

**CONSTITUTION, BY-LAWS AND RULES
WINDSOR SPORTSMEN'S ASSOCIATION INC.
WINDSOR, NEW YORK**

CERTIFICATE OF INCORPORATION DATE DECEMBER 13, 1947

By members present appointed by Paul A Rurka, President to revise the Constitution and By-Laws were duly adopted at a meeting of the **WINDSOR SPORTSMEN'S ASSOCIATION INC.** held at the Windsor Community Center November 2, 1982.

As Amended by the members present:
May 1988, June 7, 1988.

As Amended by the members present at a meeting of the membership held at the Windsor Community Center, the First day of May, 1990.

Paul A. Rurka, Secretary

Corrected with all known amendments and retyped as instructed by Brian Merritt, President. Accepted as correct and complete by the members present at a meeting of the membership held at the Windsor Community Center, the Fourth day of May, 1993.

Paul A. Rurka, Secretary

As Amended by the members present at a meeting of the membership held at the Windsor Community Center, the Second day of November 1993.

Paul A. Rurka, Secretary

As Amended by the members present at a meeting of the membership held at the Windsor Community Center, the Seventh day of November, 1995.

Paul A. Rurka, Secretary

As Amended by the members present at a meeting of the membership held at the Windsor Community Center, the Seventh day of May, 2002.

Robert R.DeLaney

As Amended by the members present at a meeting of the membership held at the Windsor Community Center, the Tenth day of September, 2002.

Robert R.DeLaney

As Amended by the members present at a meeting of the membership held at the Windsor Community Center, the Fifteenth day of March, 2005.

Robert R.DeLaney

As Amended by the members present at a meeting of the membership held at the Windsor Community Center the Sixth day of May 2009.

Robert R DeLaney

As Amended by the members present at a meeting of the membership held at the Windsor Community Center the Third day of November 2010.

Robert R DeLaney

As Amended by the members present at a meeting of the membership held at the Windsor Community Center the First day of March 2017. George L Foster, Secretary

As Amended by the members present at a meeting of the membership held at the Windsor Community Center the Seventh day of Nov. 2018. George L Foster, Secretary

As Amended by the members present at a meeting of the membership held at the Windsor Community Center the Seventh day of May, 2020. George L Foster, Secretary

As Amended by the members present at a meeting of the membership held at the Windsor Community Center the Sixth day July 2022. George L Foster, President

As Amended by the members present at a meeting of the membership held at the Windsor Community Center the Second day Nov. 2022. George L Foster, President

As Amended by the members present at a meeting of the membership held at the Windsor Community Center the Sixth day Sept. 2023. George L Foster, President

As Amended by the members present at a meeting of the membership held at the Windsor Community Center the First day May 2024. George L Foster, President

CONSTITUTION

Preamble:

Since all things shall be done decently and in order, we the members of this Association have resolved that this Constitution shall be the body of rules by which the internal and external affairs of this organization shall be regulated.

Article I: - Name

This organization, established in 1937, incorporated in the State of New York in 1947, shall be known as “**THE WINDSOR SPORTSMEN’S ASSOCIATION INC.**” located in the town of Windsor, Broome County, New York.

Article II: - Objectives

The objectives of this Association are to create and promote public sentiment in favor of conservation, sportsmanship, firearms safety, marksmanship, and to support the conservation laws of the State of New York.

Article III: - Loss of Membership

Any conduct not considered within the best interest of this Association shall upon two (2) days written notice be tried by the Board of Trustees, and if found guilty by a majority vote of said Board shall be expelled or suspended from the membership roll of this Association for a term to be decided by the Board of Trustees.

Article IV: - Amendments

The constitution and By-laws may be amended or altered by following procedure:

- A. The proposed change (s) are to be submitted in writing to the President and RECORDING Secretary; seven (7) or more days before a monthly meeting.
- B. Proposed change (s) shall than be read at a monthly meeting, and if accepted by a majority vote of members present, the CORRESPONDENCE Secretary shall notify all members by mail at their last known address of a vote to be held on the proposed change (s) to the Constitution and/ or By-laws at the next monthly meeting.
- C. Members will receive a copy of the proposed change (s) in writing, and voting shall be by secret ballot following By-laws Article V Section 3 paragraph A, B, and C.
- D. Majority vote shall determine if proposed change (s) are to be accepted.
- E. Accepted change (s) shall go into effect immediately.

BY-LAWS

Article I: - Membership

Section 1. General

All members will acquaint themselves with this Constitution, By-Laws and Rules with special attention to Article III of the Constitution.

Section 2. Qualifications

Any legal resident of the United States of America that is eighteen (18) years of age or older shall be eligible for membership on the recommendation of any paid member and upon payment of annual dues for one (1) year. All applications shall be submitted to the membership as outlined in Article II, Section 5 paragraph D of this constitution and shall be voted upon by those members present. A majority vote shall be required for new member acceptance.

Section 3. Annual Membership Dues

The annual membership dues of this Association shall be Forty (40) dollars. This will include a Five (5) dollar yearly maintenance fee for the maintenance of the club grounds. This membership will cover the member, spouse and children under the age of 18. There will be one membership card issued. Any Children 18 or older will be expected to apply for their own membership. Members seventy (70) years or more, with five (5) consecutive years of membership in good standing, shall receive free life-time membership. Anyone who joins Oct 1 to Jan 1 the dues shall be Twenty (20) dollars for the current membership year. Applicants can apply for half year membership one time only. Anyone who joins after Jan 1 the dues shall be Forty (40) dollars and their membership will extend thru the next membership year.

Section 4. Changing Membership Dues

A change in membership dues may be made by a majority vote of the members present at the Annual March meeting and will become effective at 12:01AM on the following day of the meeting

Section 5. Membership Renewal

To remain current and a member in good standing of this Association, membership renewal is required prior to the last day of May of the current year. Anyone who renews on or after June 1st will be subject to a \$10.00 surcharge with no exceptions. Gate combination will be changed May 31st each year.

- A. Anyone not having paid his annual membership dues before the last day of May of the current year shall be dropped from the membership roll.
- B. Any person, having been dropped from the membership roll for non-payment of dues, shall be required to re-apply for membership as outlined in Article I, Section 3 of this constitution. Said person's date of membership shall commence at time of acceptance.

Article II – Meetings

Section 1. General

All members are duty bound to attend all meetings. By failing to attend a meeting a member waives his/her voting privileges and consents to all actions taken in their absence.

- A. Quorum of at least ten (10) percent but no less than three (3) members in good standing, plus (1) of the following officers: President, Vice President, Secretary / Treasurer will constitute a quorum.
- B. Roberts Rules of Order shall prevail at all meetings.

Section 2. Regular Monthly Meetings

The regular meeting shall be held on the First Wednesday evening of the months of March, May, July, September, November and December at seven (7) o'clock P.M.

Section 3. Annual Meeting

The annual meeting shall coincide with the regular December meeting and the election of officers of the Association shall be held at said meeting.

Section 4. Special Meetings

Special meetings shall be called by the President upon written request from five (5) members in good standing and :

- A. A reasonable attempt will be made to notify all members within three (3) days of said meeting.
- B. Will pertain only to the business at hand.
- C. Will be conducted in accordance with Section five (5) of this article pertaining to special meetings.

Section 5. Order of Business

The order of Business at the regular and annual meetings shall be as follows:

- A. Call meeting to order
- B. Roll Call
- C. Reading of minutes of previous meeting for approval
- D. Acceptance of new members
- E. CORRESPONDENCE SECRETARY REPORT
- F. Treasurer's report
- G. Reports of Committee Chairperson (s)
- H. Unfinished Business
- I. New Business
- J. Board of Trustees report (if applicable)
- K. Adjournment

The order of business for special meetings shall be as follows:

- A. Call meeting to order
- B. Roll call
- C. Special agenda
- D. Reading of current minutes for approval
- E. Adjournment

Article III – Officers

Section 1. General

The Officers of the Association shall be: President, Vice-President, Secretary, Treasurer and board of up to three Trustees. All of whom shall be elected for a term of one (1) year or until their successors are elected. The Board of Trustees (Three) who will be elected for a term of one, two and three years. Each year one trustee will be up for election.

Section 2. Tenure of Office

Any Officer of this Association who is absent for three (3) consecutive meetings may lose their office at the discretion of the members.

Article IV – Duties of Office

Section 1. General

Upon installation to office the first duty of the officers of the Association is to familiarize themselves with the contents of the Constitution, By-Laws, and Rules.

Section 2. President

The President shall preside at all meetings of the Windsor Sportsmen's Association Inc. and:

- A. Shall be an official member of the Board of Trustees and act as its Chairperson during their term of office.
- B. Appoint all Committees and the Chairperson.
- C. Counter sign all checks drawn by the Treasurer

- D. Conduct Annual Elections.
- E. Install new Officers at the December meeting.

Section 3. Vice-President

The Vice-President shall perform the duties of the President in the event of the Presidents absence.

Section 4. Secretary

Secretary

The Secretary shall:

- A. Take minutes of all meetings and submit them to the members for approval.
- B. Maintain a list of all members both active and inactive.
- C. Take roll call.
- D. Read minutes of previous meetings.
- E. Inform the Association of any Officer that is in violation of Article III Section 2. of the By-Laws.
- F. Conduct all correspondence of the Association (Upcoming votes, etc.)
- G. Notify all members by mail at their last known address at least thirty (30) days prior to expiration of membership, annual meetings and vote to be taken on change (s) to Constitution or By-Laws.
- H. When deemed necessary by President shall notify Board of Trustees of meetings.

Section 5. Treasurer

Treasurer

The Treasurer shall:

- A. Shall perform the duties of the President in the event the President and Vice- President are absent
- B. Have custody of all funds of the Association.
- C. Draw all checks upon receiving an order from the membership.
- D. Receive a statement of all monies deposited.
- E. Keep a detailed record of all receipts and disbursements and submit monthly reports to the Association.
- F. Acquire necessary counter-signatures on all checks drawn against the funds of the Association.
- G. Shall record and deposit all funds received in a bank of his/her preference subject to the final approval of the Association members. Insure that current authorization cards are file at said bank.
- H. Submit all debts incurred by this Association for payment.
- I. Submit all records to the Board of Trustees in the month of November for annual audit by the Board.

Section 5. Board of Trustee

The Board of Trustees shall:

- A. Shall have charge of the physical properties of the Association and Be responsible for the maintenance and improvement of such properties along with the other officers.
- B. Shall be allowed to spend up to \$500.00 per year from the maintenance fund for maintenance or improvements without a vote of the membership. Any outlay that exceeds the \$500.00 limit will have to be approved by a vote of the executive board . Along with the other officers of the association will mow the properties on a rotating monthly basis.
- C. Make necessary recommendations to the Association in regard to any part of said physical properties.
- D. Fill vacancies in any office for the balance of the unexpired term.
- E. With the President of the Association constitutes the final authority in matter pertaining to Article III of the Constitution of this Association.

- F. Shall meet in November to audit all records of the Treasurer and report to membership at annual meeting any recommendations or irregularities found in said audit.
- G. Shall arbitrate all disputes regarding the Constitution and By-Laws of the Association.

Article V – Elections

Section 1. Qualifications

Any member in good standing, twenty one (21) years or older may hold any office in the Association and must be:

- A. Present at the time of the nomination.
- B. A member in good standing of the National Rifle Association.
- C. A member in good standing for at least the previous two consecutive years.

Section 2. Nominations

Nominations shall be made at the November meeting of each year.

Nominations shall be voted upon at the December meeting.

Section 3. Voting

Voting will be done by secret ballot and the nominee receiving the majority vote will be declared next in line for the office that they were nominated for.

- A. Voting will be restricted to members eighteen (18) and older in good standing.
- B. Before voting is to start, the room shall be cleared by the Board of Trustees of all guests and non-members.

Article VI – Oath of Office

The oath of office will be administered by the outgoing President at the Annual Meeting to all Officers for the following year.

Section 1. Oath

"I (state name) do solemnly swear to carry out the duties of (state office) and uphold the Constitution and By-Laws of the Windsor Sportsmen's Association Inc.

Article VII – Rules

1. Club property is for the exclusive use of the members in good standing of the Windsor Sportsmen's Association Inc.
2. There shall be no use of the Windsor Sportsmen's Association Inc. name or property by outside groups or organizations without the written approval of the Windsor Sportsmen's Association Inc.
3. Fires at the range shall be in the existing fire barrels that are near the ranges or in the fire pit.
4. Shooting on ALL ranges will not commence before 8:30AM and will cease at official sunset.
5. No unsafe handling of firearms in parking area. No shooting ahead of designated firing lines. No non-member or individual under eighteen (18) is to use the ranges, unless supervised by a club member or range officer.
6. Dangerous use of firearms will not be tolerated; and will be cause for dismissal from club membership.
7. Only approved targets are to be used on the range. (No glass, cinder blocks, etc.)
8. PROOF OF MEMBERSHIP MUST BE CARRIED WHEN ON W.S.A. PROPERTY.
9. No personal property shall be stored or left in or on club buildings or grounds without permission of the club.
10. N.R.A. MEMBERSHIP WILL BE STRONGLY ENCOURAGED BY THE CLUB.
11. Members may bring to the range a guest one time only. Immediate family members excluded.
12. Former members and/or members not in good standing shall not be considered guests.
13. No Alcoholic beverages or Illegal drugs are allowed on W.S.A. Property.
14. No Assault Style (AK/AR) without permission from an RSO.