant to Section 6331 of the Corporations Code and the power of the court to limit inspection rights pursuant to Section 6332 of the Corporations Code, and unless the Corporation provides a reasonable alternative as permitted by Section 2.11(c) of these Bylaws, a member satisfying the qualifications set forth hereinafter may obtain from the Secretary of the Corporation, on written demand and tender of a reasonable charge, a list of the names, addresses, and voting rights of those members entitled to vote for the election of Directors, as of the most recent record date for which it has been compiled or as of the date of demand. The demand shall state the purpose for which the list is requested. The membership list shall be available on or before the later of ten (10) calendar days after the demand is received or after the date specified therein as the date as of which the list is to be compiled.

#### Members Permitted to Exercise Rights of Inspection

(b) The rights of inspection set forth in Section 2.11(a) of these Bylaws may be exercised by any member in good standing, for a purpose reasonably related to such person's interest as a member.

### Alternative Method of Achieving Purposes

(c) The Corporation may, within ten (10) calendar days after receiving a demand pursuant to Section 2.11(a) of these Bylaws, deliver to the person or persons making the demand a written offer of an alternative method of achieving the purpose identified in said demand without providing access to or a copy of the membership list. An alternative method which reasonably and in a timely manner accomplishes the proper purpose set forth in a demand made pursuant to Section 2.11(a) of these Bylaws shall be deemed reasonable; unless within a reasonable time after acceptance of the offer, the Corporation fails to do those things which it offered to do. Any rejection of the offer shall be in writing and shall indicate the reasons the alternative proposed by the Corporation does not meet the proper purpose of the demand made pursuant to Section 2.11(a) of these Bylaws.

### Nonliability of Members

Section 2.12. A member of the Corporation shall not, because of membership, be personally liable for the debts, obligations, or liabilities of the Corporation.

### Termination of Members Causes

Section 2.13 (a) The membership and all rights of membership shall automatically terminate on the occurrence of any of the following causes:

1. The voluntary resignation of a member.
2. The death of a member.
3. The nonpayment of dues, subject to the limitations set forth in section 2.13(b) of these bylaws.
4. Any member who willfully or overtly violates the purpose stated in Section 1.03 subject to Section 4.03.

### Nonpayment of Dues

(b) The membership of any member who fails to pay their dues within thirty one (31) days after the due date shall automatically terminate at the end of the thirty one (31) day period. The notice that dues are due shall be given personally to such member, placed within the regular newsletter, or sent by first class mail to the last address of such member as shown on the records of the Corporation.

## Effect of Termination

Section 2.14. All rights of a member in the Corporation shall cease on the termination of such member's membership.

## ARTICLE THREE (3)

### MEETINGS OF MEMBERS

#### Place

Section 3.01. Meetings of members shall be held at the principal office of the Corporation, or at such location within the State of California as may be designated from time to time by resolution of the Board of Directors.

#### Regular Membership Meetings

Section 3.02. The regular membership meeting shall be held once each month.

#### Special Meetings and/or Board of Directors Meetings

Section 3.03. The Board of Directors meeting shall be held once each month. The Board of Directors shall determine the exact day and date of the month that regular membership meetings and Board of Directors meetings shall be held. Special meeting may be called by the President or a majority of the Board of Directors.

#### Notice of Meetings

Section 3.04. Written notice of every regular membership meeting and every Board of Directors meeting shall be either personally delivered, placed in the regular newsletter, or mailed by first-class United States Mail, postage prepaid, not less than ten (10) calendar days before the date of the meeting to each member who on the record date for notice of the meeting is entitled to vote thereat.

#### Quorum

Section 3.05. A quorum at any meeting of the Board of Directors shall be a majority of the total number of Directors

#### Loss of Quorum

Section 3.06. The members present at a duly called or held meeting at which a quorum is present may continue to transact business until adjournment, notwithstanding the withdrawal of enough members to leave less than a quorum, if such action taken, other than adjournment, is approved by at least a majority of members required to constitute a quorum.

### Adjournment for Lack of Quorum

Section 3.07. In the absence of a quorum, any meeting of members of the Board of Directors may be adjourned from time to time by the vote of a majority of votes present, but no other business may be transacted, except as provided in Section 3.06 of these Bylaws.

### Voting of Membership

Section 3.08. Each member shall be entitled to one vote on each matter submitted to a vote of the members. There shall be no cumulative voting for the election of Directors or for any other purpose. There shall be no proxy voting for any purpose. The members of the Corporation shall elect the Board of Directors.

## ARTICLE FOUR (4) BOARD OF DIRECTORS

### Members of the Board of Directors

Section 4.01. Members of the Board of Directors shall consist of the following:

1. President
2. Vice President
3. Secretary
4. Treasurer
5. Immediate past President
6. Directors (4).

### Combining Board of Directors Positions

Section 4.02. With a majority vote of the members of the board the above positions may be combined to allow one person to hold two (2) or more Board positions at the same time. The above notwithstanding, the position of President and Vice President shall not be held by the same person at the same time, nor shall any member of the board holding multiple positions have more than one vote in any election or business conducted at a regular, special or board meeting. However, the Board of Directors shall consist of not less than five (5) members nor more than nine (9) members.

### Duties, Powers and Restrictions of the Board Members

Section 4.03. The Board of Directors shall make and vote on all resolutions and motions concerning any and all business affairs of the Corporation except as stated in Section 3.08 of these Bylaws. There shall be no proxy voting or cumulative voting by the Board of Directors. The above notwithstanding, Operational Policies and Procedures of the Corporation shall be set forth by the majority of the members of the Corporation present at any meeting where policies and procedures are voted on. A Policies and Procedures Book shall be available to all members of the Corporation. The Policies and Procedures Book shall be subject to any and all limitations in the Articles of Incorporation and these Bylaws.



The Board shall have the power to suspend or expel any member for willful violation of the rules or regulations or for conduct unbecoming a member. A vote of two-thirds (2/3) of the members of the board present at any regular or special Board meeting shall be required to suspend or expel. The member shall be notified of such charges and shall have the right of appeal before the Board at any regular or special Board meeting.

The Board shall maintain in force at all times, public liability insurance in a sum to be determined by the Board of Directors. The Board may declare vacant any office where the officer has failed to attend without good cause, three consecutive meetings of the Board, regular and/or special. Such vacancies shall be filled by the appointment of the Board.

While holding any office in the Bay Point Rod and Gun Club no person shall hold any office in any other club belonging to the United Sportsmen, Inc. (U.S.I.). No person shall act as a Delegate to U.S.I. from any other affiliated club while holding an elected office in the Bay Point Rod and Gun Club. This restriction includes appointments to the Board in such instances as described in Section 4.07.

#### Absence of the President

Section 4.04. In the absence of the President during any duly held or called meeting, the Vice President shall assume the duties of the President, with full presidential powers.

#### Absence of both the President and Vice President

Section 4.05. In the absence of both the President and Vice President, the members of the Board of Directors at any duly held or called meeting shall elect a temporary presiding officer.

#### Duties of the Officers

Section 4.06. The President shall preside at all meetings, preserve order, promote harmony and enforce the Bylaws. The President shall decide all questions of order subject to appeal of the Board. The President shall act as ex-officio member of all committees and shall cast a vote in case of a tie. In the absence of the President, the Vice President shall assume the duties of the President, and when so acting shall have all the powers and be subject to all the restrictions of the president.

The Vice President shall assist the President in the performance of all duties as directed by the President or the Board of Directors.

The Treasurer shall keep all accounts, receive all monies and deposit such monies in the bank designated by the Board of Directors and shall disburse monies as directed by the Board of Directors at a regular or special Board meeting. The Treasurer shall furnish a statement of the cash account at each regular Board and general membership meeting, make all fiscal reports and maintain the club's tax papers and status. No monies shall be disbursed from the Club treasury except upon instructions from the Board at any regular or special Board meeting. All expenses incurred shall be approved by the Board. At no time shall funds be disbursed without first being deposited by the Treasurer. All checks that exceed \$500 shall be signed by the Treasurer and countersigned by one other officer.

The Treasurer shall handle all matters pertaining to membership, shall receive all applications, initiation fees, annual dues, issue membership cards, account to the Board, deposit all fees received and shall be responsible to maintain a membership roster based on yearly membership.

The Secretary shall record the minutes of all the meetings including the names of all officers in attendance, shall file all correspondence, shall keep all records other than those required by other officers and shall take care of any correspondence of the club. The Secretary shall have a copy of the current Bylaws available at all meetings and shall cause a monthly newsletter to be published and a copy to be issued to all members.

The Directors shall advise and assist all other officers in carrying out duties and help on all committees. All committee appointments shall terminate upon the notice of the newly elected President or the re-election of the President.

The immediate past President shall act as an advisor to the President where necessary and when such advice is requested by the Board of Directors.

#### Term of Office

Section 4.07. The term of office for the Board of Directors shall be for one year. If a vacancy should occur for any reason, the Board shall appoint a qualified member to the vacant position within sixty (60) days of the vacancy.

#### Qualifications for the Board of Directors

Section 4.08. You must be a member of the Corporation in good standing for 45 days to vote for the Board of Directors. To run for the Board of Directors you must be a member of the Corporation in good standing for 8 months.

## Nominating Committee

Section 4.09. The President, with approval of the Board, shall appoint no later than March of each year, a nominating committee of at least two members in good standing, whose duties shall be to present the names of candidates for each elective office. These names shall be submitted to the membership at the general membership meeting in May and shall be voted on at the general membership meeting in June. Nominations for all elective offices shall also be open from the floor at the time of election.

Section 4.10. The Robert's Rules of Order, as amended from time to time, shall govern the conduct of meetings of members and the Board of Directors insofar as those rules are not inconsistent with or in conflict with these Bylaws, the Articles of Incorporation of this Corporation or the Corporation code of the State of California.

## Compensation

Section 4.11. The Board of Directors shall serve without compensation, except that they shall be allowed and paid their actual and necessary expenses incurred in fulfilling their duties as members of the Board of Directors.

# ARTICLE FIVE (5) ELECTIONS

## Board of Directors

Section 5.01. The Board of directors shall be elected by written ballot when there are two (2) or more persons willing to be elected to the position. If only one (1) person is willing to be elected to a position, this person may be elected by verbal vote. If a written ballot is used, the Board shall cause the appointment of inspectors of Election as set forth in Section 5.02 of these Bylaws.

## Inspectors of Election

Section 5.02. In advance of any meeting of the members or any action by written ballot, the Board may appoint any person or persons, other than candidates for office, as Inspectors of Election. If Inspectors of Election are not so appointed for any meeting, or if any person appointed fails to appear or refuses to act, the chairman of the meeting may, and on request of any member must, appoint Inspectors of Election at the meeting. The number of Inspectors shall be one (1) or three (3). The majority of members represented in person at the meeting shall determine whether one (1) or three (3) inspectors are to be appointed.

### Duties of Inspectors

Section 5.03. The Inspectors of Election shall perform the following duties:

1. Determine the number of voting memberships in attendance and the existence of a quorum.
2. Receive, count and tabulate all votes.
3. Determine the results of the votes.
4. Do any other acts that may be proper to conduct the election or vote with fairness to all members.

The Inspectors shall perform their duties impartially, in good faith, to the best of their ability and as expeditiously as is practical.

### Vote of Inspectors

Section 5.04. If there are three Inspectors of Election, the decision, act, or certificate of a majority is effective in all respects as the decision, act or certificate of all.

## ARTICLE SIX (6) CORPORATE RECORDS AND REPORTS

### Records and Reports

Section 6.01. The Corporation shall keep adequate and correct records of account and minutes of the proceedings of its board and general membership meetings. The Corporation shall also keep a record of its members giving their names and addresses. The minutes shall be kept in written form. Other books and records shall be kept in written form or in any other form capable of being converted into written form.

### Annual Report

Section 6.02. The Board shall cause an annual report to be prepared and made available to the members not later than one hundred twenty (120) days after the close of the Corporation's fiscal year.

### Fiscal Year

Section 6.03. The fiscal year for the operation of the Corporation shall be from July 1 of each year to June 30 of each year.

## ARTICLE SEVEN (7) DISTRIBUTION OF ASSETS AND DISSOLUTION

### Dissolution

Section 7.01. Dissolution of this Corporation shall require a two-thirds (2/3) majority vote of the members of the Corporation. All proposals for dissolution shall be in writing and signed by not less than a majority of the Board of Directors and shall be presented to the Board of Directors at any scheduled or special meeting of the Board. All members of the Corporation shall be notified of any action concerning this subject by personal notice or by first class United States Mail, postage prepaid. Not less than thirty (30) days shall elapse between receipt of said proposal and any action thereon by the Board of Directors.

### Distribution

Section 7.02. (a) In the event of dissolution, and consistent with IRS laws 501(c) 4 or 501(c) 7 or any other sections applicable to distribution laws, all assets, funds or property, tangible or intangible, belonging to the Corporation at the time of dissolution shall be transferred in equal portions to United Sportsmen, Inc., the other owner clubs of United Sportsmen, Inc., or other corporations organized with a purpose similar to the purpose of Bay Point Rod and Gun Club.

(b) No part of the receipts, earnings, funds, property or any other assets of this Corporation shall inure to the benefit of, or be distributed to, any of the officers, directors or members of this Corporation. This Corporation shall, however, be authorized and empowered to pay reasonable compensation for service rendered and to make all reasonable and necessary disbursement of corporate funds in furtherance of any permitted or authorized purpose of this Corporation.

## ARTICLE EIGHT (8) AMENDMENTS OR CHANGES TO THE BYLAWS

Section 8.01. The Bylaws of this club may be changed or amended only at a regular or general membership meeting by at least a two-thirds (2/3) approval of the members present at the meeting, provided the following are complied with:

1. A motion to change the Bylaws must be made by a member of the Corporation in good standing. Due process must follow to second and vote on the motion.
2. Written notice stating the intent to change or amend the Bylaws must be sent to the entire membership either by the regular newsletter or by a special letter from the Secretary as directed by the Board of Directors.
3. The change or amendment has been read at two monthly general membership meetings prior to voting on the change or amendment. At least two-thirds (2/3) of the members present at the meeting must vote approval before any change can be made.

ARTICLE NINE (9)  
POLICIES AND PROCEDURES

Policies and Procedures

Section 9.01. Applicable policies and procedures may be developed to enhance or to clarify pertinent ARTICLES in the Bylaws of the Bay Point Rod and Gun Club.

Section 9.02. All policies and procedures will be numbered relative to the referenced ARTICLE.

**BAY POINT ROD AND GUN CLUB**  
**Concord, CA.**

**PART II**

**POLICIES AND PROCEDURES**

# **BAY POINT ROD AND GUN CLUB POLICIES AND PROCEDURES**

## **ARTICLE ONE (1) OFFICES AND PURPOSE**

PP-1.1 None

## **ARTICLE TWO (2) MEMBERS**

PP-2.1 Annual membership dues shall be \$25.00. Annual dues shall be reduced by \$5.00 with proof of NRA membership. (Adopted 8/4/92), Beginning on January 1, 2006, the initiation fee for all new members shall be \$25.00. (Adopted 11/1/2005)

PP-2.2 Any Associate Member who applies for full membership shall have the initiation fee waived. (Adopted 11/7/2000) The initiation fee for prospective club members who are transferring from or hold concurrent membership in one of the four affiliated U.S.I. Clubs will be waived. All other fees will remain the same. (Adopted 8/4/92)

PP-2.3 Membership dues shall be prorated to one-half the fee after January 1 of each year. (Adopted 8/4/92)

PP-2.4 A prospective member may be sworn in by any Officer or Board Member upon receipt of a completed application and receipt of appropriate fees. (Adopted 8/4/92)

PP-2.5 To promote family participation in the club, the spouse of members and dependents under 18 years of age, are allowed to participate as associates in all club activities after payment of a \$1.00 annual fee. (Adopted 8/4/92)

PP-2.6 Any member who has remained in good standing with the club for a period of twenty (20) years is thereafter entitled to life membership for as long as the club should exist. Life membership carries voting power and provides continuous membership on a dues-free basis. (Adopted 8/4/92)

PP-2.7 A spouse who has been an Associate Member in good standing for five consecutive years, is considered a Life Member when the Primary Member becomes a Life Member. (Adopted 11/7/2000)



- PP-2.8 Only members and associates in good standing shall be eligible to participate in raffles and drawings or receive prizes associated with those club events. Possession of a current membership card shall constitute proof of membership in good standing. (Adopted 8/4/92 as amended on 2/2/2000)
- PP-2.9 Any member violating the Constitution or Bylaws of this club or committing any offense that will bring discredit to the club or willfully neglecting a member's duty shall have the case referred to a committee comprised of the Officers of the club. Their recommendations, approved by a majority vote of this club, shall be final. (Adopted 8/4/92)
- PP-2.10 Complaints against any member shall be in writing and presented to the Board of Directors. (Adopted 8/4/92)
- PP-2.11 Members who are terminated pursuant to Article 2.13(b) of the Bylaws will be required to pay an initiation fee to renew membership. (Adopted 8/4/92)
- PP-2.12 Only members in good standing are eligible to participate in any subsidized club events. (Adopted 2/2/2000)
- PP-2.13 Any member in good standing who is selected in a subsidized pheasant drawing must harvest the pheasants within sixty (60) days of the issue date on the pheasant card or the start of the season, whichever is later, or the pheasants will revert back to the club. Member's cost is not refundable. The pheasants are non-transferable.  
EXCEPTION: Any member who has been drawn for pheasants and has paid the fee for the birds may have another member harvest their pheasants for him/her. This exception only applies to those individual members that have a physical handicap or impairment that precludes them from harvesting their own birds. This is not considered a transfer of pheasants. (Adopted 9/4/2001)
- PP-2.14 Any member in good standing who goes on a subsidized commercial or licensed guided fishing trip may have a portion of the cost refunded by the Club Treasurer. Proof of trip cost will be required. Members may not exercise this privilege more than twice a year. (Adopted 2/2/2000)
- PP-2.15 Associate members and prospective members are allowed to participate in pre-meeting shoots providing they pay the current price the club is charged. Prospective members will be able to participate only once without joining the Club. (Adopted 1/8/2002)
- PP-2.16 Memberships for members and associates may be granted or renewed on one(1),two(2), or three(3) years basis. The total dues associated with the multi-year membership will be established at the beginning of the membership and will not be increased or decreased over the period of the membership. (Adopted 6/7/2005).

## **ARTICLE THREE (3)**

### **MEETINGS OF MEMBERS**

PP-3.1 Regular membership meeting shall normally be held on the first Tuesday of each month. The Board of Directors shall meet at a time specified by the President. (Adopted 8/4/92)

PP-3.2 Five members in good standing shall constitute a quorum for the conduct of business at any regular or special meeting. (Adopted 8/4/92)

PP-3.3 All meetings of the club, whether regular, special or Board, shall be open to the general membership. (Adopted 8/4/92)

PP-3.4 The order of business at all general membership meetings will generally be as follows:

1. Pledge of Allegiance
  2. Roll call of Officers and introduction of guests.
  3. Minutes of previous Board meeting and General Membership meeting.
  4. Treasurer's report.
  5. Correspondence.
  6. Applications for membership.
  7. Reports of Committees.
  8. Unfinished business
  9. Old business.
  10. New business.
  11. Good of the Club.
  12. Initiation.
  13. Adjournment
- (Adopted 8/4/92)

PP-3.5 Except as otherwise specifically provided by a majority vote of club members present during a general meeting, drawings for participation in club events shall be held exclusively during general meetings. (Adopted 8/4/92)

PP-3.6 Except as otherwise specifically stated in the Bylaws and the associated Policies and Procedures, the general membership may vote on club issues at a regular or specific meeting. A majority vote shall be required of the members present. (Adopted 1/4/05)

PP-3.7 Pursuant to Section 3.04 of the By-Laws, a written notice of every regular membership meeting and every Board of Directors meeting may also be sent to the club membership electronically. (Adopted 7/5/05).

PP-3.8 None

## **ARTICLE FOUR (4)**

## **OFFICERS/BOARD OF DIRECTORS**

- PP-4.1 The club's fiscal year and term of all Officers and Board of Directors shall be from July 1 to June 30 of each year. (Adopted 8/4/92)
- PP-4.2 The Officers-Elect, before entering into their duties, shall take the following oath, administered by the installing officer: "I (giving full name) DO HEREBY SOLEMNLY SWEAR ON MY HONOR THAT I WILL FAITHFULLY DISCHARGE THE DUTIES OF THE OFFICE TO WHICH I HAVE BEEN ELECTED, THAT I WILL ABIDE BY AND UPHOLD THE CONSTITUTION AND BYLAWS AND ALL REGULATIONS OF THIS CLUB AND THAT I WILL FULFILL THE PLEDGE TO THE BEST OF MY ABILITY." (Adopted 8/4/92)
- PP-4.3 Special duties of the President are:
- a. To attend and represent the club at all meetings of United Sportsman, Inc.
  - b. To appoint five (5) members and one (1) alternate to represent the club as delegates on the Board of Directors of United Sportsman, Inc.
- PP-4.4 All committees shall be appointed by the President. Committees shall be of two types: Standing or Temporary. (Adopted 8/4/92)
- PP-4.5 The combination to the safe is to be changed when the Presidency is reorganized each year. (Adopted 8/4/92)
- PP-4.6 In lieu of Officers reporting actual and necessary yearly expenses, an expense allowance of \$599.00 each shall be paid to the President, Vice-President, Secretary and Treasurer. (Adopted 8/4/92)
- PP-4.7 Three consecutive absences from a general meeting by a Member of the Board of Directors shall constitute a vacancy of the member's position. (Adopted 8/4/92)
- PP-4.8 In the event of the resignation of the Secretary or the Treasurer, the resignation shall be in writing and submitted one meeting preceding its effective date. The Board of Directors shall examine the books and funds and report their findings to the membership at the next regular meeting. (Adopted 8/4/92)
- PP-4.9 None.

## **ARTICLE FIVE (5) ELECTIONS**

- PP-5.1 None

## **ARTICLE SIX (6)**

# **CORPORATE RECORDS AND REPORTS**

PP-6.1 None

## **ARTICLE SEVEN (7) DISTRIBUTION OF ASSETS AND DISOLUTION**

PP-7.1 DONATION CRITERIA

### PURPOSE

- To promote and enhance outdoor activities, including hunting, fishing, shooting and archery consistent with the Club mission.
- To preserve wildlife habitat for outdoor sporting purposes.
- To protect gun owners' rights to bear arms under the Constitution.

### CRITERIA

- a) The organization should serve the Club's mission of fostering, promoting and perpetuating any of the sports of archery, fishing, rifle, pistol and shotgun shooting.
- b) The organization should serve the Club's mission to encourage the proper use of first aid, safe handling of firearms, conservation of all natural resources and wildlife, and support the state and federal fish and game laws.
- c) The organization should seek to preserve the Constitution of the United States and/or California, including preserving the right to own and bear arms.
- d) Due to the limited resources of the Club, the selected organization should provide meaningful results and impact for the Club and public.

### SELECTION PROCESS

1. A subcommittee will be appointed by the Board of Directors and will prepare a list of recommended organizations for potential donations and annually present the list to the Board of Directors.
2. Any Club member may submit a request to the subcommittee on behalf of a worthy organization to be considered by the subcommittee.
3. The Board of Directors will review the final list, discuss the recommendations and select the organization(s) for donation(s).
4. The Board of Directors will advise the Club members of the selection(s) and the recommended amount(s) to be made by motion to club members.
5. Following motion and discussion, Club members will vote on the proposed donation(s).
6. The Club Treasurer will then disperse the approved donation amount(s) to the worthy organization(s). (Adopted 3/14/2010)

PP-7.2 None

## **ARTICLE EIGHT (8) AMENDMENTS OR CHANGES TO THE BY-LAWS**

PP-8.1 None

## **ARTICLE NINE (9) POLICIES AND PROCEDURES**

PP-9.1 Any new Policies and Procedures, or amendments and changes to be made to existing Policies and Procedures shall be in accordance with the requirements of ARTICLE EIGHT of the By-Laws. (Adopted 2/6/96)

PP-9.2 TROPHY AWARDS: (Adopted 6/4/96 as amended 2/2/2000, further amended 8/3/2010)

### **TROPHY PROCEDURES AND POINT SYSTEM POLICIES**

The following individuals may be awarded trophies:

1. Members.
2. Associate Members.
3. Member's children under 16 years of age.

PP-9.3 RULES FOR FISHING TROPHIES: (Adopted 6/4/96, Amended 8/3/10)

1. Trophies will be awarded for any and all freshwater and saltwater species which are deemed legal to take by the fish & game agency governing the area in which the fish is/are taken.
2. Measurement Required: (all measurements to be verified by a club member in good standing or by conclusive photographic evidence)
  - A. Total weight of the individual fish in pounds and ounces (example: 12lbs. 10oz.)
3. All fish must be taken only by means deemed legal by the fish & game agency governing the area in which the fish is/are taken.
4. Trophy cards must be filled in with all pertinent information and signed by the member. It shall be verified by a bait shop, sports shop or a Club Member in good standing.

PP-9.4 RULES FOR HUNTING TROPHIES (FUR): (Adopted 6/4/96, Amended 8/3/10)

1. Trophies will be awarded for any and all furbearing species which are deemed legal to take by the fish & game agency governing the area in which the animal is taken.

2. Point System: (all measurements to be verified by a club member in good standing or by conclusive photographic evidence)

- A. Deer. The additive total of the following measurements determine the total points for the deer.
  - 1. Length of both main beams.
  - 2. Widest spread inside.
  - 3. Girth at base of both antlers.
- B. Elk, Antelope, Moose and Caribou by Boone and Crockett scoring system.
- C. All other species by field dressed weight in pounds and ounces.

PP-9.5 RULES FOR HUNTING TROPHIES (FEATHER): (Adopted 6/4/96, Amended 8/3/10)

1. Trophies shall be awarded for any and all bird species which are deemed legal to take by the fish & game agency governing the area in which the bird is taken.

2. Measurement Required: (all measurements to be verified by a club member in good standing or by conclusive photographic evidence)

- A. Pheasant: longest tail feather is measured from tip to tip, in inches and fractions of inches (example: 22 ½ inches).
- B. Turkey: total length of beard, in inches and fractions of inches.
- C. Other birds: total length of wingspan, wingtip to wingtip, in inches and fractions of inches.

PP-9.6 GENERAL: (Adopted 6/4/96, Amended 8/3/10)

- 1. All decisions of the Trophy Committee are final.
- 2. When at all possible, Trophy Committee members should verify all trophies. Trophy Committee members will try to accommodate Club Members and may be contacted for verification of game other than meeting nights since game will not keep and no other verification has been made.
- 3. The trophy year shall be from February 1 through January 31 of the following calendar year.
- 4. Trophy cards must be filled in with all pertinent information and signed by the member and verifying member. All trophy cards should be submitted to the Trophy Committee or placed in the trophy box as soon as possible. The deadline for all trophy cards shall be February 7 to allow sufficient time for all January entries. Incomplete or illegible trophy card entries will not be accepted, and in this

case should be returned to the submitting member to be completed or clarified and resubmitted. However, any resubmissions must be received by February 7 to be considered valid. Where possible, a photograph of the fish or game animal should accompany the trophy card entry.

5. Any member (Wife, Husband, or Child) submitting a falsified entry card, as well as the member who attests to the validity of the entry on the trophy card, shall be immediately disqualified from that year's trophy competition and shall not be permitted to participate in, or be eligible for an award for five years.

6. Trophy entries will be accepted and awards issued for each of the following geographical areas:

- a) Fish or game taken within the state of California.
- b) Fish or game taken outside the state of California but within the United States.
- c) Fish or game taken outside the United States.

PP-9.7 None

END