

BY-LAWS OF THE DAVENPORT VALLEY ARCHERS

AS REVISED AND ADOPTED ON 14 SEPTEMBER 2015

ARTICLE I **BY-LAWS – ADOPTION AND AMENDMENT**

Section 1. Adoption and amendment of these By-Laws will be legal and effective upon a two-thirds (2/3) vote of the adult members present at a meeting called for that purpose.

ARTICLE II **MEMBERSHIP**

Section 1. Members must be “in good standing”, (as defined in Section 6) in order to vote on club matters and to receive all other rights and privileges of membership. Members shall be in good standing, if they are current with their membership dues and are not under indictment by the club for violations of the constitution and by-laws of the club.

Section 2. Elected Officers shall be required to be excused before being absent from any Club or board meeting. After three (3) unexcused absences, an elected officer will be regarded as having vacated his elected position. They will remain “in good standing” as a general member of the club as long as dues are current but will no longer occupy an elected position.

Section 3. A Board member shall make a verbal request for an excused absence to the Club President, or in his absence, to any other Board member prior to the scheduled meeting. All such requests shall be recorded in the minutes of said meeting.

Section 4. Family memberships shall consist of one or both adult members of a household with or without dependent children, or a single adult member with dependent children. Any dependent child reaching the age of 18 during a family membership year shall remain a member for the balance of that membership year. At the end of the membership year, the former dependent must join as a single member to sustain membership in the Club. A junior membership shall consist of one (1) youth (under 18 years old age). A junior member shall not be entitled to vote.

Section 5. Any member found guilty of breaking a State or Federal fish and game law or firearms law shall go before the Board to receive a penalty or judgment as set forth by the Board. The judgment will be based on the severity of the offense and the punishment set forth by the State or federal government. If it is deemed appropriate, the Board may vote to terminate the membership by a majority vote of those Board members present at the meeting.

Section 6. All Club members are required, to serve on committees when requested, assist at tournaments as designated by the board of directors, assist at scheduled activities and range maintenance functions and to attend meetings as regularly as possible and be in good standing. If a work duty is missed the member will be given one chance to makeup the work assignment. Failure to perform a work assignment will result in discipline at the discretion of the board of Directors.

Section 7. A life membership in the Davenport Valley Archers will be awarded, upon request to those members who meet the following conditions:

- a. Any (NEW) member joining after (Jan. 1, 2015) shall be entitled to receive a paid lifetime membership at DAVENPORT VALLEY ARCHERS when they have

maintained continuous membership in the Club for (15) years and has reached the age of 65.

- b. CURRENT MEMBERS (on membership roll between Jan. 1 and Dec. 31, 2014) shall become eligible if they have reached age 60 and met continuous service for the last 10 years.

ARTICLE III **OFFICERS AND DUTIES**

- Section 1.** The duties of the president shall be to preside at all Club meetings, appoint all committees and perform all other duties consistent with the office of President.
- Section 2.** The immediate Past President shall remain a member of the Board of Directors as the Director-At-Large during the full term or terms of the new President.
- Section 3.** A Vice-President shall be elected to preside over Bowhunter range activities and another shall be elected for Target range activities.
- a. The Vice President Bowhunter shall be responsible for all Bowhunter tournaments and all Bowhunter range activities including maintenance of the range. The Bowhunter VP will appoint a Target Captain and a Bowhunter Range Captain to assist with these responsibilities.
 - b. The Target VP shall be responsible for all Target tournaments and all range activities including range maintenance. The Target VP will appoint a Target Captain and a Target Range Captain to assist with these responsibilities.
- Section 4.** A Secretary shall be elected to handle all correspondence for the club and to record minutes of all Board and Club meetings. The Secretary shall also be the custodian of all Club records, take votes of the members when instructed by the Board of Directors and shall inform the membership of official actions of the Board of Directors. The Secretary shall give reports at Club and Board meetings on those areas under the Secretaries purview.
- Section 5.** A Treasurer shall be elected to collect and receive all monies of the Club and deposit them in a bank approved by the Board of Directors. The Treasurer shall write all checks upon presentation of a bill or voucher from any member. All expenditures shall be approved by the Board of Directors. Checks will be signed by the President or the Treasurer. The Treasurer shall also keep an up-to-date accurate record of all receipts and disbursements of funds. The Treasurer shall prepare and give a monthly report of the financial account at Club and Board of Directors meetings. The Treasurer shall also prepare and give a report at the annual meeting.
- Section 6.** Two (2) Directors shall be elected to assist other Officers in conducting Club business.
- Section 7.** A Club Editor shall be elected and will serve as a voting member of the Board of Directors. The Editor shall publish a monthly Club newsletter and any other publicity requests Submitted by the Board of Directors.
- Section 8.** A State Representative shall be elected to serve as a liaison between the DVA and the Iowa State Archery Association. The State Rep. shall serve as a voting member of the Board of Directors and a voting member for the DVA at Iowa State Archery Association meetings.

The State Rep. will keep members of the DVA informed of appropriate State activities.

- Section 9.** A Fund-Raising Chairman shall be elected and will serve as a voting member of the Board Of Directors. The Fund-Raising Chairman shall oversee all fund-raising projects and shall Maintain a complete set of bookkeeping records of these activities. All funds received by The Fund-Raising Chairman shall be turned over to the Club Treasurer within (15) days following the end of each month. At the end of the Fund-Raising Chairman's term of office, all records shall become the property of the DVA and shall be given to the Club Treasurer. Appropriate reports detailing all transactions shall be turned in monthly to the Club Treasurer.
- Section 10.** Tournament dates for the coming indoor and outdoor season shall be established by the Board of Directors by November 15th of each year.
- Section 11.** A Membership Chairman shall be elected and serve as a voting member of the Board of Directors. The Membership Chairman shall oversee and maintain a complete list of memberships in good standing. Collect and receive Club dues and maintain a bank checking account with a monthly balance as directed by the Board of Directors. Submit monthly reports detailing memberships and all transactions and submit dues to the Treasurer.

ARTICLE IV **NOMINATIONS AND ELECTIONS OF OFFICERS**

- Section 1.** The regular February Club meeting shall be used for the purpose of nominating Officers. The election shall take place at the regular March meeting.
- Section 2.** The Board of Directors shall appoint a Nominating Committee, whose purpose shall be to present at the meeting called for the nomination of Officers, a recommended slate of Officers. Additional nominations from the floor must be called for by the presiding Officers at the election meeting.
- Section 3.** Balloting, tabulation of ballots and announcements of new Officers must be completed at the March meeting. Votes by proxy are null and void. Absentee ballots will be accepted. Ballots shall be submitted to a member of the Board of Directors prior to the meeting in which they are to be tabulated. New Officers shall be installed and shall assume their duties at the April meeting.
- Section 4.** All records, properties and information pertaining to each elective office shall be relinquished by the incumbents to the new Officers upon their installation.
- Section 5.** Officers shall hold their positions for a period of one (1) year or until their successors have been elected and qualified, except that the term of Treasurer shall run for a period of three (3) years, or until a successor has been elected and qualified.
- Section 6.** Any member of the Board of Directors may run for re-election for the same position, or may run for any other desired position for the year following his current term in office.

ARTICLE V **MEETINGS AND QUORUMS**

- Section 1.** A quorum of ten (10) active members including officers shall constitute a Club meeting.

Section 2. A quorum of seven (7) Officers and Directors shall constitute an official Board meeting.

Section 3. Special meetings shall be called when necessary upon fifteen (15) days notice. A quorum shall be the same as for regular club meetings.

Section 4. Business shall be transacted by majority vote.

ARTICLE VI
INSURANCE AND/OR RESPONSIBILITY

Section 1. Membership in the Davenport Valley Archers shall be of a person's own free will. They shall, therefore, not hold any member of property owner responsible in case of accident.

Section 2. The Club shall carry Liability Insurance for property damage and bodily injury. The Club shall adhere to the safety code of the organization or agency providing the insurance.

ARTICLE VII
FEES AND DUES

Section 1. Dues for the coming year for all memberships shall be set by the Board of Directors at their November meeting.

Section 2. Membership renewal dues will be paid in annual increments beginning January 1 of each year. Memberships will be effective upon payment of dues. The Membership Chairman will send (e-mail or regular mail) a renewal notice to each member approximately 30 days prior to year end expiration (December 31). If the renewal has not been received by February 1st, membership will be considered DELINQUENT. A delinquent penalty of \$5.00 for each month will be assessed. Members whose renewal (Plus Penalty) has not been received by June 1st will be removed from the membership rolls. Dues may be accepted by any Board member and must be turned over to the Membership Chairman. New members joining after February will be assessed the full membership fee through December.

Section 3. All dues, fees and other monies received by the Treasurer shall be used for operation of the Club and the maintenance of its property, except for those monies designated to the Building Trust Fund. One fourth (1/4) of the net profits from fund raising activities shall be placed in this trust fund. All expenditures from the monies cited above shall be subject to Board approval.

ARTICLE VIII
RESIGNATIONS

Section 1. Resignations of Officers shall be made by written notice to the club Secretary. Such notice of intent shall be brought before the Board of Directors.

ARTICLE IX
OUTDOOR FACILITIES

Section 1. The following activities will not be permitted on the DVA outdoor facilities. Persons found guilty of violations will receive disciplinary action as determined by the Board of Directors.

- a. Targets which are to be used for competition will not be used by any archer for practice on the day of the competition and prior to the competition.

- b. Alcoholic beverages will not be taken onto the range during competition.

Section 2.

The following activities will not be permitted on the DVA outdoor facilities. Due to the serious nature of these activities, any person found guilty of a violation will have their membership terminated.

- a. No hunting will be permitted on the outdoor range property.
- b. No wood will be removed from the facility for personal use and no timber will be cut except as approved by the Board of Directors.
- c. There will be no use of All Terrain Vehicles on the outdoor facilities except for the purpose of range set-up and maintenance.
- d. There will be no dumping of trash at the outdoor facility.