

Chillicothe Sportsmen's Club Bylaws

AMENDED

February 11, 2003

November 9, 2004

November 13, 2007

November 11, 2008

November 10, 2009

November 11, 2014

November 12, 2019

CHILLICOTHE SPORTSMEN'S CLUB, INC. BY-LAWS

ARTICLE 1: NAME AND DEFINITIONS

The name of the corporation is CHILLICOTHE SPORTSMEN'S CLUB, INC. The Chillicothe Sportsmen's Club, Inc. is registered as a General Not For Profit Corporation in the State of Illinois.

In the articles of these by-laws:

- "corporation" will refer to the Chillicothe Sportsmen's Club, Inc.;
- "applicant" will refer to the person who originally applied for membership to the corporation;

- “family” shall refer to the applicant, their spouse and their children under the age of 18;
- “membership” shall refer to each individual family membership granted by the corporation;
- “member” or “members” shall refer to all persons included within any or all classes of memberships granted by the corporation, or to members of the Board;
- “Board” shall refer to all the elected Officers and members of the Board of Directors for the corporation.

(11/12/2019)

ARTICLE 2: PRINCIPLE OFFICE

The principle office of the corporation shall be at the club grounds at Chillicothe, Illinois and the mailing address shall be P.O. Box 13, Chillicothe, Illinois 61523.

ARTICLE 3: OBJECTIVES

The objectives of the corporation are educational, civic and social. The corporation intends to operate a not for profit to promote the propagation of wildlife, promote and encourage all shooting sports and individual practice in the use of firearms and archery equipment, promote a better relationship between outdoor enthusiasts and the general public, encourage outdoor recreation and encourage compliance with the laws of the State of Illinois and especially those relating to hunting and shooting. Hunter’s Safety programs and conservation projects will be encouraged to support the efforts of the Illinois Department of Natural Resources in these areas. The corporation will support all Law Enforcement and Military agencies by assisting them in any manner legally possible and by providing training facilities, shooting ranges and promotional events. The corporation shall further encourage the development of all shooters and outdoor enthusiasts and promote safe shooting practices. The corporation shall also promote active participation in shooting sports, hunting, fishing, conservation and country. The corporation shall further foster in its members the belief in the right of every American citizens to keep and bear arms pursuant to the Second Amendment of The Constitution of The United States. (11/12/2019)

ARTICLE 4: MEMBERSHIP

Section 1: Qualifications: Persons, 18 years of age and older, who agree to support the objectives of the corporation shall be eligible to membership on terms prescribed by these by-laws. (11/12/2019)

Section 2: Classes: Memberships shall be divided into the following classes: Life, Associate Life, Annual, and Honorary. Each membership is a family membership and as such will include the applicant, spouse (by marriage or by civil union) and children under the age of 18 living in the household (including those under joint custody). (11/12/2019)

Section 3: Life Members: Life Members shall be those persons who are designated Life Members at the time of the adoption of these by-laws. The number of Life Members shall be limited to 100. New Life Members shall be nominated and elected by the Board of Directors from the Associate Life Members and no additional fee shall be required except as provided in Article 4, Sections 10 and 11, and Article 8. The membership shall be for the life of the member and shall terminate upon their death. In the event of the sale of all or part of the assets of the corporation, only Life Members shall share in the distribution of the proceeds of such sale and liquidation. They shall share equally in such proceeds based upon the number of Life Members on the date of the distribution of the proceeds.

Section 4: Associate Life Members: Associate Life Members shall be nominated and elected by the Board of Directors from the active Annual Membership. Except as provided in Article 4, Sections 10 and 11 and Article 8 an Associate Life Member shall retain their membership for their natural life, without payment of additional dues. Associate Life Members shall not be entitled to any share of the proceeds of any division of assets of the Club by the Board of Directors. Annual members desiring to be considered for Associate Life membership shall submit a written application, have been an Annual Member for at least two years, have actively participated in at least one of the clubs various activities, and be agreeable to become involved in the annual club’s operations, if so elected. The prospective applicant should also attend a monthly Board Meeting to answer any questions from the Board before

being voted on acceptance. The mere payment of the annual dues and fees (work hours) does not constitute active participation in the various club's activities. (11/10/09)

Section 5: Annual Membership: Annual Membership shall be the family of the person submitting a written application form and being approved for membership by the Board of Directors. Any Annual Memberships accepted on or after January 1st in each year shall be considered a membership for the year in which accepted.

Such memberships shall automatically terminate, without further action, if the required fees are not paid by February 1st of each year. The family members must reapply as a new membership (including the application fee) to reinstate the membership.

All former members will be accountable for any delinquent fees owed from their previous membership. These must be paid before being accepted to a new current membership. They must also attend the New Member Orientation before their membership is started again. (11/12/2019)

Section 6: Honorary Membership: Honorary Membership shall be any person(s) approved by the Board of Directors. Honorary memberships are not a family membership. Such Memberships must be renewed each year, in December, by the Board and if not renewed, shall terminate automatically without further action on January 1st of each year. (11/12/2019)

Section 7: Number of Members: The members of the club shall be limited to 100 Life Members, 50 Associate Life Members, an unlimited number of Annual Members and an unlimited number of Junior and Honorary Members. The Board of Directors shall have the authority to limit the number of Annual Memberships each year. (11-09-2004) (11-13-2007)

Section 8: Dues and Fees: Dues and Fees of Annual Memberships shall not exceed a \$100 non-refundable application fee and \$200 per year annual dues. Associate Life Membership fees shall not exceed the one-time sum of ten times the current annual amount charged for Annual Membership. The Board of directors shall set exact amount of these dues and fees (as required to meet the clubs operating expenses, maintenance expenses and capital improvements).

Minor children who are the part of a current membership when they reach 18 years of age may apply for an Annual Membership without paying the non-refundable application fee. This offer will be good for the twelve (12) months following their eighteenth birthday. (11/12/2019)

Section 9: Work Requirements: All Memberships except Honorary Memberships and Life Memberships where the applicant is over the age of 65 must work a minimum of ten (10) hours per year on activities or projects approved by the Board of Directors with the actual hours worked verified by a Board Member or Program Director. Any membership that fails to complete their work requirement shall pay a sum, not to exceed \$20.00, for each hour not worked, as the Board of Directors shall set each year. The work hours to be performed for each year shall be performed in the calendar year in question and shall not carry over from one year to the next. (11/12/2019)

Section 10: Assessments: The Board of directors shall have the right to vote such assessments as the Board shall deem appropriate with the approval of 70% of those Life Memberships voting who are either physically present or present by written proxy, at said meeting, after having had 15 days written notice of the upcoming vote. The assessment shall be payable within such time as the Board of Directors shall set. The Board shall have the right to terminate the membership of any membership not paying their assessment as provided in Article 8. (11/12/2019)

Section 11: Vote: Only Life, Associate Life, and Annual Members shall be entitled to vote for members of the Board of Directors and on such other matters as shall require the vote of the membership of the corporation.

Section 12: Non-Transferability of Memberships: Memberships shall not be transferable.

Section 13: Keys: Members shall not provide keys to non-members or minor children. Club keys are not to be duplicated. (11/09/2004) (11/12/2019)

ARTICLE 5: RIGHTS OF MEMBERS

- Section 1: Access by Members:** There shall be at least one monthly meeting of the Board of Directors and any member may attend that meeting. Members will be allowed to address the Board during a time in the agenda designated by the Board. There shall also be at least one (1) meeting a year of the general membership; additional meetings may be called as necessary in accordance with Article 7, Section 5. (11/10/2009) (11/12/2019)
- Section 2: Examination of Records:** Any member, 18 years of age or older, except Honorary Members may examine any club records in order to answer any questions they have on the corporation's welfare after submitting a written request. The request must be honored within fifteen (15) business days. (11/12/2019)

ARTICLE 6: BOARD OF DIRECTORS

- Section 1: Powers of The Board of Directors:** The Board of Directors shall manage the affairs of the corporation. The Board of Directors shall consist of 13 members and shall have jurisdiction over the corporation and its finances. The Board shall prescribe rules for the corporation and its members, call special meetings of the members, fix penalties for violation of rules by members, expel members as provided in Article 8 and shall approve, in advance, all expenditures of the corporation in excess of \$350 per month by any Board member or Match/Activity Director. (11/14/2000) (11/12/2019)
- Section 2: Make Up:** The Board of Directors shall consist of: President, Vice-President, Secretary, Treasurer and nine other directors. (11/12/2019)
- Section 3: Requirements For Being a Director:** Only Life Members and Associate Life Members will hold positions as officers of the corporation. The position of Director is open to Life, Associate Life and a maximum of four (4) Annual Members, two (2) to be elected on alternate years. (11-13-2007)
- Section 4: Nomination and Election:** Prospective members for the Board may be nominated by any Life, Associate Life or Annual Member before or at the Annual meeting. Election shall be by majority vote of those present and voting at the Annual Meeting and those so elected shall take office January 1st. The four officers shall serve a one (1) year term and the nine directors shall serve two (2) year terms, with four (4) being elected for the term beginning in the even year and five (5) for the term beginning in the odd year.
- Section 5: Absence by Directors:** Failure of a director to attend three (3) regular meetings of the Board within a calendar year, may be cause for a vacancy in the office of such director. A director may permit a member to attend a board meeting in their place to express the board member's views on any matter before the board. The member so attending shall not have the right to vote for the absent board member, nor shall they be counted for purposes of a quorum. Attendance by a substitute shall not waive the right of the Board to replace a Director for failure to attend three meetings. The secretary shall notify the Board when a Board member has missed 3 meetings; the Board shall designate someone to contact the member to determine the situation before deciding if the member will be replaced. (11/12/2019)
- Section 6: Vacancies:** Vacancies in the Board may be filled by a majority vote of the Board members at any Board Meeting. Members so elected shall hold office until the next general election. (11/12/2019)
- Section 7: Annual Report:** At the Annual Meeting of the members, the Treasurer shall provide a financial summary and the President shall provide a summary of the Boards activities/accomplishments. The President may also ask others to provide updates. (11/12/2019)
- Section 8: Officials:** Besides the four (4) elected officers, the Board of Directors shall have the right to appoint such other officials as deemed necessary. (11/12/2019)
- Section 9: Duties of President:** The President shall preside at all meetings of members and of the Board of Directors, shall be in charge of the day-to-day affairs of the corporation, shall be an

ex-officio member of all committees, shall serve on the financial committee and shall perform such other duties as the Board of Directors shall prescribe. The President, or their designate, shall sign all written contracts of the corporation. (11/12/2019)

Section 10: Duties of Vice-President: In the absence of the President, the Vice-President shall perform the duties of the President. The Vice-President shall also serve on the financial committee and be responsible for oversight of the programs. The Vice-President shall also perform such other duties, as the Board of Directors prescribes. (11/12/2019)

Section 11: Duties of Secretary: The Secretary shall keep the minutes of all meetings of the members and Board of Directors, shall have charge of all written records and documents of the corporation, shall handle facilities scheduling and usage. The Secretary or their designate shall execute all written documents of the corporation and shall perform such other duties, as the Board of Directors shall prescribe. (11/12/2019)

Section 12: Duties of Treasurer: The Treasurer shall have custody of all funds and securities of the corporation, which funds shall be deposited in the name of the corporation in a bank designated by the Board of Directors. The Treasurer, or designate, shall issue checks of the corporation and shall submit a detailed report of receipts and disbursements to the Board of Directors monthly. Treasurer shall produce requested financial records for inspection when ordered to do so. The Treasurer shall serve as chairman of the financial committee and shall perform such other duties, as the Board of Directors shall prescribe. (11/12/2019)

Section 13: Financial Committee: The Financial Committee, consisting of the President, Vice-President and Treasurer, and/or any other person(s) invited by the Board of Directors, shall study and make recommendations to the Board of Directors regarding the financial affairs of the corporation. The Financial Committee may also set up a Planning Committee to focus on improvements to the facilities and grounds so that the Corporation may better serve its members. (11/12/2019)

ARTICLE 7: MEETINGS

Section 1: Rules: Robert's Rules of Order shall govern the conduct of all meetings.

Section 2: Order of Business: The order of business at all meetings shall be:

- (A) Pledge of Allegiance to The Flag
- (B) Minutes
- (C) Treasurer's Report
- (D) Visitor Comments/Questions
- (E) Reports of Officers and Committees
- (F) Unfinished Business
- (G) New Business
- (H) Elections or Other Special Actions
- (I) Adjournment

Section 3: Quorum: Seven Board members shall constitute a quorum for the transaction of business at a board meeting. Less than a quorum may adjourn to another date, hour or place.

Section 4: Board Meetings: There shall be at least one Board Meeting per month, so that the normal business of the corporation may take place. Special meetings of the Board of Directors may be called by the President or by written or electronic notice signed by any three Directors. All notices of special meetings shall be mailed or electronically (e-mail) notified, by the Secretary or their designate, to each Board Member and the notice shall state the time, place and purpose of the meeting. (11/09/2004) (11/12/2019)

Section 5: Annual and Special Membership Meetings: The Annual Meeting, for the election of Directors, shall be set by the President and held between November 1st and November 30th of each year. Besides the election for the year, any changes to the by-laws may be considered. All members shall be notified in writing or electronically (e-mail) notified at least 15 days prior to the Annual Meeting. Special Meetings of the members shall be called by the President, by any five Directors, or at the written request of 1/3 of the Life and Associate Life

Members for the purpose of changing the by-laws or other items of great importance to the entire membership. All members must be notified in writing or electronically (e-mail) notified at least 15 days prior to the special meeting. All notices of meetings shall be sent to the member at their address or electronic (e-mail) address as it appears on the records of the corporation. (11/09/2004) (11/12/2019)

Section 6: Electronic (E-Mail) Address Notification: Members who receive all or much of their periodic Club information via electronic (e-mail) notification versus receiving a printed mailed copy shall be considered to be duly notified of any and all meetings provided that the electronic (e-mail) notification is sent at least 15 days prior to the Annual or Special Meeting. (11/09/2004)

Section 7: Monthly Newsletters:

Each member is entitled to receive a monthly newsletter.

It is each member's responsibility to timely notify the Club Secretary whenever his/her mailing address changes or his/her electronic (e-mail) address changes. It is the secretary's responsibility to forward the changes to the membership chairman. (11/11/2008) (11/12/2019)

ARTICLE 8: EXPULSION, SUSPENSION AND DISCIPLINE

Section 1: General: The membership is responsible for their conduct; the conduct of their guests and any disciplinary action applies equally to all. An adult member must be present whenever any nonmember / children, including minor children / guests are using any of the Club's facilities. Minor children are those under the age of 18 as defined by Illinois Statute. When any member is charged in writing to the Board of Directors, by any other member, with a violation of any of the by-laws of the corporation or of violating any written rule or resolution of the Board of Directors, or with any act or conduct tending to endanger the health or safety of any other member or tending to adversely affect the reputation, welfare or credit of the corporation; the Board of Directors shall thereupon set a date for and conduct a hearing on such charge or complaint. (11/09/2004) (11/12/2019)

Section 2: Notice: The member so complained against shall be given not less than 15 days written notice of the date, place and hour of the hearing, which notice shall include a brief statement of the charges against the member. The notice shall be delivered personally to the member, or be sent by certified or registered mail addressed to the member at their address as it appears on the records of the corporation. (11/12/2019)

Section 3: Appearance: The member so complained against shall have the right to appear or appoint a representative at such hearing and can examine all evidence, cross examine witnesses in support of the complaint, offer evidence and bring witnesses in their defense. The Board may seek professional advice. (11/12/2019)

Section 4: Failure to Appear: If the member or representative fails to appear, the Board of Directors shall deliberate in closed session. (11/12/2019)

Section 5: Disciplinary Actions: If the member is found to be guilty of the conduct brought to the Board as described in Article 8, Section 1 by a majority vote of the members of the Board of Directors present, the Board may assess any of the following penalties:

- (A) A fine against the member not exceeding \$100
- (B) A suspension of all membership privileges for a period of time not exceeding six months, or
- (C) That the member be expelled from the corporation and forfeit all membership dues, benefits and privileges including the total and permanent termination of their rights as a Life, Associate Life, Annual or Honorary member. A member so expelled shall not have the right to reapply for membership in the corporation for three (3) years from the date of their expulsion and the Board of Directors shall have the right, after a review of their expulsion and membership application, to refuse to re-admit them to membership.

(11/12/2019)

Section 6: Emergency Action: If the Board of Directors determines that an emergency exists which affects the safety of the members, the credit or welfare of the corporation, they shall have the right, by majority vote of the members present to temporarily suspend the member in question from the membership and from all the rights and privileges thereof, without notice to the member, until the hearing herein provided for can be held.

ARTICLE 9: CLUB POLICIES /PROCEDURES / SUPPLEMENTAL RULES AND REGULATIONS

The Chillicothe Sportsmen's Club Board of Directors has the responsibility and authority to make any changes that relate to the operational safety of the facilities and members / guests when deemed necessary. These changes do not have to be written into / included in the Club's By-Laws to be enforceable. It is the responsibility of each member to be familiar with the provided and posted rules.

(11/09/2004) (11/12/2019)

ARTICLE 10: AMENDMENTS

Amendments hereto may be made at the Annual Membership Meeting or a Special Membership Meeting called for the purpose of considering such amendments. All members shall be notified by mail or electronically (e-mail) notified of the specific purpose, date, time and location etc. of the meeting at least 15 days prior to the meeting. Seventy per cent (70%) of those members voting is necessary for passage of amendments.

Changes to these bylaws which affect only the status of Life Members must be approved by 70% of those Life Members voting (who are either physically present or present by written proxy) at said meeting. The "status of Life Members" is defined as anything that affects the number, power, membership and voting rights of the Life Members. The sections of the bylaws impacting the status of Life Members include changes to the following:

1. The first sentence in Section 2 of Article 4 which deals with the classes of memberships, especially if the distinction between Life Members and the other classes were to be changed.
2. Any changes to Section 3 of Article 4.
3. Any change to Section 4 of Article 4 which gave Associate Life Members the right to a share of the proceeds of the assets of the club.
4. Any change to Section 8 of Article 4 regarding the number of Life Members.
5. Any change to Section 10 of Article 4 regarding the work requirements of Life Members would have to be approved by Life Members.
6. Any change to Section 11 of Article 4 regarding any change in the approval of assessments would have to be approved by Life Members.
7. Any change to Section 12 of Article 4.
8. Any change to Section 13 of Article 4.
9. A change to Section 3 of Article 6.
10. A change to Section 4 of Article 6.
11. A change to Section 5 of Article 7.
12. A change affecting specifically the treatment of Life Members in Article 8.

(11/09/2004) (11/12/2019)