

# ENFIELD OUTING CLUB BY-LAWS

## ARTICLE 1

**Section 1:** The name of the club shall be *The Enfield Outing Club*.

## ARTICLE 2

**Section 1:** The purpose of this club is to maintain, preserve, and continue the long held American tradition of sportsmanship through commitment to the betterment and improvement of hunting and fishing resources and the advancement and promotion of both leisure and competitive shooting sports in the state of New Hampshire. To always seek and encourage friendly cooperation between sportsmen and landowners and to uphold and obey the regulations set forth by the New Hampshire Fish and Game Department. The club shall also strive to benefit the Town of Enfield by performing certain charitable acts such as (but not limited to) the yearly Santa Claus, by a scholarship to an area resident wishing to study in any field that shall aid in the continued wild resources for the enjoyment of the outdoor sportsman of the state in line with the club's purpose, and to make available membership, and use of the firing range for the Enfield Police Department to use as its firing range.

**Section 2:** Any citizen of the United States may become a member of this organization on vote of the Executive Committee after acknowledging to the following pledge and on payment of the usual initiation fee and dues:

"I certify that I am a citizen of good repute of the United States of America; that I am not a member of any organization or group having as its purposes the overthrow by force and violence the Constitution of the United States; that I have never been convicted of violence; and that if admitted to membership, I will fulfill the obligations of good sportsmanship and good citizenship."

## ARTICLE 3

**Section 1:** The officers of the Enfield Outing Club shall include a president, a vice president, a secretary, a treasurer and a range officer. This slate of officers may constitute an executive committee if need be. They in conjunction with a Board of Directors shall be responsible for the general supervision, control, and management of the affairs of the club, except as herein otherwise delegated or provided for. Officers and Board of Director members shall only hold one elected position.

**Section 2:** Officers elected or appointed shall resume duties at the next regular meeting following their appointment or election. Officers are expected to attend the majority of the regular meetings during their term.

**Section 3:** Vacancies on the executive committee occurring during the year shall be filled temporarily from the Board of Directors. An officer vacancy shall be filled by nomination and election from the membership present at the next regular monthly meeting. The term of the new officer-elect shall last for the remaining portion of the term elected.

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## ARTICLE 4

**Section 1:** The president shall:

- 1: Preside at all meetings of the club, the executive committee and the Board of Directors.
- 2: Be the organization's representative at other meetings or gatherings of interest to the club.
- 3: Study, interpret, and advise the membership in matters of interest for the welfare and stated purposes of the club.
- 4: Shall further act as liaison between our organization and local communities or organizations and activities which he may deem of importance to our stated purpose, acting at all times in the best interest of the Enfield Outing Club.

The president may at any time appoint another officer or member in good standing to act as a representative of the club on his behalf.

**Section 2:** The vice-president shall assist the president in the discharge of his duties. In the absence, disability, or refusal to act, the vice-president shall possess all the powers to perform all the duties of the president.

**Section 3:** The secretary shall:

- 1: Conduct all official correspondences and have custody of all books, papers, and documents of the club.
- 2: Keep a true record of all club and executive meetings and shall notify all members of regular and special meetings.
- 3: Make reports to the executive committee or the Board of Directors as it desires.
- 4: Receive all membership applications and present them promptly to executive committee and the Board of Directors for review and decision thereon.
- 5: Receive all initiation fees and annual dues.
- 6: Keep a true record of all their collections and shall remit same to the treasurer and be given a receipt which shall constitute part of his records.
- 7: Keep a list of all members in good standing and shall provide copies to the executive Board of Directors.
- 8: Maintain revised lists on a 90-day basis each calendar year.

The secretary (or Board of Directors, officers, or members) may appoint an assistant to help perform their responsibilities.

**Section 4:** The treasurer shall:

- 1: Have charge of all funds of the club and shall be responsible therefore.
- 2: Keep an accurate account of all his transactions and render a detailed report with vouchers when requested at any meeting.
- 3: Be bonded to a limit agreeable to the executive board and Board of Directors.

An audit will be conducted when this office is vacated and all property transferred to the successor. All bank deposits and transactions shall be for the benefit of the club. The treasurer (or Board of Directors, officers, or members) shall appoint a deputy to act in their stead should they be unavailable to perform their duties. The deputy shall:

- 1: Have all responsibilities and shall also be bonded the same as the treasurer.
- 2: Be a signer on all accounts, be able to make deposits and transfer funds as needed.
- 3: Forward all receipts, paperwork, etc. to the treasurer.

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**Section 5:** There shall be eleven Board of Directors: past president, current vice-president, current secretary, and eight elected members. Six members shall make a quorum. The term of newly elected board members shall be four years. It shall be their duty to keep permanent records of all club properties and audit the books prior to the annual meeting. Upon a director's inability to serve, the remaining term of the office shall be filled by election at the next regular meeting. Directors are expected to attend the majority of the Board of Directors meetings during their term, and are strongly encouraged to attend member meetings.

**Section 6:** The Chief Range Officer (CRO) shall:

1: Be responsible for the strict enforcement of all safety rules and regulations and shall have full power to take any measures he deems necessary to this end.

2: Be in charge of all activities on the firing lines and shall be responsible for the care and maintenance of targets on all ranges.

3: Appoint assistants having the same power and authority as the CRO to supervise all ranges. The CRO may at any time during any range activity request any member or nonmember to leave the range and or club grounds for conduct not in compliance with safety rules and regulations or any other club rules. The Chief Range Officer will make a full written report of his action at the next regular club meeting or Board of Directors meeting, whichever comes first. The Board of Directors will then decide if any additional action will be taken against the member.

**Section 7:** The officers of the club shall review all area residents applications for scholarship and nominate them to the members to vote on as to who shall be rewarded the scholarship.

### ARTICLE 5

**Section 1:** Regular meetings shall be held on the second Wednesday of each month at 7:00PM.

**Section 2:** The president may call a special meeting at any time.

**Section 3:** Members in good standing may by written request ask the president to call a special meeting.

**Section 4:** Five percent of the membership shall constitute a quorum.

**Section 5:** A member not in good standing shall have no vote at any meeting.

**Section 6:** The use of intoxicating beverages during a business meeting is strictly prohibited.

**Section 7:** Any member having reached age of 65 years and having ten years or more of consecutive membership will be eligible upon application to the secretary for a lifetime membership. Such members shall retain all rights and privileges of senior membership, but shall not be required to pay annual dues.

**Section 8:** Members will pay annual dues that belong to the Enfield Outing Club.

**Section 9:** The regular meeting of the Board of directors shall be held by the first week in January. Additional meetings are generally held quarterly, but special Board meetings may be called by the president at any time.

**Section 10:** Any officer of the law in good standing or special officer in good standing of the Enfield Police Department shall receive an honorary membership to the Enfield Outing Club after filling out the proper membership form for the club, which shall be valid until such time as they are no longer with the Enfield Police Department and shall be afforded all the privileges as any member of the club.

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## ARTICLE 6

**Section 1:** Any member whose conduct shall be judged by a majority of the Board of Directors to have been injurious to the interest or welfare of the club shall forfeit his membership and all rights in connection therewith. Such a judgement however shall not be effective without first giving the member a two week notice in writing of the charges against him and affording him an opportunity of being heard in his own defense. He may require a two-thirds majority vote of those present at such a meeting to reverse the decision of the board.

**Section 2:** Any member violating any article of the by-laws of the club shall be subject to suspension, expulsion, or removal from office by the Board of Directors.

**Section 3:** Any amendment to the by-laws shall be submitted in writing at a regular meeting of the club. Such proposed amendment signed by three members shall be read at three consecutive meetings and voted upon at the fourth. If approved by the majority of the members present and voting, the proposed changes shall become effective immediately.

**Section 4:** The rules of Parliamentary Procedure Practice as comprised in Roberts Rules of Order shall govern the club in all cases that are inconsistent with its by-laws.

**Section 5:** The order of business at meetings is as follows:

- 1: Meeting called to order.
- 2: Reading of the minutes from the last meeting.
- 3: Treasurer's report.
- 4: Report of Board of Directors.
- 5: Applications for membership read.
- 6: Bills.
- 7: Communications.
- 8: Reports of committees.
- 9: Unfinished business.
- 10: New business.
- 11: Order to adjourn.

## ARTICLE 7

**Section 1:** The Enfield Outing Club may be dissolved only with authorization by its Board of Directors given at a special meeting called for that purpose and with subsequent approval by a two-thirds (2/3) vote of the members present at a member meeting. Upon dissolution or other termination of The Enfield Outing Club, all remaining assets of The Enfield Outing Club, after payment in full of all its debts, obligations, and necessary final expenses, or after the making of adequate provision therefore, shall be distributed to such tax-exempt organizations (with purposes similar to those of The Enfield Outing Club) as shall be chosen by the then existing Board of Directors of The Enfield Outing Club.