

CHEROKEE ROD AND GUN CLUB - OFFICIAL BY-LAWS

November 05, 2015

ARTICLE I. NAME

The name of this association shall be Cherokee Rod and Gun Club.

ARTICLE II. OBJECTIVES

The purposes for which this Club is organized are to conserve, restore and manage the game, fish, and other wildlife and its' habitat in Kingsport and its' environs; to seek to procure better fishing and hunting for sportsmen; to promote and maintain friendly relationships with landowners and sportsmen; to cooperate in obtaining proper respect for and observation of, the fish and game laws; to spread knowledge of useful wildlife among the residents of Kingsport; to encourage the youth of Kingsport and its' environs to participate in hunting and fishing; and to promote safety in outdoor sports. This association shall operate without profit and shall be non-partisan and non-sectarian.

ARTICLE III. MEMBERSHIP

SECTION 1.

A person 18 years of age or older may be considered for membership in the Club, subject to the following additional conditions; the prospective member must be of suitable character and interest and must be sponsored by two (2) Current Club members in good standing. If the prospective member cannot supply two (2) sponsors, he/she must be interviewed in person by the membership screening committee. Before the prospective member can receive a gate key card, he/she must attend a Club safety training course at which time the Club facilities and safety practices will be reviewed. The Club safety course can be viewed at designated times

SECTION 2.

Membership dues shall be payable on or before March 1st of each year. Beginning December 1st of 2015 a \$5 surcharge shall be added. An additional \$5 surcharge shall be added on December 1st of each succeeding year until the dues total reaches \$100 annually. Membership for any person who is head of the family entitles the spouse and dependent children to participate in certain activities and to use the Club's facilities under such conditions as may be set forth by the Board of Directors. New members enrolled on or after December 1st of any year upon payment of dues will not be assessed any portion of the annual dues for December, January, and February. New members joining after March 1st and prior to December 1st of any year will be required to pay the full dues for that year. Renewing members may not pay in advance, or renew their membership prior to December 1st of the year prior to the year they are renewing for.

SECTION 3.

By nomination of the Board of Directors and by a majority vote of the active members present at any meeting, any suitable person may be elected to Honorary Membership. No dues shall be required of Honorary Members.

SECTION 4.

The Board of Directors has authorized the Club to sell the remaining original life memberships at \$1000 each. The Club may sell 10 additional "Life Memberships" for \$1000 each to interested members. This membership gives the life member Club membership, new gate key cards annually and monthly newsletters for the remainder of the member's life. The proceeds of the sale of the Life Memberships shall be used only for the acquisition of land and facilities at the Club.

SECTION 5.

All members or new applicants over the age of 65 will be given a 30% discount on their membership dues, Provided they have turned 65 prior to that years dues being due. Any member or new applicant 75 Years or older will be given an 80% discount on their dues. Proof of age must be submitted to the Membership Committee to qualify for these rates.

SECTION 6.

Members will be required to perform 4 hours of verifiable club service each year prior to February 28th of the Club year or pay a \$20 maintenance fee in lieu of performing this service. Any member who performs Club service needs to submit a statement to any officer of the Club stating the date the service was performed, how many hours of service were performed and what the service was. Examples of acceptable service to the Club are: attending committee meetings, helping at Club sanctioned events, mowing grass, cleaning out ditches, planting trees, pruning trees and picking up trash, etc.

SECTION 7.

The president shall name a membership screening committee consisting of 5 members at the January general Club meeting. The purpose of the membership screening committee will be to evaluate prospective new members for membership in the Club. The membership screening committee shall make recommendations for acceptance or rejection of prospective new members to the Board of Directors. The Board of Directors by majority vote may accept or refuse membership to any person they so desire.

ARTICLE IV. MEETINGS

SECTION 1.

Regular meetings of the Club shall be held on the first Thursday of each month at the Clubhouse, or at such other time and place as the Board of Directors may

designate.

SECTION 2.

Special meetings of the Club may be called by the President or by a majority vote of the Board of Directors to be held at such time and place as the President or Board of Directors may designate.

SECTION 3.

The Board of Directors shall hold meetings at such a time and place as they may designate, and its' annual meeting shall be held coincident with the annual meeting of the Club.

SECTION 4.

The annual meeting of the Club shall be held on the first Thursday of December of each year or at such time or place as the Board of Directors may designate.

ARTICLE V. QUORUM

SECTION 1.

At regular meetings not less than 20 active members of the Club shall constitute a quorum.

SECTION 2.

At meetings of the Board of Directors, a majority of the total members of the Board shall constitute a quorum and a majority vote of the Board of Directors at any such meeting shall prevail.

SECTION 3.

At any regularly scheduled monthly meeting at which a quorum of Officers is not present, the Club may conduct regular Club business and approve the spending of monies, provided the following conditions are met:

1. There must be at least 30 members in good standing present.
2. One of the following must be present; "President, 1st Vice President, or 2nd Vice President.
3. The Secretary or Assistant Secretary must be present to record the minutes and verify those present.

ARTICLE VI. OFFICERS AND HOW ELECTED

SECTION 1.

The Board of Directors of the Club shall consist of 16 members to be elected at the first meeting of the Club. One third of the members of the Board shall be elected for one year, one-third for two years and one-third for three years and thereafter at each annual meeting, there shall be elected one third of the Board of Directors to hold office for three years. The immediate past President shall serve a one-year term as a 16th member of the Board unless elected to a one-

year term. An N.R.A. Executive Officer will become a member of the Board of Directors. The N.R.A. Executive officer is responsible for maintaining a communications link with the N.R.A. and will make or cause to be made any contact with the N.R.A. that may be of concern to Cherokee Rod and Gun Club, as directed by the President and the Board of Directors.

SECTION 2.

A President, 1st Vice President, 2nd Vice President, Secretary, Assistant Secretary, Accounts Receivable Treasurer, Assistant Accounts Receivable Treasurer, Accounts Payable Treasurer, Assistant Accounts Payable Treasurer, Chaplain, Assistant Chaplain, Stores Officer, and Sergeant-at-Arms shall be elected by majority vote of the members present at the annual meeting to hold office for one year or until their successors are elected and qualified. The members shall also elect A Director-at-Large to be held by a person who is knowledgeable in the history and customs of the Club and holds a vital interest in the future of Cherokee Rod and Gun Club. The Director-at-Large may or may not be able to attend all meetings. If absent he/she can submit reports, recommendations, by-law or rule changes to the club or Board of Directors in writing. The Director-at-Large may vote by proxy. The Director-at-Large is exempt from the attendance requirement of Amendment No. 13, Article IV. The officer is to be elected annually.

SECTION 3.

In the event of any vacancy in any office for any reason, including missing (3) three consecutive meetings, the membership by majority vote shall elect some member in good standing to fill the unexpired term of the vacating officer until the next annual meeting.

SECTION 4.

The President shall name a nominating committee consisting of 5 members at the September meeting of each year. It shall be the duty of said nominating committee to make nominations at the December meeting for the vacancies which occur annually on the Board of Directors and for the officers named in Section 1 and 2 of this article. Other nominations may be made from the floor at this meeting. The Club will vote on these nominees and the person receiving the most votes shall be elected

SECTION 5.

The election of Officers shall take place immediately following the election of Directors and any Officer named in Section 2 of this article not already elected a Director shall be a member of the Board of Directors for the tenure of his/her term as an officer.

ARTICLE VII. DUTIES OF OFFICERS

SECTION 1. Board of Directors

The Board of Directors shall have the power to manage all the affairs of the Club on any and all questions relating in any manner whatsoever thereto, and to make all contracts necessary for the proper transaction of all business. They shall have entire jurisdiction over all matters pertaining to the care, control, supervision and management of the Club and its' finances and all appropriations shall be made by them.

SECTION 2. President

The President shall preside at all meetings of the Club and the Board of Directors, and enforce all laws and regulations of the Club. He shall perform such other duties as shall be empowered upon him by the resolutions of the Board of Directors. The President shall sign and the Secretary shall attest, all written contracts, deeds and other instruments affecting real property, and all other written obligations of the Club. The President shall have the power to appoint committees for any purpose which he deems desirable.

SECTION 3. Vice President

In the absence of the President, his duties shall be performed by the First Vice President, and in the absence of the First Vice President; by the Second Vice President. In the event of death or disability of the President, the First Vice President shall act until the membership fills the office by election.

SECTION 4. Secretary and Assistant Secretary

The Secretary shall keep the minutes and other official reports of the Club. He/she shall conduct the official correspondence of the Club. He/she shall keep all records, books, documents and papers relating to the Club at such places designated by the Board of Directors. He/she shall perform such other duties as may be assigned to him by the Board of Directors. The Assistant Secretary is assigned all of the duties of the Secretary and he shall act in such capacity as the Secretary may designate.

SECTION 5. Accounts Receivable Treasurer and Assistant Accounts Receivable Treasurer

There shall be an Accounts Receivable Treasurer and an Assistant Accounts Receivable Treasurer. The Accounts Receivable Treasurer shall be responsible for the following duties:

1. Receiving, depositing and accounting for any and all monies due and receivable by the Club.
2. Depositing all funds into account(s) as designated by the President and Board of Directors. The Accounts Receivable Treasurer shall keep accurate records of all such deposits.
3. Shall deposit all funds within ten (10) working days of physical receipt of such funds.
4. Transmitting via mail or Fax a photocopy of actual deposit receipts within 24 hours after deposit to the accounts payable treasurer.
5. Provide a photocopy of actual deposit receipts to the Club secretary at the

monthly meeting as part of the monthly Club treasurer's report.

6. Transmitting monthly, by the 5th day of the month, a compilation of all receipts to the Club's designated CPA so that a timely sales tax form can be prepared and filed without delay, penalty or interest. The form and manner of the compilation shall be as designated by the Club's CPA

7. Transmitting via mail or Fax or physically giving a list of all members renewing their membership and paying their maintenance fees to the membership committee. This will allow for the efficient mailing of key cards to paid members.

8. Transmitting via mail or Fax or physically giving a list of all proposed new members, their addresses and phone numbers to the membership committee one week prior to the monthly meeting to allow time to checking out proposed new members.

9. Oversight of the Accounts Receivable Treasurer and Assistant Accounts Receivable Treasurer shall be the responsibility of the President and Board of Directors.

10. All Club activities shall be issued a controlled receipt book to record all financial transactions. Oversight of Club activity records keeping shall be the responsibility of the Accounts Receivable Treasurer.

11. The Accounts Receivable Treasurer and the Assistant Accounts Receivable Treasurer shall be bonded.

SECTION 6. Accounts Payable Treasurer and Assistant Accounts Payable Treasurer

There shall be an Accounts Payable Treasurer and an Assistant Accounts Payable Treasurer. The Accounts Payable Treasurer and Assistant Payable Treasurer shall be responsible for:

1. Paying out all monies for the Club as so designated by the Board of Directors and the Club by-laws.
2. All monies shall be paid out using properly signed and countersigned checks and vouchers as designated by the Board of Directors.
3. All Club debts shall be paid in a timely manner to avoid all late fees, penalties and loss of discounts.
4. Developing a time schedule to insure prompt and timely payment of Club:
 1. Insurance Premiums
 2. Corporation License
 3. County, State and Federal Business Licenses
 4. Sales Tax
 5. Rental of Safety Deposit Box
 6. Rental of Postal Box
 7. Federal Firearms License
 8. Bulk Mailing Permit
 9. Utilities
5. Shall accurately keep and record all deposits as made by the Accounts Receivable Treasurer as soon as received (within 24 hours or less).

6. Shall maintain accurate and current balances of all deposit accounts of the Club.

7. Shall transmit monthly to the Clubs' CPA a true and exact copy of all bank accounts and canceled checks. The same shall be physically given to the Clubs' secretary at the monthly meeting as part of the treasurer's report.

8. The Accounts Payable Treasurer and Assistant Accounts Payable Treasurer shall be bonded.

9. Oversight of the Accounts Payable Treasurer and the Assistant Accounts Payable Treasurer shall be the responsibility of the President and the Board of Directors

SECTION 7. Stores Officer

There shall be a Stores Officer. The Stores Officer will be responsible for:

1. Managing and ordering all reloading supplies and clay targets for the Club.

2. Shall maintain an accurate and true inventory of all-reloading supplies and clay targets in the possession of the Club.

3. Shall report at the monthly meeting and transmit to the Club secretary a report of all sales of reloading supplies, related shooting equipment and current clay target inventory.

4. Shall collect or oversee collection of funds for sales of reloading supplies and related equipment.

5. Shall be responsible for transmitting all funds and record of income to the Accounts Receivable Treasurer every ten (10) working days.

6. All financial transactions are to be kept in a registered receipt book issued by the Accounts Receivable Treasurer.

7. Shall bring all requests for purchase of supplies, equipment and clay targets to the Board of Directors for approval prior to order placement.

8. Shall be responsible for maintaining all current county, state and federal business licenses as they pertain to the sale of the above items.

ARTICLE VIII. Amendments

Amendments to the by-laws may be made by a majority of members in good standing at a regular meeting. Advance notice of any revision must be posted on the Club website at least 20 days prior to the meeting at which any proposed amendment is to be voted upon.

ARTICLE IX. Enforcement

SECTION 1.

Any person(s) trespassing, hunting, poaching or vandalizing on Club property will be prosecuted to the full extent of the law. The Club will pay a reward of \$3000 anyone providing information leading to the arrest and conviction of trespassers, poachers, or vandals on Club property.

END OF DOCUMENT

Note: This document is a true copy of the original By-Laws, as of November 05, 2015. It has been "cleaned up" to remove the long detailed history of amendments and multiple syntax errors and punctuation issues caused most likely from being transferred from different computers and software programs.

Submitted by Jan Skipper, Club Secretary since January 2009.