

# CONSTITUTION

## ARTICLE I

### Name and Objectives

#### Section 1

This organization is The Buffalo Valley Sportsmen's Association.

#### Section 2

The organization is a private nonprofit association incorporated under the laws of the Commonwealth of Pennsylvania.

#### 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 cooperation between sportsmen, landowners, and state departments whose responsibility 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 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.

Section 2

The membership will consist of the following:

- (A) Regular adult members who must be residents of Union County, Pennsylvania.
- (B) Junior members, twelve (12) through seventeen (17) years of age, who also must be residents of Union County.
- (C) Associate members and junior associate members who may be nonresidents of Union County, Pennsylvania.
- (D) Honorary members, i.e. Chairman of the Union County Conservation District, Wildlife Conservation Officer, District Forester, Waterways Conservation Officer, and an Agriculture Extension Agent representative who resides in Union County.
- (E) In addition to individual memberships, any organization or other nonprofit entity or nonprofit 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 an 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. Upon satisfactory proof of his/her election, the delegate or alternate delegate is entitled to

cast one (1) vote for the organization at all regular and special meetings of the 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.

### Section 3

Upon losing residence in Union County, Pennsylvania, a regular member will automatically become an associate member. Upon gaining residence in Union County, Pennsylvania, an associate member will automatically become a regular member.

### Section 4

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 5

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

### Section 6

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 7

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 8

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 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 (\$1000.00) on any item within any month.

**ARTICLE IV**  
**Officers**

Section 1

The officers of the Association will be as follows: President, Vice President, Secretary, Treasurer, Financial Secretary, Membership Secretary, Chaplain, and Guard. Each will be elected annually to serve for one (1) year and/or until their successors in office have been elected and entered upon the discharge of their duties. The right to hold office is confined to those regular adult members, residing in Union County, who have attended at least four (4) regularly scheduled meetings during the preceding twelve (12) months. Voting for officers is confined to adult members; to be eligible to vote for officers, honorary members must have attended four (4) regular meetings during the preceding twelve (12) months. (Note: Although the Chaplain and the Guard are elected annually, they are not voting members of the Executive Board.)

# **BY-LAWS**

## **ARTICLE 1**

### **Meetings**

#### Section 1

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

#### Section 2

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

#### 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 November, 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 applications for membership until approval by the members, and will receive all yearly 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.

### 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 will be subject at all times to the revision and control 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 Bylaws.

#### 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.

## **ARTICLE V** **Amendments to Constitution and Bylaws**

### 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 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) Membership Secretary's Report.
- (8) Committee reports.
- (9) Remarks by members or guests.

**ARTICLE VII**  
**Range and Ground Rules and Regulations**

1. Alcoholic beverages are not permitted on any part of grounds or buildings.
2. Parking is restricted to the parking lots unless authorized otherwise.
3. Guests other than a spouse and/or children are permitted on the grounds. They may use the facilities with a regular member only one time unless there is an association activity
4. Members under the age of 17 must be accompanied by an adult member when using the association facilities.
5. All facilities are closed during regular meetings.
6.
  - a. Individuals who are members of the association or similar entity which has applied for and have been granted a membership, may not use the association grounds or facilities as individuals but may do so only as part of members compromising the organization and then only after having made advance reservations for a planned event with the secretary of the association.
  - b. While on the grounds, organization members shall abide by all rules and regulations contained in this article. Failure to do so shall constitute just cause for expulsion of the organization or individual organization members by a 2/3 vote of the board.
7. 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.
8. While on association grounds, a member has the authority to check an individual for his membership card and identification.
9. Swimming, wading, boating, or ice fishing are not permitted at the pond, except for club sponsored events.
10. Destruction or mutilation of any property on the grounds will be cause for arrest and prosecution to the fullest extent of the law.

**GENERAL RANGE RULES**

1. Range hours are sunrise to sunset unless there is an association activity.
2. All Ranges are closed during regular meetings, including the indoor archery range.

3. Rifle and pistol ranges are closed during 3-D archery shoots.
4. Shooting is permitted at paper and cardboard targets, properly hung in front of berm on backstop.
5. All firearms must be unloaded with actions open except when in use on the firing line. Pistols unloaded and holstered.
6. Loaded firearms must be kept pointed down range.
7. All paper and trash must be placed in receptacles provided.
8. Firearms are allowed on the archery range for protection only.
9. The use of firearms on archery targets is prohibited.
10. Unless prior written approval is obtained from executive board (Class 3) firearms are prohibited (AUTOMATIC)
11. Steel targets are only authorized at club events.
12. No shooting the target support posts, make sure targets are hung in the rubbery space between posts, not in front of post or on post.

## **BASIC RANGE SAFETY RULES**

1. Always keep firearms pointed in a safe direction.
2. Always keep your finger off the trigger until ready to shoot.
3. Always keep your firearm unloaded until ready to use.
4. Always check the fire firing line is clear before shooting or going down range to check or retrieve your target. Making sure firearms are unloaded.
5. Always know your target and what is beyond.
6. Absolutely no handling of firearms while someone is down range or past the firing line.

## **SPECIFIC RANGES RULES:**

### **ARCHERY:**

1. Do not shoot crossbows or broadheads at archery targets
2. Use only targets set up for bows.
3. No broadheads.

## **CROSSBOWS:**

1. To use specified targets for shooting crossbows.
2. No shooting crossbows at targets in downstairs range except at special target designated for crossbows.
3. No broadheads.

## **TRAP RANGES:**

1. To be used by shotguns only loading 1 round while shooting singles. When shooting doubles 2 rounds may be loaded.

## **RIFLE RANGES:**

1. No rapid fire. NO EXCEPTIONS.
2. 50, 100, 200, 300 ranges for target shooting only. Meaning checking your loads, zeroing or doping rifles and pistols.
3. A maximum of 3 rounds loaded at a times. (1 round in the chamber and the remaining 2 in magazine, tube or cylinder) in all firearms at a time. All types of firearms, no exeptions.
4. Firing line is the front of the concrete benches.
5. No shooting the target support posts. Make sure target is hung in the rubber spaces between posts, not in front or on posts.
6. If you want to do any shooting other than what is stated utilize the pistol pits.

## **PISTOL PITS**

1. These are for all firearms.
2. There is no load capacity restrictions.
3. Firing shall be conducted in a controlled and aiming manner.
4. Spraying the berm with uncontrolled firing is not permitted.
5. Firing line is not the opening of the pit you are in. One must check the trajectory of the bullet to ensure the bullet impacts the berms. Meaning you will have to move deeper into the pit. Set the target near the back berm and adjust firing line from there.

UPON APPROVAL OF ARTICLE VII, REVISIONS MADE BY THE RESTURCTING COMMITTEE, NEW SIGNS WITH THE RULES WILL BE MADE AND POSTED AT EACH RANGE.

## **APPENDIX A**

### **Fees and Dues Schedule Adopted February 15, 1996**

#### Section 1

The initiation fee for regular membership and associate membership will be twenty-five (\$25.00). The initiation fee for junior membership will be twenty dollars (\$20.00). One year's dues will accompany each application for membership.

#### Section 2

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

#### Section 3

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).

#### Section 4

Association membership will require twenty-five dollars (\$25.00) initiation fee upon application for membership and one dollar (\$1.00) per year for each member.

### **BUFFALO VALLEY SPORTSMEN'S ASSOCIATION**

***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 2026***