

Current By-Laws of the Houghton Lake Sportsmen's Club

Revision Date: 10/02/2023

ARTICLE I: NAME

The name of this organization shall be the Houghton Lake Sportsmen's Club, Inc., a non-profit 501 (c) (7) organization, hereafter to be known as the "Club". The Club address is 2929 Tower Hill Road, Houghton Lake, Michigan 48629. The Club mailing address is: P.O. Box 463, Houghton Lake, MI 48629. This post office box may also be used as the legal post office address.

ARTICLE II: MISSION

The mission of the Houghton Lake Sportsmen's Club shall be to promote fellowship among sportsmen and women, good-sportsmanship, conservation of wildlife, responsible hunting practices and civic responsibilities. The Club purpose is to provide a facility for the provision of a private, safe environment for archery and firearms use for Club members. The Club supports the second amendment in principle and practice.

ARTICLE III: MEMBERSHIP

Section 1: Any person 18 years of age or older may apply for membership in the Club.

Section 2: Application for membership shall be endorsed by at least one member of the Club, who will be their sponsor, and be presented in person to the Board of Directors at the next general membership meeting. A person and their partner may join under the family plan by paying an additional initial fee of 50% over a single membership. A current member whose partner joins will pay an additional 50% over a single membership fee. Under a family membership both members will have the same privileges and voting rights as an individual member. In the event that the applicant does not have a sponsor, he/she must be interviewed by the Membership Director or at least one Board member who will act as their sponsor.

Section 3: All applicants must be approved for membership by a majority vote of Club members present at the General Membership Meeting. Approved applicants will have a six-month probationary period to learn and demonstrate compliance with the Club's rules. If the board feels it would be a benefit to the club the 6 month probation period may be waived.

Section 4: A member's family; their partner, children (under 18) and grandchildren (under 18) may have use of the facilities when accompanied by a member. Members can bring occasional guests no more than 3 times within one year. Any further use of the club facilities requires that person to become a member. Further, the member shall not allow or authorize any non-member to use the facilities unless that member is present.

Section 5: All new members shall be issued Rules and Regulations and By-Laws of the Club.

Section 6: Only members in good standing will be allowed to take part in the voting procedure (1 vote per paid membership). Probationary members shall not vote in Club elections.

Section 7: The membership year shall be from June 1 until May 31 each year. Application forms for new or renewal of membership will be available via mail, e-mail, or on the Club website along with the "Hold Harmless Agreement". Renewal dues are adjusted based on the member having fulfilled their required work hours for their membership. Dues are to be paid by June 1. If dues are not paid by July 1, the membership is considered to have expired and the individual will need to reapply as a new member.

ARTICLE IV: SUSPENSION OR TERMINATION

Section 1: Whenever the conduct of any member injures the welfare, interest or character of the Club, violates the Club's Rules and Regulations, or Range Safety Rules, the member may have their membership suspended or terminated. The charges must be presented to the Board. If the charges are found to be valid by a 2/3 vote of the board, the Board will present the charges to the accused. The accused will be given fifteen (15) days to respond to the Board. If requested, a special board meeting may be convened for this purpose. If the Board still agrees by a 2/3 vote that the charges are valid, then a suspension or termination may be requested by the Board.

Section 2: If the request is for suspension, the Board may, without membership vote, suspend a member for up to ninety (90) days from any use of the Club and or any participation in all Club activities. If the request is for termination, the Board will present the violation to the membership at the next available Membership Meeting for their vote, by a majority of members present, to terminate the membership of the accused.

Section 3: A member that has had their membership suspended or terminated shall have no rights or interest in any property of the Club, real or personal, and shall forfeit all dues, and/or range fees paid or donated to the club. Any member suspended or terminated shall be banned from club property and all Club activities for the duration of the suspension or termination.

Section 4: A member that has had their membership terminated will not be considered for reinstatement at any future date. Termination of club membership is permanent.

ARTICLE V: RULES AND REGULATIONS

Section 1: The Rules and Regulations & Range Safety Rules are in place to assist in the safe and efficient operation of the Club.

Section 2: The Rules and Regulations & Range Safety Rules are subject to change. A member(s) must submit the proposed change(s) in writing to the Board. The Board will have 60 days to review the proposed change(s). A 2/3 vote of the Board is required to approve the proposed change(s).

ARTICLE VI: DEFINITION AND DUTIES OF THE BOARD OF DIRECTORS

Section 1: The business, property, and affairs of the Club shall be managed by the Board. All Board members will operate in an ethical manner at all times. The Board of Directors shall consist of seven (7) members: President, Vice-President, Secretary, Treasurer, Membership, Publicity/Public Relations, and Building/Grounds.

Section 2: The President shall preside at all Membership Meetings and all Board of Directors meetings. The President shall be a member "ex facto" of all regular and special committees and provide leadership and direction of Club activities.

Section 3: The Vice President shall assist the President in all matters pertaining to the business and operation of the Club. The Vice President will assume the duties of the President, if an absence should occur, or if requested by the President. If a vacancy of the office of the President occurs, the Vice President will become the President.

Section 4: The Secretary will record all information at Membership Meetings, Board Meetings, and special meetings. The Secretary will keep an accurate account of all proceedings of the Club, organize and maintain the documents of the Club.

Section 5: The Treasurer shall be responsible for collecting all monies of the Club. The Treasurer will have custody of all funds and shall pay out of the funds all bills and debts of the Club upon two signatures. The board shall designate cosigners of Club checks. The Treasurer will report Club finances at Board Meetings and Membership Meetings and maintain all Club accounting records. If the Treasurer is unable to perform his or her duties, the President will maintain the duties of the Treasurer until a replacement has been appointed.

Section 6: The Membership Director will manage new and renewal membership documentation. The Membership Director will receive membership monies to be forwarded to the Treasurer. The Membership Director will maintain member records, explain privileges and responsibilities, distribute orientation packets with membership cards, orientate members to the Club, and establish Safety Seminars for all members. The Membership Director will issue a copy of the By-Laws, Rules and Regulations, and Range Safety Rules to all new members.

Section 7: The Publicity/Public Relations Director will provide information to the public via local media outlets and the internet about Club activities and events. This Director must have good computer and communication skills. He or she may also communicate with the membership about future Club meetings, events, and activities.

Section 8: The Building/Grounds Director will ensure that Club facilities are clean, maintained, and safe for all events and activities. He or she may organize “work groups” if necessary to complete maintenance or special projects.

Section 9: A quorum of the board will consist of one (1) member more than one-half (1/2) the number of members of the Board.

Section 10: No more than 2 persons per family may hold a Director's position. This is immediate family members; including parents, spouses, siblings and children. Immediate family Board members will not have simultaneous fiduciary privileges.

Section 11: Committee Chairs are individuals who will organize and manage events at the Club, such as; Raffles, Gun Shows, Leagues, Range Maintenance, Safety Seminars, etc., this is not an all-inclusive list. Committee Chairs will report to the Board when necessary. There will be no meeting requirement unless to give a report to the Board.

Section 12: Activity Leaders will organize and manage a particular activity at the Club, such as; Blackpowder League, Action Pistol League, 5 X 5, Rummage Sales, Sight-in-Days, Trunk-or-Treat, Junior Archery, etc., as this is not an all-inclusive list. Activity Leaders will report to the Board when necessary. There will be no meeting requirements unless to give a report to the Board.

Section 13: No member, including Directors, Committee Chairs, or Activity Leaders shall receive compensation other than reasonable expenses.

Section 14: Directors shall use discretion and good judgement in discussing affairs of the Club. The Directors shall not discuss or disclose information about the Club or its activities to any person unless it is already a matter of public knowledge.

Section 15: A board member may be removed for cause at any duly constituted meeting of the board by a majority vote of the then-serving board members.

ARTICLE VII: ELECTIONS

Section 1: The Board will appoint an election chair to confirm incumbents' intentions and find candidates prior to the November elections. Candidates for election to the Board may be nominated by committee, volunteer or be nominated and seconded from the floor.

Section 2: Candidates will be elected by a majority vote at the November Membership Meeting. The voting may be by written ballot when any person is contested. Voting will be by members in good standing who are physically present at the election meeting.

Section 3: When positions are contested, a Sergeant-At-Arms will be appointed by the Election Chair to deliver ballots at the election meeting.

Section 4: The newly elected Board members shall be seated immediately following the announcement of the election results.

Section 5: A Director serves for a period of two (2) years. The office of the President, Secretary, and Building/Grounds will be up for election on odd numbered years. The election for the office of Vice President, Treasurer, and Directors of Publicity and Membership shall be held on even numbered years.

Section 6: The Board may appoint a member of the Club by majority vote to fill any vacancy on the Board. Such appointments shall be for the duration of the term of the Director the member replaces.

ARTICLE VIII: MEETINGS

Section 1: There shall be a monthly meeting of the General Membership on the first Monday of each month. In the event of the first Monday falling on a holiday, the general meeting will be held on the second Monday of the month. Board meetings shall be on the last Monday of the month unless otherwise scheduled. All meetings of the members and of the Board may be held at the Houghton Lake Sportsmen's Club or any other acceptable location within the County of Roscommon in the State of Michigan. A membership quorum is required to hold any vote by the membership. Board meetings are open to any member who wishes to attend. Any member who has any club business they would like to address to the board shall arrange it with the board President.

Section 2: A quorum is defined at five (5) percent of the total number of members in the Club, in good standing. A quorum for Board action is defined as one (1) member more than one-half (1/2) of the number of members on the Board of Directors.

Section 3: Special meetings may be called by any Board member when a majority of the Board deems it necessary. If a special meeting is called there is no requirement necessary to notify club membership that a special meeting has been called.

Section 4: Notice of special meetings shall contain the date, time, place, and purpose of the special meeting of the Board. Notice shall be given by the Board member calling the meeting via email or personal communication at least twenty-four (24) hours prior to the meeting.

Section 5: A member elected to the Board who fails to attend one-half (1/2) of the Board and General Membership Meetings combined within twelve (12) consecutive months may be replaced by a majority vote of the Board.

ARTICLE IX: DISSOLUTION

Section 1: The Club shall reserve the right to dissolve at any time by a three quarters vote of the total membership, in good standing.

Section 2: Every member shall be entitled to vote in person or by absentee ballot appointed by instrument in writing subscribed to by each member or by his duly authorized attorney. Upon dissolution the property can never be sold, and any remaining bills or debts shall be paid. The property and remaining assets will be donated to another like non-profit organization.

ARTICLE X: BY-LAWS AMENDMENTS

Section 1: Any proposed amendment shall be presented in writing by the Board of Directors or any club member, in good standing, at a regular, special, or board of Directors meeting. Any proposed amendment presented by a member shall have the written support of ten (10) different members, all of whom are in good standing.

Section 2: Each By-Law amendment shall reference a specific article and section in the By-Laws. Any proposed amendment presented by the Board of Directors shall have the written support of a majority of the entire board. Once a proposed amendment has been presented at a regular, special or Board of Directors meeting it shall be sent to the General Membership via e-mail or U.S. mail at least thirty days prior to the next regular monthly meeting of the Club.

Section 3: After the thirty days waiting period has lapsed, the amendment shall be read to the General Membership at the next regular monthly meeting. If the sponsoring member or Director is not present at the regular monthly meeting, the amendment will be tabled until the next regular monthly meeting.

Section 4: The President will then call for a vote on the amendment. An affirmative vote of two-thirds (2/3) of all members present at a regular monthly meeting is required to enact any amendment. A vote on any amendment can only be taken if a quorum, as directed in Article VIII, Section 2, is present..

ARTICLE XI: RULES

Robert's "Rules of Order" shall be the Parliamentary guide and authority of this organization.

Date approved: 08/07/2023

by: Houghton Lake Sportsmen's Club Membership & Board of Directors

ARTICLE XII: BUDGET

The fiscal year of the Club shall be from January 1st to December 31st. The Board shall adopt an annual operating budget prior to the start of each fiscal year.

ARTICLE XIII: SEVERABILITY CLAUSE

If any provision of these By-Laws is held illegal or unenforceable in a judicial proceeding, such provision shall be severed and shall be inoperative, and the remainder of these By-Laws shall remain operative and binding.