BY-LAWS OF TOMAHAWK ARCHERS, INC.

This document was approved by vote of the membership 12/13/2015

Article I – MEMBERSHIP:

A. Persons may become members only in accordance with the procedures provided in this Article I.

B. PROCEDURE

Membership applications (together with fees and dues described therein) shall be presented to the Board of Trustees for approval. Approval by the Board of Trustees for membership shall be by favorable vote by not less than 2/3 of the total membership of the Board of Trustees.

C. REGULAR MEMBER

- 1. Regular membership is limited to 125 individual and family memberships.
- 2. If there are 125 regular memberships when any child in a family membership becomes 18 and requests regular membership status, that member shall remain in his or her existing status and shall be placed on a waiting list for regular membership.
- 3. If there are 125 members when any non-member becomes an accepted member he or she shall be placed on the waiting list for regular membership.
- 4. Existing family members and accepted members shall be advanced to regular members as follows:
 - first two current family members shall be advanced to regular member from the waiting list, then one accepted member on the waiting list shall be offered regular membership, then two current family members and so on. If there are not people in either of the categories to become regular members then that category shall be passed over.
- 5. A regular member over the age of sixty-two (62), with a minimum of five (5) years of continuous service to the Club will have no work hour requirements but shall still be required to pay yearly dues. Voting rights are retained under this classification.
- 6. The Board of Trustees may invite a regular member to become an honorary member based on passed deed or service to the Club.

D. ACCEPTED MEMBER

An accepted member is person that has been accepted for membership and is on the waiting list for regular membership. No rights or privileges pertain to this classification.

E. DEATH OF A MEMBER

In the event of the death of a member, the member's surviving spouse may elect to become a member in the same category as the deceased member, providing that such election is made within one year after the member's death. During that one year period or until an election is made not to be a member, whichever is earlier, the surviving spouse shall continue as a member entitled to the same rights, privileges, duties and obligations as the deceased member.

F. FORM OF APPLICATION FOR MEMBERSHIP

Application for membership shall be made in writing on a form provided by TOMAHAWK ARCHERS, INC. In signing and submitting this application, the applicant indicates his/her agreement to observe the Constitution, By-Laws and the Standing Rules of the Club. Applications must be accompanied by the appropriate initiation fee and first years dues which may be prorated based on the date of application. In addition, a Club member in good standing must sign your application as your sponsor.

1. The member who sponsors a new member shall assume the responsibility for helping the new member become familiar with the Club's rules, policies and expectations regarding acceptable behavior on the grounds and in the clubhouse. The sponsoring member shall be accountable to the Board regarding any infractions by the sponsored member during his first ninety (90) days as a member. The sponsor shall notify the new member of work parties and other Club events and invite him to participate as means of meeting other members of the Club.

G. MEMBERSHIP

Membership shall be held in the names of individuals only, except in the classification of family, in which case the membership shall be held in the names of both husband and wife.

H. REGULAR MEMBERSHIP RIGHTS AND ENTITLEMENTS

Regular membership shall entitle a member to all rights under the items 1 through 10.

- 1. To receive notices.
- 2. To attend meetings.
- 3. To present motions, resolutions and other business.
- 4. To discuss, vote in person or by mail, as defined in Article IV Elections of Officers. There can only be one vote for each membership number (one vote per family), and to nominate.
- 5. To be a candidate for office, except that only one Officer or Trustee of the same family membership number shall hold office at one time.
- 6. To inspect the official records of the Club.
- 7. To insist on the enforcement of the rules of the Club and the rules of parliamentary law.
- 8. To resign, if all obligations to the Club have been fulfilled.

- 9. To have a hearing before expulsion or other penalties are applied.10. To exercise any other right given by the Constitution or Rules of the Club.
- **I.** Members in good standing shall be those whose dues have been paid up to current billing period and who have not been expelled or suspended.
- **J.** Resignation shall be in writing. Such resignation will not relieve said member from liability for unpaid arrears. The receipt by the Board of Trustees of a member's written resignation shall automatically operate to suspend such member from all privileges of the Club and no further dues shall be charged to such member.
- K. Members shall be suspended when dues and/or accounts are sixty (60) days in arrears. Suspended members have no rights or privileges accorded to TOMAHAWK ARCHERS, INC. members. Members who come to the Board of Trustees prior to the sixty day limit may present a request for extension based on a specific set of circumstances as explained to the Board of Trustees for their consideration of granting said extension.
- **L.** Members whose dues and/or accounts become ninety days in arrears, at the discretion of the Board of Trustees, shall be dropped from membership.
- **M.** Upon complaint of conduct on the part of any member which is likely to reflect unfavorably on the Club, such member may be expelled by a vote of two-thirds (2/3) of the total membership of the Board of Trustees. Any member complained of shall have the right to be heard in his own behalf.
- **N.** A dropped or expelled member may become an Eligible Person for the appropriate category of membership upon payment of all delinquent accounts or, in the event that suspension has occurred for other reasons, upon such additional terms and conditions as the Board of Trustees may deem proper and a vote of two-thirds (2/3) of the total membership of the Board of Trustees. Notwithstanding the other provisions of this **Article I**, such persons have such priority for invitation to membership as the Board of Trustees by two-thirds (2/3) of its membership shall determine.
- **O.** Only regular members in good standing shall be entitled to vote. Good standing requires the member to be paid up by the most recent billing date.
- **P.** Individual members who are members in good standing, may elect to change to a family membership within the category at any time.
- **Q.** Accepted members. Upon approval by the Board of Trustees a person in waiting will be awarded an "accepted member" status. Upon an offer of a regular membership an "accepted" status member must pay their initiation fee and yearly dues prorated based on the Club's "fiscal year" and become a regular member or relinquish all membership privileges.

R. Except as may be noted otherwise, all members will be required to provide a minimum of ten (10) work hours a year. Required work hours not provided by year end can be compensated for at ten dollars (\$10.00) per hour paid to the Club prior to, or included with the following year's membership dues. Members not completing obligation for work hours will not be allowed to rejoin for one year and an initiation fee will be required. Work hours cannot be banked from one year to the next.

Article II – COMMITTEES:

A. General.

- 1. Where not otherwise indicated in these by-laws, the Chairman and various members of the committees are to be appointed by the President with the approval of the Board of Trustees.
- 2. Appointment shall be for a term of one (1) year, but may be renewed indefinitely on a yearly basis, except as noted for the Long Range Planning Committee
- 3. A quorum, for the work committee, shall consist of the members present at any called meeting.
- 4. A meeting of any committee shall be called by the Chairman. He shall give all members reasonable notice as to the time and place of the meeting.
- 5. Committees may be established and abolished by the Board of Trustees as the need arises.
- 6. Every year upon renewal of membership, the member shall have the option to select or be assigned to membership on one of the Standing Committees. The selection process will be based on a first come first served basis. Members may continue serving on the Committee from the previous year with the approval of the Board. The number of members on each Standing Committee will be as determined by the Board from year to year based upon need.

B. Standing Committees

1. The House Committee

- a. The Maintenance Captain shall be Chairman of this Committee.
- b. The House Committee shall have supervision of the Club house and all accessory buildings. This Committee shall keep the Board of Trustees informed on the condition of these facilities and their contents and shall recommend to the Board of Trustees concerning necessary repairs and improvements.
- c. The House Committee shall enforce the House Rules, reporting violations to the Board of Trustees when necessary.
- d. The House Committee shall have oversight of the Club house and its preparation for Club social events.

2. Membership Committee.

- a. The Secretary shall be Chairman of this Committee.
- b. The Membership Committee shall direct the work of securing new members, shall report the results of this work together with recommendations to the Board of Trustees.
- c. The Membership Committee shall maintain and distribute new member information packets including the Constitution and By-Laws as well as a copy of the Standing Rules.
- d. The Membership Committee shall maintain and update the membership roster providing correct names, addresses, phone numbers, Email addresses, and specific skills or abilities.

3. Publicity Committee.

- a. The Vice President shall be Chairman of this Committee.
- b. The Publicity Committee shall have the general responsibility for dissemination of news to publications and news media and shall submit publicity releases as requested by the Board.
- c. Publicity expenditures shall be as approved by the Board.

4. Youth Activity Committee

- a. The Second Year Trustee shall be Chairman of this Committee.
- b. The Youth Activity Committee shall have general charge and supervision of the activities of the youth membership of the Club and shall report status of the program and make recommendations to the Board.

5. Grounds Committee

- a. The Third year Trustee shall be chairman of this Committee.
- b. The Grounds Committee shall have supervision of the grounds and roads and shall keep the Board of Trustees informed as to the condition of the grounds and improvements and shall recommend to the Board of Trustees concerning necessary repairs and improvements.

6. Long Range Planning Committee.

- a. Long Range Planning Committee shall consider all aspects of the Club's future needs, problems and activities, and shall conduct such investigations as are necessary and advisable and make reports from time to time to the Board of Trustees and/or the Membership.
- b. The committee shall consist of five regular members of TOMAHAWK ARCHERS, INC. for at least five years and three of whom shall have been Officers or Trustees of TOMAHAWK ARCHERS, INC. Members shall be appointed for a period of at least two years.

7. Concessions Committee

- a. The First year Trustee shall be Chairman of this committee.
- b. The Concessions Committee shall operate and have supervision of food service at all Club events when applicable. This committee shall maintain the kitchen and storage room in a proper state and as required by the State and per our food service permits.
- c. The Chairman who will coordinate with the Board and other Standing Committees regarding requirements of any food service for all events and shall inform the Board of anticipated expenditures.
- d. Expenditures for food, condiments, etc shall be approved by the Board.

8. Registration Committee

- a. The Sergeant of Arms shall be the Chairman of the Registration Committee.
- b. This committee will provide services for shoot registration, merchandise sales and raffles and any sanctioned Club events.

9. Target Painting Committee

- a. The Target Painting Committee will be comprised of club members who paint targets for our Club Shoots. These members may choose to be individually responsible for a specific shoot, or may work as part of a group that collectively paint for a variety of different shoots.
- b. This committee may elect a Chairman who's duty will be to report status of targets for the upcoming shoot each month.

10. Newsletter Committee

- a. The Newsletter committee will be comprised of members who will manage and maintain the monthly Club newsletter. The managing editor must have the computer skills necessary for formatting and developing the newsletter. This committee will be responsible for obtaining information of interest to our members. This could include various members writing articles regarding conservation, bowhunting, Club events, youth programs etc. and providing them to the managing editor at least a week prior to the issue date each month, Other members to be responsible for the printing and/or mailing the newsletters each month or other duties as may be required to meet the functional requirements of this committee.
- b. The Managing Editor will be the Chairman of this Committee.

Article III – FINANCES:

A. INITIATION FEE

The initiation fee for new regular membership shall be as determined by the Board.

B. DUES

- 1. All dues shall be due by the 1st of March each year.
- 2. The dues are determined by the Board and may be changed by vote of not less than 2/3 of the Board of Trustees.
- 3. No dues, initiation fees or assessments shall be charged to honorary members.

C. KEY FEES

The first key is free with payment of current year's dues for regular members. Each additional key may be purchased at a price as determined by the Board. Each year locks will be changed and a new key will be required.

D. ASSESSMENTS

Assessments may be made only upon the affirmative vote of not less than two thirds (2/3) of the regular members in good standing present at any meeting called for such purposes.

E. BANK ACCOUNTS

The funds of the Club shall be deposited in accounts with duly established, sound and responsible banks and/or savings and loan associations as the Board of Trustees may from time to time determine. Payment from these accounts shall be made by checks, drafts or other withdrawal orders signed by any two of the following: Treasurer and any designated Board member. No two signatures can be from Board members who may be from the same or extended family.

Contingency fund: A contingency fund of seven thousand five hundred dollars (\$7,500.00) shall be established and maintained to permit the accumulation of funds in order that the Club may have money reserves against future emergencies and large capital expenditures. This fund shall be maintained separate from all other Club accounts. It shall receive such monies as the membership shall from time to time place therein. Expenditure of money from this fund shall be only after approval by vote of two thirds (2/3) of the regular members present and eligible to vote at a meeting called for that purpose. A written notice, which includes the purpose, shall be sent to all voting members not less than two weeks prior to the meeting.

F. CLUB PROPERTY

Any plan or proposal to borrow money, to incur debt or sell, convey, transfer, mortgage or encumber in any manner all or a substantial part of the assets of the Club or any real property or any interest therein of the Club and any plan or proposal of dissolution, liquidation, consolidation or merger shall be approved by the affirmative vote of three quarters (3/4) of the regular members in good standing present in person and eligible to vote at a meeting called for that purpose. A written notice, which includes the purpose, shall be sent to all eligible voting members not less than two weeks prior to the meeting.

Article IV – ELECTION OF OFFICERS AND TRUSTEES:

- A. The annual meeting of the Club for Election of Officers and Trustees shall be held In the month of December. The day and time shall be at the discretion of the Board of Trustees. However, all Officers and/or Trustees elected shall not take Office until the January Board Meeting with old and new Officers and Trustees present.
 - 1. The President, Vice-President, Secretary and Treasurer shall be elected for two year terms on even years.
 - 2. The Sergeant of Arms, Maintenance Captain, and Range Captain shall be elected for two year terms on odd years.
 - 3. At election time, the current out-going President shall have the option of accepting a three year trusteeship. If the President waves this option, a new Trustee shall be elected for the three year term.
 - 4. To be eligible to hold office a person must be a member in good standing for at least one year unless this requirement is waived by an approval vote of two-thirds of the Board of Trustees, except for President and Treasurer, who must be a member in good standing for five years.
 - 5. Election of Officers shall be done by secret ballot.
 - 6. A candidate for any position on the Board of Trustees must make their declaration as a candidate in writing, to the Board of Trustees by November 1st.
 - 7. Ballots will be mailed out to all members in good standing by November 10th. Ballots that are returned by mail must be received by November 20th. Those choosing to attend the Election of Officers and Trustees may bring their ballot in a sealed envelope and present the ballot to the Sergeant of Arms up to the time the vote is called.
 - 8. No ballots may be dropped off to the Club or any of its Officers or Trustees prior to the election. Ballots may be returned only by U.S. Mail if the member cannot attend in person.

9. A member may not hold office as an Officer or Trustee at TOMAHAWK ARCHERS, INC. if the member has been removed from office for unethical behavior or malfeasance. The member may appeal to the Board of Trustees for the opportunity to present their statement regarding the removal from office for the Board of Trustees consideration. The Board of Trustees decision is final.

B. RESIGNATION

In the case of resignation or other type of vacancy in any of the Board positions, The Board of Trustees shall elect a member to fill such vacancy for the unexpired term.

C. REMOVAL OF OFFICERS OR TRUSTEES

- 1. Any Officer or Trustee may be removed, with cause by the affirmative vote of two-thirds (2/3) of the total membership of the Board of Trustees.
- 2. Written notice shall be given the member and he shall have an opportunity to defend himself upon submitting in writing, a request for reconsideration of this action within five days of being informed of the vote approving his removal.
- 3. Such removal shall not affect in any way his privileges as a member.

<u>Article V – DUTIES OF THE OFFICERS AND TRUSTEES</u>

A. President

- 1. The President shall exercise general powers of the Club.
- 2. The President shall, with the approval of the Board of Trustees, appoint the Chairmen of the various Standing Committees, and such committees as may from time to time be necessary.
- 3. The President shall preside at all Meetings of the Club; shall be ex-officio member of all committees; shall preside at all meetings of the Board of Trustees; and shall perform all such duties as are incidental to the office of President and properly required of him.
- 4. As presiding officer of the Club meetings, the President shall:
 - a. Call meeting to order at the proper time.
 - b. Announce, in its proper order, the business which should come before the assembly.
 - c. Assign the floor to members who desire to speak or present motions.
 - d. State all motions which have been properly proposed and seconded, and restate all motions which are not clear.
 - e. Restrict discussion to the questions before the assembly.
 - f. Make certain that members understand the pending business and explain the effect of the motion if it is not evident.
 - g. Answer parliamentary inquiries and questions of privilege as they arise.

- h. State exact questions to be voted upon and put it to the vote.
- i. Vote in case of tie or when he is authorized to do so by the By-Laws.
- j. Announce votes and the results of votes.
- k. Sign all orders necessary to carry out the will of the Club as stated in the proper resolutions or instructions duly adopted or approved by the Board of Trustees of the membership.
- 1. Act as the representative of the Club to outside persons and other organizations.

B. Vice-President

- 1. The Vice-President shall assume the duties and have the powers of the President in the event of disability of the President and shall assist the President in duties.
- 2. The Vice-President shall be Chairman of the Publicity Committee.
- 3. The Vice-President shall be in charge of all league business and shall;
 - a. Attend the first night of each league and shall review the rules, regulations and fees.
 - b. Make sure leagues have all necessary supplies.
 - c. Be the arbitrator of all disputes and whose decision shall be final.
- 4. The Vice-President may be assigned other duties by the Board of Trustees that are not inconsistent with the Constitution and By-Laws.

C. Secretary

- 1. The Secretary is the Chairman of the Membership Committee.
- 2. The Secretary is the recording officer of the Club. The duties shall be as follows.
- 3. To keep a careful and authentic record of the proceedings of the Club.
- 4. To be able to furnish the exact wording of a motion pending before the assembly.
- 5. To authenticate all records by his or her signature.
- 6. To read papers that may be called for by the assembly.
- 7. To furnish information from the minutes requested by the Officers or members.
- 8. To preserve all records, reports and documents of the Club which are not assigned to others.
- 9. To have available at each meeting a copy of the Constitution, By-Laws, Standing Rules, Parliamentary procedure of the Club (*Robert's Rules of Order*), and a list of all committees and their members.
- 10. To serve all notice of meetings.
- 11. Conduct all correspondence and in general, perform all duties pertaining to this office.
- 12. In case of the death of a member, and upon notification, the Secretary will, on behalf of TOMAHAWK ARCHERS, INC., send condolences to the family.

13. Provide all Board Members with a copy of the previous meetings minutes for review and approval. Note any amendments made and correct official Club minutes as per amendment(s).

D. Treasurer

- 1. The Treasurer is the official custodian of the funds of the Club and the disbursing officer. He is responsible for the collection of money due the Club and for its safekeeping. He shall keep accurate records of all funds collected and shall be able to furnish a statement at any time showing financial condition of the Club.
- 2. As disbursing officer, he is responsible for checking all bills and vouchers which are presented for payment and, if duly authorized, for issuing checks.
- 3. He shall submit a brief financial report to the Membership at each regular meeting and a complete financial report at the Annual Meeting.
- 4. The Treasurer will be a member of the Membership Committee.
- 5. He shall maintain a current list of members in good standing and make this available to the President when requested.
- 6. He shall issue membership cards and Club keys to members in good standing annually.
- 7. The Treasurer shall have such other duties as assigned to him by the Board of Trustees.
- 8. The financial records of this Club shall be required to be audited by a public accountant whenever there is a change in the office of the Treasurer or it is requested by the Board of Trustees.

E. Range Captain

- 1. He shall be responsible for maintaining the course, condition and placement of the bales and targets, and keeping the course free of litter and debris.
- 2. He shall call for work parties and delegate assignments for same as may be necessary for the work.
- 3. He shall coordinate with the Club painters and confirm all painted targets will be available for the work party to set up on the course the day before the monthly shoots, or as weather will require.
- 4. The Range Captain may spend up to two hundred and fifty dollars (\$250.00) each month without the prior approval of the Board and shall turn in all receipts to the Treasurer at following Board meeting.

F. Maintenance Captain

- 1. He shall be responsible for buildings and equipment and shall notify the Board of Trustees immediately of any serious issues regarding same as may occur.
- 2. He shall call for work parties and delegate assignments for same as may be necessary for the work.

- 3. The Maintenance Captain may spend up to two hundred and fifty dollars (\$250.00) a month without prior Board approval and shall turn in all receipts to the Treasurer at the following Board meeting.
- 4. Emergency funding exceeding two hundred and fifty dollars (\$250.00) must be approved any one of the following Officers:
 - a. President
 - b. Vice-President
 - c. Treasurer
- 5. The Maintenance Captain shall be chairman of the House Committee.

G. Sergeant of Arms

- 1. He shall preside over all elections and he shall collect and ensure security of all mail-in votes
- 2. Maintain order at all meetings.
- 3. He will be Chairman of the Registration Committee.
- 4. He shall collect and document all money received by the Registration Committee and turn it over to the Treasurer.
- 5. He shall be responsible for running, scoring and maintaining records for the Club Championship events. He shall also procure and present awards to the winners. Costs for awards shall be as determined by the Board of Trustees.

H. Trustees

- 1. Trustees duties are to monitor Club activities in general with specific responsibilities as follows:
 - a. First Year Trustee Chairman of the Concessions Committee. Refer to the **Article II, Sec. B Standing Committees** for responsibilities.
 - b. Two Year Trustee Chairman of the Youth Activities Committee. Refer to **Article II**, **Sec. B Standing Committees** for responsibilities.
 - c. Three Year Trustee Chairman of the Grounds Committee. Refer to **Article II, Sec. B Standing Committees** for responsibilities.

I. Board of Trustees

- 1. The Board of Trustees shall exercise full authority over the general management of the affairs of the Club and over its finances and property and shall have the authority to adopt from time to time rules and regulations for the operation of the Club, the management of its property, including accepting or declining bequests, and the conduct of members.
- 2. The Board of Trustees shall make only such appropriations from the Club's funds that are consistent with the budgetary needs for the proper operation of the Club. The Board of Trustees may make such additional appropriations as they deem desirable, except that no additional appropriations shall be made in excess of a total of six thousand dollars (\$6,000.00) without the prior approval of the Membership.

- 3. The Board of Trustees shall consist of the President, Vice-President, Secretary, Treasurer, Range Captain, Maintenance Captain, Sergeant of Arms and three (3) Trustees.
- 4. Trustees shall be elected for a term of three (3) years. It is the intent that the term of office for the Trustees shall end after their third year in rotation as noted below.

First Year Trustee (1st year of term).

Second Year Trustee (2nd year of term).

Third Year Trustee (3rd year of term).

Trustees may continue to fill the positions if no member in good standing has won election to the position and if the immediate past President declines a position as the new Trustee, if so approved by the Board. Elections shall be as outlined in **Article IV** of the By-Laws.

- 5. Regular meetings of the Board of Trustees shall be held on such a day as may be determined by the Board of Trustees.
- 6. Special Meetings of the Board of Trustees shall be held at the request of the President, or upon written request of 10 members in good standing submitted in writing to the Secretary.
- 7. Notice of all Special Meetings of the Board of Trustees shall be given to all regular members in good standing either in writing, Email or by phone, at least 72 hours prior to the time of the meeting.
- 8. Order of business. Unless otherwise changed by the Board of Trustees, the order of business applicable to the meetings of the membership shall be as followed at the meetings of the Board of Trustees. *Roberts Rules of Order* shall apply.
- 9. A quorum for the transaction of business at a meeting of the Board of Trustees shall consist of a majority of the Board of Trustees.
- 10. The vote of the majority of the Trustees present at any Board of Trustees meeting shall be the vote of the Board, providing those present constitute a quorum, except as otherwise noted herein.
- 11. The Board of Trustees shall review and vote upon application for membership in the Club. A rejected applicant may again apply after a six (6) months wait.
- 12. The Board of Trustees shall review and vote upon all applications for resignation from the Club.

Article VI – MEETINGS

A. Monthly Board Meetings shall be held at the Club on the first Tuesday of the month at the same time of day unless the Board of Trustees determine a time change would be required, in which case notification of the time change would be provided to all Board Members. Such meetings would be subject to the by-laws.

- **B.** The Annual Meeting of the members shall be held at such time and place as the Board of Trustees shall designate. Written notices of this meeting are to be sent to all members no later than fourteen (14) days prior to the meeting.
- C. General Membership Meetings are to be held at such place and time as the Board of Trustees may designate, it being desirable that these meetings be held at the Club house. Written notices of this meeting are to be sent to all members no later than fourteen (14) days prior to the meeting.
- **D.** Special Meetings may be called by the President when he deems it advisable, and shall be called by him on the written request of ten (10) Regular members in good standing.
- **E.** The order of business at all meetings of members unless suspended or altered upon motion, shall be:
 - 1. Reading, correction and approval of minutes of the previous meeting.
 - 2. Report of committees.
 - 3. Reports of Officers.
 - 4. Unfinished Business.
 - 5. New Business.
 - 6. Election of Officers and Trustees (at Annual meeting only).
 - 7. Adjournment.
- **F.** Robert's Rules of Order shall be the authority for the settlement of disputes regarding rules of order at all meetings of the members.
- **G.** A quorum for the transaction of business shall consist of a majority of the Officers and such regular members in good standing as may be present. For approval on any issues requiring more than a simple majority, a quorum shall consist of fifteen percent (15%) regular members in good standing including a majority of Officers.
- **H.** The Sergeant of Arms shall appoint two (2) Inspectors of Election who shall receive and count the ballots at any time a written ballot is necessary.

I. Notices:

When notice in writing is required it shall be given all members entitled to vote at least fourteen (14) days before the meeting at which the matter is to be voted upon. Such notices shall contain the following:

- 1. The full and exact text or wording of the resolution or proposal to be voted upon.
- 2. The time, date and place of the meeting.

- 3. An explanation of the reasons for such actions and if requested in writing by any Member of the Board of Trustees, an Officer or ten (10) members entitled to vote, a statement setting forth the arguments for and against the resolution or proposal.
- 4. Such other information as the Board of Trustees may determine.

<u>Article VII – TOURNAMENTS</u>

- **A.** The Board of Trustees shall determine the time, place and fees for all tournaments.
- **B.** The Club Championship Shoot will be two field course tournaments as determined in advance by the Board.
- C. Club Champions will be awarded a championship award along with their name inscribed on the Club Championship Plaque. Classes for Club Champion shall include the following: Men, Women, Traditional (combined recurve and longbow) and Junior Youth and Senior Youth. Boys, girls and cubs combined.

Article VIII – CLASSES OF COMPETITION

A. To encourage increased participation in field games, the Board of Trustees may establish various classes of competition in all events.

<u>Article IX – CROSSBOWS</u>

A. No crossbows are allowed on the Grounds of TOMAHAWK ARCHERS, INC. Violation of this By-Law shall be cause for termination of your membership.

Article X – AMENDMENTS

A. These By-Laws may be amended by the affirmative vote of two-thirds (2/3) of the regular members in good standing present in person at any meeting regular or special. No amendment shall be voted upon without two weeks notice, in writing to all regular and honorary members in good standing.

Article XI – MISCELLANEOUS

- **A.** Any reference to one gender shall include the gender not referenced.
- **B.** To meet the accepted requirements of the term "bow" where referenced in the Constitution and/or By Laws of Tomahawk Archers, Inc. the bow must be held vertically or semi vertically and shall be held in one hand and drawn and held with the other hand. A mechanical or non-mechanical device may be used with the drawing hand.

C. The term "family membership" may include no more than two adults living at the same address.

END OF BY-LAWS