

MAYNARD

ROD & GUN CLUB INC.



BY-LAWS

**45 Old Mill Rd.
Maynard, MA 01754**

FORWARD

These rules and regulations are not expected to, nor can they provide for every question and problem which may arise in our club. Much must be left to the conscientious loyalty and integrity of the members as to their intelligence and discretion.

In matters of general conduct not within the scope of any rules, members should be true to the best instincts of law-abiding, self-respecting citizens, always mindful and jealous of the good of the club with which they are connected, and in upholding of the reputation of which each should feel himself an important part.

All former Laws, Rules and Regulations and Amendments, of this club, inconsistent with the following Laws, Rules and Regulations are hereby repealed.

Rules and Regulations cannot be made in advance that will cover every case, and from time to time Amendments necessary to govern same will be issued.

Club members are to familiarize themselves with these Rules and Regulations and keep abreast of new Amendments which will be issued from time to time, for ignorance of these Rules will be no excuse in the event of any infraction and of Punishment issued by the Executive Board.

All violations of these Laws, Rules and Regulations and future Amendments issued shall be subject to such punishment as may be imposed by the Executive Board after a hearing.

The following Laws, Rules and Regulations for the good order and proper functioning of the Club are hereby adopted and shall apply to all Club members except as otherwise provided.

The Laws, Rules and Regulations were unanimously approved by the Executive Board on September 12th, 1967 and October 10th, 1967.

These Laws, Rules and Regulations were unanimously adopted and approved by the Body on October 16th, 1967.

These Laws, Rules and Regulations were amended and approved by the Executive Board on August 12th, 1980 and September 9th, 1980.

These Laws, Rules and Regulations were amended and approved by the Body on September 17th, 1980 and October 8th, 1980.

These Laws, Rules and Regulations were amended and approved by the Executive Board on October 12th, 1993.

These Laws, Rules and Regulations were amended and approved by the Body on November 8th, 1993 and November 15th, 1993.

These Laws, Rules and Regulations were amended and approved by the Executive Board on February 9th, 2004

These Laws, Rules and Regulations were amended and approved by the Body on February 16th, 2004 and March 15th, 2004.

DEFINITIONS

The word “CLUB” shall mean the MAYNARD ROD & GUN CLUB, INC., House and Grounds

The words “Laws, Rules and Regulations” shall mean the Laws, Rules and Regulations of the Maynard Rod and Gun Club, Inc.

The word “Amendments” shall mean all future Amendments to these Laws, Rules and Regulations issued in writing by the Maynard Rod and Gun Secretary or By-Laws Committee.

The word “RECORD” shall mean a complete and accurate record.

PREAMBLE

We, the members of the Maynard Rod and Gun Club, Inc. in order to provide for our common interest, pursue our individual sports interest, promote good will, good sportsmanship, show interest in legitimate sports with rod, gun, bow and dog, encourage obedience of the laws, assist in the restoration, maintenance, protection and propagation of fish and game in the Commonwealth, promote or oppose such legislation which may effect our mutual interest, promote respect for the rights of farmers and property owners instill in the minds of all sportsmen the benefits to be derived from membership in the Sportsman Club that is a member of a statewide organization, do hereby adopt these By-Laws, Rules and Regulations.

MAYNARD ROD & GUN CLUB, INC.
CONSTITUTION

ARTICLE I

NAME

The name of this corporation shall be the Maynard Rod & Gun Club, Inc. and shall be so advertised.

PLACE OF BUSINESS

The principle place of business of the Association shall be in the town of Maynard, Middlesex County, Massachusetts

CLUB COLORS

The Club Colors shall be orange and black. A predominant field of orange with black lettering and figures.

ARTICLE II

PURPOSE

Section 1. The purpose of the Association shall be to properly influence the conservation and propagation of the fish, game and other natural resources of the Commonwealth.

Section 2. To promote interest in the legitimate sports with rod, bow, gun and dog.

Section 3. To promote good sportsmanship a field and endeavor to instill in the minds of all persons the benefits that can be derived from good sportsmen.

Section 4. To do everything possible to promote good relations between landowners and sportsmen.

Section 5. To earn and enjoy the respect and friendship of the community.

Section 6. To promote education and sportsmanship for youth and sportsperson's.

ARTICLE III

OFFICERS AND HOW ELECTED

Section 1. Officers to be elected at the elections held the Sunday before the ANNUAL MEETING shall be:

- a) President
- b) Vice President
- c) Secretary (assistant to be appointed by the Secretary)
- d) Treasurer (assistant to be appointed by the Treasurer)
- e) Delegates (2) Middlesex County League of Sportsmen's Clubs.
(2) Alternates to the above
- f) Representative
(1) National Rifle Association

Section 2. At the September body meeting, the President shall appoint a minimum of three (3) people to an election committee to post a sign up sheet for nomination in the club lounge the 1st week of October. Only members in good standing may sign up for a position. All nominations must be approved by the election committee. The newsletter will also state that there is a sign up sheet in the club lounge.

Nominations must be closed and presented to the Executive Board at the November Executive Board meeting.

Section 3. The Annual Elections shall be held on the Sunday before the December meeting by secret ballot. The hours of voting shall be 10:00 to 4:00 p.m. The ballots shall be prepared by the Secretary and only members in good standing shall be allowed to vote, and must show their membership card to cast a ballot. The Nominating Committee and the Club Secretary shall control the elections and each member voting shall have his name checked off the roster when casting his ballot. A majority of votes is necessary to elect.

Section 4. The retiring President, providing he or she has served one (1) full year or more, shall serve one (1) year as a consultant to the Executive Board without the privilege of casting a vote.

Section 5. The term of office for the President, Vice President, Secretary, Treasurer, and all Representatives and Alternates shall be for one (1) year from the 1st of January following the Annual meeting at which they are elected and/or until their successors have been duly elected

Section 6. The four (4) officers elected at the Annual election and serving for their one (1) year tenure only, together with the nine (9) elected members, shall constitute the thirteen (13) person Executive Board of the Club.

Section 7. The four (4) officers being provided for, the remaining nine (9) members of the Executive Board shall be elected each for a term of three (3) years. Tenure of office shall be so arranged that three (3) members shall be elected at each Annual election, to succeed three (3) members whose terms are expiring.

ARTICLE IV

DUTIES OF OFFICERS

Section 1. PRESIDENT

- a) The President shall preside at all Body meetings of the Club, and enforce a proper observance of the Rules of Order (ROBERTS), the Constitution, By-Laws, Rules and Regulations of the Club.
- b) The President shall not be allowed to make a motion. However, the President may clarify a motion. The President will not be permitted to cast a vote in any matters before the Body meeting unless it becomes necessary to break a tie vote. The President will be permitted to speak on any subject or motion with the same privileges granted members of the Club.
- c) The President, with the Treasurer, shall sign all contracts, notes, bonds, certificates of

indebtedness, bill of sale, deeds, mortgages, and leases of the Club.

- d) The President shall appoint the standing committees within thirty (30) days after the Annual Meeting.
- e) The President shall appoint such other Committees as are necessary for the proper operation of the Club.

Section 2. VICE PRESIDENT

- a) Shall assist the President in the discharge of his duties and in the absence, inability, or ineligibility (said ineligibility to be determined by the Executive Board) then the Vice President shall assume the duties and be vested with all the powers of the President.
- b) The Vice President shall take charge (after their appointment) of all Committees and be responsible to the Executive Board for their operations and responsibilities.
- c) The Vice President shall make a report to the Executive Board once a month on all activities of the Committees.

Section 3. SECRETARY

- a) Keep a record of the proceedings of all Club Meetings, and record independently any Rules and Regulations adopted by the Executive Board as stated in ARTICLE XIV Section 2.
- b) Keep a record roll of all members
- c) File all records, documents, reports and any communications connected with Club business.
- d) Collect all dues and record same

- e) Shall render to those members subject to dues a notice for dues before the first day of January for the coming year.
- f) Give due notice to the members of all assessments levied for any expense over the regular dues.
- g) Give due notice of all Executive Board meetings of the Club when so instructed by the Chairperson of the Executive Board.
- h) Give due notice of all meetings of the Club and any special meetings called when so instructed by the President.
- i) Shall conduct all correspondence of the Club in a professional manner.
- j) Shall keep all books and records in such a place as directed by the Executive Board.
- k) The Secretary's books are closed to the membership, open only to the Executive Board. Any questions or queries regarding the books must be submitted in writing to the President, who will see that a satisfactory answer is returned.
- l) Shall keep a record of all members in good standing, and at the Annual Meeting state the names of all members that have died during the year.
- m) A letter of appreciation shall be sent to all members and citizens making a contribution or donation (other than chance book sales) to the Club.
- n) Shall send flowers or a note of condolence in the name of the Club upon the death of members, and Mothers, Wives, Fathers, Sisters, Brothers, Sons and Daughters of all active members.

- o) Deposit to the Treasurer weekly, all monies collected and take a receipt thereof.
- p) In case of inability to attend any meetings, the Secretary shall cause the necessary papers and books to be conveyed to the place of the meeting.
- q) Issue one (1) Card Key Membership Card per member upon receipt of dues, issue "MINOR" Cards when necessary.
- r) Shall cause to be published and posted a list of Officers, Members of the Executive Board, and Delegates duly elected no later than ten (10) days after their election
- s) In the absence of the President and Vice President, shall call the Body meeting to order and preside until a President Protem is chosen.
- t) Shall notify all members at least ten (10) days before the Annual Election of the Officers, the names of all members seeking the elective positions in the "MONTHLY BULLETIN".
- u) Shall cause to be published a "MONTHLY BULLETIN" which is to be mailed to all members ten (10) days before the regular monthly meetings.

Section 4. TREASURER

- a) Shall receive and keep account of all monies received and paid out in the name of the Club.
- b) Shall deposit all monies in the name of the Club in such a bank as the Executive Board shall designate, with exception to the Club Manager as designated in the managers duties by the Executive Board.

- c) At each meeting the Treasurer shall make an itemized report of all receipts and expenditures of the previous month.
- d) At the Annual Meeting the Treasurer shall make a complete report of the books and the financial standing of the Club as of that date.
- e) Pay all bills which have been approved by the Executive Board
- f) Bills shall be referred to the Executive Board and no bill shall be paid until signed by two (2) members thereof, except maintenance and operations, which may be paid by the Treasurer without the authorization of the Executive Board. The Treasurer shall have on behalf of the Club the authority to endorse all checks, drafts, notes, warrants and money orders for the purpose only to deposit therein to the benefit of the Club.
- g) The Treasurer's books are closed to the membership, open only to the Auditing Committee and the Executive Board. For any questions or queries regarding the books, a written application must be submitted to the President, who will see that a satisfactory answer is returned.
- h) Bills for merchandise for resale and for general maintenance and operation, may be paid by the Treasurer without authorization of the Executive Board. This does not pertain to bills for merchandise for resale by committees which require Executive Board approval.
- i) The Treasurer shall be bonded, at the expense of the Club, in an amount set forth by the Executive Board, the minimum being \$5,000.00.

Section 5. DELEGATES TO THE MIDDLESEX COUNTY LEAGUE OF SPORTSMEN'S CLUB

- a) The Delegates to the Middlesex County League of Sportsmen's Clubs shall represent the Club at the regularly scheduled meetings of the Middlesex County League of Sportsmen's Club

Section 6. NATIONAL RIFLE ASSOCIATION

- a) The representative of the National Rifle Association shall represent the Club at the regularly scheduled meetings of the National Rifle Association

ARTICLE V

DUTIES OF THE EXECUTIVE BOARD

The Executive Board Shall:

- a) Have the general supervision, charge and management of the property, real estate and personal belongings of the Club, and sign all documents, papers, etc. relating to the same, not specifically mentioned in ARTICLE IV, Section 1c.
- b) Make rules and regulations governing the use of the Club properties.
- c) Receive in writing [seven (7) days prior to regular Executive Board meetings] all complaints of members of the Club and

submit their recommendations therein to the Club.

- d) Appoint Officers to fill vacancies that may occur from death, resignation or otherwise, and appointments so made shall be valid until their successor is chosen under ARTICLE III Section 3.
- e) Appoint a Club Manager(s) and/or Function Manager(s) and set forth their duties in writing. Said appointment to be completed by the Executive Board at the December Board meeting, for the following year. The Board shall post the position at least two (2) months prior to the appointment.
- f) Review the Club Manager(s) and/or Function Manager(s) performance on a semiannual schedule or when deemed necessary.
- g) Any board member who is absent from more than three (3) meetings of the Board, in a Calendar Year, shall be deemed to have resigned, unless they offer a satisfactory explanation.
- h) All Executive Board members present at Executive Board meetings will sign the attendance sheet which shall be included in the minutes of the meeting.
- i) The Executive Board shall enforce the Article and Section with the Finance Committee and assume the responsibility themselves should the need arise.
- j) In the event that a vacancy or vacancies occur on the Executive Board, the Board shall elect a member to serve until the Annual Meeting next following, at which time the vacancy shall be filled for the balance of the expired term, by posting on the bulletin board in the

Club room for a period of no less than twenty-one (21) days prior to the next regular Executive Board meeting.

- k) The Executive Board will take under advisement the case of a delinquent member and determine whether or not to apply ARTICLE XI Section 2. The findings of the Executive Board will be final.
- l) All business transacted by the Executive Board must be approved by a majority vote.
- m) The nine (9) elected members of the Executive Board shall be eligible for the post of Chairman of the Board. A majority vote of those present is necessary for election.
- n) Receive, review and approve all applications for membership. All new members shall be published in the next scheduled newsletter.

ARTICLE VI

COMMITTEES

SECTION 1. The following committees shall be appointed under the rules of ARTICLE IV Section 1d and 1e:

- a) Entertainment
- b) Trap
- c) Skeet
- d) Grounds
- e) Junior Member
- f) Building and Maintenance
- g) Rifle and Pistol
- h) Archery

- i) Nominating
- j) Special

Section 2. The duties of all Committees shall be directed by the Vice President, such duties to be printed from time to time for the convenience of said committees, but not having been published shall not relieve said committee of their obligations. All bills against the Club shall be certified by the Chairman and one (1) member of the committee contracting the bills.

Section 3. ENTERTAINMENT

- a) Arrange entertainment for the benefit of the Club and for the enjoyment and instruction of the members
- b) Report once a month to the Vice President.
- c) Regulate admission and meal prices for said entertainment in Section 3a.

Section 4. TRAP AND SKEET

(Both committees to abide by the same rules)

- a) Shall be responsible for the proper operation and maintenance of the Trap and Skeet Fields.
- b) Shall submit on a monthly basis an itemized financial statement to the Treasurer on the first day of the month at the instruction of the Treasurer.
- c) Shall submit to the Executive Board for approval all requests for the purchase of merchandise for resale.

Section 5. GROUNDS

- a) Make periodic inspections of all Club grounds.

- b) Recommend improvements to the Executive Board.
- c) Inspect any and all work that may be authorized
- d) Make any emergency repairs.

Section 6. JUNIOR MEMBERS

- a) Shall be responsible for maintaining and operating the Junior Membership Committee.

Section 7. BUILDING AND MAINTENANCE

- a) Make periodic inspections of all Club buildings and equipment.
- b) Recommend improvements to the Executive Board.
- c) Inspect any and all work that may be authorized.
- d) Make any emergency repairs.

Section 8. RIFLE AND PISTOL

- a) Shall be responsible for the proper operation and maintenance of the Rifle and Pistol Ranges (indoors and outdoors).
- b) Shall submit on a monthly basis an itemized financial statement to the Treasurer on the first day of the month or at the instruction of the Treasurer.

Section 9. ARCHERY

- a) Have full charge of all affairs pertaining to Archery (indoors and outdoors).

Section 10. NOMINATING

- a) Reference ARTICLE III Section 2 for specific duties

ARTICLE VII

QUORUM

Section 1.

- a) A quorum at any Body meeting regular, annual or special shall consist of eleven (11) members in good standing.
- b) A quorum at a meeting of the Executive Board shall be seven (7) members of the Board

Section 2. FISCAL YEAR

- a) The fiscal year shall end on the last day of December each year.

MEETING

Section 1. Regular Body meetings shall be held quarterly at seven (7) o'clock PM on the third Monday of the months of March, June, September, and December.

Section 2. The Annual Meeting of the Club shall be held at seven (7) o'clock PM on the third (3) Monday in December.

Section 3. A special Meeting of the Club may be called by the President, the Chairman of the Executive Board ,

or on written request of ten (10) members in good standing to the Executive Board stating purpose of request.

Section 4. Meeting of the Executive Board shall be held at the Club at seven (7) o'clock PM on the second (2nd) Monday of the month.

Section 5. A Special Meeting of the Executive Board may be called by the President or by the Chairman of the Executive Board.

Section 6. A Special Meeting of the Chairman of all Committees may be called upon request of the Vice President.

Section 7. Due notice (by either verbal or written communication as specified in ARTICLE VII Section 5) of all Special Meetings must be given at least seven (7) days prior to said meeting.

Section 8. During the hours that the Regular Body Meeting, Special Body Meeting or the Annual Body Meetings are held, the Club Bar will remain closed. Alcohol purchased prior to the meeting may remain on the bar. No sales during the meeting.

ARTICLE VIII

MEMBERSHIP DUES

Section 1. There shall be five (5) classes of membership:

LIFE

HONORARY
SENIOR
MINOR (18-21)
JUNIOR (12-18)

Section 2. Any qualified person who has passed their eighteenth (18) birthday and has made application for membership endorsed by a member in good standing may be voted to Senior membership with full privileges.

Section 3. Any member who has not renewed his membership on or before the due date of January 1st shall be subject to action by the Executive Board.

Section 4. Any member who has been in good standing for five (5) years preceding their sixty-fifth (65) birthday may continue to be enrolled as a member of the Club without payment of Annual dues upon written notification to the Secretary and approval of the Executive Board, with a processing fee set forth annually by the Executive Board.

Section 5. If an applicant is elected to membership at the October, November or December Executive Board meeting of any year, the dues of the member shall be considered as paid through the following year.

Section 6. Each application for membership shall be accompanied by the initiation fee, together with the dues for the current year, and submitted to the Club Secretary.

Section 7. Membership acceptance shall be left to the discretion of the Executive Board by majority vote.

Section 8. The membership card of members under the age “IN ACCORDANCE WITH STATE LAW” shall

have the word “MINOR” stamped across the face of the card, due to alcoholic beverages being served on the property.

Section 9. The burden of proof in regard to age, is the responsibility of the applicant, and shall be approved by the Secretary.

Section 10. Honorary membership status may be granted to an individual, when so recommended to the Executive Board and approved by the Executive Board. Honorary membership status shall be reviewed annually by the incoming January Executive Board. The Board, at its discretion, shall renew Honorary membership status.

ARTICLE IX

JUNIOR MEMBERSHIP

Section 1. Any child who has reached their twelfth (12) birthday, who has apparent or legal guardian that is a member in good standing may be voted to JUNIOR MEMBERSHIP which is non-voting and has no number.

Section 2. Junior Membership shall terminate at the eighteenth (18) birthday.

Section 2. The dues of Junior Membership shall be set forth by the Executive Board annually and must accompany the application as does the burden of proof of age.

Section 4. The initiation Fee shall be non-existent to Juniors.

Section 5. Junior Members who are active members for three (3) consecutive years immediately prior to their eighteenth (18) birthday are eligible to become Minor Members without being subject to the Initiation Fee with the approval of the Executive Board.

Section 6. Junior Members shall be issued Membership Cards with the word “JUNIOR” stamped across the face.

ARTICLE X

ASSESSMENTS

Section 1. No assessment of fine shall be levied upon a member in an amount greater than ten (10) dollars in any fiscal year. All obligations and commitments must be met in full prior to the termination of the fiscal year.

ARTICLE XI

EXPULSIONS – REMOVAL FROM OFFICE

Section 1. The members of the Club shall have the power by a two-thirds vote of all members present at a meeting called for the purpose, to remove from office any Officer for misconduct in office or for conviction of a felony. The post to be filled by the Executive Board under ARTICLE V Section d.

Section 2. Any member who shall be found guilty, in the determination of the Executive Board, of conduct endangering the safety, welfare, good order or good

character of the Club, shall be liable to expulsion or suspension, or fine, such member shall be notified not later than ten (10) days prior to the meeting at which time such matter is to be acted upon.

Section 3. Any member may be present and speak in their behalf, or have any other member represent him at a meeting when a matter concerning their relations with the Club is due to be considered.

Section 4. If said member is found guilty of charges brought against them, they may be expelled as a Club member by a two-thirds vote of the Executive Board.

Section 5. No member should misconstrue Section three (3) in regards to their presence or representation, for a member may be voted expelled even in his absence, provided they shall have been notified ten (10) days prior to such meeting and offered a hearing. They must be notified by Registered Mail.

Section 6. Any person expelled from the Club shall not be allowed to apply for an application at any future date.

ARTICLE XII

EXPENSES OF OFFICERS

Section 1. Club Officers attending special meetings outside the Club for the Club's benefit, or any members on Committee work shall have their travel and other necessary expenses paid for by the Club.

Section 2. The Executive Board shall vote on the validity of all such claims and instruct the Treasurer to make restitution.

ARTICLE XIII

SALARIES

Section 1. The President, Vice President , Secretary and Treasurer shall be eligible for remuneration for their services to the Club, such remunerations to be determined by the Body at the Annual Meeting.

Section 2. The compensation of all personnel of the Club will be determined by the Executive Board.

ARTICLE XIV

BY-LAWS, RULES & REGULATIONS (AMENDMENTS)

Section 1. The Executive Board may from time to time, in its discretion, adopt and enforce such other rules and regulations as may be advisable or necessary to the welfare of the Club; provided that the same is not inconsistent with the Constitution or By-Laws.

Section 2. All rules and regulations adopted by the Executive Board as per ARTICLE XIV Section 1, shall be recorded accurately, kept up to date, and posted in the Clubroom.

Section 3. By-Laws may not be amended or changed in any manner without formal notice to all members and then only by a 2/3 vote of the members present at two (2) consecutive meetings called for that purpose.

Section 4. When the Club Officials, Club Body or particular section of the Club votes to conduct a social affair open to the public and an admission fee is to be charged for the procurement of funds to be utilized by the Club for improvements; all members shall be subject to such admission fee with the exception of those working.

ARTICLE XV

VISITORS AND GUESTS

Section 1. A guest shall be any person or persons on the Club property in the presence of and at the invitation of a Club member in good standing.

Section 2. A visitor shall be any person on Club property without the invitation of a Club member.

Section 3. All persons on Club property at the time of an open tournament shall be considered to be invited guests of the Club.

Section 4. All persons admitted to Club property and permitted to utilize Club facilities shall be subject to all Club Rules, Regulations and By-Laws.

Section 5. Visitors shall further be responsible for the payment of debts and liabilities to the Club for the destruction of club property.

Section 6. Guests shall be responsible to the member which introduced him; for the Club shall hold the member responsible for all debts and liabilities to the Club which shall be incurred by any person.

Section 7. Any member, guest or visitor found abusing Club privileges shall be subject to action by the Executive Board.

ARTICLE XVI

FINANCES

Section 1. All requests for any major and capital expenditure must be submitted to the Executive Board in writing.

Section 2. A committee consisting of three (3) non-Executive Board members and two (2) Executive Board members will be appointed by the Executive Board to review all requests for major or capital expenditure. It will be the duty of this committee to report the need and feasibility of each request, within the period of time specified by the Executive Board.

Section 3. Requests for any major or capital expenditure must be approved by a majority vote of the Executive Board. It must then be ratified by the Body at the next scheduled meeting or special meeting called for that purpose.

