Table of Contents

Table of Contents 1

(Updated with recently passed amendments on 06/06/2026) 3

CONSTITUTION 3

ARTICLE I NAME: 3

ARTICLE II PURPOSE OF THIS ORGANIZATION: 3

ARTICLE III OFFICERS AND OTHER OFFICIALS: 3

ARTICLE IV AMENDMENTS: 3

ARTICLE V DURATION OF CONSTITUTION: 4

ARTICLE VI DISSOLUTION: 4

BY-LAWS 5

ARTICLE I DUTIES OF THE OFFICERS AND OTHER OFFICIALS: 5

President: (Officer) 5

Vice-President: (Officer) 5

Secretary: (Officer) 5

Treasurer: (Officer) 6

Financial Officer (Officer) 6

Parliamentarian: (Official) 7

Board of Trustees: (Officials) 7

ARTICLE II ELECTION OF OFFICERS AND OFFICIALS: 8

ARTICLE III MEMBERSHIP: 8

Application for Social Membership: 9

Junior Members: 10

Life Members: 11

Disable Member: 12

Service Members: 13

Senior Member: 13

Associate Members: 14

ARTICLE IV MEMBERSHIP LIMIT: 16

ARTICLE V PRIVILEGES AND DUTIES OF SOCIAL MEMBERS: 16

ARTICLE VI ASSESSMENTS: 16

ARTICLE VII CAUSE FOR DISMISSAL OR DISCIPLINARY ACTION: 18

A. DISMISSAL: 18

B. DISCIPLINARY ACTION: 18

2. Procedures for hearing: 19

ARTICLE VIII REMOVAL OF AN OFFICER: 19

ARTICLE IX METHOD OF DISMISSAL: 20
ARTICLE X RESIGNATION IN GOOD STANDING: 21
A. Good Standing 21
B. Bad Standing: 21
ARTICLE XI COMMITTEES: 22
ARTICLE XII BILLS: 22
ARTICLE XIII RESPONSIBILITY OF CLUB: 23
ARTICLE XIV MOTIONS AND VOTING PROCEDURES: 24
8. Quorum, definition of: 25
11. 2/3 majority closed ballot vote, definition of: 25
ARTICLE XV USE OF CLUB PROPERTIES: 26
ARTICLE XVI WORK HOURS: 26
ARTICLE XVII FREQUENCY AND AGENDA OF MEETINGS: 28
ARTICLE XVIII AFFIRMATION OF ETHICAL CONDUCT: 28
Request for By-Law Change Form 31

(Updated with recently passed amendments on 06/06/2026)

CONSTITUTION

PREAMBLE

We, the members of the Clover Rod & Gun Club, in order to secure good hunting and fishing and the conservation of our natural resources in the State of New Jersey and the U.S.A., sincerely pledge our hearts, our minds, and our collective strength to these ends.

ARTICLE I NAME:

The name of this organization shall be the "Clover Rod & Gun Club, Inc." (The Club)

ARTICLE II PURPOSE OF THIS ORGANIZATION:

1. To secure better hunting and fishing.
2. To conserve and propagate our natural resources.
3. To enhance, improve, and restore the public image of the sportsman.
4. To promote good sportsman-like manner at all times and encourage others to do the same.

ARTICLE III OFFICERS AND OTHER OFFICIALS:

1. President (officer)
2. Vice-President (officer)
3. Secretary (officer)
4. Treasurer (officer)
5. Financial (officer)
6. Parliamentarian (official)
7. Board of Trustees (official)
   Composed of seven (7) members and being elected for a two-year term.
   Three (3) of which shall be elected for one year and the remaining four (4) elected on alternative years.

ARTICLE IV AMENDMENTS:

1. Any proposed amendments shall be presented to the chair in writing prior to the start of any regular meeting. They shall be endorsed by two regular, senior or life members in good standing.
2. Amendments shall be turned over to the Board of Trustees the same date they are presented to the chair for review, and to ensure that they do not conflict with other previsions of these by-laws.
3. Amendments shall be returned to the sponsor with recommendations prior to the start of the next regular meeting.
4. The sponsor may then submit amendments with recommendations or as originally presented.
5. All amendments shall be required to be read at two regular meetings with a quorum in attendance.

6. No discussion on an amendment shall be in order at the first reading.
7. A discussion on an amendment followed by a vote shall be required at the second reading of the amendment. A two-thirds majority vote shall be required for passage of the amendment.

ARTICLE V DURATION OF CONSTITUTION:

1. The constitution shall stay in effect until the club is dissolved or the constitution is rewritten in its entirety.

2. Method of rewriting the constitution:

    a. A motion shall be made to rewrite the constitution and seconded at a regular meeting and upheld by a two-thirds majority vote.
    b. The President shall appoint a committee to rewrite the constitution.
    c. The rewritten constitution shall be approved at a regular meeting by a two-thirds majority vote.
    d. All members shall be notified prior to the vote on the new constitution.

ARTICLE VI DISSOLUTION:

1. This Club shall not be dissolved as long as five (5) regular, senior or life members wish to continue.

BY-LAWS

ARTICLE I DUTIES OF THE OFFICERS AND OTHER OFFICIALS:

President: (Officer)

The President shall preside at all meetings and may sign orders on the treasury, appoint all committees, and decide on all questions of order at meetings in accordance with these by-laws, or in cases not covered in these by-laws, The President shall use general parliamentary procedures as recommended by Roberts Rules of Order. The President shall, with the consent of one other officer, be empowered to call a special meeting. The President shall be authorized, with the consent of the Vice-President or the Board of Trustees to approve the expenditure of emergency funds (not to exceed $500.00) to protect the health of members, their guests, and tenants, and Club property). The president shall have the authority to ask all non-voting members and or guests, with the exception of Social, Service and Disabled Members, to leave any meeting where matters before the club are sensitive or confidential.

Vice-President: (Officer)

In the absence of the President, the Vice President shall preside at meetings. In the absence of both the President and Vice-President, the Secretary and Treasurer shall appoint a temporary Chairman. Should the President be relieved of that office's duties, the Vice-President shall assume the duties and responsibilities of the President. The Vice-President may sign all orders on the treasury. The Vice-President shall be an advisory member of all committees and whenever possible, attend all committee meetings. The Vice-President shall be the Chairman and a non-voting member of the Board of Trustees. The Vice-President shall also be responsible for maintaining all members' work hours and posting the hours at each regular Club meeting.

Secretary: (Officer)

The Secretary shall take minutes at all meetings and maintain an acurate record of these minutes. The minutes shall include, but not necessarily be limited to the following: the time, date and place of the meeting; the names of the attendees; all agenda items discussed; all decisions made; all work assignments made (including the task, the person or committee responsible, the time schedule and the completion or due date); the time of adjournment of the meeting; and the time, date and place of the next meeting. The Secretary shall ensure that the minutes from current meetings are drafted in typed form in a timely fashion, that minutes from any current meeting are delivered by the next regularly scheduled meeting and that minutes from any prior meeting are also available at that meeting. If a "Request for By-law Change Form" is submitted, the original request form shall be stapled to the respective minutes. The Secretary shall keep an up-to-date membership roll and attend to all correspondence. The Secretary may sign orders on the treasury and receive monies in the absence of the Treasurer. The Secretary shall be responsible for keeping the by-laws updated. The Secretary shall notify all members, (regular, senior, social, and life), of any special meeting. The Secretary shall also be responsible for sending certified letters to members and maintaining accurate records associated with this process, The Secretary must additionally check on a weekly basis, f o r delivered mail, and, sign for any mail items (including packages) where a delivery attempt was made.

Treasurer: (Officer)

The Treasurer shall receive all monies paid to the Club and issue a receipt for all sums received. The Treasurer shall pay all authorized bills and keep an accurate account of receipts and disbursements chronologically in a cashbook and categorized in an electronic spreadsheet by type of receipt or disbursement. All bills shall be paid by check. The Treasurer shall maintain a balanced checkbook. A minimum checkbook cash balance of $2,500.00 shall be maintained at all times. If this $2,500.00 balance is not possible, the Treasurer shall report this immediately to the President and club body. The Treasurer shall be required to report the status of the treasury through the Treasurer's report at each regular meeting. The Treasurer may sign all orders on the treasury. The Treasurer shall make the treasury books available for audit quarterly, or at any time requested by the President or Board of Trustees. No endorsed blank checks shall ever be given out. The Treasurer will be required to maintain an electronic spreadsheet detailing revenue collected and monies paid out, broken down by IRS tax required categories. The Club's Accountant will provide the electronic spreadsheet template. This electronic spreadsheet document shall be filled out and submitted on paper and magnetic media, to the Club's accountant annually for the timely and accurate filing of our income tax return, compiled by fiscal year commencing on July 1 and ending June 30 of each year. Copies of receipts, bills, checking account statements and any other documentation needed by the accountant to file our annual IRS return shall also be provided. Moreover, the Treasurer may be responsible to support core business needs of the Club members by attendance of official meetings i.e. (bank, township, county) and to deliver other pertinent information when appropriate or as directed by the President. The Treasurer may be required to deliver other pertinent information when appropriate or as directed by the President. For example, the Treasurer may be required to calculate revenue/expenditure projections to help determine future budget, recommend whether the budget can accommodate certain high-end purchase requests, or assist committee chairmen prepare a portion of the annual budget.

Financial Officer (Officer)

The Financial Officer shall be responsible for collecting member assessment payments, issuing receipts for all sums received, maintaining accurate records and contacting delinquent members. The Financial Officer shall report to the Club at regular meetings the status of collection efforts and report the names of any members who are in arrears of any amount not paid by the second meeting in which the assessment was due. The Financial Officer must call all delinquent members as outlined in Article VI, Paragraph 3, Section C if payments from a member along with penalties are not received after the second meeting in which the assessment is due. The Financial Officer shall advise the Treasurer of the amount collected at each meeting and turn over the collected funds with a list to the Treasurer. The Financial Officer shall also notify the Treasurer of any member who paid their assessment late and did not pay the required penalty. The Financial Officer must maintain accurate records for the Financial Officer's complete term and provide these records to the Board of Trustees for quarterly audit and provide the total year's collection records at the end of the Financial Officer's term to the new Financial Officer. The Financial Officer shall also be responsible for sending out sympathy cards and ordering flowers or making donations in the clubs name for member funerals. Unless a motion is made to spend a specific amount for flowers or donations the amount shall not exceed $150.00. (Passed by bylaw change 7/5/2020) updated 3/3/24

Parliamentarian: (Official)

A Parliamentarian shall be appointed by the President at the first meeting of the new year for a one-year period. The Parliamentarian may sit in on meetings of the Board of Trustees. The Parliamentarian, when called upon by the presiding officer, shall rule on the validity of procedures and interpretations of the Club by-laws. Should the Parliamentarian's ruling be disputed, a majority ruling of the Board of Trustees shall be binding on all Club members. The Parliamentarian may succeed himself at the discretion of the incoming President.

Board of Trustees: (Officials)

a. The Board shall consist of seven elected members. They shall audit the Treasurer's books quarterly and at any other time deemed necessary by the officers. They shall be responsible for the audit of all committee books. They shall decide on questions concerning the actions of any officers or members of this Club with regard to obeying these by-laws, or the legality of any proposed motion. They shall report to the Club at a regularly scheduled meeting, the majority and minority opinions and recommendations of all questions. The President or presiding officer shall then open discussion on the entire matter from the floor. When all discussion has been completed, a vote shall be taken by secret ballot to decide on the question. The Board shall meet periodically to discuss the financial position of the Club. The Board of Trustees shall review proposed amendments in accordance with Article IV of the constitution. The Board shall review all new applications for social membership. There must be four (4) Board of Trustees members present to constitute a Board of Trustees meeting. The Board of Trustees headed by the Vice-President shall be responsible for maintaining all members' work hours. They are to question any member or committee head if there is a question about hours authorized or worked by a member or committee.

b. The Board of Trustees shall meet one hour prior to any scheduled club meeting, unless the Vice President contacts all members at least 48 hours prior to the time of the scheduled board meeting to cancel. In the event an additional meeting or special Board of Trustees meeting is required, whether requested by the President, Vice President or by a quorum of the board in writing to the Vice President, then the Vice President shall contact each board member no less than 7 days in advance of the proposed meeting date. If a quorum of at least 4 board members cannot attend the proposed meeting date, the Vice President must set a new meeting date at which all or at least 4 members can attend. The Vice President shall keep records of the Board Members attendance, minutes of the meetings and in the case of an additional special m e e t i n g , a record of the response to the notice given of the meeting by each board member. Each board member will be expected to attend 75% of the meetings. Any board member in jeopardy of missing more the 25% of the scheduled meetings must be notified and the attendance reported to the general membership at the next available meeting. If a board member misses 25% of the scheduled meeting, the Vice President must notify the club; and a special election will be held to replace that board member. Should an emergency situation arise and require an immediate special board meeting, the above notifications may be modified. The Vice President must notify all current officers and all board members of the special meeting; and a record will be kept of the notification, responses, attendance and minutes of the emergency meeting.

ARTICLE II ELECTION OF OFFICERS AND OFFICIALS:

1. The President shall appoint a nomination committee at the first regular meeting in April.

2. Elections shall be held at the first regular meeting of May

3. A quorum shall be present to hold election of officers and officials.

4. All normal club business shall be suspended with the exception of paying bills, unless the Chair decides to field motions from the floor on topics under good and welfare, old business or new business.

5. The nominating committee shall announce candidates for each office followed by nominations from the floor.

6. Nominations shall be duly seconded, and a closed ballot shall be taken to determine winners for each office. A majority vote with a quorum present is required to win the office.

7. If a candidate is running for an office unopposed, a motion made and seconded shall be in order to allow the Secretary to cast one vote for the candidate, giving the required majority vote to win the office.

8. Newly elected officers and officials shall assume their seats and duties at the first regular meeting in July.

9. Only regular, senior or life members shall serve as officers and officials of the club.

10. A regular member shall not be allowed to hold an elective office for a period of one year from the date of becoming a regular member.

11. If any elected office other than the President becomes vacant during the course of its term, an election to fill that vacancy shall take place at the earliest opportunity. The chair shall call for a Special Meeting announcing the vacancy to the entire membership. Anyone wishing to run for the vacant office may be nominated from the floor at the Special Meeting, as long as they meet the minimum criteria as listed in Article II Election of Officers paragraph 9 and 10. The winner of this election shall fill the vacated spot for the remainder of the time left in that term only. A vacated office shall not remain unfilled unless there is not enough time left in the fiscal year for the election to fill the position.

ARTICLE III MEMBERSHIP:

1. All regular members shall enter this club through either social, junior, associate, disable military service or resigned members who left the club in good standing.

2. All prospective social members, twenty-one years or older, shall be accepted into the club, as the result of a closed ballot vote. A two thirds majority vote shall be required.

3. Applications for social members will be accepted at any regular meeting when presented to the chair by a regular, senior, or life member in good standing. Applications will be dated and acted on in July in the dated order they were received. The membership committee will retain the application after verification that the application fee is received and will notify the applicant of the date and time he must attend an interview and orientation prior to being acted on for social membership. July entry date approved at September 7, 2016 meeting by a vote of 23 yes 1 no

4. All action on membership requests for social members shall be conducted at the first meeting of June, after a comprehensive background check, a tour of club facilities and the prospective members orientation is completed by the membership committee and or the board of trustees and officers. Passed 07/01/15 39 yes 11 no

5. Social members may become regular members under the following conditions.

   a. A member shall be a social member for a period of one (1) year.

   b. After serving one (1) year as a social member the member shall be voted on for regular membership. Passed 09/11/2022

   c. A single ballot containing the names of all eligible social members shall be distributed to each regular, senior and life member.

   d. After a discussion and report on the social members' attendance and contributions to the club, ballots shall be marked, indicating voter's preferences on the social members.

   e. All marked ballots shall be turned in and tabulated.

   f. Any social member who does not satisfy the two thirds majority affirmative vote shall be automatically dismissed from the club and the member's entry fee, dues and assessments shall not be refunded. If the social member has paid dues and assessments in advance the prorated unused portion of same shall be returned.

Application for Social Membership:

a. Completed application forms, each with a non-refundable $75.00 application fee, shall be through regular, senior or life members only. When an applicant is voted to social membership, as set forth in Article III, Section 4, Paragraph b. of these bylaws, the member's application fee shall be deducted from the member's initiation fee. If an applicant is denied membership, the application fee shall be refunded. (Amended 10/6/24)

b. When membership falls below the maximum set forth in Article IV of these by-laws, applications at the top of the waiting list shall be reviewed by the membership committee. The applicants involved shall be notified to appear at the July regular meeting. At this time a report shall be made on each prospective applicant by the membership committee and the applicant's sponsor. An acceptance vote shall then be taken as provided in Article III, Section 2 of these by-laws. If an applicant cannot appear at the July meeting it shall be mandatory for the applicant to appear at the scheduled regular meeting in August or the applicant's name shall be dropped from the list.

c. Social members upon an affirmative vote for social membership must pay an initiation fee of $500.00, payable when you are accepted as a Social Member. Your application fee of $75.00 is deducted from the initiation fee leaving a balance of $425.00. In addition, dues for the months of July, August and September are due at acceptance of your membership. You have 30 days to pay your dues or your membership will be revoked.

Approved on September 1, 2019 by a vote of 23 yes, O no.

Junior Members:

d. Only children or Grandchildren of social, regular, senior and life members shall be accepted as junior members.

e. A membership application shall be submitted, accompanied with an initiation fee of $25.00. No vote shall be required.

f. Every junior member shall have a sponsor who shall be fully responsible for that junior member's conduct and actions.

g. In the event a junior member's sponsor leaves the club, a regular, senior or life member may take over the sponsorship of the junior member. In the event a junior member cannot get a volunteer sponsor, the junior member shall be dropped from the club's junior membership rolls.

h. Upon attaining the age of 21, a junior member may become a regular member. The junior member must make a request for regular membership status; a regular, senior or life member may make that request on behalf of the junior member. After a request is made and eligibility is verified, a majority vote shall be considered enough for acceptance. Should the Charter be closed under Article IV of these bylaws, it shall automatically be increased by one to allow the junior member to become a regular member.

i. If a junior member chooses not to apply for regular membership within 90 days of reaching the age of 21, the member's status as a junior member will automatically be terminated. The junior member may then at any time after turning 21 years of age apply for regular membership by submitting a written request to the club at any regular club meeting with an accompanying fee of $100.00. Upon receipt of this written request and the $100.00 fee, the former junior member's name will be placed above any new applications on the waiting list to be voted into the club once an opening is available. (If any regular or junior members are already on top of the waiting list, the new request will be placed behind these entries but ahead of any non-previous members.) A majority vote shall be considered enough for acceptance. If the once junior member is voted into the Club, it will be in the status of a regular member.

j. Junior members under the age of 18 shall not be allowed to hunt or use the club facilities except when accompanied by a regular member. Junior members 18 and older may hunt or use the club facilities unaccompanied with the permission of their sponsor. (Amended 6/3/2023)

k. Any infraction of the by-laws, committee rules, State of N.J. game laws or

other club regulations by a junior member shall subject that junior member and the junior member's sponsor to disciplinary actions as recommended by the Board of Trustees and approved by majority vote at a regular meeting. The Board of Trustees shall recommend disciplinary action consistent with procedures outlined in Article VII of these by-laws.

Life Members:

l. Membership for life shall be given to any regular or senior member upon reaching the age of 62, providing the member has been a regular member for a period of (25) twenty-five years, or the member may be of any age with a minimum of 35 years of service as a regular member. Provided they entered the club prior to January 1, 2015.

m. The life member shall be subject to all club rules, committee rules, N.J. State game laws, and these by-laws.

n. A regular, senior or disabled member who has met the life member requirements shall submit a request to the chair at any regular meeting requesting life member status. The chair shall ask the Board of Trustees and the Membership Committee to meet and determine if the member qualifies for life membership. The Board of Trustees shall report to the club body at the next regular meeting on the validity of the member's request. If the member's request is deemed valid by the Board of Trustees and the Membership Committee, the member shall attain life member status.

o. Life members shall be excused from paying normal or routine assessments. However, life members may be obligated to contribute under emergency conditions or other extreme circumstances. The Board of Trustees shall recommend on the following:

    1. Whether the circumstance shall be ruled an emergency or extreme circumstance.

    2. To what extent life members shall be obligated to contribute.

p. The Board of Trustees recommendation hall then be voted on at a regularly scheduled club meeting.

q. When a regular member is granted life membership, the Charter established in Article IV will automatically be increased by one to allow a new member to replace the member being granted life membership, if needed; unless the member being granted life, membership is already a senior member, in which case a replacement member was already added to the charter.

r. All life members shall be free of all work obligations.

s. Any new member brought into the club after January 1, 2015 will not be eligible life membership.

Bylaw passed by a vote of 16 yes 3 no at the 07/09/2014 meeting.

Disable Member:

a. Any member who becomes disabled and is a regular or senior member in good standing may request to be given the special stratus of disabled member.

b. The disabled member may not hunt small game or any deer, turkey, or other game on club-controlled properties, but may participate in other club activities, such as trap shooting, picnics, banquets, etc. The member will not be afforded any voting rights at meetings but may attend meetings and address the membership when recognized by the chair.

c. Disabled shall be defined as a disability evidenced by the submission of an award of disability from the Social Security Administration, a doctor's statement, disability retirement statement from a verified employer, or other documentation which substantiates the disability. Submission of disability statement ('s) must provide information attesting to the type of disability, anticipated duration of disability, extent the member is disabled and the degree to which the member is unable to perform the member's regular membership obligations, i.e. work hours, monetary obligations and other club functions.

d. The Board of Trustees shall review the initial submission of proof, and the board will interview the perspective disabled member to determine the extent of the member's disability, after which the board will make a recommendation to the club on the member's request. A motion with a quorum present shall be required to authorize disabled status. The Board of Trustees shall report annually on a member's status as a disabled member. If a disabled member wishes to continue the member's status as a disabled member, the member shall submit updated proof of the member's disability to the chair prior to June 15th of each year. The submission of proof is the sole responsibility of the member wishing to renew disabled member status. The Board of Trustees shall review the proof of disability and may require an interview with the member who is requesting continuation of disabled membership, then make their recommendation on continuation prior to July 1st of each year; after which a majority vote with a quorum present shall uphold or revoke the member's status as a disabled member.

e. Disabled members may be obligated to contribute financially under emergency conditions or other extreme circumstances. The Board of Trustees shall rule on the following:

    1. Whether the circumstances shall be ruled an emergency condition or extreme circumstance.
    2. To what extent disabled members are obligated to contribute.

f. The Board of Trustees recommendation shall then be voted on at a regularly scheduled club meeting.

g. When a regular member ('s) are granted status as disabled member ('s), the membership charter will be opened by the number of regular members granted status as disabled members.

h. If the status as a disabled member is revoked, the disabled member shall return to regular or senior membership status. If the charter is at its limit, it shall be automatically increased by one to allow the disabled member to return to regular or senior membership status. Service time will accrue during approved disabled member status and will be recognized as time added to service time for entry into senior or life member status.

(example: if a member has 25 years as a regular member and 5 years as a disabled member, he would then qualify for senior membership with a total of 30 years of service.)

Service Members:

a. Any member in good standing who enters into active duty with the armed forces of our country shall be granted exemption from assessments and work hours for the duration of the active service.

b. The member shall notify the club as to the date active duty will commence and the duration of active duty if known.

c. For the purpose of these by-laws active duty is defined as full time service in a recognized military service of our country for a period exceeding sixty (60) consecutive days.

d. A service member may use the club property for the purpose of hunting and fishing while on leave or furlough.

e. A service member may attend club meetings but shall not be able to vote on any issues.

f. The service member shall notify the club of the member's intention to return to membership status within 30 days of release from active duty.

g. When a member enters active duty the regular and social membership rolls shall be reduced by one to provide an opening for a new social member if the total membership roll is under the limits set in Article IV of these by-laws.

h. The Charter shall be automatically opened by one to allow a service member to be reinstated to regular member status.

Senior Member:

Senior membership shall be automatically given to any regular member at any age, provided they have been a regular member for 30 years. The senior member shall be subject to all club rules, committee rules, N.J. State game laws and these by-laws.

a. Senior members shall pay one half (1/2) the amount of normal or routine assessments assessed to regular and social members.
b. Senior members shall be obligated to one half (1/2) the normal work hours assessed to regular and social members.
c. Senior members shall be excused from paying special assessments or performing special assessed work hours, in excess of the normal or routine assessments, or normal or routine work hours. However, senior members may be obligated to contribute for either or special work hours under emergency conditions or other extreme circumstances. The Board of Trustees shall rule on the following:

    1. Whether the circumstances shall be ruled an emergency or extreme circumstance.
    2. To what extent senior members shall be obligated to contribute.

d. The Board of Trustees recommendations shall then be voted on at a regularly scheduled club meeting.

e. When a member is granted senior membership the regular and social roles shall be increased by one to provide an opening for a new social member, if the current roles are over the limits in Article IV of these by-laws.

Associate Members:

a. An Associate Member is a type membership that allows a regular, senior or disabled member to retain ties with the club but, not for the purposes of hunting or fishing.

b. An application for an Associate Member must be submitted by a regular, senior or disabled member in good standing.

c. A perspective Associate Member must be over 21 years of age and submit an application for associate membership with a $200.00 non-refundable

d. The annual cost of an Associate Member will be $200.00, due and payable upon entry and thereafter on the first meeting of April of each year. Failure to pay the membership fee will result in revocation of the membership. The member will need to resubmit an application, with fee, if their membership lapses.

e. An Associate member will have access to club properties, facilities and functions such as the rifle range and trap shooting range (with supervision of trap committee) and may attend any club sponsored activities. Access to club facilities and its property is limited to the Associate member only; he may not bring guests to use any of the club facilities.

f. An Associate member will not be allowed to hunt any type game on club owned or leased property or fish the club ponds. An Associate Member may walk with a regular, social, senior or life member on stocking or non- stocking days but is not allowed to carry a weapon or harvest any type of game.

g. An Associate Member may attend any club meeting but will not be able to vote on any motions or other orders of business. An Associate Member may however ask for permission to speak on any issues when recognized by the chair.

h. An Associate Member must abide by all bylaws, game rules, committee rules and any other rules or regulation or motions approved by the club. Failure to adhere to any club regulation or rules will subject the member to disciplinary action or dismissal under the procedures outlined in “Article VII Cause for Dismissal or Disciplinary Action” of these bylaws.

i. An Associate Member may re-apply for regular membership after a two (2) year period as an Associate Member. The Associate Member would be placed at the top of the

member waiting list behind any other returning members already on the list and would have to pay a $100.00 return fee.

j. The accrued time as an Associate Member will not count towards service time in any other membership category.

Trap-only Members: (Passed 12/3/2023)

a. A Trap-only Member is a type of membership that allows a limited number of individuals (25) to maintain ties with the club for the purposes of use of the trap range and club house for social events.

b. An application for a Trap-only Member must be submitted with sponsorship of a regular, senior, or disabled member in good standing.

c. A prospective Trap-only Member must be over 21 years of age, legal to own and be in possession of a firearm.

d. The annual cost of a Trap-only Member will be $25.00, due, and payable upon entry and thereafter on the first meeting of April of each year. Failure to pay the membership fee will result in revocation of the membership. The members will need to resubmit an application, with fee, if their membership lapses.

e. A Trap-only member will have access only to club house and trap shooting range (with supervision of trap committee) and may attend any club sponsored activities. Access to club facilities and its property is limited to the Trap-only members; they may not bring guests to use any of the club facilities.

f. A Trap-only member will not be allowed to hunt any type of game on club owned or leased property or fish the club ponds.

g. A Trap-only Member may attend any club meeting but will not be able to vote on any motions or other orders of business. A Trap-only Member may however ask for permission to speak on any issues when recognized by the chair.

h. A Trap-only Member must abide by all bylaws, game rules, committee rules and any other rules or regulation or motions approved by the club. Failure to adhere to any club regulation or rules will subject the member to disciplinary action or dismissal under the procedures outlined in "Article VII Cause for Dismissal or Disciplinary Action" of these bylaws.

i. A Trap-only Member may apply for regular membership and would be placed at the top of the member waiting list behind any other returning members already on the list.

j. The accrued time as a Trap only Member will not count towards service time in any other membership category.

ARTICLE IV MEMBERSHIP LIMIT:

1. The maximum number of regular and social members permitted at any one time shall be seventy-seven (77). This number shall be a combined total of regular and social members in any proportion. The only exceptions shall be when the Charter is automatically increased by one (1) to permit a [Junior] junior, disabled, or service member to become a member. Social members shall only be permitted into the club once the Charter falls below the set limit of seventy-seven (77).

ARTICLE V PRIVILEGES AND DUTIES OF SOCIAL MEMBERS:

1. All social members shall have full access to the club and club properties. They may attend all club meetings and speak on any issue. They shall not, however, hold any elective office or vote on any issues.

2. Social members shall participate in all club activities except those designated as optional.

3. Social members shall abide by all club rules, approved written committee rules, N.J. State game laws and these by-laws. Failure to comply with such rules and by-laws, shall result in dismissal or disciplinary action as outlined In Article VII of these by-laws.

3. All Social Members are encouraged to attend meetings and participate in the activities of the organization. The Social Members participation in meetings and club activates will be a determining factor for a favorable vote to regular membership along with the other required criteria. Officers and committee heads will be asked to comment on the Social Members involvement and participation prior to the vote for Regular Membership.

4. Social members shall perform their required work hours and participate in committee activities. Social members may pay for work hours not worked. Failure to comply with this requirement shall subject the social member to dismissal or disciplinary action as outlined in Article VII of these by-laws.

ARTICLE VI ASSESSMENTS:

1. All regular, senior and social members shall be obligated to pay assessments. The amount of the yearly assessment shall be $800.00, unless adjusted by motion, and approved by a majority vote. The Board of Trustees and officers shall meet by September 1st of each year to review the club's financial status and recommend to the body, by November 1st, any adjustment in the assessment amount for the upcoming year.
2. The yearly assessment biannual installments shall be due the first meeting in the months of April and October. Payment is late if not paid by the first meeting in the month in which it was due.

3. Any member who has not paid his assessment by the first meeting date of the month, in

which it is due, shall be considered in arrears of assessments; the following additional fines and penalties will be applied.

a. Club member privileges, (Hunting Fishing, Voting and participation in club activities) will be suspended until member's assessments and late fees are paid in full.

b. A $50.00 late fee will be assessed.

c. The Financial Officer must call the delinquent member(s) if the payment is not paid by the first meeting date in the month in which it was due, to inform the member(s) that if the payment is not received within 30 calendar days following the meeting in which the payment was due, the member will be automatically dismissed from the club.

d. If the assessment and late fees are not paid within the 30 days of when the original assessment was due, the member will automatically be dismissed in bad standing. The Secretary will send a certified letter notifying the member(s) that they have been dismissed from the Club in bad standing for failure to pay assessments and/or late fees. If the member wishes to appeal the decision, he may do so under the procedures outlined in Article IX Method of Dismissal.

4. The Financial Officer shall turn in all monies collected at the end of each regular meeting to the Treasurer. The Financial Officer will submit a list of names of all members who are in arrears of assessments and late fees one day after the assessment was due.

5. Potential members, upon acceptance into the club as social members, shall pay an initiation fee and the pro-rated portion of the assessment for the period in which they enter the Club. These payments are due and payable within thirty (30) days from the date of the member's acceptance.

6. The cost of certified letters directed to a member for whatever reason shall be considered an assessment to that member.

7. Officers (President, Vice President, Treasurer Secretary, Financial Officer and Parliamentarian) shall receive an assessment credit in the year after their elected or appointed term expires, provided that they meet the minimum criteria set forth in this section: (Bylaw amendment passed at the 09/11/2022 meeting)

a. They shall perform all of the duties of their office as prescribed in these by-laws under Article I (Duties of the Officers and Other Officials) of these by-laws.

b. Officers shall not be eligible for an assessment credit if they miss more than 25% of the scheduled meetings during the course of their term.

c. The Board of Trustees shall meet in June of each year to assess which officers are eligible for the assessment credit.

d. Officers holding an office for less than the normal one-year term due to illness, or other unforeseen circumstance, shall have their assessment credit and attendance requirements prorated on a monthly basis, if consideration for credit is approved by the club body, pursuant to Article XIV of these by-laws.

e. Officers shall ensure that all laws and tax requirements are observed.

f. The Club shall, to the fullest extent now or hereafter permitted by law, indemnify any Trustee or Officer of the Club from any loss, claim, judgment, or other liability resulting from any action, or other act or omissions taken by such Trustee or Officer in good faith in execution of, and in performance by such person, authorized Club duties or actions to the fullest extent permitted pursuant to N.J.S.A. 15A: 3-4, et seq. The Club may provide such Officers and Trustees insurance coverage, at the Club's expense, deemed necessary and appropriate by the Board insuring against such claims or losses.

ARTICLE VII CAUSE FOR DISMISSAL OR DISCIPLINARY ACTION:

A. DISMISSAL:

1. Failure to pay assessments shall be considered cause for dismissal.

2. Any member provoking physical combat with any other person at any club activity shall be subject to dismissal.

3. Failure to accept registered or certified letters shall be considered cause for dismissal.

4. Unauthorized borrowing or theft of club tools or property shall be considered cause for dismissal.

B. DISCIPLINARY ACTION:

1. Disciplinary action shall be defined as punishment deemed appropriate by the Board of Trustees and may include but shall not be limited to dismissal. The Board of Trustees shall make the recommendation to the club members present at a regular scheduled meeting. The decision of the closed ballot majority vote of the body shall be considered final. The infractions listed below shall be cause for disciplinary action.

   a. Any violation of these by-laws.

   b. Violation of any written rules of a legally constituted committee.

   c. Violation of Club and State of N.J. game regulations.

   d. A charge brought by a club member, officer or legally constituted committee against another member for one or more infractions of rules or regulations or for unsafe or inappropriate conduct.

2. Procedures for hearing:

a. The Vice President will schedule a board meeting prior to the next scheduled regular meeting to address the disciplinary action. If the action is a result of a charge being brought by a club member, the Vice President shall contact both the accused and accuser and tell them they both must attend the scheduled board meeting for this hearing, and should be given separate times to arrive.

b. If either the accused or accuser cannot attend this meeting, they may have another member speaks on their behalf or submit a written testimony for consideration by the board members. The meeting will not be delayed to accommodate either the accused or accuser.

c. At the meeting the board will hear from both the accuser and the accused in separate sessions. Both the accused and accuser shall be asked to leave after giving their testimony, and there shall be no interaction between the accused or accuser at this meeting.

e. Once testimony is heard the board will make a recommendation to either dismiss disciplinary action or determine an appropriate discipline; in either case their recommendation will be made to the body at the next regularly scheduled meeting.

3. The method of instituting disciplinary action on a member shall be, by majority vote, to accept, amend, or dismiss the recommendations of the Board of Trustees.

a. If the majority vote is to amend the recommendations of the Board of Trustees, a motion from the floor would be in order to recommend an alternative disciplinary action. This recommendation would then require a majority vote to approve the action.

b. The Secretary shall notify the accused member of the closed ballot results by certified mail.

C. REMOVAL OF AN OFFICER:

4. If an officer or elected official fails to uphold the duties and responsibilities of their office for any reason, the officer may be subject to having their elected title recalled.

5. Reasons for recall action:

a. Failure to attend the required meetings.
b. Failure to perform the duties of the elected office.
c. Mismanagement or misuse of funds or club property and assets.
d. Conduct unbecoming of a club official.
e. Any display of public action that is not in the best interest of the club.

6. Method of recall action:

a. Under Good and Welfare, a motion may be made and seconded only by a regular, senior or life member in good standing. The motion shall be for recall of an elected official and shall contain the specific reasons for the recall action. A majority closed ballot vote with a quorum present shall be necessary to sustain the motion.

b. The officer in question shall be sent a certified letter containing the specific charges. The member shall be informed that a hearing will be held by the board of trustees to determine if the official has given cause to have their elected title recalled.
The letter shall indicate the date, location and time this board meeting will be held.
The elected official may attend this board meeting.

c. The board of trustees shall interview the officer in question and any other witness it deems appropriate.

d. The board of trustees shall determine if the officer in question has shown cause to have his elected title recalled.

e. At the next regular meeting immediately following the board meeting in which this matter was discuss, the board shall report to the body on their investigation of this matter along with their recommendation.

f. After the board of trustee's recommendation on this matter, a motion to recall the elected title will be in order from the floor by a regular, senior or life member in good standing with a quorum present and duly seconded. A closed ballot majority vote will be required to carry the motion.

g. If the motion to recall the elected title of an officer passes by majority vote, a notification will be sent to all club members and a special election will be held at the next regular club meeting to re-elect a new officer for the duration of that offices term, unless the recalled title is for the President in which case the Vice President will assume the duties of the President as outline in Article I paragraph B.

ARTICLE VIII METHOD OF DISMISSAL:

1. When a member has given cause for dismissal, the following procedures shall apply.

   a. Under good and welfare, a motion may be made and seconded only by a regular, senior or life member in good standing. The motion shall be for dismissal and shall contain the specific reasons for dismissal. A majority closed ballot vote with a quorum present shall be necessary to sustain the motion.

   b. The member in question shall be sent a certified letter, by the Secretary of the organization, containing the specific charges. The member shall be informed that a hearing will be held at the next regular meeting and that the member may submit any evidence the member desires at that time either in person or in writing, or the member may have a regular, senior or life member in good standing represent him.

   c. At the meeting a discussion shall be held if the member desires to protest the dismissal. After all members who desire to be heard have been given ample time to speak, a closed vote shall be taken to dismiss or retain the member. A

majority vote shall be necessary with a quorum voting. Should the dismissal be upheld, the member shall be notified by certified mail and shall be requested to turn in all club property in his possession. If the dismissal is automatic for nonpayment of dues and /or fees associated with the dues payment, the member must show proof that our record of non-payment was due to a club error. Proof may be submitted in the form of a payment receipt issued by the finance committee or a cancelled check, or other instrument that substantiates that the error was made by the club. If the member cannot prove club error, he is automatically out of the club. He may then reenter the club though procedures outlined in Article X Resignation in good standing.

d. The Secretary shall report on whether all club property has been returned, and a vote to dismiss the member in good or bad standing shall be in order.

e. Should the member not indicate the member's desire to protest the dismissal, no further action shall be necessary, and the member shall be summarily dismissed in bad standing and be so notified by the Secretary by certified mail.

ARTICLE IX RESIGNATION IN GOOD STANDING:

A. Good Standing

1. A letter requesting resignation shall be sent to the Club's secretary.
2. Assessments, work-hour fees, and any other financial obligations or monies due shall be paid in full upon receipt of the letter.
3. At a regularly scheduled meeting, a discussion shall be held as to the member's participation in club activities. A motion shall be in order to allow the member to resign in good standing. A majority vote shall be considered enough to sustain the motion.
4. A regular member who resigns in good standing may reapply for regular, senior or life membership at any time. The member's application shall be placed first on the waiting list or following other previous applications of this type. The club shall have six months from the date of the request to act on the request.
5. If a resigned member in good standing is voted back into the club as a regular, senior or life member all rules applying to regular, senior or life members shall be applicable to that member.
6. A majority closed ballot shall be required to reinstate a member who resigned in good standing.
7. A reinstatement fee of $100.00 shall be assessed for reentry into the club as a regular or senior member.

B. Bad Standing:

1. If a member owes any money for dues, work hours, late fees or other obligation upon resignation or dismissal from the club, he will be designated as leaving the club in bad standing.

2. A member who leaves the club in bad standing for monies owed will have 90 days from the date he leaves the club to repay the full amount owed, to reverse his classification to good standing.
3. If a member is dismissed from the club in bad standing for any reason other than moneys owed, he will never be allowed to apply for membership in the future.
4. Members dismissed in bad standing are not allowed on club property or to attend club events. (Bylaw addition passed at the 09/11/2022 meeting)

ARTICLE X COMMITTEES:

1. All committees shall be appointed by the President.

2. Committee chairmen shall be in complete charge of the supervision and operation of committee activities.

3. Committee members shall be fully accountable to the committee chairman for any actions they take as a committee member.

4. All committee rules shall require approval of the body by a two-thirds majority vote at a regular scheduled meeting with a quorum present.

5. Committees shall be appointed by the President Elect prior to the first meeting in July. At each regular meeting, the Committee Chairman or designee shall report on the activities of their respective committees. This report is for informational purposes and any additional comments from the floor shall be held for discussion under good and welfare, old or new business.

Annual Committees:

1. Maintenance Committee (Kingwood Township)
2. Wildlife Committee
3. Leasing and Buying Committee
4. Work Hours Committee
5. Farm Committee
6. Recreational Fishing Committee
7. Federation of Sportsmen (Mercer) Committee
8. Trap Committee
9. Ways and Means Committee
10. Social Committee

ARTICLE XI BILLS:

1. Only itemized bills from original vendors shall be accepted.

2. All bills shall be presented to the Treasurer prior to the start of a regular meeting.

3. All bills for products purchased or services rendered shall be subject to approval at a regularly scheduled club meeting by a majority vote prior to submission, with the exception of bills for emergency repair as outlined in Article I of these by-laws.

4. In the event a quorum is not present at a regular meeting, the Chair will have the option of entertaining a motion for the payment of regular and routine bills or delaying payment until the next regular meeting. Regular and routine bills are those bills that have been previously approved or those for which the Club has contractual obligations, i.e. electric, gas, telephone, taxes, trash removal, loans.

5. Any motion made and seconded to purchase a product or to obligate the Club to a payment of any amount exceeding $2,000.00 for any non-contractual obligation or routine expenditure must be deferred or tabled by the chair until the next regular meeting or a special meeting after the meeting in which the motion is made. Once the motion is made at the second meeting, it may be discussed and then voted on.

6. a. In the event that a regular or special meeting cannot be held because of extenuating circumstances which arise that prevents conduct of meeting(s), the following administrative action will apply in order to issue disbursements from the treasury without motion or make emergency repairs.

   b. if a catastrophic event occurs that damages any of club's facilities to the extent that immediate repair is needed to mitigate further damage or prevent personal injury.

   c. payment of a contractual item that is required to meet the timely obligation or commitment which has been previously approved by motion.

   d. Any other unforeseen event that is deemed essential for the welfare of the club or its members.

The Officers along with the Board of Trustees shall be polled by the President or other officer on their opinion whether immediate action is required or if it can wait until our next scheduled meeting. Funding will require a 2/3 majority vote by the Officers and the Board of Trustees. The Treasurer will advise on the availability of funds and provide the funding in the traditional method.

The president at the very next meeting will explain to the body the event and why he and the officers and board members felt this had to acted on before a meeting took place.

(Passed bylaw change on 7/5/2020)

7. Any motion made and seconded to sell property, property rights, equipment or other valued above $10,000 dollars must be deferred or tabled by the chair until the next regular meeting or a special meeting after the meeting in which the motion is made. Once the motion is made at the second meeting, it may be discussed and then voted on in a 2/3 majority closed ballot vote.
(Passed on 11/5/2023)

ARTICLE XII RESPONSIBILITY OF CLUB:

1. The club shall not pay nor, shall it be held liable for any damage to any vehicle or equipment used on club business.

ARTICLE XIII MOTIONS AND VOTING PROCEDURES:

1. When a motion has been made and seconded and then discussed, the chair shall call for a vote. The vote may be by voice or by a show of hands or by closed ballot. The method of vote shall be determined by the chair, except for issues specifically requiring a vote by ballot in other sections of these by-laws. Once a vote has been taken, the subject of the vote shall no longer be an issue for a period of ninety days except as follows.

    a. A motion may be made to reconsider the vote, which shall require a second, but no discussion on the motion to reconsider shall be in order. A majority vote shall be required to sustain the motion to reconsider.

    b. Should the motion to reconsider be upheld another motion may be made. This shall require a second and discussion shall be in order. Should the motion not be upheld, no further discussion or motion shall be in order until the expiration of the ninety-day period.

4. The chair may require a reasonable limit on individual debate time.

5. Members shall request recognition from the chair by raising their hands. It shall be incumbent upon the chair to recognize every member who expresses a desire to speak by raising their hand. Members shall be declared out of order by the chair if their remarks

shall be abusive, obscene, or include derogatory reference to other groups or individuals in the club. The Chair may request that a member(s) leave the meeting as procedurally outlined in Article XIII paragraph 7. Members shall not use recognition for the purpose of delaying or restricting the orderly process of conducting the meeting. Members who have been recognized by the chair shall direct their remarks or opinions to the chair or in the case of a question for the sponsor of a motion, through the chair.

6. A motion may be made by any regular, senior or life member during the course of old business, new business or good and welfare. It may be seconded by any other regular, senior or life member. If a motion does not receive a second, it shall die by default. If it is seconded, discussion as outlined above, shall be in order. No discussion shall ever be in order without a motion. No motion shall be made in order to suspend, delete, or change the provisions of these by-laws, but these changes may be made as provided for under Article IV of the constitution.

7. Should a vote on a motion end in a tie, the chair may vote to break the tie. The Chair may also request another vote to determine if a tie still exists. Should the tie still exist, the Chair may then cast a tie-breaking vote, or the Chair may declare that motion a standoff. A stand-off motion shall be considered dead, but it shall be duly recorded in the minutes as having ended in a tie. The motion shall not be a matter for discussion at the meeting when originally presented but may be brought up again at any subsequent meeting.

8. Quorum, definition of:

A quorum shall consist of sixteen (16) present regular, senior and or life members.

9. If a member(s) is deemed unruly or disruptive to the extent that it is preventing the orderly conduct of a meeting, or if a member is assessed as intoxicated by the majority of presiding officers' present, that member(s) will be asked to leave the club meeting. The meeting will be suspended at that point until the unruly, disruptive or intoxicated member(s) vacates the club premises. Should the member(s) refuse to leave the club meeting and premises, that member(s) will be subject to action prescribed under Article VII Cause for Dismissal or Disciplinary Action.

10. If quorum as defined by the bylaws is not present, a motion can be made and seconded by any member(s) in good standing. The President will determine if the motion made should be acted on immediately, based on it being time sensitive or of such importance that the action should not be delayed. The President may also rule that the motion should wait until the next meeting or call for a special meeting to address the issue. Any vote or action in the existing bylaws that specifically requires a quorum present may not be acted on unless a quorum is present (i.e. Bylaw change, Election of Officers, Removal of an officer, Method of dismissal, Committee rules, Game rules, granting Disabled membership.)

11. 2/3 majority closed ballot vote, definition of:

When a 2/3 majority closed ballot vote is required within any section of these bylaws, a blank voting ballot will be issued to each eligible voting member. When the ballots are collected, and tabulated, only affirmative and non-affirmative votes will be counted in the total vote calculation. Abstentions and nonvotes from eligible voting members will not be counted. Once all affirmative and non-affirmative votes are added and totaled, that

total number will then be divided into the affirmative votes total to determine a percentage. A 2/3 majority vote must be a percentage above .666.

Example: total of affirmative and non-affirmative votes = 23 and there are 16 affirmative votes, 16 is divided by 23 for a result of .695 and therefore would result in an approval. If there were 15 affirmative votes divided by 23 it would result in .652 and therefore would fail.

ARTICLE XIV USE OF CLUB PROPERTIES:

1. Hunting shall be restricted to club members only, unless specifically provisioned within the Game Rules, which require annual approval by a majority vote of the Club body.

2. Guests may go on club property only when accompanied by a member, but not for the purpose of hunting. Guests shall not be allowed on hunting grounds on bird stocking days until after 12:00 noon unless specifically provisioned within the Game Rules, which require annual approval by a majority vote of the Club body.

3. Special club approval shall be required for any use of club properties. Approval by the Club does not release the member of assuming responsibility of the Club for his guests and the Club property.

4. Guests of a club member is limited to 2 per day with the exception of immediate family. Individual exceptions can be submitted at the club meeting prior to the event and allowed by majority vote. (Immediate family is defined as a parent, grandparent, spouse, child, grandchild, niece, or nephew)." (Bylaw addition passed at the 09/11/2022 meeting) (Parent and Grandparent added 12/4/22)

5. No member or member guest can use the name, Clover Rod & Gun Club, Inc., in any representation of use, certification, association or sanctioned event without prior membership approval by majority vote at a club meeting. (Bylaw addition passed at the 09/11/2022 meeting)

6. All Clover Members that bring a "Guest" on Clover property must have said guest sign a waiver and file it in the provided mailbox located in the clubhouse. A 'guest' is defined as any person who is not a Regular, Junior, Life, Senior, Social or Associate member. This will be the responsibility of the Clover member that invited said guest on any parts of Clover property. Failure to follow the waiver policy could result in disciplinary action as defined in Article VII.

ARTICLE XV WORK HOURS:

1. Each regular, senior and social member is obligated to perform eighteen (18) work hours per year or one and a half hours of work per month, unless subject to section 5 of this article, in order to maintain good standing. This work shall be authorized by the work committee, the Board of Trustees or other duly constituted authority. Junior members (Age 18 and older) are obligated to perform nine (9) work hours per year. (Amended 6/4/23)

2. When a project duly authorized by a majority vote shall be deemed to require more work hours, a motion, followed by a majority vote may increase the number of work hours required of each social, senior and regular member. Such increase shall, for the purpose of payment for hours not worked, be prorated on a monthly basis.

3. The work-hours year shall run from July 1st. to June 30th.

4. Any regular and senior member who shall leave the club in good standing, or who is inducted as a social member or junior member shall be obligated only for the number of work hours during the number of complete months during the work-hours year in which he was or is a member.

5. If a regular, social or senior member should become physically disabled to the extent that the member cannot satisfy the requirement regarding work hours as outlined in this article the member shall submit a written request to be excused from the work hours. The request shall contain any pertinent information regarding how long member will remain disabled, type of the disability and medical substantiation or any other information

necessary to justify an exclusion from work hours on the basis of a disability. After reading the letter, a motion shall be in order to excuse the member from the work requirement. The motion shall state how long the excuse shall stay in effect but shall not exceed one (1) year. The motion shall require a majority vote.

6. When a member does not perform the required hours, payment in the amount of $30.00 per hour not worked shall be paid at the first meeting in August, If the work hour payment owed is not paid by the first meeting after August 1st ,a $50 penalty fee will be added to the total work hours owed; and the total amount plus penalty will be due at the first meeting after September1st. If work hour money owed plus penalty fee is not paid by the first meeting after September 1st, the member will automatically be dismissed in bad standing. The Secretary will send a certified letter notifying the member(s) that they have been dismissed from the club in bad standing for failure to pay for work hours not worked. If the member wishes to appeal the decision, he may do so under the procedures outlined in Article IX, Method of Dismissal. All club privileges including hunting, fishing and use of any club property shall be suspended as of the first meeting after August 1st until all monies for work hours and penalties are paid in full.

11/5/2023 bylaw amendment approved.

7. Adjustments to the monetary hourly rate shall be made by motion and approved by a majority vote for the upcoming work-hour year prior to the first meeting in July.

8. A true and correct list of each regular, senior and social member and their hours worked shall be posted on the club bulletin board. It shall be updated prior to each regular meeting. It shall not be necessary to notify any member otherwise that the member is in arrears for hours not worked.

9. Monies owed for work hours shall be categorized as assessments.

10. Committees and others authorized to grant work hours shall use care to assure that the member is given only the number of hours actually worked. In most cases hours shall only be given on an authorized work project. In the event an emergency arises, and work is authorized by a constituted authority such hours shall be deemed as hours worked.

11. Constituted authority as used in this article shall be deemed to be any elected official. The official shall be required, if questioned, to justify his actions.

ARTICLE XVI FREQUENCY AND AGENDA OF MEETINGS:

1. Club and Board of Trustees meetings shall be held on the 1st Sunday of each month at Kingwood Lodge as follows:
    a) Club meetings shall begin as follows:
        1. For the months of January, February and March at 11:00 a.m.
        2. For the remainder of the year at 10:00 a.m.
        3. The President may cancel or reschedule the time and location of a regular meeting upon 2 weeks' notice to the membership prior to the regular scheduled meeting. The notice shall be served both electronically and telephonically and state the reason for the cancellation or rescheduling.
    b) The Board of Trustees meeting shall begin as follows:
        1. For the months of January, February and March at 10:00 a.m.;
        2. For the remainder of the year at 9:00 a.m.
        3. The Vice President may cancel or reschedule a meeting or schedule additional Board meetings upon 48 hours electronic notice to all Board Members.
2. In case of an emergency, as determined by the President, and, in his sole discretion, the President may cancel or reschedule any regular meeting or Board of Trustees meeting with electronic and telephonic notice to the membership as soon as practicable after the emergency is determined.
3. The agenda for a regular meeting shall be as follows:

    a) Call to Order
    b) Salute to the Flag (Pledge of Allegiance)
    c) Roll Call (verbal roll call required, unless Secretary is absent, or roll is unavailable.)
    d) Approval of previous minutes (both regular and special) (Amended 07/02/23)
    e) Introduction of Visitors
    f) Communications
    g) Applications for Membership
    h) Action on previous Membership Applications
    i) Committee Reports
    j) Good & Welfare
    k) Treasurer's Report
    l) Bills
    m) Old Business
    n) New Business*
    o) Officer's Report (Optional)
    p) Adjournment

    *At the regular December meeting, the Agenda will include consideration of any changes to the annual meeting schedule with any appropriate motion to change the schedule

ARTICLE XVII AFFIRMATION OF ETHICAL CONDUCT:

1. The affirmation of Ethical Conduct, attached, is required of all members.

2. All members, regular, social, senior, life, disabled, junior, and service, shall submit a signed copy of the Affirmation of Ethical Conduct form to the Secretary within 65 calendar days of the passage of this by-law.

3. Each applicant accepted as a social member shall sign the Affirmation of Ethical Conduct form and file same with the Secretary, at the meeting at which the applicant was voted in to the club as a social member.

Affirmation of Ethical Conduct To be taken by all members

_____

(Please print your name)

do hereby affirm that I will abide by all by-laws and rules of the Clover Rod & Gun Club now in effect or put into effect later by proper procedures. I further pledge that I will honestly work towards making the Clover Rod & Gun Club a better organization. I will, upon ending my membership, return to the club, any club property in my possession. I will be a safe and ethical sportsman. I will conduct myself, within the club and the community at large, in such manner as to bring credit upon and be a worthy representative of the club, and to protect and enhance the reputation and public image of the club and our fellow sportsmen.

Date:_____ Signed:_____

Request for By-Law Change Form

ARTICLE # _____

PARAGRAPH # _____

SECTION # _____

AMEND OLD ADD DELETE

_____

_____

_____

_____

_____

_____

_____

_____

_____

1st. Sponsor _____

2nd Sponsor _____

Reviewed by Board of Trustees _____

date by:

1st Reading_____ 2nd and final reading _____

date date

Voting results number of yes votes_____ number of no votes _____

Passed by a two thirds majority _____
date

Defeated by lack of two third majority _____
date

Signature of Presiding officer _____