

Buffalo Valley Sportsmen's Association | Constitution and By Laws

ARTICLE I Names and Objectives

Section 1

This organization is The Buffalo Valley Sportsmen's Association.
This organization shall be known as The Buffalo Valley Sportsmen's Association.

Section 2

The organization is a private nonprofit association incorporated under the laws of the Commonwealth of Pennsylvania subject to pay tax.

Section 3

The objectives are the purchase of suitable grounds; the erection of a clubhouse and shooting ranges thereon; to strive for legislation for the propagation, protection, and preservation of forests, streams, birds, fish, and animals; the diffusion of educational and recreational welfare and information pertaining thereto to the people; to promote better co-operation between sportsmen, landowners, and state departments whose responsibility it is to manage the natural resources of the Commonwealth and Nation.

ARTICLE II Membership

Section 1

Any citizen not less than twelve(12) years of age, and of good moral character, may become a member upon approval of the Executive Board and a two-thirds (2/3) majority vote of the regular membership present at the next scheduled meeting, and by payment in advance of annual dues plus the initiation fee according to the current Fees and Dues Schedule contained in Appendix A of the Bylaws. Junior members, aged twelve (12) through seventeen (17), will be accepted in the same manner. Before acceptance, the applicant will certify in writing to the Executive Board that this Constitution and Bylaws have been read.

Paragraph A

Any member may be disciplined or expelled from membership in this Association by a two-thirds (2/3) majority vote of the Executive Board for any violation of the fish and game laws, or for criminal mischief to grounds or property, or for the sale and/or use of alcoholic beverages on the Association grounds, or for the extreme use of profanity, abusive language, or habitual

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misconduct in the clubhouse or on the grounds, or for any violation of the Ground Rules and Regulations.

Paragraph B

Before a member is disciplined or expelled from the Association, he will have an opportunity to defend himself, if he so wishes, before the Executive Board.

Paragraph C

Once a member is expelled from the Association, he may not reenter for a period of one year, and then only as a new member at the recommendation of the Executive Board.

Section 2

The membership will consist of the following:

- (A)** Regular adult members, regardless of their county or state residency.
- (B)** Junior members, twelve (12) through seventeen (17) years of age, regardless of their county or state residency.
- (C)** Honorary members, i.e. Chairman of the Union County Conservation District, Wildlife Conservation Officer District Forester, Waterways Conservation representative regardless of their county or state residency.
- (D)** In addition to individual memberships, any organization or other nonprofit entity or non-profit corporation may apply for organization membership. The application is subject to the same approval process as an individual membership application and is conditioned on the payment in advance of the initiation fee to be fixed by the Executive Board. Also, prior to acceptance, the president or secretary of the applying organization will furnish a current list setting forth the names and addresses of all active members, as well as a certification in writing that a copy of this Constitution and Bylaws has been distributed to each person whose name appears on that list.

Upon approval of the organization membership the individuals comprising that organization will elect one of the active members and one alternate to serve as a delegate or alternate delegate to the Buffalo Valley Sportsmen's Association. If the delegate is also a regular member of the Association, he/she will be entitled to cast two (2) votes.

Organizational members may use Association grounds and facilities only as a group at a planned event with reservations made in advance. Organization members must abide by the same rules and regulations as regular members in regard to Association property and facilities.

Notwithstanding anything previously stated to the contrary, the Buffalo Valley Sportsmen's Association reserves the right to terminate any organization membership upon written notice and a majority vote of the Executive Board. Any such termination would have the effect of removing from office any director or officer who is serving as a delegate of the organization unless the director or officer is also a regular member of the Association.

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Section 3

Upon the death of a member, the spouse may retain membership as long as he/she pays annual dues or until remarriage. A life member's spouse may retain membership without fee until remarriage.

Section 4

Proper membership cards will be issued to each member showing the year for which dues are paid and the category of membership.

Section 5

All members are required to carry their up-to-date membership card with them when using the Association facilities except when the facilities are open to the public.

Section 6

Any member who gives the gate combination to a nonmember, or allows a nonmember on Association grounds, except for activities open to the public or as a one-time guest, will be subject to expulsion as stated in this Article.

Section 7

Membership will be forfeited by failure to pay annual dues on or before January 31st, except for extenuating circumstances acceptable to the Executive Board.

ARTICLE III Executive Board

Section 1

The control and management of the affairs of the Association is vested in an Executive Board composed of the President of the Association, the immediate Past President, the Vice President, the Secretary, the Treasurer, the Financial Secretary, the Membership Secretary and nine (9) Directors. A majority of the Executive Board must be present in order to transact business. The President of the Association is Chairman of the Executive Board. The retiring President will continue on the Executive Board until the next retiring President succeeds him/her. These sixteen (16) members of the Executive Board are entitled to one vote each.

Section 2

Three (3) Directors will be elected by the Association each year to serve for a term of three (3) years. Any member of the Executive Board missing three (3) consecutive meetings, except for

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illness, will be replaced. The replacement will be selected by the Executive Board to serve until the next regularly scheduled election of officers. The Executive Board will have the authority to spend up to and including the sum of one thousand dollars (\$1000.00) on any item within any month.

BY-LAWS

ARTICLE I Meetings

Section 1

The conduct of all meeting will be governed by Roberts Rules of Order.

Section 2

(A) The regular meetings of the Association will be held on the third (3rd) Thursday of each month at 7:30 PM

(B) The Board of Directors meetings will be held at the discretion of the Executive Board.

Section 3

Special meetings will be held at the call of the President or the Executive Board; notice of such will be at any time prior to the meeting.

Section 4

All officers and directors will be elected at the regular meeting in December and will be sworn in to serve beginning at the January board meeting of the following calendar year.

Section 5

Ten (10) members will constitute a quorum for transacting the business of the Association. The Association will not be dissolved while there are at least ten (10) members to continue it.

ARTICLE II
Powers and Duties of Directors and Officers

Section 1

The Executive Board will have and exercise all powers necessary to manage the general interests of the Association. They will control the policies and operations of the Association in all details.

Section 2

In the case of any vacancy occurring in the offices of the Association or within the Directors, the Executive Board will have the power to fill the vacancy by appointment, and such appointee will serve until the next annual election.

Section 3

The President will preside at all meetings of the Association and the Executive Board. The President will decide all questions on order and will have the deciding vote on all questions before the Association having an equal number of votes. A simple majority will decide the approval of motions and resolutions of ordinary business unless otherwise directed.

Section 4

The Vice President will perform all duties of the President in his absence or disability.

Section 5

The Secretary will keep proper minutes of the proceedings of all meetings of the Association and the Executive Board, take roll call at the Executive Board meetings, and attend to official correspondence. The Secretary will have custody of all papers of the Association, will retain copies of all correspondence, and will be authorized to purchase all necessary supplies required by his/her office for Association business.

Section 6

The Membership Secretary will keep an up-to-date list of all members of the Association. He/she will hold all new applicants for membership dues. All dues and membership money will be turned over to the Financial Secretary for proper recording. The Membership Secretary is responsible for maintaining the mailing list of Association members and updating it when necessary.

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Section 7

The Financial Secretary will keep all accounts between the Association and its members and will issue all notices to the members. The Financial Secretary will receive all monies paid to the Association and give a receipt therefore: he/she will transfer the same monies each month to the Treasurer and receive the Treasurer's receipt therefore. The Financial Secretary will countersign all orders drawn on the treasury for payment of such sums of money as may, from time to time, be voted by the Association or the Executive Board. The Financial Secretary will be required to be bonded in favor of the Association in the sum of twenty-five thousand dollars (\$25,000). The bond fee will be paid by the Association upon approval by the Executive Board.

Section 8

The Treasurer will receive all monies from the Financial Secretary, give a receipt therefore, and deposit those monies in the Association's bank account. The Treasurer will pay all bills upon receipt of a properly drawn warrant, keep a record of accounts, and give the Association a monthly statement of receipts, expenditures, and the balance on hand. The Treasurer will keep the books and accounts ready, at all times, for inspection by the Executive Board or Auditing Committee, and upon completion of his/her term in office, will turn over all account records to the newly-elected Treasurer. The Treasurer will be bonded in favor of the Association in the sum of twenty-five thousand dollars (\$25,000). The bond fee will be paid by the Association upon approval by the Executive Board.

Section 9

The Chaplain will open all regular meetings of the Association with a short Bible reading and/or prayer followed by the Pledge of Allegiance to the Flag. He/she will perform other duties from time to time as may be assigned by the President. The Chaplain is not a voting member of the Executive Board.

Section 10

The Guard will attend to the door and admit none but those properly qualified unless otherwise directed by the President. The Guard will see that all members sign the register and will submit same to the Membership Secretary. He/she will perform other duties from time to time as may be assigned by the President. The Guard is not a voting member of the Executive Board.

**ARTICLE III
Committees**

Section 1

Committees to plan, organize, and/or manage activities such as property and grounds, field events, publicity, legislative concerns, and other special events will be appointed as needed. The duties of committees will be determined by the Executive Board. The President, subject to approval by the Executive Board, will appoint committees and committee chairmen, and will be an ex officio member of all committees. The action of committees, including purchases, will be subject at all times to the revision and approval of the Executive Board.

**ARTICLE IV
Fees and Dues**

Section 1

The current schedule of fees and dues is contained in Appendix A of these By-laws.

Section 2

The initiation fee for an organization membership will be set on each application by the Executive Board.

Section 3

The dues for an organization membership will be set by the Executive Board and will be payable on or before January 31st of each year. At the discretion of the Executive Board there can be an extension of this deadline.

**ARTICLE V
Amendments to Constitution and By-laws**

Section 1

The constitution and Bylaws will not be altered or amended unless (1) the alteration or amendment is proposed in writing and read aloud at a regular monthly meeting, and (2) at the

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next regular monthly meeting, the alteration or amendment is again read aloud and then approved by a two-thirds (2/3) majority vote of the regular members present.

ARTICLE VI Order of Business

Section 1

The order of business at each regular monthly meeting will be as follows:

- (1) Call to order
- (2) Bible reading and/or prayer
- (3) Pledge of Allegiance to the Flag
- (4) Minutes of the previous meeting and Executive Board meeting
- (5) Treasurer's Report
- (6) Financial Secretary's Report
- (7) Committee reports
- (9) Remarks by members or guests.

ARTICLE VII Ground Rules and Regulations

1. Alcoholic beverages are not permitted on any part of the grounds or buildings.
2. Range hours are sunrise to sunset unless there is an Association activity.
3. Parking is restricted to the parking lot unless authorized otherwise.
4. Guests, other than a spouse and/or children are permitted on the grounds and may use facilities with a regular member only one time, unless there is an Association activity.
5. All shooting must be done from established firing lines only.
6. Shooting is not permitted at any objects other than targets; targets must be placed on the racks provided; glass targets are not permitted.
7. All firearms must be unloaded with actions open except when in use on the firing line.
8. Shotguns will be loaded singly; two shells may be loaded only when shooting doubles
9. Rifles must be loaded singly except when shooting the running deer target.
10. Pistols and revolvers may be loaded to a maximum of six rounds only. Any member caught firing more than six rounds at a time will be automatically suspended from the club with no appeal and no reinstatement ever!
11. Loaded firearms must be kept pointed downrange at all times.
12. All paper and trash must be placed in receptacles provided.

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13. Destruction or mutilation of any property on the grounds will be cause for arrest and prosecution to the full extent of the law.
14. Members under age sixteen (16) must be accompanied by an adult when using Association facilities.
15. Firearms are allowed on the archery range for protection only excluding hunting season.
16. The use of firearms on archery targets is prohibited.
17. Automatic rifles are prohibited unless prior written approval is obtained from the Executive Board.
18. While on Association grounds, a member has the authority to check any individual for his membership card and identification.
19. Swimming, wading, boating, ice fishing, or ice skating are not permitted at the pond.
20. All Association facilities are closed during regular meetings.
21. Rifle and pistol ranges are closed during 3D archery shoots.
22. Additional ground rules and regulations specifically pertaining to an organization membership:
 - (a) Individuals who are not members of the Association, but who are members of an organization or similar entity which has applied for and been granted a membership, may not use the Association grounds or facilities as individuals, but may do so only as part of a group of members comprising the organization and then only after having made advance reservations for the planned event with the Secretary of the Association.
 - (b) While on Association grounds, organization members shall abide by all ground rules and regulations contained in this Article. Failure to do so shall constitute just cause for expulsion of the organization or individual organization member by a two-thirds (2/3) votes of the Executive Board.
23. When the Range Closed sign is at the gate, ALL ranges are closed. Any member not abiding by the range closed sign will have their membership immediately revoked.
24. All shooting on Association Ranges must be conducted in a manner that is safe for the individual firing the weapon and those nearby. If an individual is observed to be handling and/or discharging firearms in an unsafe manner, they should be reported to the Executive Board with the appropriate substantiating evidence for the Executive Board to review their membership, invoice for damages, or pursue lawful penalties.
25. When shooting in the bays enclosed by berms, Article VII.9 and VII.10 loading requirements shall be void, and firearms may be loaded to maximum capacities. Safe shooting practices and proper range etiquette shall still apply.

APPENDIX A

Fees and Dues Schedule Adopted February 15, 1996

26. Section 1

27. The initiation fee for regular membership will be fifty-five dollars (\$55.00). The initiation fee of junior membership will be twenty dollars (\$20.00). One year's dues will accompany each application for membership.

28. Section 2

29. The dues for regular members will be thirty dollars (\$30.00) payable annually on or before January 31st of each year, except for the extenuating circumstances acceptable to the executive board. The dues for junior members will be five dollars (\$5.00) payable annually on or before January 31st of each year, except for the extenuating circumstances acceptable to the executive board.

30. Section 3

31. Life memberships are available after five (5) consecutive years as a regular member. Life membership for a member ages 50 or older will be two hundred dollars (\$200.00). Life membership for a member under the age of 50 will be two hundred fifty dollars (250.00).

32. BUFFALO VALLEY SPORTSMEN'S ASSOCIATION

33. Organized 1963

Revised 1976

Second Revision 1982

Third Revision 1988 (25th Anniversary)

Fourth Revision 2003 (40th Anniversary)

Fifth Revision 2011

Sixth Revision 2014

Seventh Revision 2018

Eighth Revision 2021