



Hill Country Bowhunters By-Laws

ARTICLE I MEMBERSHIP

1. An adult may submit an application for membership upon reaching their eighteenth (18th) birthday. A family membership is identified as parents and dependents seventeen (17) years and younger. Only members eighteen (18) years or older may cast a vote.
2. For a member to cast his/her vote, that person must be in attendance at the time when motion is made for membership approval.
3. The Hill Country Bowhunters organization is a member run organization where as no major decision affecting the organization can be initiated without holding a membership meeting and getting current members voted approval for any change.
4. The Hill Country Bowhunters organization was founded for the purpose of involving youth in the sport of archery. This shall remain the goal of HCB.

ARTICLE II MEMBERSHIP DUES

1. Family annual membership dues are \$50.00 with range use and \$25.00 without range use.
Amendment I: Dues with range use changed to \$60.00 and without range use changed to \$30.00. New dues effective January 1, 2008. (Approved September 26, 2007)
2. Annual Membership begins the first day of January and expires on December 31st of each year.
3. As stated in Article I, person(s) must be eighteen years of age at time of membership application.

ARTICLE III CLUB OFFICERS

1. Officers shall consist of President, Vice-President, Secretary/Treasurer, and Activity Director/Coordinator (AKA 3D Director).
Amendment II: Awards Director position was added. (Approved April 25, 2010)
2. Officer responsibilities are attached.

ARTICLE IV **ELECTIONS**

1. Officers are nominated and elected by current membership.
2. Elected officers will serve in elected position for two (2) years.
Amendment III: Elected officers can serve indefinitely in any position so long as the membership has voted him/her to that position for the effective year. (Approved June 16, 2010)
3. Elections will occur at the scheduled HCB Banquet/Family Day or as soon as possible after the first day of January of the election year.
4. Elected officers must conduct themselves in the best interest of the Hill Country Bowhunters organization. If at any time a current member or members feel the elected officers are not adhering to the mission of HCB, those officers can be brought before the current membership for corrective/removal action.

ARTICLE V **MEETINGS**

1. A general membership meeting will be conducted a minimum of once each quarter of the year (Jan-Mar; Apr-Jun; Jul-Sept; Oct-Dec) or each month if possible.
2. Elected Officers meetings will be scheduled as needed by the President.
3. The Secretary will record and file all meeting minutes and share with membership upon request.

ARTICLE VI **TOURNAMENTS**

1. Club tournaments shall be held on designated dates as approved by general membership.
2. The 3D tournaments were introduced into the HCB organization to support outh activities.

ARTICLE VII **AMENDMENTS**

1. Amendments to these By-Laws shall be submitted in writing to the Elected Officers and approved/disapproved by the current general membership during the next scheduled General Membership Meeting after submission of proposed amendment.

Date of Adoption: February 1, 2007

HCB Officer Responsibilities

President:

- Lead the HCB to the best of his/her ability
- Ensure officers are nominated and voted in by current members and subsequently carry out their respective duties
- Ensure the HCB mission continuance
- Promote the youth initiatives
- Call emergency officers meeting if necessary
- Oversee all resolutions to complaints from all parties
- Conduct general membership meetings as required by club by-laws
- Preside over Officers and General membership meetings
- In the event of absence at meeting(s), ensure that the Vice President will attend
- Maintain applicable HCB records
- Be a voting member ONLY IN TIE VOTES

Vice President:

- Attend all Officers and General Membership meetings
- Preside over meetings in the absence of the President
- Assume the Presidency role if the elected President resigns or becomes unable to serve
- Be a voting member

Secretary/Treasurer:

- Attend all Officers and General Membership meetings
- In the event of absence at meeting(s), appoint an alternate
- Record meeting minutes
- Read meeting minutes from last membership meeting
- Maintain a bank account and present HCB's financial standings to include up-to-date balance, expenditures, and projected expenses at each membership meeting
- Receive and implement all membership applications including the update of the web site member's list, issuance of range gate access combination and members correspondence packages
- Ensure banking procedures are followed
- Make payments of invoiced bills within three (3) days of receipt
- Make deposits of income within three (3) days of receipt
- Maintain a hard copy log of all HCB activities, separating the general fund from the youth fund
- Work in conjunction with the Activity Director to ensure the registration of 3D shooters and collection of entry fees
- Maintain applicable HCB records
- Be a voting member

Activity Director/Coordinator:

- Attend all Officers and General Membership meetings
- Encourage members to support youth outdoor activities
- Schedule and setup 3D targets
- Conduct 3D shoots in a safe manner
- Ensure the 3D registration desk is manned to complete shooter registration in a timely and organized manner, making sure all registered shooters sign the Release Form
- Ensure safety rules and regulations are enforced at all times
- Schedule and run workdays to maintain leased land in accordance with the Land Lease Agreement, and ensure adherence to state and local government laws (fire, ag agreement, etc.)
- Maintain HCB equipment, machinery, 3D targets, range targets, vehicles, property, etc.
- Ensure all equipment and the entry gate is secured at all times
- Be a voting member

Awards Director:

- Attend all Officers and General Membership meetings
- Keep an accurate inventory of all awards the club has in storage
- Order awards as needed for upcoming tournaments
- Award plaques/medals to the 1st, 2nd, & 3rd place shooters in each category at the ceremony immediately following each tournament
- Post names and scores of 1st, 2nd, and 3rd place shooters for each category on the HCB web forum within 3 days after the shoot takes place
- Be a voting member