

**The Bylaws of the  
Elwood Conservation Club, Inc**

**Article 1**

**Section 1**

The name shall be the **Elwood Conservation Club, Inc.**, hereinafter known as the “Club”.

The address is:

9420 N. 1000 W. Rd.

Elwood, Indiana 46036

**Section 2**

This organization shall be a nonprofit organization and is incorporated as such in the State of Indiana and shall have jurisdiction as a conservation club in the Elwood and surrounding area by authority vested in it by the Indiana Department of Natural Resources. This club may be affiliated with any state or national conservation organization that they may see fit.

**Article 2**

**Section 1**

The object and purpose of this club shall be to propagate, preserve and protect the wild life and natural resources of our state and to support and encourage any and all activities related to these purposes.

**Section 2**

To participate and provide the facilities for outdoor and indoor sports, such as but not limited to skeet and trap shooting, rifle and pistol shooting, archery, fishing; etc. and to assist in the creation of sportsmanship.

**Section 3**

The club shall promote social activities within the Club for the benefit of its members and the immediate community.

**Article 3**

**Section 1 Meetings**

Club meetings will be held in the first week of each month on Thursday evening unless otherwise changed by the membership at a regular or special meeting. Special meetings may be called from time to time as deemed necessary by the membership at any meeting. All meeting procedures will be governed by “Roberts Rules of Order” in as far deemed appropriate to the Club's object and purpose.

**Section 2 Membership Requirements**

Members must be at least 18 years of age and membership may not be restricted or denied due to gender, race, ethnic background or religious affiliation. Memberships shall be considered to be “Family” in that the member's spouse and all children under the age of eighteen (18) shall enjoy the privileges of the club's grounds and facilities. Continued membership is subject to members obeying Club bylaws, rules and guidelines. Failure to do so can mean revocation of privileges or expulsion from the Club.

**Section 3 Membership Classifications** Active Members: Active members shall consist of members residing within the jurisdiction of the club, who shall pay an annual membership fee as determined by of the membership at a regular or special meeting. Any sub-organization formed within the club shall require its membership to be good members in good standing of the Elwood Conservation Club Inc., whether or not such sub-organization has a paid membership requirement under its rules and regulations.

**Term & Lifetime Membership** Term and lifetime memberships may be granted upon payment of a fee to be established by the membership at a regular or special meeting

**Honorary Members** Honorary members may be elected for a term as approved by the membership at a regular or special meeting, and the payment of membership dues may be omitted.

**Membership Fees** Membership fees for the various classifications shall be established by the membership at a regular or special meeting.

#### **Article 4**

##### **Section 1 Election of Officers and Trustees**

An election shall be held at the first meeting in December for the purpose of electing officers for the term of one (1) years each and one (1) member of the Board of Trustees for a term of three (3) years. Officers and elected member of the board of Trustees shall take office at the first meeting in January, succeeding.

##### **Section 2**

All votes shall be cast by the members in person (only members in good standing that have attended at least five (5) regular meetings in the current year will be allowed to vote). No absentee ballots will be permitted. Each member shall be entitled to one (1) vote for each office nominated by secret ballot.

**(AMENDED MARCH 2020)**

#### **Article 5**

##### **Section 1 Eligibility of Officers & Board of Trustees**

To be eligible for nomination and election as an officer or member of the Board of Trustees, nominee shall be a member in good standing at the time of the election and has attended at least five (5) meetings in the year prior to the election.

*(Dec. 2017)*

##### **Section 2**

The Officers of this club shall consist of

PRESIDENT

VICE-PRESIDENT

SECRETARY

TREASURER

The offices of Secretary and Treasurer may be combined by a vote of the membership at the election meeting and there shall be a Board of Trustees consisting of three (3) members one (1) of which shall be elected each year to serve a three (3) year term. Officers shall serve a term of one (1) year and are eligible for re-election at the annual election.

##### **Section 3 Duties of the Officers and Board of Trustees**

**The President** shall be the Executive Officer of the Club and shall preside over all meetings of the club and the Board of Trustees. He shall be a member of all standing and special committees. He shall promote the growth of the club within its jurisdiction and shall appoint all committees created by the bylaws of the Club or by vote of the membership. He shall perform such other duties as shall pertain to the office of President. He shall have the right to assign any concessions pertaining to club activities as he sees fit subject to review by the membership at any regular or special meeting. He shall have the right to implement emergency rules to insure smooth and safe operation of the Club subject to review by the membership at the next regular or special meeting.

**The Vice-President** in the absence of the President, shall preside at all meetings of the club and the Board of Trustees and he shall perform such other duties as usually pertain to that office or as may be assigned to him by the President or membership at a regular or special meeting.

**The Secretary** shall keep the records of membership, attendance, membership fees and dues and minutes of the meetings and of the Board of Trustees and committees and produce any forms necessary for membership or operation of the Club. He shall submit a report to the membership annually at the first regular meeting in January and at such other times as the President or the Board of Trustees may require. He shall submit his

books, papers and records, etc., that may be required or necessary for proper audit, when required to do so by the President, Board of Trustees or membership in regular meeting or special meeting.

**The Treasurer** shall be the financial officer for the Club. He shall receive all bills against the club and present them to the membership in regular or special meeting for consideration and approval for payment therefore. He shall collect and secure all funds due the club from any source and shall receive from committee's reports of activities and such funds as are taken in by such committees, giving his receipt therefore. He shall keep a record of all such funds received and keep such funds in a proper bank or other financial institution. He shall be the Treasurer of all committees of the Club and shall handle all funds of all committees and of every activity of the Club, pay all bills against the Club as approved by the membership in regular meeting, keep a correct account, under dates, of the amounts and sources of receipts of funds and amounts and purposes of disbursements, taking proper receipt therefore. He shall, at such times as the membership may direct or the President or the Board of Trustees require, present for examination all books, papers, vouchers and records, etc., that may be necessary for proper auditing of his accounts. He shall require proper written audits and inventories of any operations or organized activities sponsored for and by the Club. Such written audits and inventories shall be presented within thirty (30) days after any event or organized activity. He shall present a written report of the transactions of his office annually at the first regular meeting in January. He shall furnish Bond in the principal amount of \$1000.00, the fee therefore shall be payable by the Club.

**The Board of Trustees** shall meet from time to time as needed to perform their duties or when directed to do so by the President or by the membership at a regular or special meeting. The Board of Trustees shall have the following powers, subject to the approval of the membership: They shall have control of the funds, investments and property of the Club, whether real or personal, not otherwise provided by law – they shall execute all leases, contracts, deeds or other papers necessary or proper in the premises, when authorized to do so by the Club membership.

**Sub-Organization Officers** Nothing in this Constitution and By-Laws shall be construed as prohibiting any sub-organization, including committees and affiliated clubs, from electing its own officers for the purpose of conducting the business of such sub-organization. The officers of all sub-organizations shall be held accountable to the Elwood Conservation Club, Inc.

## **Article 6**

All officers and members of the Board of Trustees should attend all regular meetings of the Club and when absent, without excuse, from five (5) consecutive Club meetings – their office may be declared vacant by the membership in regular or special meeting and a replacement appointed by the President to fill the unexpired term. Any other officer vacancies, for whatever reason, shall be filled by a replacement appointed by the President to fill the unexpired term.

## **Article 7**

### **Section 1 Committees**

The President may, from time to time, appoint any committee(s) deemed necessary to carry out the aims and functions of the Club or to assist him in his duties. The membership shall also have this right at any regular or special meeting.

### **Section 2 Special Activities**

Special divisions of the Club may be authorized by the membership in regular or special meeting, for special activities in which event such division shall be subject to these bylaws of this Club.

## **Article 8**

**Quorum** A quorum shall consist of five (5) members in good standing of this Club, (2) two of which must be elected officers. Before any business may be conducted at any meeting of this Club, it shall be determined that a legal quorum is present.

## **Article 9**

**Amendments of Bylaws** These bylaws may be amended as provided in this article. All amendments or revisions shall be proposed in writing, read at a regular meeting of the membership of this Club and then laid over for two regular meetings, when a vote shall be taken on their adoption. A notice in writing, setting forth in full any proposed amendment or revision of the bylaws, shall be sent by the Secretary to all members present at a meeting at which such proposed amendment(s) or revisions are to be voted upon. A majority vote in favor of any amendment or revision by all members present at the regular meetings designated for consideration of such amendments or revisions to the bylaws shall be required for its adoption. A failure of an amendment or revision to gain a favorable majority vote by all members present at the second regular meeting will automatically cancel the required third meeting.

## **Article 10**

**Rules and Guidelines** Any rules and guidelines deemed necessary to enforce these bylaws shall be decided on and adopted by the membership at any regular or special meeting. These rules will include but not be not limited to rules governing the firing (gun) ranges and the use of grounds and facilities by members or those that may rent these facilities. The Secretary shall print and post in appropriate places on the club grounds any and all such rules adopted. All applications for membership shall include copies of these rules to be signed by the applicant signifying the applicant's understanding and willingness to obey these rules. Any situation or incident not covered by these rules shall be governed by the decision of the President or other officer(s) present at the Club or Club function.

## **Article 11**

**Charges, Appeals and Hearings** Any member can be charged with failure to obey Club bylaws, rules or guidelines by any regular member(s) observing such infraction(s). Any charges must be set down in writing, dated and signed by the charging member(s) and presented promptly to the Club President. Any member accused or charged with failure to obey Club bylaws, rules or guidelines will be promptly summoned before the membership at a regular or special meeting for a hearing to answer such charges. At this meeting the charged member will hear such charges and be allowed to appeal and be heard concerning them. Failure, without cause, of the accusing member(s) to attend the meeting will result in the immediate dismissal of all charges against the accused. The membership at this meeting, by a simple majority of votes cast, will decide what action, if any, will be taken against the member for the infraction(s) charged, up to and including expulsion from the Club. All votes will be by secret ballot. The decision of the membership will be final.

## **Article 12**

### **Dissolution**

The club may be dissolved at any time by the written consent of not less than 2/3 of the members in good standing. In the event of the dissolution of the club other than for purposes of reorganization, whether voluntary or involuntary or by the operation of law, none of the property of the club nor any proceeds thereof nor any assets of the club shall be distributed to any members of the club, but after payment of the debts of the club its property and assets shall be given to the local governing authority of the Boy Scouts of America.

