

SUFFOLK ARCHERS, INC. BY-LAWS

(Effective Date: October 17, 2018)

ARTICLE I -Membership

1. New Adult memberships shall be sponsored by one active member in good standing, and all applications must be accompanied by established fees and/or dues then in force. The Board of Directors shall vote upon applicants. The following definitions will apply: Primary Membership (primary member) means the person joining as the leader of a family unit; Active Membership (active member) means all qualified members of a primary membership family; and **Mail, Mailing or Mail Delivery** means any of the following types of service or notification, as directed to be sent by the Board of Directors: either, sent via the U.S. Postal Services, other private trackable ground delivery services (i.e. UPS, FedEx, etc.), and/or electronic email.
2. New junior members shall be sponsored by one active member in good standing. Said junior membership is open to individuals between the ages of thirteen and eighteen years. The yearly junior membership fee shall be one-half the established fees and/or dues then in force. However, there are no privileges other than use of the organization's physical facilities with a junior membership. Junior members have no vote and no stock ownership in Suffolk Archers, Inc. A junior membership, upon attaining age eighteen, must file for active primary membership subject to established fees and/or dues then in force under Article III of the By-laws.
3. A primary member, his/her spouse, and children under twenty-one years of age and single, are afforded the full use and privileges of the organization's facilities.
4. The entire Suffolk Archers, Inc. archery facility will be closed to all non-members with this exception: personal guests of Suffolk Archer members may use the facility provided they are accompanied by an adult member. The number of guest allowed to shoot will be determined by the current Board of Directors. Any one guest may not shoot at the range, other than at tournaments open to the public, more than three times. Junior members are required to be in the company of an adult when using the facility or have approval of the Board of Directors to use the facility without supervision; such approval to be granted by the Board only after the junior member has demonstrated safety consciousness and basic knowledge in the handling of the bow and arrow to the satisfaction of the Board.
5.
 - a. Children of members, upon marriage or upon the age of twenty-one years shall be given preference on the purchase of primary adult membership.
 - b. Primary members in good standing shall, at their option, have the right to transfer their membership to only one of their children, providing said child shall have attained the age of eighteen years, and be approved by the Board of Directors.
 - c. Upon the demise of a primary member in good standing, the membership shall be transferred to the surviving spouse.
 - d. Upon the demise of the surviving spouse, or in the event that there is no surviving spouse, the membership in good standing shall be transferred to only one of the surviving children having attained the age of eighteen years. The executor or administrator of said estate will be notified, providing the Board of Directors is notified of the demise of said member, in order to keep the membership in good standing.
6. If the primary membership is full (500), then the applicants favorably ruled upon shall be placed on a waiting list in order of approval. If two or more applications are listed on the same date, the Board of Directors shall decide which of the accepted applications shall be made active first, with others returning to the top of the waiting list.
7. All primary members shall receive a membership certificate and are entitled to a vote and share in Suffolk Archers, Inc. The division of the proceeds of assets of Suffolk Archer, Inc. shall occur only upon the dissolution of Suffolk Archers, Inc. and on the basis of one share per year for each consecutive year of active membership, beginning with the date on the membership certificate, until time of dissolution of Suffolk Archers, Inc.
8. To remain an active member, all club obligations must be met on dues dates with a thirty-day grace period.
9. All members falling in arrears will be notified by certified mail, return receipt requested, and will have thirty days from date of receipt to submit monetary restitution suitable to the current Board of Directors. If there is no reply within said thirty days, they will be dropped from membership of Suffolk Archers, Inc. and all ownership shares are forfeited.
10. By a majority vote of the Board of Directors, a member may be expelled or suspended from membership in Suffolk Archers, Inc. for up to 90 days for conduct detrimental to the interests of this organization. The Board of Directors will advise the general membership of this action by mail thirty days prior to the next general meeting and will require a two-thirds majority of the membership in attendance at the general meeting to expel or suspend the member in question. If said member is reinstated, prorated credit for dues paid for the suspension period shall be applied towards the next year's dues.
11. A junior member, upon attaining age eighteen, must file for primary membership and become subject to fees and dues under Article III.

12. A senior membership, upon application, will be granted to club members reaching 65 years of age, and meeting the following criteria:
 - a. Having been an active member of Suffolk Archers paying a regular membership fee for a period of five years minimum.
 - b. Providing proof of age in the form acceptable to the Suffolk Archers Board of Directors.

13. a. These senior members, upon meeting the aforementioned criteria, would be assessed at one-half the current * regular yearly dues as defined below. The senior member will retain:
 - Active membership status with all club privileges, including club workday and committee credits for performing services consistent with physical abilities.
 - Voting privileges
 - Allocation of shares in assets of Suffolk Archers at the rate of one-half share per year (paying one-half dues per year).
 - Any special dues credits awarded consistent with policies and practices in place at the time.
- b. Exclusion from workday and committee work, along with associated dues credits, will be considered on an individual basis upon written request to the Suffolk Archers Board of Directors stating the reasons for such request.

* Regular yearly dues shall be defined as the total yearly dues payable by regular members, on January 1st of each year, after dues credit awards have been credited for work days attended and committee work completed.

ARTICLE II - Duties of Officers

1. It shall be the duty of each retiring officer to turn over to the newly elected officers all property of the club in his or her possession, including correspondence, reports, minutes, policies, equipment, etc.
2. Range captain or captains will be appointed by the president and approved by the Board of Directors. Dues of the range captain(s) shall be assigned by the Board of Directors. Range officers shall perform duties as directed by the range captain or captains.
3. A tournament secretary may be appointed by the president and approved by the Board of Directors. Duties of the tournament secretary shall be assigned by the Board of Directors, and he/she shall follow all rules and regulations as set forth by the official handbook of the NFAA.
4. A publicity chairman may be appointed by the president and approved by the Board of Directors and shall pursue the publicity of archery and Suffolk Archers, Inc.
5. A refreshment chairman may be appointed by the president and approved by the Board of Directors and shall operate refreshment facilities at all club events.
6. A membership chairman may be appointed by the president and approved by the Board of Directors and shall function under the Board of Directors.
7. A newsletter chairman may be appointed by the president and approved by the Board of Directors and shall keep the members of Suffolk Archers, Inc. informed of club and archery events.
8. A bow-hunting chairman may be appointed by the president and approved by the Board of Directors and shall keep the club informed of all bow-hunting activities.
9. An awards chairman may be appointed by the president and approved by the Board of Directors and shall furnish awards for all shoots and special events.

ARTICLE III - Fees and Dues

1. The yearly membership dues for Suffolk Archers, Inc. shall be determined by the current Board of Directors, to be adjusted to an amount sufficient to cover any increase in operating costs or other costs as determined by the Board of Directors, including acquiring funds for future contingencies.
2. The Board of Directors shall have the power to levy additional assessments to the amount of one-half the current membership dues. All assessments in excess of that amount may be levied only upon a vote of members to be held one month after written notice to all members. This vote shall take place at a General Meeting or a Special Meeting as determined by the Board of Directors. A simple majority vote by the members in attendance is needed to determine the outcome of the vote.
3. All tournament and guest fees shall be determined by the Board of Directors.
4. Regular active membership shall run from January 1 to December 31 and must be paid in full by January 1, unless other arrangements have been made for individuals with special needs by vote of the Board of Directors
5. All fines and assessments are payable before dues.
6. Upon entering military service, a member shall be granted a leave of absence for the entire time of their military service, upon a written request for such being provided to the Board of Directors.
7. The Board of Directors may establish initiation fees.

ARTICLE IV - Meetings

1. The general meetings shall be held six (6) times a year, February, April, June, August, October, and December. They will be held on the third Wednesday of these months at 8:00 p.m.
2. At any general meeting a quorum shall be 10% of the primary membership and three Board members. Each primary member shall have one vote, with the spouse voting for a primary member if the member is absent.

ARTICLE V - Changes and Amendment

1. The By-Laws or Constitution may be amended by using the following procedures outlined in Article V, paragraphs 2,3,4, and 5
2. The following procedures shall be followed prior to the general meeting at which the votes shall be counted.
3. The proposed amendment and any accompanying literature may be submitted to the Board of Directors by any member or group of members in good standing, at any general membership meeting. It must be signed by one or more members and will be read to the members at the meeting. (The proposed amendment and supporting material should be in a form suitable for copying and mailing to members.)
4. No later than two weeks after the first board meeting following the general meeting at which the proposal was made, the Board of Directors will send notice of the proposed amendment to the members, in the form of a package containing a copy of the existing Article of the By-Laws, or the existing paragraph of the Constitution that is proposed to be amended, the full text of the proposed new amendment, accompanying supporting literature or material, and a mail-in ballot, or in the form of electronic mail containing softcopy of the existing Article of the By-Laws, or the existing paragraph of the Constitution that is proposed to be amended, the full text of the proposed new amendment, accompanying supporting literature or material, and electronic ballot. In addition, pro and/or con opinion papers shall be included if such are provided by interested members in good standing in the form of hardcopy or softcopy up to three pages for and three pages against (8.5x11 inch paper with 1 inch margins set in 12-point text, 1.5 line spacing, printed one side). It is up to interested members to consolidate their opinions with others of like mind so that the total pro opinions are no more than three pages and the total con opinions are no more than three pages. Information contained in this package must make it clear to the recipient that he/she may vote on the amendment in either of two methods: 1) on-site participation at the next general membership meeting, scheduled not less than six weeks after the proposed amendment was presented to the Board of Directors or 2) by electronic ballot or mail-in ballot, to be received electronically or in two sealed envelopes by the Suffolk Archers secretary or a designated official prior to the general meeting. Member's identification shall appear only on the outer envelope, which shall be logged and then discarded upon removal of the anonymous inner envelope containing the ballot.
5. At the appropriate general membership meeting as defined above, prior to the vote being taken, the amendment, supporting literature, and pro/con opinion papers will be read to the members, and members will be given an opportunity to speak for or against the amendment for a total of not more than fifteen minutes for each side. After a total of not more than thirty minutes of discussion, a vote will be taken of the primary members or spouses representing primary members present and all sealed mail-in ballots from primary members in good standing. Adoption of the amendment shall require a two thirds approval of the total votes cast.

ARTICLE VI - Social Activities

1. The club may hold a yearly banquet at a time and a place agreed upon by the Board of Directors
2. The club may hold two informal meetings a year which will be set at the discretion of the Board of Directors. These two informal meetings will be two of the six scheduled general meetings. No minutes are to be kept at these two informal meetings.

ARTICLE VII - Club Affiliations

1. Suffolk Archers, Inc. encourages all of its members to support and affiliate with the national, regional, state and local archery associations of their choice.

ARTICLE VIII - Secondary Board

1. Range Captains, tournament chairpersons, and membership chairpersons are all members of a secondary board and shall work closely with the Board of Directors and attend Board meetings, but have no vote.

ARTICLE IX - Effective date

1. These By-Laws became effective on July 28, 1965, after adoption, and have been updated on March 1, 1969; January 31, 1973; January 1, 1988; April 11, 2001; and January 1, 2010. The current amended date of the By-Laws is October 17, 2018