

**Otter River Sportsman's Club
250 Lord Rd.
PO Box 28
Otter River, MA 01436**

Bylaws Updated as of June, 2017 Special Meeting

- I. The Official Title of the Club shall be the Otter River Sportsman's Club (The Club), and shall have its' headquarters at 250 Lord Road, Templeton, Massachusetts.

- II. The aims for which this club is formed are as follows:
 - a. To aid the in the conservation of wildlife in conjunction with the Massachusetts Department of Conservation and with other sportsman's clubs
 - b. To properly maintain its' property
 - c. To construct a building to serve as its' business and recreational headquarters
 - d. To encourage better sportsmanship among its' members and to support financially any activity desired and approved by the membership

- III. The membership of the Club shall consist of two hundred (200) regular paying members (2013.) Candidates for membership must receive a majority vote of the membership present to be admitted as a member. If membership count reaches (2014) two hundred (200) (2013), there will be no new Associate Members brought up for full membership until the count goes below two hundred (200) (2013) Full Time Members.

Associate Members:

- a. Can attend all meetings
- b. Can not Vote until they become a Full Member
- c. Must serve at least one year probationary period and log with the Board of Directors at least 10 hours of work for the Club during the probationary

- period (2013) before being brought up to the Board of Directors for Consideration and recommendation for full membership (1997)
- d.** Should make an effort to give the membership a chance to get to know them before they come up for Full Membership Vote

A list of Associate Members will be maintained and will contain no more than fifty (50) names (2013). The list will be closed until such time as the number of names included is less than fifty (50) (2013). At that time the list will open again for new applications. Anyone not wanting to become an Associate Member will have his or her name taken off the list. All applications will be distributed at a regular meeting and any members wanting Associate Membership applications must be present at the meeting. If requests for applications exceed the number available, a lottery will be held to determine the distribution.

There is an exception for the immediate family of any Full Member. A Full Member may add the name(s) of any eligible immediate family member at any time for Associate Membership.

Immediate Family is limited to the Member's brother/sister, father/mother, son/daughter, grandchild, great grandchild, step child and in-laws.

The qualifications for membership are as follows:

- a.** Applicant must desire membership
- b.** Applicant must be of legal hunting age
- c.** Applicant must be willing to help physically with the maintenance and expansion of the Club and its' facilities
- d.** Associate Members desiring full membership after the quota of two hundred (200) members has been filled will be placed on the waiting list (2013). Associate Members having fulfilled the one year probationary period and having the earliest dated application will be considered by the Board of Directors for recommendation for full membership unless otherwise disqualified
- e.** Honorary Members must be approved by the Board of Directors before coming up to the floor for a vote by the membership (2004). Honorary Members shall enjoy such privileges as determined by the Board
- f.** Candidates for full membership must be brought before the Board of Directors for review and recommendation to the membership and must

receive a majority vote in favor of their candidacy by the membership to be admitted as a Member. The Associate Member's sponsor must be present at the meeting or submit a letter before the meeting to the Financial Secretary (2002), when the candidate is presented to the membership for a vote of full member status (2001) or will be passed over. At the next monthly meeting the Associate Member will once again be brought up for vote. If the sponsor or letter is not available the Associate Member will be dropped (2002). The Vote to consider an Associate Member for full membership status must be by show of hands (2003)

- g.** Members of the Club who enter the Armed Services of our Country shall maintain their rights and privileges and shall be exempt from dues for the period of their enlistment of service
- h.** Associate Life Membership applications will be accepted by the Financial Secretary and approved if submitted by a Retired Life Member of Regular Member in Good Standing (2002)

IV. The government of the Club shall consist of and be considered officers of the Club (2008): President, Vice President, Secretary, Treasurer, the Board of Directors consisting of nine (9) members, Financial Secretary (1998), Inside Guard (1998), and the Liquor Committee

V. The **President** is an elected office and shall serve a first term of two (2) years (1998). Upon re-election, all subsequent terms, after the first, shall be a term of one (1) year (2001). The President shall preside at all meetings. In the absence of the President (2014), the Vice President shall preside at the meetings. The absence of both, the secretary shall preside at the meeting. In case of a tie vote, the presiding officer shall cast the deciding vote.

Upon written request of at least fifteen (15) members of the Club, or five (5) members of the Board of Directors, with the subject of such request stated in writing, the President will call a special meeting.

The **Vice President** is an elected office and shall serve a term of one (1) year (2001), serve as the Chairman of the Board of Directors and is counted toward the quorum for the Board of Directors meeting (2009).

The **Treasurer** is an elected office and shall serve a first term of two (2) years (1998). upon re-election, all subsequent terms, after the first, shall be a term of one (1) year (2001). The Treasurer shall be the custodian of the funds and money of the Club and shall be accountable for the same. He/She shall have the

duty of properly administering said funds and shall maintain a complete record of all books and papers when requested to do so when requested by a vote of the membership of the Club or the Board of Directors. He/she shall disclose the amount of money on hand and the amount of money received or paid out for the purposes and benefits of the club. He/she shall pay all accounts of the Club as directed by the President, the Board of Directors and/or the Liquor Committee.

The **Assistant Treasurer** shall perform all the duties of the Treasurer should the Treasurer become unable to perform his/her duties or should the office become vacant due to unforeseen circumstances (2012).

The **Secretary** is an elected officer and shall serve a term of one (1) year. The Secretary shall keep correct minutes of all proceedings of the Clubs' meetings (2004).

The **Board of Directors** shall consist of nine (9) members of the Club selected by vote at the Annual Meeting of Club, to serve for a period of three (3) years. The first year, 2003, there will be three members voted in for three (3) years, three (3) members for two (2) years, and three (3) members for one (1) year. The members with the highest vote count will be for the three (3) year terms, the next three (3) will be for the two (2) year terms, and the last for the one (1) year term. Three members will be voted on each succeeding year (2002). In the event of a resignation, death, or incapacity of any Officer or Board member, the President *may* appoint another member to serve in his place for the remainder of the term of such Officer or Board Member, *or indicate that the unexpired term will be filled at the next annual election of officers and board members* (2017).

The Board shall be the governing body of the Club. Any Board member may be removed from the Board by a majority vote of the Club at a Special Meeting called for that purpose and shall be notified of his removal in writing. In the event of a canceled Regular Meeting, the Board of Directors shall meet as designated by the Chairman of Board, as long as the meeting minutes are read at the next Regular Meeting (2008). The Board of Directors may close their meeting at their discretion.

The Board shall appoint a janitor, whose duties will be determined by the Board of Directors.

The President, Vice President, or a majority of the Board of Directors has the power to spend any necessary amount in time of an emergency. Such expenditure must

be reported upon in detail at the next scheduled monthly meeting. The definition of an emergency is that the action can not wait until the next Scheduled Club meeting to be required or replaced for the club to operate (2008). The President, Vice President, or majority of the Board of Directors has the duty of maintenance of the Club.

The **Bar Manager** is an elected office and shall serve a term of three (3) years. The liquor license shall be in the name of the Bar Manager. The Bar Manager shall have a vote at the Board of Directors meeting regarding Bar Operation and/or Liquor related issues (2008).

The **Financial Secretary** is an elected office and shall serve a term of one (1) year. The Financial Secretary will collect all dues handle all correspondence, provide a current list of Potential Members and will post the list on the bulletin board.

The **Inside Guard** is an elected office and shall serve a term of one (1) year. His duties are to maintain order at all meetings. In the event the Inside Guard is absent, the President has the right to appoint any member present to act as Inside Guard.

The **Liquor Committee** (2005) is an elected office and shall be officers of the Club (2008) and consist of four (4) members including the Bar Manager (2008). The one getting the most votes will be for three (3) years; next for two (2) years and then one (1) year. Each year after, the membership will vote one (1) for three (3) years with the others moving down from three (3) to two (2) years and two (2) to one (1) year (1992). The liquor license shall be in the name of the Bar Manager who is a member of the Liquor Committee (2005).

VI. Election of officers shall be held at the regular annual meeting and **members must be present to vote** (2009), meeting to be held on the second Sunday (2013) (refer to Article XII) in the month of November. All officers elected at the annual meeting will take office on the first day of the next calendar year. All elected officers are required to take an oath of office and the oath shall be written into the Constitution:

I (Officer's Name) do solemnly swear to uphold the elected office of (name of office) of the Otter River Sportsman's Club and to carry out the duties of this office to the best of my abilities.

VII. The fiscal year shall commence on the first day of January and end on the last day of December (199).

- VIII.** Said Club shall not issue the shares of stock of any kind or description. It shall issue to each member a card or other form of identification that shall permit said member to the full use of Club facilities. Such member shall show this card to any Club member upon request.
- IX.** Fifteen members of the club shall constitute a quorum.
- X.** A vote of seventy five percent (75%) of all members of the Club shall be needed to pass any bylaw relative to the dissolution of the Club.
- XI.** Except as provided in Article X, the bylaws of the Club may be amended at any annual meeting. In lieu of the Annual Meeting the bylaws may be amended at a Special Meeting, provided written notice of such meeting has been given to each member at least seven (7) days before such meeting (Modified 2001). A seventy five percent (75%) vote of all members present at this meeting is necessary to amend a bylaw.
- XII.** The Annual Meeting shall be held on the second Sunday in November, time of the meeting shall be at the discretion of the President (2013). (Refer to Article VI 1996.) Monthly meetings shall be held on the last Thursday of every month (1994).
- XIII.** The Club shall establish its' membership dues at any Annual Meeting called therefore. Annual dues of \$100.00 (2015) are due on January 1st and payable before April 1st of each year (1990.) A notice of dues payable will be sent to each member in the March newsletter (2004). No elected officer will get free dues (1991). Starting in 2013, new Associate Members shall pay an initiation fee of \$50.00 in addition to the annual dues at the time of the Application (2012).
- XIV.** Willful destruction or defacing of Club grounds, to include the erection of private camps is not permitted. Any Violator will be prosecuted to the full extent of the law.
- XV.** Requirements for Dues-Free lifetime membership:
- a.** A paying member reaching the age of sixty five (65) and who has been a Full Member in good standing with the Club for at least ten (10) years (2013), shall become a dues-free lifetime member automatically
 - b.** A permanently handicapped or disabled member, with a doctor's note, who is unable to earn a living, requires the approval of the Board of Directors (2004)

- c. Regular members who qualify for retirement have the right to vote at all meetings

XVI. The signature of the Otter River Sportsman's Club President, Treasurer and Chairman of the Board of Directors is required for cashing of savings bonds.

XVII. A member who abuses the Honor System privileges is subjected to disciplinary action by the Board of Directors.

The definition of an emergency is that the action can not wait until the next Scheduled Club meeting to be required or replaced for the club to operate (2008).

XVIII. No member shall commit assault and battery upon another. If, after a hearing of the Board of Directors, it is determined that a member has committed assault and/or battery on another in the Club or on the Club grounds, the Board may suspend such member from Club privileges for a minimum of one (1) year.

XIX. Any person acting in a disorderly manner shall leave the premises when requested by the bartender in charge.

XX. In case of destruction, defacement, or injury to Club furniture or any property or fitting belonging to the Club, the person or persons causing the damage shall pay the cost of replacing or repairing same.

XXI. Sleeping on Club grounds for a prolonged period of time is prohibited (1998). (Refer to Article XXVII)

XXII. If a Person is voted down for regular membership, his or her name will not be put on the Associate Member List for Five (5) years (1990).

XXIII. The four (4) members of the Worcester County League Shall be elected by the Membership. Associate Members are eligible to serve on the Worcester County League (1993).

XXIV. The November and December meetings shall be combined and held on the Second Thursday in December.

XXV. Any Person or group who wishes to use the grounds overnight requires permission from the Board of Directors (1994).

XXVI. Any Associate Member can run for an elected office and, if elected, will become a full member (1996). Restrictions are that the Associate Member:

- a. Must serve one (1) year before becoming a Full Member (1996); and
- b. Cannot run for Treasurer, Bar Committee or Board of Director's (2013).

XXVII. The Rental prices for the Club will be set by the Board of Directors and will be put in writing (1996).

XXVIII. Each member is authorized to bring his immediate family plus one (1) guest to the Club grounds for the purposes of hunting and fishing. A member's immediate family with at least one member being at least fifteen (15) years of age (2008) may fish at the Club's pond without the member being present. A member's immediate family cannot use the Club's rifle range without the member present (2001 Special Meeting).

XXIX. All dues paying members (Full and Associate Members, Retired Members are exempt) must Attend at least two (2) meetings in a one (1) year period. Such one (1) year period shall be measured beginning on the day after the Annual Meeting and ending on the Annual Meeting (2004) following October 31st. In the Initial year of membership, if the Associate becomes a member prior to May 1st, two meetings must be attended prior to October 31st of that year and if membership occurs after April 30th, one meeting must be attended prior to October 31st of that year. If this requirement is not met, such member could forfeit their membership.

Exceptions: Employment, Military Service, Medical or any other reason(s) accepted and cleared by the board of Directors. In addition, any currently existing out of state member will also be exempt.

Action to be taken by the Club: Members will be notified in the September and October newsletter (2004) that they have not met the two meeting requirement.

This notification and timing will allow the person time to reply. These members

must reply to the Board of Directors, either in person or in writing, before the Annual Meeting. The Board of Directors will vote to determine to exempt the members from the meeting requirement or terminate their membership.

XXX. Any committees' allocated money for a project must provide a financial report to the membership monthly (2008).

XXXI. All proposed bylaw amendments shall be submitted in writing to the Recording Secretary (2008).

XXXII. Smoking is prohibited inside the Club or within ten (10) feet of the building (2012.)