

BY LAWS

Conservation Pledge

I give my pledge as an American
To save and faithfully defend from waste
The natural resources of my country,
Its air, soil and minerals, its
Forests, waters and wildlife.

Abbreviations

Alt Dir = Alternate Director
BoD = Board of Directors
EBoD = Executive Board of Directors
GM = General Membership
GMM = General Membership Meeting
H.P.S.A. = Huron Pointe Sportsmen's Association



2021

Amended and Approved by General Membership
July 13, 2021

BY LAWS

2021

**Amended and Approved by General
Membership Month nn, 2021**

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CONSTITUTION And BY-LAWS

HURON POINTE SPORTSMEN'S ASSOCIATION

ARTICLE I CLUB NAMES

Section 1: Club Names

This organization shall be named "Huron Pointe Sportsmen's Association, Incorporated." Here in after referred to as H.P.S.A. or HPSA.

ARTICLE II PURPOSE AND CLUB COLORS

Section 1: Purpose

The purpose of this non-profit organization shall be to: Advance fellowship and good sportsmanship through outdoor sports specifically; hunting, fishing, shooting and archery, promoting sound conservation and pro-legislation, monitor federal, state and local administrative procedures, while fostering sound safety and environmental educational programs for all.

Section 2: Club Colors

The club colors shall be green and gold.

ARTICLE III PART I: MEMBERSHIP

Section 1: Age Limit

All members must be twenty one (21) years of age or over to receive voting rights on alcohol related issues.

Section 2: General Membership Limit

The GM of H.P.S.A. shall be limited to three hundred (300) general members, plus the Green and Gold members.

Section 3: Membership Level Definitions:

I: Officers/Directors: EBoD (*as defined in Article V, section 1*): Full voting rights on all club issues that require membership approval. Dues waived while in office. Participate in club events at GM rates. Elected to office at the December GMM by nomination, ballot and majority vote. Assume office on January 1.

II: Directors: BoD (*as defined in Article V, section 1*): Full voting rights on all club issues that require membership approval. Dues waived while in office. Participates in club events at GM rates. Elected to office at the December GMM by nomination, ballot and majority vote. Assume office on January 1.

III: Green and Gold: A member who has reached the age of sixty (60) and has been a H.P.S.A. member in good standing for fifteen (15) consecutive years. Shall be exempt from paying dues and special assessments and will retain full voting rights on all club issues that require membership approval (1 vote per member of record). Pays an annual maintenance fee (*as defined in Article III, Part II, Section 4*). Participates in club events at GM rates.

IV: General Member: A member in good standing (*as defined in Article III, Part I, Section 9*) has full voting rights (1 vote per member of record). Pays membership dues (*as defined in Article III, Part II*), Participates in events at GM rates.

V: Probationary Member (First year as GM): A Probationary member has full voting rights on all club issues that require membership approval (1 vote per member of record). Pays membership dues (*as defined in Article III, Part II, Section 6*) and meets requirements (*as defined in Article III, Section 6 and Section 7*). Participates in club events at GM rates. Is ineligible to run for any board position (can be waived with a 2/3 vote of the GM).

VI: Wait List: A prospective member that has met all requirements (*as defined in these By-Laws*) will remain on the wait list (maximum number of applicants shall not exceed fifty (50) until such time as an opening occurs (openings are filled by a first come first serve interview process,). Furthermore has no voting rights, participates in events at non member rates. No person on the wait list may purchase alcohol at the club.

VII: Inactive Member: A member who has paid a fee (*as defined in Article III, Part II, Section 5*). Has no voting rights. Participates in club events, at non member rates. May be reinstated (*as defined in Article III, Part II, Section 5*). Inactive member may not purchase alcohol at the club.

Section 4:

Prospective Members (Wait List)

All prospective members on the waiting list must have paid their initiation fee. The Membership Secretary or designated body must interview the applicants. A recommendation will be made to the BoD. The BoD will review the applicant's qualifications and recommendation from the Membership Secretary or designated body for membership.

Section 5:

Probationary First Year Transition

Prospective members must remain on the waiting list (Maximum Limited to 50 on list) if the club roster is full. The H.P.S.A. BoD will determine the cost of these annual fees.

The first year of a GM will be a probationary year. Probationary means that if a person does not participate in club activities, or meet club standards, the person will be dropped from membership the following year, unless there is a valid reason approved by the BoD.

Section 6:

Probationary Members Requirement

Every probationary member must participate in a league or H.P.S.A. function of his or her preference in order to be allowed to become a general member the following year. If a probationary member fails to complete a league or H.P.S.A. function, due to circumstances beyond his/her control, the BoD will have the authority to approve him/her as a new member.

Section 7:

Probationary Members Workday

Probationary members must work a designated workday, as established by the BoD or the committee chairperson, in addition to the mandatory work hours.

Section 8:

Guest(s)

All members must sign in all guests. The sponsoring General Member will also be responsible for their guest during the guest's visit to H.P.S.A. No guest may purchase alcohol at the club.

Section 9:

Definition: Member in Good Standing

A member that has not violated the Federal or State Conservation laws, Articles of Incorporation, H.P.S.A. By-Laws, league rules, range rules, and/or house rules and has paid all dues and assessments owed of him/her.

Section 10:

Definition: Suspension Procedure

A member may be suspended or expelled for any just cause upon written petition by any member in good standing and following a hearing before the EBoD. For example, any violation of Federal or State Conservation Laws, Articles of Incorporation, the By-Laws of H.P.S.A. or the rules of the Association can be reason for suspension. In addition, any conduct harmful to the purposes or interests of H.P.S.A. or its members, or who causes or may intend to cause injury or embarrassment to H.P.S.A. shall be deemed just cause for suspension or expulsion of a member. At least thirty (30) days

before the time set for such a hearing, written notice shall be sent to the member against whom charges are brought, containing the alleged charges. It shall be mailed to his/her last known place of residence, by registered mail, with return receipt requested. Any member expelled pursuant to this section, shall have the right to appeal to the GM at the next GMM.

PART II: FEES

Section 1:

Application Fee

The H.P.S.A. BoD will determine the application fee. Prospective new members submitting an application must pay an annual fee to go on the waiting list and receive the monthly newsletter at the same time they submit their application. Persons on the waiting list will be billed annually.

Section 2:

Wait List Annual Fees

The H.P.S.A. BoD will determine the cost of these annual fees. Annual fees must be received by the 1st of May of each year. Failure to pay these will result in removal from the waiting list.

Section 3:

General Member Dues

General Members are required to pay annual dues at the predetermined rate. The H.P.S.A. BoD, based on the financial state of H.P.S.A., may increase the GM rate. All rate increases greater than 50% of current dues must be approved by the GM. GM dues must be received by the 1st of May of each year.

Section 4:

Green and Gold Member Fees

The "Green and Gold Members" will be required to pay an annual maintenance fee. This fee will be established by the BoD. Failure to pay this maintenance fee will result in the member in question being dropped from the H.P.S.A. membership roster. This maintenance fee is due by the 1st of May of each year.

Section 5:

Inactive Members (Requirement/Fee)

Inactive members: At the discretion of the H.P.S.A. BoD, a member may become an inactive member, can be retained on the roster as a member in good standing by paying an annual maintenance fee per year. An inactive member could be:

- A member who is serving on active duty in the armed services of the U.S.A.
- A member who has moved more than a fifty (50) mile radius from H.P.S.A.
- A member whose work has taken him permanently or temporarily out of state or more than a fifty (50) mile radius from H.P.S.A.,.
- Any other situation is to be ruled on at the discretion of the H.P.S.A. BoD.

The annual maintenance fee is due by the 1st of May of each year. Loss of membership will result with the failure to pay the maintenance fee. The annual maintenance fee may be waived at the discretion of the H.P.S.A. BoD.

Inactive members that wish to be reinstated as an active member must notify the BoD in writing. The BoD may reinstate the member on a "First Come First Serve Basis". The dues will be prorated.

Section 6:

Probationary Member Dues

New probationary members joining H.P.S.A. will have dues prorated based upon current membership dues, and remaining time in annual membership year.

Section 7:

Member Reinstatement Fee

Members may be reinstated in the club upon approval of the BoD and with the repayment of initiation fee, all current dues, special assessments, and/or maintenance fees.

Section 8:

Assessment Payment

All pledges and assessments are due within thirty (30) days. All tickets are payable one week prior to the day of the event. A delinquent list will be submitted to the BoD for disposal.

Section 9:

Raffle Tickets

- Sub. A: All members accepting tickets will be responsible for them.
- Sub. B: All raffle tickets and/or club event tickets must be accounted for, three weeks prior to the date of the raffle and/or club event.

Section 10:

Annual Dues

The annual dues will be determined by the BoD and, if greater than 50% of current dues, approved by a two thirds (2/3) vote of GM at a GMM of H.P.S.A. or a special meeting called for that purpose. A notice of any proposed dues increase will be announced in the newsletter and posted on the clubhouse bulletin board.

Section 11:

Special Assessment / Penalty

The BoD, at any Regular or Special BoD meeting, may propose a penalty and/or special assessment. The purpose of a penalty or special assessment is to encourage individual participation in H.P.S.A. activities, to attain the goals of H.P.S.A. and to defray general operational costs. A notice containing the proposed assessment shall be mailed by the Recording Secretary to each member not less than ten (10) days prior to the Regular GMM of H.P.S.A. or a Special meeting called for that purpose. If said proposed assessment is approved by a two-thirds (2/3) majority of the members voting, it shall become effective and payable by each member.

Section 12:

Work Hours

Twenty (20) work hours are mandatory for all members, regular or probationary. The event chairman will record work hours.

Section 13:

Work Hours Payment

All members will pay the current dues rate to continue their membership. Should a General Member not complete their work hour requirement, they must purchase part or all of their mandatory work hours at a price of seven (\$7.00) dollars per hour, plus their base membership renewal fee.

ARTICLE IV
GENERAL MEMBERSHIP MEETINGS

Section 1:

Meeting Attendance

All members will be required to attend a minimum of three (3) GMM a year, unless excused by the BoD. H.P.S.A. shall hold GMM on the second (2nd) Tuesday of each month at the H.P.S.A. clubhouse at 07:00 p.m. local time.

Section 2:

Special Meeting

A special meeting may be called by the President or upon written request of twenty-five (25) members in good standing.

**Section 3:
Notice of Special Meeting**

A notice of such meeting and its purpose shall be issued to each member within one week prior to such meeting.

**Section 4:
Guest Attending Meeting**

A member's guest or special guest shall be permitted to attend a regular meeting of H.P.S.A., unless such meeting shall be designated as a closed meeting.

**Section 5:
Robert's Rules of Order**

All regular and special meetings shall be conducted by "*Robert's Rules of Order.*"

**Section 6:
Order of Business**

Unless it shall be suspended or altered by two-thirds (2/3) vote of members present, the order of business at a regular GMM shall be as follows:

- A. Call to order by the President
- B. Pledge of Allegiance
- C. Reading of the Conservation Pledge
- D. Roll call of officers
- E. Invited Guest(s)
- F. GMM minutes: read and approval by GM
- G. BoD Meeting minutes: read (for GM information only)
- H. Membership Secretary Report (induction of new members)
- I. Financial Secretary's report
- J. Treasurer's report
- K. Committee Reports
- L. Unfinished Business
- M. New Business
- N. Announcements
- O. Adjournment

**Section 7:
Committees**

Committee shall meet upon call and notice of the Chairman of such committee. All committee reports shall be submitted in verbal or written form.

**Section 8:
Special General Membership Meeting**

All special membership meetings shall be called for the purpose of one (1) specific subject.

**Section 9:
Quorum**

A quorum shall consist of forty (40) dues paying members in good standing.

**ARTICLE V
OFFICERS**

**Section 1:
Executive Board of Directors & Board of Directors:**

The officers of H.P.S.A. shall consist of the EBoD (**). The EBoD is a sub part of the BoD and the members consist of the following:

*President ***

*Vice President ***

*Recording Secretary ***

*Financial Secretary ***

*Treasurer ***

*Membership Secretary ***

Directors: General BoD members, six (6)

Trustees: two (2); two (2) year terms (do not expire simultaneously)

Alternates Directors: two (2) (non-voting on board issues) General BoD members

Sergeant - at - Arms

Special Director and Past President (The GM can also appoint one (1) of each to serve on the BoD.)

**Section 2:
Term Limits**

The officers of H.P.S.A. shall be elected annually by the GM except for the two (2) Trustees which will be for two (2) year terms that will not expire simultaneously.

**Section 3:
Elections**

The BoD shall fill any vacancy that may occur after the regular election had been held.

**Section 4:
Requirement for Prior Board Experience**

The President-elect, Financial Secretary-elect, and Treasurer-elect must have served on the BoD for one (1) year prior to running for, appointed to, and/or being elected to said position. This requirement can be waived with a two-thirds (2/3) vote of the GM.

ARTICLE VI
BOARD OF DIRECTORS' RESPONSIBILITIES

Section 1:
President

The President shall preside at all meetings under “*Robert’s Rules of Order*”.

Section 2:
Signatures on Legal Documents

The President and Recording Secretary shall sign all official documents of H.P.S.A. (i.e. Loans, Titles, Mortgages, etc.).

Section 3:
Signatures on H.P.S.A. Checks

The President, Vice President and/or Treasurer shall sign all checks drawn on H.P.S.A’s treasury to pay all H.P.S.A’s debts with the exception of checks issued by our bank through their “Pay Bills” system.

Section 4:
Committee Appointments

The President shall appoint all committees and serve as an ex-official member of such committees.

Section 5:
Vice President

The Vice President shall perform the duties of the President in the absence of the President.

Section 6:
Recording Secretary

The Recording Secretary shall keep the minutes of H.P.S.A’s meetings and answer all communications.

Section 7:
Financial Secretary

The Financial Secretary shall accept and deposit monies and issue receipts for such monies.

Section 8:
Financial Secretary and Treasurer Reports

The Financial Secretary and Treasurer shall make a report monthly, at each GMM or as directed by the BoD.

Section 9:
Annual Audit

H.P.S.A. will engage an independent CPA who will conduct an annual attestation of our financial records as required by MUCC and provide a report of findings.

Section 10:
EBoD Insurance Policy

The members of the EBoD, shall be protected by an insurance policy, from financial losses of H.P.S.A. monies and/or assets up to \$25,000 due to thefts occurring on or off H.P.S.A. property.

Section 11:
Emergency Expenditures

The President shall have the power to authorize expenditures of H.P.S.A. funds in the event of an emergency, not to exceed five hundred (\$500.00) dollars in any thirty-day (30) period.

Section 12:
Membership Secretary

The Membership Secretary shall be responsible for the collection of payments of membership dues and recording the same.

Keep an accurate record of all members’ contact information.
Account to the Financial Secretary all dues received.
Process all new applications to H.P.S.A.
Act as Chairman of all membership related committee meetings.
Provide a report at each GMM or as directed.
Perform other such duties as may be directed by the BoD.

Section 13:
Sergeant-at-Arms

The Sergeant-at-Arms will maintain order at all BoD and GMMs at the direction of the President or presiding officer.

ARTICLE VII
ADMENDMENTS

Section 1:
By-Laws

The Constitution and By-Laws may be amended by the following procedures:

Sub. A: Amendments may be presented at any GM meeting of H.P.S.A.

Sub. B: A thirty (30) day notice of all applications to amend shall be communicated to all general members in good standing. Notices shall include the date of the presentation to the *GM* for consideration.

Sub. C: Said amendments may be adopted at said meetings after conformance to this constitution, a quorum being present, and by a majority vote of the members present.

Section 2:
By-Laws Infractions

All alleged H.P.S.A. By-Law infractions will be referred to the EBoD in writing. The EBoD will review, investigate, and provide a proposed course of action to the H.P.S.A. BoD. The review, investigation and proposed course of action will be performed by the EBoD or a special committee created by the President.

ARTICLE VIII
BOARD of DIRECTORS

Section 1:
Definition

The BoD shall consist of the officers of the H.P.S.A. and as many members as H.P.S.A's By-Laws govern to elect.

Section 2:
Terms

A Director shall be elected for a period of one (1) year. (as defined in Article V, Section 2).

Section 3:
Proposals

All policies proposed by the BoD are subject to approval by the GM at a GMM or special meeting called for that purpose. The policy will stand as a proposal until approved.

Section 4:
Club Representation

A Director may not act in the name of, or on behalf of H.P.S.A. without the expressed approval of two-thirds (2/3) of the BoD.

Section 5:
Vacancy

In the event that a Director is dismissed or resigns, it shall be the duty of the BoD to appoint a member in good standing to fill this vacancy for the remainder of the term.

Section 6:
Quorum

A majority of the Directors, but not fewer than ten (10), shall constitute a quorum for the transaction of business. The acts of the BoD present, at a meeting at which a quorum is present, shall constitute the acts of such BoD.

Section 7:
Elections

The BoD shall be elected by the GM at-large at the annual GMM in December. A quorum must be present.

Section 8:
Meetings

The BoD shall meet on the Tuesday of the week following the GMM, or immediately following the GMM, as designated by the H.P.S.A. President. The BoD meeting shall be held at the H.P.S.A's Clubhouse at 6:30 p.m. These BoD meetings will be considered closed meetings; no non-BoD member(s) shall be present without an invitation from the BoD.

Section 9:
Special Meetings

A special meeting of the BoD may be called by the Chairman (H.P.S.A. President) or by written request of three (3) Directors, who are in good standing.

Section 10:
Attendance

If a BoD member is absent from three (3) meetings during his/her term of office, he/she will automatically be dismissed from the BoD unless otherwise decided by the BoD.

Section 11:
Temporary Chairman

Upon the absence of the Chairman of the BoD, the next succeeding Executive officer present shall take his place as Temporary Chairman.

ARTICLE IX
INSTALLING OFFICER

Section 1:
Definition

The preceding Past President or Special Director can be so honored as an "Installing Officer" on election night. The Installing Officer chairs the election of officers.

ARTICLE X
PAST PRESIDENT HONORS

Section 1:
Definition

Any member serving three (3) consecutive years on the EBoD shall be given "Past President" honors. Any member serving five (5) consecutive years on the BoD shall be given "Past President" honors.

Section 2:
Dues

All members honored as a Past President will receive the maximum discount on his/her dues, and will be allowed to attend all BoD meetings without an invitation.

ARTICLE XI
Revenue/Asset Use

Section 1:
Funds and Assets

All funds and assets of H.P.S.A. shall only be used for club purposes, under the direction and approval of the BoD.

Section 2:
Revenues

Revenues of the club shall not be used to benefit any member of H.P.S.A. except to further the lawful purposes of the club.

Section 3:
Compensation

No employee, independent contractor, or any person getting paid for their services at H.P.S.A. shall be a member of the BoD.