

BY-LAWS

OF

The Milford Township Fish, Game & Forestry Association

Effective July 2014

ARTICLE I

NAME AND OBJECTIVE

Section 1. The name of this corporation shall be:

“THE MILFORD TOWNSHIP FISH, GAME AND FORESTRY ASSOCIATION”

Section 2. The objects and purpose are to unite and bind together interested sportsmen; to meet, exchange views, educate and endeavor by concerted efforts to further true sportsmanship to assist the Game, Fish and Water Departments of Pennsylvania; to bring about more friendly relations between landowners, tenants, and sportsmen; to foster the improvements and purification of our streams to assist in forestation and to control vermin, wheather they be foreign or domestic.

Section 3. There shall be no shares of capital stock. Membership shall be evidenced by Certificates of Membership.

ARTICLE II

MEMBERSHIP AND DUES

Section 1. The membership shall be composed of citizens and or legal residence of the United States who subscribe to the objects of this Association. Persons may become active members by election to membership by the majority votes of the members of the Association present at any general meeting. Each active Adult Member in good standing is entitled to one vote upon all matters of the Association.

Section 2. Honorary membership may be conferred upon any eligible sportsmen, landowner, or tenant by unanimous vote of the Association at a regular meeting. This class of members shall neither have the right to vote, nor hold office in this Association. They shall be exempt from the payment of admission fees and dues.

Section 3. All applications for membership shall be presented in writing, signed by the applicant, and endorsed by at least one active member of the Association, and accompanied by all fees and annual dues the annual dues. Such applications shall be approved at a general meeting of the Association.

Section 4. Upon the favorable majority vote of the Association present at a general meeting, the applicant shall be immediately declared elected to membership in the Association. The Member shall have full use of the facilities after they complete the Club Orientation.

Section 5. The fees and dues mentioned in Section 3 shall be returned immediately to all rejected applicants.

Section 6. A member of this Association having been expelled for non-payment of dues may be reinstated by the regular procedure for new applicants, plus an initiation fee.

Section 7. The annual dues will be reviewed annually by May 31st by the Board of Directors. If an increase or decrease is called for, it will be voted on by the membership of the Association in the month of August and shall be effective in the next membership year.

- a) The following items may be considered when considering dues cost, but are not limited to:
 - a. Fixed Expenses
 - i. Real estate taxes
 - ii. Insurance
 - iii. Cost of publications
 - iv. Utilities
 - v. Unexpected annual costs
- b) The Board of Directors will review and report on the dues no later than the July general meeting.
- c) The cost of the dues will be announced at the regular meeting during the months of September and October proceeding the new calendar year. Announcements will be made by the President, Treasurer, or Chairmen of the Board of Directors.
- d) Any changes to the dues will be published in the newsletter.
- e) Life membership to be bestowed on an adult member in good standing for meritorious service by a unanimous vote of the Board of Directors.
- f) The annual dues are payable during the months of November and December with a grace period extended through January 31st.
- g) All members who have not renewed by February 1st will be dropped from the membership.
- h) Any member who has attained the age of 65, will upon request, be recognized as a Senior member. Senior members attaining the age of seventy-five (75) with five (5) years prior membership upon request will receive a free membership for life.

ARTICLE III

OFFICERS AND DIRECTORS

Section 1. The Officers of this Corporation shall be President, Vice President, Recording Secretary and Treasurer.

Section 2. **President:** It shall be the duty of the President to preside at all General Membership meetings of the Association. He shall appoint all permanent committees and such other committees as may from time to time be ordered by resolution adopted at any meeting of this Association.

Section 3. **Vice President:** In the absence of the President, the Vice President shall preside and perform all of the duties of the President.

Section 4. **Recording Secretary:** It shall be the duties of the Recording Secretary to attend all general meetings of the Association, to keep a separate and true record of the proceedings and to attend to all correspondence and club records and documents.

Section 5. **Treasurer:** The Treasurer shall receive all Moneys belonging to the Association, keep correct account of all Moneys received by him on account of the Association, noting the date and sources from which received, and deposit the same in the local bank in the name of the “Milford Township Fish, Game and Forestry Association,” to pay all bills approved by the Association. This shall not include utilities (telephone, heat & electric), taxes, loan payments, insurance, newsletter expense and postage which may be paid without the approval of the Association members. All checks must be counter-signed by at least two (2) Officers of the Association, being the President, Vice-president, Secretary, Director, or Chairman of the board.

Section 6. **Directors:** The business and affairs of this corporation shall be managed by a Board of eight (8) Directors, four (4) being elected annually for a two-year term, It shall be the duty of the directors to guide and assist the Officers in the operation of the Association. They will ensure that all properties are kept in good repair at all times. The Directors will assume control of the real estate and other property of the Association. The Board of Directors shall hold monthly meetings. The Directors shall elect each year, at their January meeting, a chairman of the Board, who must have completed one (1) full year service as a Director. The Chairman’s duties shall include running the Directors Meetings, taking of minutes of the Director’s meeting, reporting on the same at the general monthly Association meeting. The first duty of the Chairman shall be to appoint a Vice Chairman from the board to act in the absence of the Chairman.

Section 7. The Board of Directors shall have the power to expend a sum of Moneys, not to exceed \$5000.00, in an emergency or for the benefit of the Association. The Committees shall have the right to expend an amount up to \$200.00 in an emergency or for the benefit of the Association. These expenditures must be reviewed by the members of the Association at the next general meeting.

Section 8. At the January Board of Directors meeting the directors will schedule a total of eight (8) Saturday or Sunday work-days for the coming year. This schedule must be published in the newsletter throughout the year. At least two (2) members of the Board of Directors or Officers must attend each of the scheduled work days.

ARTICLE IV
COMMITTEES

Section 1. **Permanent Committees:** The President shall, upon his election, as soon as conveniently possible, appoint the following permanent committees: Membership, Game, Refreshment, Archery, Fish, Forestry, Entertainment, Public Relations, Pistol Range, Rifle Range, Shoot, Grounds, Newsletter, and Pennsylvania Hunters Education. The President may appoint as many members to each of the said committees as he shall deem desirable.

Section 2. **Other Committees:** The President shall, from time to time, when so ordered by resolution adopted at any meeting of the Association, appoint other committees for special purposes, unless such resolution shall otherwise direct.

Section 3. **Duties of the Membership Committee:** The duties of the Membership Committee shall be to bring into membership of the said Association all desirable individuals who are interested in the activities of the Association, and who could add to or improve the purpose of the said Association.

1. Membership renewals – In the months of November, December and January, collect renewals and fees. Report at General Membership meetings.
2. New members – Accepting applications, performing interviews, and collecting fees.
3. Orientation – Orientating new members to the club rules and grounds.

Section 4. **Duties of the Game Committee:** To investigate game conditions throughout the territory covered by the Association and report the findings to the Association; also to be in charge of all game propagation, the obtaining of good food and distribution of the same when conditions necessitate.

Section 5. **Duties of Refreshment Committee:** To oversee the operation of the kitchen. Maintain all supplies and cleanliness. Provide snacks/food and refreshments at general meetings and work with all other Committees if requested. Make a financial report at monthly meetings.

Section 6. **Duties of Archery Committee:** To oversee the operation of the Archery Courses, maintain its trails and back stops for the benefit of the members of the Association. To maintain and purchase the Targets, '3D; or otherwise. To hold public shoots and promote functions for the Membership.

Section 7. **Duties of the Fish Committee:** To take a survey of conditions throughout the territory covered by the Association and report the same to the Association; to have charge of all fish propagation, control of stream pollution and stream improvement, and feeding of fish when necessary. The Fish Committee shall also provide and organize events, such as the Fish Rodeo, during the year for the good and welfare of the membership.

Section 8. **Duties of the Forestry Committee:** To investigate forest conditions of the Association; to be instrumental in any reforestation program which may improve game, fish or stream conditions. The Forestry Committee shall also be in control of the removal of any trees on the property and the sale of fire wood for the good of the Association.

Section 9. **Duties of the Entertainment Committee:** The duties of the Entertainment Committee shall be to provide at any regular or special meetings, such entertainment pertaining to the purpose of the Association, or which may interest the Association members and may work with the Refreshment Committee to provide suitable refreshments if desired. The Entertainment Committee shall also provide and organize events during the year for the good and welfare of the Membership.

Section 10. **Duties of Public Relations Committee:** To investigate field conditions pertaining to property owners to such extent as will promote mutual cooperation and good fellowship between sportsmen, property ownership and tenants; and to cooperate with the entertainment and refreshment committees to accomplish this end. The Public Relations shall also be responsible for advertising of events and the promotion of Membership in the Association.

Section 11. **Pistol Range Committee:** To oversee the fifty (50) yard range for the benefit of the Membership. To hold and promote functions during the year for the membership.

Section 12: **Rifle Range Committee:** To oversee the 100-yard range for the benefit of the Membership. To hold and promote functions during the year for the membership

Section 13. **Duties of the Shoot Committee:** To oversee all shoots for the benefit of the members of the Association. To hold Public Shoots. To maintain and purchase supplies for the shoots. To hold and promote function for the Membership.

Section 14. **Grounds Committee**: To oversee all the grounds, keeping them in good condition, mowing and trimming of all the grass and shrubs.

Section 15. **Newsletter Committee**: To provide a publication to be made available to the Membership.

Section 16. **Duties of PA Hunter, Trapper, Education Committee**: To hold at least one (1) Hunter Trapper Course, in a manner set forth by the PA Game commission, (open to the public) per year.

Section 17. **Duties of All Committees**: That each committee hold two (2) meetings in each calendar year, reporting and documenting such outcomes at general meetings to foster the safety and well-being of the Association. Committee Chairpersons shall present all pertinent material to their successor to maintain continuity.

ARTICLE V

ELECTION OF OFFICERS AND DIRECTORS

Section 1. Officers and Directors are to be nominated at the general November and December meetings. The election shall take place at the general December meeting. Officers may succeed themselves if duly elected by the Association members. When there is only one person running for any position on the ballot they may be elected by unanimous consent of the Membership present at the December meeting.

Section 2. When an election by ballot is required, the presiding officer shall appoint a judge and two members in good standing, to act as tellers to assist in conducting the election in a fair and impartial manner.

Section 3. Only regular members in good standing shall receive ballots to vote.

Section 4. A majority of all votes cast is necessary for an election. If there are a number of candidates, none of whom have received the necessary number of votes, the three candidates receiving the highest number of votes shall be elected and the balloting continues; the lowest candidate at each succeeding ballot to be dropped until an election is had.

Section 5. In the event of any elected office becoming vacant by death, resignation, or otherwise, it shall be the duty of the presiding Officer at the following meeting to announce the existence of such vacancy, where upon an election shall be held forthwith.

ARTICLE VI

MEETINGS

Section 1. General meetings of the membership shall be held on the second Tuesday of each month, at the Clubhouse. Any temporary change of either date or place must be given to the Membership in writing, at least five (5) days prior to the date or place of change. The newsletter would be considered written notice. Any permanent change of date or place requires an amendment to the By-Laws.

Section 2. Special meetings may be called at any time by the President. A special meeting must be called by the President, or if a written request is made for one by at least 20 percent of the current members.

Section 3. In case a special meeting is called, written notice must be given to all current members at least five days prior to the meeting. The notice must state the time, place and purpose for which the meeting is called. The monthly bulletin will be considered written notice.

Section 4. Ten (10) members in good standing shall constitute a quorum for the transaction of business at any general or special meeting of the membership.

Section 4(a). Five (5) Board members in good standing shall constitute a quorum for the transaction of business at any Board meeting.

Section 5. A majority of the members of each committee shall constitute a quorum for committee meetings.

Section 6. An Annual Meeting of the Association is required in the operation of a Corporation. The Annual Meeting shall be held on the second Tuesday of November in each calendar year or at another date during the year, as so designed by the Association.

Section 7. Committee meetings shall be held at the discretion of their Chairman.

Section 8. Before any question can be debated by the members in a meeting assembled, it must be moved and seconded from the floor and stated by the President who will then call for remarks.

Section 9. After a motion is stated by the President, it shall be deemed in Possession of the Association, but may be withdrawn by the mover before an amendment is made or the vote taken. No motion shall be debated unless seconded; when it is seconded it shall be stated by the President.

Section 10. No member, while another is speaking shall hold any private conversation or pass between him and the chair.

Section 11. A member called to order by the President, shall immediately take his seat, unless permitted to explain.

Section 12. All decisions of the presiding officer shall be conclusive unless reversed on appeal to the Association.

Section 13. No member without special permission of the presiding officer, shall speak more than twice on the general question or more than once until every member desiring the floor shall have spoken.

Section 14. In all cases where there is an order, resolution or motion, it shall be entered on the minutes; also the name of the mover and the seconded shall be entered thereon.

Section 15. Any member may change his vote after the yea and nays have been taken, and before the vote is announced, but no member is permitted to change his vote after a decision is announced by the chair.

Section 16. Any controversial subject on which action was taken at a previous meeting cannot be brought up again for discussion unless approved by a two-third majority of the active members present.

Section 17. Each active member in good standing is entitled to one vote on all matters of the Association.

Section 18. The Board of Directors can terminate or suspect the membership and or can decline to renew said for a term or period of time to be determined by Directors for any of the following reasons.

1. Destruction or theft of club property.
2. Violation of club rules or regulations.
3. Violation of any State, Fish or Game laws, rules, regulations

ARTICLE VII

ORDER OF BUSINESS

Section 1. The order of business at general meetings of the membership shall be as follows.

1. Roll Call of Officers and Directors
2. Reading of minutes
 - a. Last General Meeting
 - b. Last Director's meeting
3. Report of Officers
 - a. Secretary
 - b. Vice president
 - c. President
 - d. Treasurer
 - i. Payment of Bills
 - ii. Treasurer's report
4. Report of Committees
 - a. Membership Committee
 - i. New membership
 - b. Game Committee
 - c. Refreshment
 - d. Archery
 - e. Fish
 - f. Forestry
 - g. Entertainment
 - h. Public Relations
 - i. Pistol Range
 - j. Rifle Range
 - k. Shoot
 - l. Grounds
 - m. Newsletter
 - n. PA Hunters Education

5. Written communications

6. Unfinished business

7. New business
8. Nomination of Officers (November/December meeting)
9. Appointment of Officers (December election)
10. Good of the association
11. Drawings (raffles)
12. Adjournment

Section 2. At special meetings only the business for which the meeting is called shall be considered.

ARTICLE VIII

SPECIAL PROVISIONS - BY-LAWS CHANGE

Section 1. Any change concerning Articles in the Charter and/or By-Laws must be approved by a majority of the Board of Directors and Officers. The changes will then be debated on the floor of the regular meeting for two consecutive meetings. A notice of the debate shall appear in the newsletter each of those months. The changes shall also have been published in the Associations monthly bulletin for the two months during which it shall be debated.

Section 2. The finalized version of the Charter and/or By-Laws change shall then be read at the Third meeting. A vote will take place at the Third meeting when it is read and published.

ARTICLE IX

SPECIAL PROVISIONS – CLUB DOCUMENTS

Section 1. Any officer or member holding property or records of the Association, shall upon the written request of the Board of Directors, turn over all such property and records immediately.

ARTICLE X

SPECIAL PROVISIONS – EXPULSION

Section 1. Any Officer or Director who does not perform his duties shall have a hearing by the Board of Directors and if found guilty shall be brought up for a vote for suspension of duties by the Board of Directors at the next meeting of the Association.

Section 2. Any member whose conduct is in violation of the By-Laws of this Association, or whose behavior is improper or prejudicial to the interest of the Association, may be suspended or expelled from the Association by a vote of the majority of the Board of Directors.

Section 3. Any officer missing three consecutive general meetings or any Director missing three consecutive directors meetings, must present a valid reason for their absences. If reasons are not considered valid by majority of the Board of Directors, that Officer or Director will be required to resign their position.

ARTICLE XI

INDEMNIFICATION

The Association shall indemnify each of its Directors, Officers, and Employees whether or not then in the service as such (and his or her executor, administrator and heirs), against all reasonable expenses actually and necessarily incurred by him or her in connection with the defense of any litigation to which the individual may have been a party because he or she is or was a Director, Officer, or Employee of the Association. The individual shall have no right to reimbursement, however, in relation to matters as to which he or she has been adjudged liable to the Association for negligence or misconduct in the performance of his or her duties, or was derelict in the performance of his or her duty as Director, Officer, or Employee by reason of willful misconduct, bad faith, gross negligence or reckless disregard of the duties of his or her office or employment. The right to indemnity for the expenses shall also apply to the expenses of suits which are comprised or settled if the court having jurisdiction of the matter shall approve such settlement.

The foregoing right of indemnification shall be in addition to and not exclusive of, all other rights to that which such Director, Officer or Employee may be entitled.

