

## BY LAWS

### ARTICLE I - OFFICERS

**Section 1** - The officers of the Sandy Ford Sportsman's Club shall be a President, a Vice-President, a Secretary, a Treasurer, a Financial Secretary and a Social Chairperson, whom all will serve without pay or compensation of any kind. To become an officer, a member must be in good standing and belong to the club for three years.

**Section 2** - The Board of Directors as governing body of The Sandy Ford Sportsman's Club shall have general control over all officers and committees and management of all affairs and funds. It shall be empowered to appoint an officer temporarily when an office becomes vacated. It shall determine the amount of money to be spent on various projects, the salaries of any employees and amounts to be allotted for current expenses.

**Section 3** - The President shall preside at all meetings of The Sandy Ford Sportsman's Club, shall serve as a member of all committees and shall perform other duties and have other powers as normally pertain to this office. President may attend the Board of Directors meetings for the sole purpose of communication. If President is not a director, President cannot vote on issues or present a motion.

**Section 4** - The Vice-President shall preside at all meetings in the absence of the President, and shall develop membership strength of the organization.

**Section 5** - The Secretary shall keep accurate records of business transacted and shall perform other duties as may be prescribed by the Board of Directors. Secretary shall record the monthly treasurer's report in the minutes of the meeting. The Secretary shall handle all correspondence, which is directed to the Club, and make proper disposition of same.

**Section 6** - The Treasurer shall keep accurate financial records of all incoming and outgoing funds. Treasurer shall be responsible for depositing all funds in a Financial Institution. All bills must be paid by numbered checks, which have been approved by the membership. A Financial accounting must be given at each meeting.

**Section 7** - The Financial Secretary is responsible for the membership records. The Financial Secretary is to collect dues and assessed funds, issue a receipt of funds collected in duplicate, one copy to the member and the other for club records. All receipts and funds collected must be turned over to the Treasurer. An Accounting of total membership and funds collected must be given at each meeting.

**Section 8** - The Social Chairperson will be in charge of all refreshments and entertainment as requested by the President and shall turn in a monthly report of bills encountered and cash on hand.

**Section 9** - All officers shall serve until their successors have been duly qualified, elected and installed.

**Section 10** - Any member, officer, or director of the Sandy Ford Sportsman's Club may be removed for cause, provided the charges are made known to them at least two weeks (14 days) in advance of a hearing before the Board of Directors and provided further that at least two-thirds of the members of the Board vote in favor of removal.

**Section 11** - Any member or officer so removed shall forfeit their membership, all funds or property belonging to the club and will be denied the use of the insignia and name of the organization thereafter.

### ARTICLE II - FINANCE

**Section 1** - All funds of the Sandy Ford Sportsman's Club shall be deposited in a Financial Institution as may be designated by the Board of Directors. All distribution of funds shall be by numbered checks drawn by the Treasurer and counter-signed by the President or in absence of the President, then the Vice-President.

**Section 2** - The President, with the help of the Board of Directors, shall prepare an annual BUDGET which shall be presented to the Total Board of Directors within 30 days after President has been officially seated. This Budget will be considered valid within 14 days after being received by the Board of Directors unless opposed by a majority of the Board; in this case, the President will be notified immediately.

**Section 3** - New members must pay \$180.00 toward the lake and building fund for the first year plus current year's dues of \$75.00 per year. This totals \$255.00 the first year or as amended.

### ARTICLE III - ELECTION

**Section 1** - Annual elections shall be held during the month of October to enable the new officers to be seated the first meeting in January. The President shall appoint a nomination committee (if needed) consisting of 3 members during the July meeting. This committee shall have the duty of placing in nomination the names of reliable candidates for each of the various offices during the August meeting. Additional nominations may be made from the floor, after the nomination committee has made their presentation. The candidates for each office shall be declared elected.

### ARTICLE IV - COMMITTEES

**Section 1** - The President shall appoint, subject to approval of the Board of Directors, the following standing committees: Building Committee, Range and Grounds Committee, Lake Committee, Youth Committee, Conservation Committee and Legislative Committee, Special Committees may be appointed but subject to approval by the Board of Directors.

### ARTICLE V - DISSOLUTION

1. The Internal Revenue Code states that for Exempt Status under Section 501©(7) its organizing instrument must contain a proper dissolution clause, or state law must provide for distribution of assets. This organizing instrument names the State of Illinois, Department of Conservation as the proper dissolution clause.