ARTICLES OF INCORPORATION
PERRY COUNTY YOUTH ARCHERS
[Pennsylvania Non-Profit and 501(c)(3) Corporation]

I. The Name of the Corporation is **Perry County Youth Archers Corp. (DBA Perry County Youth Archers).**

II. The specific purpose of this corporation is to introduce, instruct, and instill archery to youth for competition, sport, and conservation in a team environment which also improves discipline, focus, and determination. This corporation will operate within the meaning of the PA Nonprofit Corporation Law of 1988 and section 501(c)(3) of the Internal Revenue Code. No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

III. The property of this corporation is irrevocably dedicated to public and charitable purposes and no part of the net income or assets of this corporation shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private person. Upon the dissolution or winding up of the corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to a sportsman and/or conservation association within Perry County, Pennsylvania, or to Scholastic 3D Archery (S3DA) or USA Archery (USAA) or to the federal government, or the state or local government for a public purpose, which is organized and operated exclusively for public and charitable purposes and which has established its tax exempt status under Internal Revenue Code section 501(c)(3).

IV. The power of indemnification under Pennsylvania Statutes shall not be denied or limited by the bylaws.

V. Current board of directors shall consist of five (6) directors. The names of the persons who are to serve as the directors until their successors are elected are:

STACEY RADLE, DIRECTOR, PRESIDENT OF THE BOARD;

DAWN MITTEN, ASSISTANT DIRECTOR;

RICK MULLEN, TREASURER;

MANDY DITTMER, SECRETARY;

JON WEIBLEY AND JOE RADLE, BOARD MEMBERS AT LARGE

VI. **The number of persons to serve on the board of directors thereafter shall be fixed by the bylaws.**

VII. The street address of the known place of business of the Corporation is:
456 Lakeview Rd
Newport, PA 17074

VIII. The Name of the original incorporator and Address at the origination is:
Carla Orris
215 Thoroughbred Dr
York Haven, PA 17370
ESTABLISHED SEPTEMBER 27, 2023

IX. The Corporation will not practice or permit discrimination on the basis of sex, race, national origin, religion, physical handicap or disability.

X. Notice of Incorporation is publicly published in the Cumberland County Legal Journal and PennLive News.

UPDATED this 1st day of October 2026

Carla Orris

Carla Orris, *Incorporator*

BYLAWS
PERRY COUNTY YOUTH ARCHERS

Article I – NAME AND PURPOSE

Perry County Youth Archers shall be operated for public benefit, charitable and educational purposes, and shall also foster instruction and competition in archery. The corporation shall be operated consistent with and shall maintain a tax-exempt status in accordance with section 501(c)(3) of the Internal Revenue Code of 1986 (IRC).

Article II – OFFICES/OPERATING LOCATIONS

The principal office for Perry County Youth Archers is:
456 Lakeview Rd
Newport, PA 17074
*Primary practice location shall be Perry County Archers at 382 Huckleberry Rd, New Bloomfield, PA 17068.

Article III – MISSION

To introduce, instruct, and instill archery to youth for competition, sport, and conservation in a team environment which also improves discipline, focus, and determination.

Article IV – MEMBERSHIP

Youth archers who wish to participate with Perry County Youth Archers can do so by obtaining membership separately through Perry County Archers (our primary practice location), as well as an S3DA membership and/or USA Archery membership. Currently, no separate membership fee is due to the Perry County Youth Archers for instruction. Perry County Youth Archers will re-evaluate fee structures on an annual basis. The team will encourage periodic participation in fundraising to help offset costs of operation and the cost of organizational team membership fee(s).

Article V – MEETINGS

Perry County Youth Archers will hold a monthly Board of Directors meeting which will be open to parents of registered archers and other coaches. The Board of Directors will review transactions of the month, present new business, and solicit input from parents of registered archers.

Article VI – OFFICERS AND DUTIES

Director- STACEY RADLE

A. The Director should preside at all regular meetings of the Perry County Youth Archers, maintain order, and enforce the By-Laws and Code of Conduct. He/She shall, lead meetings, guide strategic direction, maintain legal documents, and support other positions of non-profit based on input from other board members, as needed. Whenever in his/her judgement deem it advisable, to order a special meeting, she shall be an ex-officio member of all committees, appoint officers when necessary to fill any unexpired terms.

Assistant Director- DAWN MITTEN

A. The Assistant Director should be present at all meetings. During the absence of the Director, He/She shall perform his/her duties. He/She supports director in leading meetings as appropriate, maintains public social media accounts, and coordinates fundraising activities.

Treasurer- RICK MULLEN

A. The Treasurer shall receive/manage all money/investments belonging to Perry County Youth Archers, including deposits, transfers, and withdrawals. He/She manages the financial aspect of the nonprofit including bank transactions, budgets, taxes, and statements and provides input at meetings to review expenses, income, and any suggested changes/adjustments. Supports the Director with legal documents as needed.

Secretary- MANDY DITTMER

A. The Secretary shall record all minutes of all regular and special meetings, give a complete account to the membership at the following meeting, and handle board communication.

Board Members at Large- JON WEIBLEY AND JOE RADLE

A. Board Members at Large act as liaison between board and other team parents, coaches, and the public as needed. Supports other board members and/or committees as appropriate. Voting capacity member to be a part of committees and meetings as needed.

Article VII – COACHING

All Perry County Youth Archers Coaches undergo a coaches certification class and complete background screening as well as a Safe Sport certification. Safe Sport Training encompasses Sexual Misconduct Awareness and Education, Mandatory Reporting, and Physical and Emotional Misconduct (including bullying, hazing, and harassment). Perry County Youth Archers coaches will provide good supervision, maintain a safe environment, observe precautions to ensure a secure environment that prevents opportunities for abuse. Our policy includes:

A. Prohibition of secluded one-on-one contact between archers and coaches
B. Prohibition of inappropriate use of electronics
C. Zero Tolerance policy for abuse (sexual, physical, and emotional), hazing, and bullying

If a coach suspects policies have been violated or receives a report of a violation, they shall, ensure the youth is in a safe environment and notify the head coach and/or a member of the Board. In the event of sexual or violent abuse, 911 will be called immediately and a report will be filed. All Safe Sport reports will be filed within 24 hours.

Article VIII – CODE OF CONDUCT

ALL ARCHERS AND PARENTS MUST REVIEW AND AGREE TO CODE OF CONDUCT ANNUALLY

General Team Expectations: Archers, parents, coaches, and spectators are required to uphold the Team Code of Conduct at all times. All individuals must treat one another with kindness, respect, and sportsmanship, and must model the values expected of our athletes. Perry County Youth Archers operates as a volunteer-run, non-profit organization dedicated to teaching archery, conservation, and providing a positive team environment where youth experience community, support, and personal growth. All concerns or complaints must be reported directly to the Head Coach immediately. Incidents will be reviewed by the coaching staff and the Board, and disciplinary action will be taken as necessary, up to and including complete dismissal from the team.

A.1 Unsportsmanlike Conduct

Unsportsmanlike behavior—including profanity, verbal abuse, intimidation, or disrespect—by any archer, parent, coach, or spectator will result in removal from the team. This standard applies to all forms of interaction, including communication between parents and their own archers, archers and their parents, and any conversations involving other team members, families, or individuals associated with the organization.

A.2 Conflict and Information Sharing

The circulation of unverified information, indirect conflict communication, or the sharing of second-hand personal disputes is strictly prohibited. Such conduct is detrimental to team culture and will not be tolerated.

A.3 Bullying and Team Disruption

The team maintains a zero-tolerance policy for bullying. Any concerns must be brought directly to the Head Coach or a Board Member for immediate review. Concerns are not to be discussed with other parents, archers, or individuals in a manner that disrupts team unity or creates conflict.

A.4 Incident Review and Disciplinary Action

All reported incidents will be reviewed by the coaching staff and the Board. Appropriate action will be taken promptly, up to and including full dismissal from the team.

Dress Code (directly from S3DA Rule Book)- will be enforced at practices as well!
***applies to archers, coaches, team managers, media, officials, agents**

A. Shorts and skirts must be mid-thigh length while standing normally.
B. Cut-off jeans are prohibited.
C. Male and female shooters are required to wear upper garments covering the front and back of the body and covering the midriff when at full draw.
D. Participants must wear collared club or team issued competition clothing which may include team issued t-shirts with team names. Manufacturer jerseys do not count as team issued competition clothing.
E. Tank tops are not allowed.
F. Due to safety considerations it is required that shooters wear shoes that fully cover the entire foot. A single strap around the back of the foot does not meet this requirement. Bare feet, open-toed sandals or flip-flops are not allowed while competing on the ranges. Shoes should not have perforations/holes that would allow an arrow to have direct contact with the foot.
G. At no time will any shooters, guests or spectators wear any article bearing any image or language to be considered vulgar or offensive. If they do not have an alternative shirt, they will be required to turn the offensive shirt inside out if they wish to remain on the premises or they will be required to leave. Compliance with this rule will be determined by the Tournament Director and the Event Committee.

Practice Policies

A. All archers should be ready for practice 5-10 minutes prior to the start time and are expected to attend 3 practices a month. If circumstances arise that 3 practice minimum cannot be met, please discuss with the head coach for a waiver.
B. Archers are responsible for their own equipment throughout practice, bows must be cared for properly and placed in appropriate and safe locations when not in use.
C. Archers are NOT to touch any other archer's equipment!
D. Parents, unless assisting in a coach or bale helper capacity, please keep interaction with archers to a minimum when they are practicing and/or competing and abide by all spectator lines. Encourage your archers to stay on the line and interact with their bale mates and share their success and stories with you later, after the shoot.
E. If you have a concern with your archer at any point, please contact the head coach to discuss.

Competition Policies

A. Stay current with the S3DA and/or USA Archery JOAD National Rule Books!!! The coaches help prepare the youth archers as much as possible, but it is good to go over the rule book with your archers as well.
B. Competition is optional!
C. Archers who wish to compete must be present for at least three practices prior to their first event
D. Registration for all events typically closes one week prior to the event in Sport 80. If a Regional Event deadline is missed and you are registered for another Regional event, do not ask to be added to the missed event. If your archer(s) have not competed in a regional event for the discipline/event, reach out to the head coach to see if they can be added, do NOT go to the shoot organizer.
E. Each archer is required to compete in one Regional event to be eligible for the State event for each discipline. Archers must compete in the state event to be eligible for the National event of that discipline.

Competition Spectator Policies

A. Providing verbal information or coaching a shooter is strictly prohibited while that shooter is on the stake or shooting line during 3D competitions. Coaching is allowed in both Indoor and Outdoor Target competitions (with the exception of elimination or shoot down rounds) as long as it's not disruptive to other archers. Reminder, this is coaching from the COACHES ONLY! **Spectators should NOT coach from the spectator line at any time**.
B. Spectators and guests are to conduct conversations in a manner that is not disruptive to archers.

C. All cell phones and electronic devices are to be silenced to avoid disturbing the competitors.
D. Perry County Archers policy is NO pets at practices or competitions.
E. Video and digital image camera photography is allowed from behind the shooting line/stake. In the case of the working press or a film production crew, permission must be obtained by the tournament director.
F. Profanity, bullying, negative team behavior, and/or verbal abuse will result in immediate dismissal from the team; this applies to parents, spectators, and archers!

Volunteer Policy

A. All families must volunteer to work the kitchen at 2 team events a year. Failure to do so can result in not being invited back to the team the following year despite meeting practice attendance requirements.

Consent to media and use of photos/video

B. Perry County Youth Archers may use your child's name and/or photo to post in newspapers and/or on social media.
C. Coaches may use video to assist in training practices, typically to allow the archer to see what they are doing during the shot process.
D. **If you do NOT wish to allow consent** to use your child's name and/or photo, as well as video for training purposes only, please SIGN HERE: _____.

RELEASE STATEMENT

I hereby have reviewed these by-laws and code of conduct and agree to the conditions as outlined.

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ARCHER NAME: _____ ARCHER INITALS: _____

ARCHER NAME: _____ ARCHER INITALS: _____

ARCHER NAME: _____ ARCHER INITALS: _____

PARENT SIGNATURE: _____ DATE:_____

PARENT SIGNATURE: _____ DATE:_____