

PERRY COUNTY ARCHERY CLUB CONSTITUTION & BY-LAWS

CONSTITUTION

Article I

This revision of the Constitution and By-Laws shall supersede any and all other such documents now or at any other time having been in existence pertaining to the Perry County Archery Club on this date of adoption.

Article II

The name of the organization shall be the Perry County Archery Club.

Article III

The object of this club shall be to bring together persons interested in archery for the purpose of enjoyment, promotion of, and competition within and outside the club.

Article IV

Any persons regardless of age, may become a member of Perry County Archery Club, and is subject to membership requirements as specified in the By-Laws.

Article V

(Section 1)

Meetings will be held every month and will be the last Wednesday of each month at 7pm.

(Section 2)

Special meetings may be called by the President upon notification to all officers with a 2/3 response is accepted as a quorum.

Article VI

(Section 1)

Elected officers shall consist of: 1) President; 2) Executive Vice President; 3) Secretary ; 4) Treasurer; 5) Membership Director; 6) Promotions Director ; 7) Premises Director ; 8) Hunter Director ; 9) Youth Program Director

(Section 2)

All elected officers and 2 elected members shall act as Auditors.

(Section 3)

The term for all elected officers shall be for one (1) fiscal year.

Article VII

Changes to the Constitution and By-Laws will require all members to be notified via email or written notification at least one week prior to meeting, and a two-thirds majority vote at that meeting of voting members in attendance.

Article VIII

All persons using the grounds of the Perry County Archery Club shall follow all rules as set forth in the By-Laws.

BY-LAWS

Article I Membership

Section 1. Any individuals desiring membership in the Perry County Archery Club must submit an application form (available on the perrycountyarchers.com website) to the membership director with appropriate payment. Membership applications may be subject to review and acceptance at the next regularly scheduled meeting.

Section 2. If the membership application is accepted, members shall receive membership cards which have the door combination on the back, and are expected to reference the Constitution and By-Laws on the perrycountyarchers.com website. A request for a printed copy can be sent to any officer.

Section 3. New members will have voting privileges at the meeting following acceptance.

Section 4. All members, 18 years of age and older and in good standing, will have voting privileges.

Section 5. A member in good standing is one whose dues are paid in full at the time of reference.

Section 6. Membership options shall consist of Adult (18 years of age and older), Youth (under 18), and Family . Once family members turn 18, they must buy an individual membership.

- A. The fiscal year shall be from January 1 to December 31 with dues being voted upon at the November meeting of the previous year for each fiscal year.
- B. New members accepted between October 1 and December 31 shall be entered in the next year's membership.
- C. All memberships expire December 31 and remain expired until a new/renewal membership is paid. Renewal memberships are considered for the fiscal year following expiration. Any membership application exceeding a one year lapse will be considered a new membership with appropriate rates.

Section 7. Life memberships are no longer available as a membership option. Existing life members retain their life member status and will receive annual membership cards at no cost, once the membership director receives a completed and signed application. Please add a note at the top of the membership application that indicates "Existing Life Member" so the membership director knows that no payment is due. In the event of a divorce within a Family Life Membership, each adult spouse will maintain an individual Life Membership. New spouses/children are not covered under the existing Life Membership.

Section 8. Youth membership is available for members under (18) with written parental permission, see ground rules.

Section 9. Membership may be revoked as disciplinary action by majority vote at next meeting.

Article II Meetings

Section 1. There shall be two types of meetings, regular and special.

Section 2. A quorum will be required to conduct a meeting.

Section 3. A quorum will consist of 2/3 of the officers .

Section 4. Regular meetings will be held on the last Wednesday of each month and will be held at the Perry County Archery Club.

Section 5. If a regular meeting is cancelled, the membership shall be notified via email and Facebook prior to the scheduled meeting.

Section 6. Special meetings may be called by the President upon notification to all officers with a 2/3 response.

Section 7. The order of all business for all meetings shall be as follows.

1. Call to order.
2. Chaplain's service (if present)
3. Reading of the minutes of previous meeting
4. Receipts and Expenditures
5. Report of Officers
6. Reading of Officers
7. Proposition and Election of new members
8. Report of Committees
9. Unfinished Business
10. New Business
11. Any work for the benefit of club
12. Adjournment

Section 8. Only members in good standing may vote on any issue at that meeting.

Article III Election of Officers

Section 1. At the November regular meeting, all nominations for elected positions must be presented. The President will solicit nominations for potential candidates for all elective offices. Any member in good standing may present a candidate, including themselves.

Section 2. Voting will occur at the December regular meeting. No new nominations will be accepted at the December meeting. The President will present nominees to the membership and oversee the voting process.

Section 3. In the case where there is more than one candidate, a simple majority will determine the outcome of the voting. A secret ballot may be conducted, at the discretion of the membership at the December meeting.

Section 4. Only members in good standing may vote at an election of officers. The president's vote will only be used in case of a tie.

Section 5. Installation of incoming officers will take place at the January meeting.

Section 6. Outgoing officers will furnish incoming officers with all records pertaining to that office and assist in every possible way to assure a smooth changeover within one month.

Section 7. To be eligible for an elected office, a person must be a member of Perry County Archery Club organization for at least one year.

Article IV Officers and Duties

Section 1. President

- A. The President should preside at all regular meetings of the Perry County Archery Club, maintain order, and enforce the Constitution and By-Laws.
- B. He/She shall, whenever in his/her judgement deem it advisable, to order a special meeting, do so and direct the Membership Director to give notice thereof.
- C. He/She shall be an ex-officio member of all committees.
- D. He/She shall appoint temporary officers as needed to fill any unexpired terms resulting from vacated positions. A position shall be deemed vacated if the officer either formally notifies the President of their inability to continue serving, or if an officer has been absent from meetings, has vacated duties to the point of impacting the club in a negative way, and has been unresponsive to the President's/club communications. Determining if an officer position has been vacated will be brought up and voted on at a regular meeting. If the position is determined to be vacated, the President will solicit for and/or appoint a temporary officer at that same meeting. The temporary appointee will serve until the next regular election of officers, at which time nominations will be solicited and a vote held to fill the position permanently..

Section 2. Executive Vice President

- A. The Executive Vice President should be present at all meetings.
- B. During the absence of the President, He/She shall perform his/her duties.
- C. Track and coordinate volunteer hours and issue hunting privileges and tree stand inspection tags.
- D. Oversee any special tournaments and/or competitions.

Section 3. Secretary

- A. The Secretary shall record all minutes of all regular and special meeting and give a complete account to the membership at the following meeting.
- B. He/She shall be responsible for all correspondence in connection with activities of the club.

Section 4. Treasurer

- A. The Treasurer shall receive/manage all money/investments belonging to Perry County Archery Club, including deposits, transfers, and withdraws.
- B. He/She shall keep an accurate and regular account of all receipts and payments to all money in a checkbook ledger, reconciled with bank statements regularly. Such account documents are to be submitted for inspection whenever requested or at a regular meeting.
- C. He/She shall report to the club the balance on hand as of the last day of the previous month. The report is to be made at each regular meeting.

Section 5. Membership Director

- A. The Membership Director will keep all membership records.
- B. He/She shall be the only member of the club designated to process dues and membership fees.

Section 6. Promotion Director

- A. The Promotion Director will be in charge of finding means for fund raising activities, displays, and the promotion of archery.

Section 7. Premises Director

A. The Premises Director will oversee all changes and improvements to the premises.

Section 8. Hunter Director

A. The Hunter Director will oversee all hunter related activities and upkeep of the hunter and 3D courses.

Section 9. Youth Program Director

A. The Youth Program Director will oversee all activities concerning youth archery.

Article V Auditors

Section 1. At any regular scheduled meeting, any member in good standing can request the club to initiate a financial audit.

Section 2. Upon request of a financial audit, an audit committee shall be assembled.

Section 3. The audit committee shall consist of two officers and two volunteer members in good standing.

Section 4. The audit committee shall work with the treasurer to obtain documents necessary for audit.

Section 5. All documents shall be reviewed only at Perry County Archery Club grounds and will not leave the premises. At the end of each committee review meeting, an officer on the committee shall lock documents in a safe location within the clubhouse.

Section 6. Audit committee shall provide monthly updates at the regular meeting.

Section 7. Audit results will be presented at the regular meeting following the completion of the audit and logged in the official Secretary minutes.

Section 8. Any recommendations for changes as a result of the audit will follow the processes and procedures contained in these By Laws.

Article VI Ground Rules

Section 1. Each member will be held responsible for their general conduct while on the ground on Perry County Archery Club. Any member who willfully, carelessly, or mischievously breaks or causes to be broken or destroyed any of the contents within the Perry County Archery Club. organization, grounds, and/or buildings, will be fined to the full amount of damage done. They may be suspended immediately by any one officer, until the next meeting where their membership will be voted for revoked status. If they refuse to pay such fines within a period of 60 days after being notified, their name will be dropped from the membership roll and they shall not be eligible for reinstatement in the club at any future time. Perry County Archery Club. reserves the right to process legal procedures to regain costs of damage on member causing said damage. All members must use their best effort to keep the building and grounds in a sanitary condition at all times.

Section 2. All persons under 18 years of age must be accompanied by a parent or legal guardian while on Perry County Archery Club property.

Section 3. All Perry County Archery Club grounds are for use by club members ONLY (public events excluded). Current membership cards must be displayed while using the property. Members with hunting privileges must display their membership card on their vehicle dash while hunting.

Section 4. Hunting Privileges

Hunting/Trapping privileges will be issued only to members who perform authorized work for the club.

- A. Minimum number of work hours to be considered for hunting is 20 per a year (accumulated from October 1 to September 30).
- B. Members who perform work must present work completed and time spent to officers at a regularly scheduled meeting for approval.
- C. Executive Vice President will track hours and issue special hunting cards to members obtaining the required 20 hours.
- D. All hunting must follow Federal and Pennsylvania Game Commission Laws. Any violations can result in revocation of hunting rights.
- E. Tree Stands
 - a. Anyone on Perry County Archery Club property using tree stands, ladders, climbing sticks or the like, shall perform their own inspection, use proper safety equipment and assume all liability for their actions
 - b. All tree stands on Perry County Archery Club property must be inspected by owner prior to Labor Day and tagged accordingly (Executive Vice President issues tree stand tags to members who have gained hunting privileges).
 - c. Tree stand placed on the Perry County Archery Club property by members with hunting privileges are for personal use only. No other member or hunter, other than those with appropriate Club hunting privileges and direct permission from the tree stand owner can use tree stands on the property, whether vacant or not.
 - d. Any tree stand that is not properly tagged is subject to removal. Stand will be posted for retrieval at the club and will be sold for profit by Perry County Archery Club 60 days after removal, if not claimed.

Article VII Dissolution Clause

In the event of the Perry County Archery Club becomes insolvent, all assets will go to a nonprofit sportsman's and/or conservation organization within Perry County at the discretion of the current officers of the Perry County Archery Club. In the event an organization mentioned above does not exist, then the money may be donated to a national nonprofit sportsman's and/or conservation organization.

CONSTITUTION & BY LAWS UPDATE COMMITTEE 2025

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Date Approved by Membership: 12/17/2025