

CHANDLER ROD AND GUN CLUB  
Constitution and Bylaws  
April 2009 Revision 12.4

ARTICLE I  
GENERAL

Section 1. Name

The name of this corporation is the “Chandler Rod and Gun Club.”

Section 2.

The principle offices for the transaction of the business of the corporation shall be in Chandler, Maricopa County, Arizona, but the corporation may transact business elsewhere.

Section 3. This corporation is to be affiliated with the Arizona Wildlife Federation.

Section 4. This corporation may also be known as the Club, CRG, or CRGC.

Section 5. All board meetings and general membership meetings where business is conducted of the Chandler Rod and Gun Club shall be held using Roberts’s rules of order as a guideline..

Section 6. The fiscal year of the club shall be from the first day of April to and including March 31.

Section 7. The private property of the members and officers shall be forever exempt from the debts, obligations and other liabilities of the club.

Section 8. Upon the dissolution of this corporation, after making payment or adequately providing for the debts and obligation of the corporation, the remaining assets shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for charitable, education and/or scientific purposes and has established its tax exempt status under Section 501(C) (3) of the Internal Revenue Code.

ARTICLE II  
PURPOSES AND OBJECTIVES

Section 1. The corporation is organized and established exclusively for pleasure, recreation, and other similar nonprofit purposes such as, but not limited to the education of the members of

this association and the public in the conservation of our natural resources through the development of good sportsmanship, knowledge and active participation in the field type sporting activities, such as but not limited to hunting, fishing, archery, hiking and camping.

Section 2. The Club stands for an active, nonpartisan, Game and Fish Commission with broad regulatory powers.

Section 3. The Club stands for an efficient system of game management areas.

Section 4. This corporation is organized to provide a forum for persons who are interested in the purposes and objectives for which this corporation stands.

Section 5.

The corporation is not organized for pecuniary profit nor shall it have any power to issue certificates of stock or declare dividends, and no part of its net earnings shall accrue to the benefit of any Member, Director, or other individual-

ARTICLE III  
MEMBERSHIP

Section 1. Any legal resident of the United States may become a member of this organization. Members must agree to abide by the bylaws of the club, and shall agree to obey the game and fish laws of the State of Arizona and of the United States, to assist in their enforcement, and to give active aid for the perpetuation of wildlife in the State. The board of directors may vote to allow or deny membership.

Section 2.

Membership in the club shall be on annual dues basis. Membership dues shall be due on the first day of April and expire on the last day of March. All applications for membership received after the first of October shall require payment of one half of the current membership dues. All applications for membership received before the first of October shall require full payment of current club dues. Members whose dues are delinquent will not be allowed any benefits of the Club.

### Section 3. Types of Memberships

- a. Life membership (to be awarded by the board of directors by majority vote)
- b. Family Membership (two adults and all youth 18 years of age and younger).
- c. Individual Membership

Section 4. One vote at the general meetings will be given to holders of a Life Membership, and Individual Membership. The Family Membership will carry one vote. Members must be present at the time of the vote.

### ARTICLE IV MANAGEMENT

Section 1. The management of the club shall be vested in the Board of Directors, to be chosen as provided in Section 2.

Section 2. The Board of Directors shall consist of the elected (executive committee) and appointed officers. The elected officers of this club shall be the President, Vice President, Secretary, Treasurer, Membership Director and the most recently elected past President. If any of the positions in the Executive Committee shall become vacant or are not able to be filled, the remaining members will constitute the Executive Committee. All other position as deemed necessary by the Board of Directors will be appointed by said board. Votes shall be submitted by secret ballot. Ballots shall be counted and confirmed immediately by 2 board members.

Section 3. Upon the death, resignation, or removal from office of the President, the Vice President shall assume the duties and title of President. Other vacancies may be filled by the Boards of Directors by a majority vote. Votes shall be submitted by secret ballot. Ballots shall be counted and confirmed immediately by 2 board members.

Section 4. All elected or appointed officers shall hold office for one year beginning with the April meeting unless, however, they are filling out an unexpired term, in which case they shall serve only the time remaining to be served by their predecessor.

Section 5. The Executive Committee shall be empowered to act for the Board of Directors via

any medium when action is needed without time to call a special meeting. Business transacted by the Executive Committee meeting shall be reported by the chairman at the next regular board meeting or in writing to all board members within one month.

### ARTICLE V POWERS AND DUTIES OF THE BOARD OF DIRECTORS

Section 1. The Board of Directors shall have control of the management of the club, its affairs and shall have charge of all matters concerning the welfare of the club. Funds cannot be spent without the majority of the Board of Directors voting to do so.

Section 2. Upon receiving evidence of the unfaithful discharge of their duties, the Board of Directors shall have the power to suspend or expel any officer of the club or any member of the Board of Directors after due notice of the charge and an opportunity for defense has been given the accused. Any vacancy in the Board of Directors occasioned by such action shall be filled as provided in Article IV Sections 3 and 4.

Section 3. The Board of Directors may suspend or expel, after notice of the charges, and opportunity for defense has been given the accused, any member of the club by two-thirds vote of the board members at any called meeting, upon receiving evidence of the member committing an act or acts inconsistent with the objectives of the club.

Section 4. It shall be considered unfaithful discharge of duties for any elected or appointed officer to miss more than two (2) general or called meeting of the club consecutively in person or by approved medium unless they can furnish, upon demand of the Board of Directors, a reasonable excuse. In the event of his refusal to resign, the Committee shall proceed under Section 2 of this Article.

Section 5. The duties of the President shall be to preside at all general and special meetings, publish an agenda at least 2 days before a scheduled board meeting, coordinate all efforts of the Board of Directors and the Club, and to perform all other duties incident to this office.

Section 6. The duties of the Vice President shall be to assist the President and to assume the duties of the President in his or her absence.

Section 7. The duties of the Secretary shall be to keep a complete record of the proceedings of all meetings of the club and of the Board of Directors and to preserve all records in proper books. All records and books remain the property of the club. The Secretary and the President cannot be the same individual.

Section 8. The Treasurer shall have custody of all monies of the club and shall not pay any bills incurred against the club by individuals except those bills that are authorized, such as the monthly rent on the storage unit that holds the club possessions. Signers on the checking account shall not write checks to them self. The Treasurer shall be the statutory agent for the club and the chairperson of the finance committee. The Treasurer shall be the club's contact with the Arizona Corporation Commission and Internal Revenue Service.

The Treasurer shall present a current financial statement to the club at the April general meeting, in the newsletter and at any other meeting at the request of the Executive Committee. He or she shall hand over to his successor all funds belonging to the club, with a complete and accurate current financial statement, and all books and records pertaining to this office with in 10 days after the appointment of a successor. All records and books remain the property of the club. The incoming and outgoing Treasurer shall make all arrangements for the transfer of the statutory agent with Arizona Corporation Commission.

Section 9. The Membership Director shall maintain an accurate record of all club members, notify all members prior to the expiration of their membership and chair the membership committee.

Section 10. The appointed directors of the following listed functions shall be members of the Board of Directors. Each Director will be responsible for their efficient functioning and shall be prepared to tender a report to the body at each board meeting. Official club events may be sponsored by any of the appointed directors after obtaining the approval of the board of directors.

#### **MEDIA RELATIONS:**

The media relations director shall serve as the club's primary contact for media relations. This director shall foster good media relations and keep the media informed of upcoming events and accomplishments of the Chandler Rod and Gun Club. This director shall execute all press releases far enough in advance to insure adequate coverage. The Media Relations Director shall be responsible for the maintenance of the official club calendar of events.

#### **NEWSLETTER EDITOR:**

The editor will be a member of the Board of Directors and shall be responsible for gathering material, creating layout, and releasing the club newsletter in a timely manner. The editor shall be responsible for selecting his or her staff to assist in publishing the Chandler Rod and Gun Club newsletter.

#### **WEBMASTER:**

The Webmaster shall be responsible for gathering material, creating layout, and maintaining an up to date website. The Webmaster shall be responsible for selecting his or her staff to assist in publishing the Chandler Rod and Gun Club website. In addition to the website, the webmaster shall be responsible for maintaining official club email addresses.

#### **PROGRAM DIRECTOR:**

The program director is responsible for the meeting agenda for all general club meetings. These duties shall include making arrangements for all entertainment and guest speakers, securing the meeting facilities, and maintaining the program schedule.

#### **FISHING DIRECTOR:**

The Fishing Director shall be responsible for all fishing related activities. This director shall work out all minute details and planning of fishing activities. He or she shall appoint the chairman of subcommittees to properly organize and operate fishing activities.

#### **HUNT DIRECTOR:**

The Hunt Director shall be responsible for all hunting related activities. This director shall work out all minute details and planning of hunting activities. He or she shall appoint the chairman of subcommittees to properly organize and operate hunting activities.

#### SHOOTING DIRECTOR:

The Shooting Director shall be responsible for all shooting related activities. This director shall work out all minute details and planning of shooting activities and programs. The director may appoint the chairman of subcommittees to organize and operate shooting activities and programs. In addition to obtaining the appointment of the board of directors, the shooting director must be an active member of the Instructor Corps and hold the approval of the Chief Instructor.

#### CHIEF INSTRUCTOR

The Chief Instructor shall be responsible for all club sponsored educational activities involving certified instructors including, but not limited to, the administration and execution of the Arizona Game & Fish Department Hunters Education courses. The Chief Instructor is responsible for the planning, scheduling, and publicizing all club sponsored courses and training programs. The Chief Instructor may empower members of the instructor corps to organize and operate approved courses or training programs in their absence. The Chief Instructor must be qualified and obtain the Arizona Game and Fish Department title of Chief Instructor. The Chief Instructor is responsible for the recruitment, training, and leadership of instructors. All instructors teaching in an official club capacity must hold the endorsement of the Chief Instructor and the board of directors.

#### YOUTH AMBASSADOR:

This director shall be 19 years of age or under and shall advise and help plan programs and events that are of interest to the youth members of the club.

Section 11. The Board of Directors shall have custody of the club's possessions and shall be responsible for their proper storage and maintenance. The board shall maintain a property inventory of all possessions at least annually. They shall maintain a separate record of property on loan to other organizations or to individual members of the club. The book shall be maintained in the following manner: Item or Items on loan; to who lent; date of loan, condition at the time of loan; and condition upon return.

Section 12. The Finance Committee shall be responsible for all fund raising activities.

Section 13. The Grants coordinator shall chair any grant projects. The coordinator shall bring to the board of directors all grant opportunities for approval. All grant proposals shall be reviewed and approved by the board of directors prior to submission. The coordinator shall provide status of all grant proposals.

Section 14. Any duty not explained in the Bylaws shall come under jurisdiction of the Board of Directors.

#### ARTICLE VI MEETINGS

Section 1. The general meetings shall be held at least quarterly throughout the financial year. These meetings will be for entertainment, education, business or any other subject brought before and approved by the board of directors.

Section 2. Special meetings of the club may be called upon the request of a majority of the Board of Directors or the President.

Section 3. Elections will be held at the general meeting in April and new officers installed at the next board meeting following elections. Votes shall be submitted by secret ballot. Ballots shall be counted and confirmed immediately by 2 board members. If for any reason the elections are not held at the above times, they shall be held at the nearest convenient time as decided by the Board of Directors. All officers will hold over until this election.

Section 4. One vote at the general meetings will be given to holders of a Life Membership, and Individual Membership. The Family Membership will carry one vote.

Section 5. Notification of a minimum of 30 days for the election and nomination of officers shall be given in writing to all members. A quorum for voting for elected officials shall consist of the voting members present at said elections.

Section 6. A majority of the Board of Directors shall constitute a quorum for the transaction of business at a special meeting or general meetings of the club.

ARTICLE VII  
BYLAW CHANGES

Section 1. Any change in Bylaws deemed necessary by the Board of Directors shall not be in effect until the general membership has been notified of the said change or changes by announcement at the general meeting two successive months before final approval by voting members. Bylaws are to be reviewed ever three (3) years, by a selected committee.

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