



SULLIVAN TRAIL ROD & GUN CLUB

Established November 5, 1951

BYLAWS

January 1, 2024

BYLAWS OF SULLIVAN TRAIL ROD & GUN CLUB

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ARTICLE I - ORGANIZATION NAME

Name: Sullivan Trail Rod & Gun Club
Address: 1525 Greatsinger Road, Elmira, NY 14901
Phone: 607-733-2928
Web Site: strgc.org
Email: sullivan_trail_rod_and_gun_club@aol.com
Facebook: www.facebook.com/Sullivan-Trail-Rod-Gun-Club-116013188457462/

ARTICLE II - PURPOSE

1. PREAMBLE:

Sullivan Trail Rod & Gun Club, known hereinafter as "STR&G" or the "CLUB", was founded on November 5, 1951 as a "Domestic Not-for-Profit Corporation". STR&G is a "private" club requiring membership dues. The CLUB provides recreational facilities for the enjoyment and use of all of our members. From time to time we also hold events and leagues that are open for "public" participation.

2. PURPOSE:

Among STR&G's primary purposes are:

- A. to promote interest in shooting, archery, hunting, fishing;
- B. to promote the safe and responsible use of firearms through amateur matches, events and training;
- C. to improve the knowledge and skills of firearm range safety and etiquette;
- D. to aid in the protection and conservation of birds, fish, game and the environment;
- E. and to provide social and athletic recreation for its members with a spirit of fellowship, sportsmanship and teamwork.

3. LIMITATIONS:

As a not-for-profit organization, the CLUB does not engage in political activity or substantial lobbying efforts.

ARTICLE III - MEMBERSHIP & DUES

1. MEMBERS:

- A. Membership to STR&G is open to any individual of good moral character 18 years of age or older. The "registered" MEMBER is the member as listed on the membership card, hereinafter denoted as "MEMBER".
- B. Membership may not be denied to anyone based upon race, ethnicity, religious beliefs, sexual orientation or disability.
- C. Membership in STR&G will be a Family Membership. Family Membership includes the registered MEMBER, spouse/significant other and children under the age of eighteen.

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Children includes adopted children, foster children, and children residing permanently in the residence of the cardholder. Children eighteen years or older in the current year will be required to purchase a membership of their own.

- D. Family Membership includes the right of one vote by the MEMBER. MEMBERS must be present at the Monthly Membership Meetings for voting purposes; there will be no absentee or proxy voting allowed. Spouses/significant others desiring a vote will be required to purchase an additional membership of their own.
- E. Family members shall be accompanied by any card carrying MEMBER. All MEMBERS, family members and guests will be responsible for their actions while using the facilities and will be held accountable.
- F. A Membership Card and Parking Decal will be issued to the MEMBER by the Membership Chairperson annually when dues are paid. The Membership Card should be shown at the request of anyone on the CLUB property, including law enforcement. If this Card is not in your possession, another type of identification may be requested to verify membership status. The Parking Decal should be displayed upon your vehicle's rearward windows to help identify which members may be using the CLUB facilities. Additional Parking Decals may be purchased at the rate set forth in the Standard Operating Guidelines (hereinafter denoted as "SOG").

2. DUES:

- A. Dues for the membership period shall run annually from January 1st through December 31st.
- B. Yearly Dues for the coming year shall be determined by vote of the Membership at the November Monthly Membership Meeting. The current Dues amount can be found in the SOG.
- C. Dues for the coming year should be paid as soon as possible for that year. A MEMBER is considered in "good standing" if his dues are paid by the March Monthly Membership Meeting.

3. SENIOR MEMBERSHIP:

- A. Senior Memberships will be granted to MEMBERS who have reached the age of 70 years old.
- B. Once an individual has attained Senior Membership status, payment of annual dues will be at the reduced rate stated in the SOG.
- C. Those MEMBERS previously granted a "life membership" prior to year end of 2023 shall be considered grandfathered in and their payment of annual dues will remain optional.

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4. PROBATIONARY PERIOD:

- A. New MEMBERS will be required to complete a probationary period as outlined in the SOG.

ARTICLE IV - OFFICERS & ELECTIONS

1. QUALIFICATIONS:

In order to qualify for any office, a candidate must:

- A. Be 21 years of age or older;
- B. be a MEMBER in good standing for at least one full year prior to the December Monthly Membership Meeting's election;
- C. and have attended a majority of nine regular Monthly Membership Meetings in the calendar year.
- D. No CLUB MEMBER may hold more than one office at any given time, either by appointment or election.
- E. There is NO compensation for any Officer or Director position.

2. OFFICERS & DUTIES:

The Officers of the CLUB shall include, but not be restricted to: President, Vice President, Treasurer, Secretary and four Directors.

A. President shall:

- 1) Preside over & create the agenda for Membership Meetings.
- 2) Participate in Board of Directors meetings.
- 3) Participate in Disciplinary Meetings.
- 4) Appoint and monitor Special Committees.
- 5) Mediate between all voices of the CLUB.
- 6) Guide the CLUB in the interests of our members.
- 7) Decide the vote in designated situations.

B. Vice President shall:

- 1) Fill in for the President in his/her absence.
- 2) Perform other activities as requested by the President.
- 3) Participate in Disciplinary Meetings.
- 4) Keep a Log of CLUB Assets with tracking/disposition.

C. Treasurer shall:

- 1) Keep accurate financial records, including but not limited to:
 - a) Receipt of monies from dues, events, kitchen, trap/skeet field use, facility rentals, donations, apparel sales, training, settlements, ammo sales, raffle proceeds.
 - b) Management of savings and checking accounts.
 - c) Reporting of monthly & annual fund balances.
- 2) Pay all bills in a timely manner.

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- 3) Participate in Disciplinary Meetings.
- 4) Pick up the mail at regular intervals.
- 5) Bring matters of rate changes to Membership for approval.

D. Secretary shall:

- 1) Record and maintain Membership Meeting minutes.
- 2) Record and maintain Board of Director Meeting minutes.
- 3) Participate in Disciplinary Meetings.
- 4) Pick up the mail at regular intervals.
- 5) Perform document retention and destruction management.

E. Directors shall:

- 1) Participate in Board of Directors Meetings.
- 2) In consultation with the President, maintain the core direction of the CLUB.
- 3) Participate in Disciplinary Meetings.
- 4) Consider capital expenditures, emergency spending, and CLUB policy and rules changes.
- 5) Hold at least one Board Meeting annually at the discretion of the Board of Directors.

3. ELECTION OF OFFICERS:

- A. The term of office for all Officers shall be two years. There are no limits to the number of terms that may be served.
- B. The President, Vice-President, Secretary, and Treasurer shall be elected every two years at the December Monthly Membership Meeting.
- C. Two Directors shall be elected each year at the December Monthly Membership Meeting. Each of the four Directors will be elected for a two year staggered term. In no year shall there be more than two Director positions open for election.
- D. There shall be appointed a Nomination Chairperson each October by the President. This Chairperson must be a MEMBER in "good standing". No incumbent Officer or Director may serve as a Nomination Chairperson. The Nomination Chairperson is charged with the responsibility of presenting the best possible slate of candidates and determining their qualifications for President, Vice President, Treasurer, Secretary, and Directors. There shall be no limit to the number of candidates presented by the Nomination Chairperson in total or for any one position. The Nomination Chairperson will present his slate of candidates for office at the regular Monthly Membership Meeting in November of each year.
- E. Nominations from the floor for all open positions will be accepted prior to the election vote at the December Monthly Membership Meeting.
- F. Election of both Officers and Directors shall be by paper ballot by a majority vote of those MEMBERS in good standing present at the December Monthly Membership

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Meeting. Under no circumstances shall a December meeting be held with less than nine MEMBERS in good standing. In the event an election is not held on the designated date for any reasons, it shall be rescheduled for the following Monthly Membership Meeting.

- G. In the event a vacancy occurs in an unexpired term, the CLUB President may appoint a MEMBER in good standing who meets the qualifications for the unexpired term of that office.

ARTICLE V- COMMITTEES & CHAIRPERSONS

1. COMMITTEES:

- A. Special Committees shall be appointed and overseen by the President.
- B. The President shall appoint a Chairperson who will oversee the Committee.
- C. The Committee shall report to the President prior to taking any action.

2. STANDING COMMITTEES:

Standing Committees are appointed by the President. These key CLUB Committees have Chairpersons handling day to day operations. These include:

- A. Membership Committee
- B. Kitchen Committee
- C. Trap & Skest Committee
- D. Pistol Committee
- E. Nomination Committee
- F. Audit Committee - Comprised of the Board of Directors
- G. There are also several other key CLUB positions which are appointed by the President. These key CLUB positions and duties are defined in the SOG.

ARTICLE VI - MEETINGS

When questions of parliamentary procedure arise, all meetings will be guided by Robert's Rules of Order.

1. MONTHLY MEMBERSHIP MEETINGS:

- A. The CLUB is run by its Membership. All major CLUB decisions are made with the approval of the CLUB Membership at the Monthly Membership Meetings.
- B. The Monthly Membership Meetings are held at the Clubhouse on the first Wednesday of each month. In the warmer months, when weather permits, the Monthly Membership Meeting may be held at the Shooters Shack Pavilion.
- C. The Monthly Membership Meeting shall start at 7 PM. The Membership may alter the start time of the next month's meeting by vote at the current meeting, if necessary, to accommodate the ending time of certain Wednesday leagues.

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- D. The January Monthly Membership Meeting shall be considered to be the CLUB's Annual Membership Meeting. If the January meeting falls on New Year's Day, the January meeting shall take place on the following Wednesday.
- E. A Quorum is required to conduct CLUB business at the Monthly Membership Meetings. A Quorum shall be a minimum of nine MEMBERS in good standing, including at least one Board Member and one other Officer. If a Quorum is not present, no voting may occur and the Meeting will be canceled for that month.
- F. The CLUB President chairs the meeting and sets the agenda. A typical CLUB meeting agenda may be found in the SOG. In the event that the President is not present, the Vice-President will act in the President's stead.
- G. Official minutes shall be recorded by the Secretary. If the Secretary is not present, the President may appoint another attending MEMBER to record the minutes for that meeting.
- H. Motions & Voting shall be conducted according to guidelines set forth in the SOG.
- I. Key Monthly Membership Meetings for the year may be found in the SOG.

2. BOARD OF DIRECTORS MEETING:

- A. The Board of Directors shall consist of four Directors and the CLUB President. The CLUB Secretary should be present in a non-voting capacity to record the minutes of the meeting. As an alternative, one of the Board members may take minutes.
- B. The Board of Directors shall meet on an as needed basis at the President's or any Director's discretion. The Board of Directors shall be obliged to report at the next Monthly Membership Meeting following the Board's meeting.
- C. A Quorum is required to conduct CLUB business at the Board of Directors Meeting. For this meeting, a Quorum shall be 3 of 4 Directors and the President. In the event that the President is not present, the Vice-President will act in the President's stead.
- D. The Board Member who called the meeting sets the agenda.
- E. A Motion may be made by any Board Member and must be seconded by another Board Member before acting on it. A vote on the Motion will pass by a majority of Board Members. The President shall not vote, with the exception of a tie, in which case the President will cast the tie-breaking vote.

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3. SPECIAL MEETINGS:

Special Meetings may be called by the President on an as needed basis. This can happen if a Monthly Membership Meeting was canceled but pressing CLUB matters still need to be addressed by the Membership within that month.

4. COMMITTEE MEETINGS:

Committee Meetings shall be held at the discretion of that committee's Chairperson.

5. DISCIPLINARY BOARD MEETINGS:

Disciplinary Board Meetings shall be called by the President or any Director on an as needed basis.

ARTICLE VII - CODE OF CONDUCT

1. CONDUCT:

- A. Each MEMBER along with their immediate family members and guests shall be responsible for their own conduct, and will behave in such a manner as to prevent disgrace to STR&G or any of its members.
- B. No member will condone or participate in any activity in violation of the STR&G policies as denoted herein, or as part of our Standard Operating Guidelines (SOG), or any rule or regulation imposed by the Membership at any given time.
- C. Each member shall extend all safety courtesies to all members and guests and assist anyone with questions about our shooting sports complex and facilities.

2. DISCIPLINARY BOARD REVIEW:

- A. Any member violating the rules and regulations of STR&G will be answerable to the Disciplinary Board.
- B. The Disciplinary Board shall consist of the Directors and three of the four elected CLUB Officers. The Disciplinary Board enforces the rules and regulations of the CLUB. The Disciplinary Board will determine what discipline or penalty shall be imposed in respect to member violations.
- C. The Disciplinary Board is empowered by a vote of four of its Directors to suspend, remove from office, or revoke active membership of the violator. If the vote is a tie, the tie is broken by vote of the President.
- D. In no case shall an Officer or Director who is the subject of a disciplinary action be allowed to sit with this Board.

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- E. Dismissal of membership for infractions incurred by MEMBERS or their family members will be made if deemed necessary. Dismissal will be by vote of the Disciplinary Board and will be considered permanent.
- F. Any member or non-member that has committed a criminal act such as theft or vandalism on CLUB premises will be reported to the local authorities for criminal prosecution. The Disciplinary Board will appoint a CLUB liaison to coordinate with the local authorities in each instance.

3. REASONS FOR DISCIPLINARY ACTION:

- A. Ethics:
No MEMBER, family member or guest shall demonstrate unethical behavior while on CLUB premises
- B. Harassment:
No person should make any unwanted threatening or sexual advances towards any member or guest.
- C. Discrimination:
No person should violate the rights of any member or guest based on reasons of race, religion, sexual orientation, age, or disability.
- D. Vandalism:
No person shall intentionally damage the property of any member or guest, or CLUB equipment, and facilities.
- E. Theft:
No person shall intentionally take the property of any member or guest, or remove CLUB property without proper authorization. Members must get authorization and use the Equipment Sign Out Sheet per the SOG if they borrow any CLUB property.
- F. Unsportsmanlike Conduct:
Unsportsmanlike conduct by any person will not be tolerated at our Club!

ARTICLE VIII - FINANCES

1. GENERAL:

- A. The fiscal year, for all financial matters, shall be October 1 through September 30.
- B. A review of CLUB disbursements and income for accuracy and completeness will be conducted annually at the fiscal year's end by the CLUB's Audit Committee. The Audit Committee shall report their findings at the November Membership Meeting.

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C. The Board of Directors is empowered by the Laws of New York State governing a Non-Profit Organization with the following exceptions set forth:

- 1) The Board may not contract for any capital construction project on behalf of the CLUB without consent of the Membership. Consent of the Membership shall be defined as a majority vote of the Membership present at a Monthly Membership Meeting when the proposal is presented.
- 2) Emergency Spending will not exceed cost of repairs. Emergency Spending will be defined as expenses for items of repair that, if ignored, place CLUB facilities in peril or creates a dangerous environment for our members, guests, neighbors, or our customers. The CLUB President or his appointee will be responsible for emergency spending authorization up to \$300, and will be performed in the best interest of the CLUB. Any amount over \$300 requires the approval of the Board of Directors.

D. Special Committees are not authorized to expend any CLUB monies or contract for any services without vote of the CLUB's Membership.

2. ACQUISITION OF CLUB PROPERTY:

- A. This CLUB is a single entity, therefore no subgroups of the CLUB will form with their own treasuries. Any dues, expenditures, acquisitions, etc will funnel through the CLUB's treasury and be subject to the vote of the CLUB at its Monthly Membership Meeting. All property purchased or acquired through this process becomes property of the CLUB. This section in no way precludes subgroups from pooling their own resources to purchase donations of property to the CLUB.
- B. Our CLUB and its associated Events are operated by persons acting on behalf of the CLUB on a voluntary basis. None of the positions within the CLUB are paid positions. Any tips tendered to CLUB personnel during Events are considered donations to the CLUB.

3. DISPOSAL OF CLUB PROPERTY:

- A. No item of CLUB property with any usable value shall be sold off or otherwise disposed of without approval of the Membership. Such asset disposal will then be noted by the Vice President in the CLUB's Asset Log.

4. CLUB MONETARY ACCOUNTS:

A. SAVINGS ACCOUNT

Anytime the balance in the Savings Account exceeds \$5000, the amount in excess must be transferred into the CLUB's Building Fund. The President, Treasurer and Secretary all have access to the Savings Account.

B. CHECKING ACCOUNT

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The Checking Account is used to hold funds in anticipation of and disbursement of all payments for CLUB expenses and obligations. Also, it is used to receive all income associated with the CLUB. The President, Treasurer, Secretary and one designated Director shall all have access to the Checking Account.

C. BUILDING FUND

On-going capital improvements are important to our CLUB's future. To make sure that there is adequate funding for this purpose, any amount exceeding \$5000 in our Savings must be transferred to the CLUB's Building Fund for future use on capital projects. The President, Treasurer and Building Fund Chairperson all have access to the Building Fund.

ARTICLE IX - AMENDMENTS

1. The Bylaws stated herein shall be final and binding unless amended by the following process:
 - A. Amendments may be proposed from the floor at any Monthly Membership Meeting. Additionally, they may be submitted to the President in writing, who will then present them at the next Monthly Membership Meeting.
 - B. The President shall then present the proposed Amendment to the Board of Directors within one month for their review.
 - C. The Board of Directors shall consider and formulate a recommendation regarding said proposed Amendment.
 - D. The Board of Directors shall present the proposed Amendment and the Board's recommendation to the Membership within 90 days from presentation by the President.
 - E. The Amendment will only be adopted by a favorable majority vote of the Membership in attendance at each of two consecutive Monthly Membership Meetings.
 - F. Upon approval, the Secretary shall enter the Amendment into the Bylaws and make it part thereof. The Secretary will also update the Bylaw's Revision History.
2. The Standard Operating Guidelines (SOG) for the CLUB may be amended at any Monthly Membership Meeting. Amendment to the SOG will be adopted by a simple majority vote of the Membership present at that Monthly Membership Meeting.

ARTICLE X - DISSOLUTION

1. In the event that the Sullivan Trail Rod & Gun Club shall hereafter be dissolved, for any reason whatsoever, a full and general account of its assets, liabilities, and transactions shall at once be taken. Such assets may be sold and turned into cash as soon as possible, and all debts and other amounts due the CLUB shall be collected.

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The proceeds thereof shall thereupon be applied as follows:

- A. To discharge the debts and liabilities of STR&G and the expenses of liquidation.
- B. To divide the surplus, if any, among the current MEMBERS or their representative as follows:
 - 1) First, to the extent of each MEMBER:
 - a) All First-Year MEMBERS will receive a prorated portion of their dues.
 - b) All remaining funds will be divided equally between the remaining MEMBERS in good standing.
 - 2) No MEMBER shall have the right to demand and receive any property in kind for his or her distribution.

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BYLAWS CERTIFICATION:

PRESIDENT: *Rudolf Riva* DATE: *12-6-2023*
VICE PRESIDENT: *Ray DCP* DATE: *12-6-2023*
TREASURER: *E. W. P. H. J.* DATE: *12-6-2023*
SECRETARY: *Peggy Phelps* DATE: *12-6-2023*
DIRECTOR: *Brian Beach* DATE: *12-6-2023*
DIRECTOR: *Ray Beaman* DATE: *12-6-2023*
DIRECTOR: *Mickey Beaman* DATE: *12-6-2023*
DIRECTOR: *Sony Mance* DATE: *12-6-2023*

BYLAWS REVISION HISTORY:

January 1, 2024 - All Bylaws as created herein, effective on this date