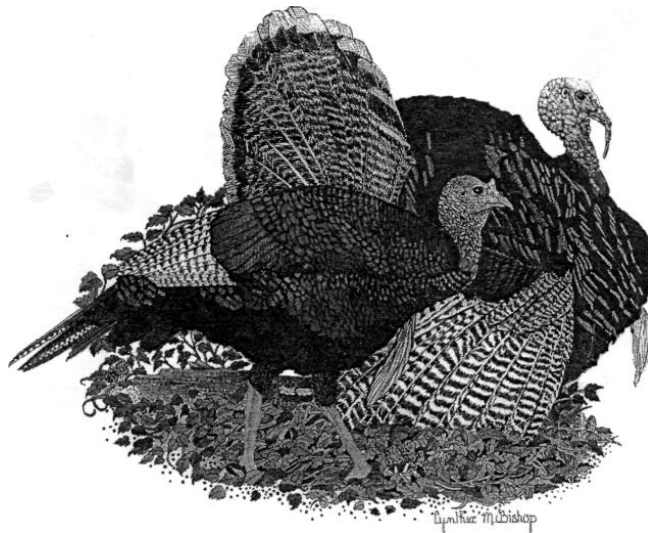


Big Walnut Conservation Club Constitution & By-Laws



12211 Hartford Road
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April 4th 2024

BIG WALNUT CONSERVATION CLUB (BWCC)

(CONSTITUTION)

ARTICLE I: NAME

The name of this Corporation shall be **BIG WALNUT CONSERVATION CLUB (BWCC)**. The Club shall be located at **12211 Hartford Road, Sunbury, Ohio 43074**; on grounds that are titled to the organization.

ARTICLE II: MISSION STATEMENT OF THE ORGANIZATION

The said corporation is organized and shall be operated exclusively for social welfare purposes. Its purposes shall be co-extensive with the purposes set forth in Section 501 (c), (4) of the United States Internal Revenue Code of 1954 or the corresponding provision in effect of any future United States Internal Revenue Law. It is intended that the corporation will be exempt from taxation under Section 501 (c), (4) of the said code.

Among the general social welfare purposes for which the corporation is formed which include conservation of wildlife resources and protecting and ensuring the American heritage of hunting, trapping, and fishing which depend upon such resources, are the following specific purposes:

- 1) To educate wildlife sportsmen concerning their role in the conservation and improvement of wildlife resources, and through such education to better enable them to defend, enhance, and promote wildlife resources, conservation programs, field sports, and scientific wildlife management programs.
- 2) To promote legislation that will benefit wildlife resources, conservation and programs, field sports, and scientific wildlife management practices, and to oppose legislation which is likely to be harmful to wildlife resources, conservation programs, field sports and scientific wildlife management practices.
- 3) To promote the necessary skills in rifle, shotgun, pistol, and archery that will enable members to become proficient in marksmanship and safety necessary for use in field sports and target competition.
- 4) To promote, nurture, and sustain the wildlife and flora found on the club grounds by methods consistent with good conservation management practices and educational programs.
- 5) To promote the interest and knowledge of youth in the conservation of wildlife resources and wildlife practices, outdoor sports, and recreation.
- 6) To do all things that are necessary for, or incidental to, the purposes herein aforementioned.

In further consideration, the Corporation to accomplish the foregoing purposes shall have the following powers:

- 1) To accept, acquire, receive, take, and hold by bequest, devise, grant, gift, purchase, exchange, lease, transfer, judicial order or decree, or otherwise, for any of its objects and purpose, any property, both real and personal, of whatever kind, nature, or description and wherever situated.
- 2) To sell, exchange, convey, mortgage, lease, transfer, or otherwise dispose of any such property, both real and personal, as the objects and purposes of the Corporation may require, subject to such limitations as may be required by Law.

- 3) To borrow money, and from time to time, to make, accept, endorse, execute, and issue bonds, debentures, promissory notes, bills of exchange, and any other obligations of the corporation for monies borrowed or in payment of property acquired or for any other purposes of the corporation, and to secure the payment of such obligations by mortgage, pledge, deed, indenture, agreement, or other instrument of trust, or by lien upon property, rights, or privileges of the corporation wherever situated, whether now owned or hereafter to be acquired.
- 4) In general, to exercise such other powers which now or hereafter may be conferred by Law upon a nonprofit corporation organized for the purposes hereinabove set forth, or necessary or identical to the powers so conferred, or conducive to the attainment of the purposes of the corporation, subject to such limitations as are or may be prescribed by Law.
- 5) In the event of dissolution of the Big Walnut Conservation Club (BWCC), the assets and any expended income remaining after paying or making provisions for the payment of all the liabilities of the organization, shall be distributed exclusively to such organizations designated by the Board or Trustees with purposes, goals, and objectives similar to those of the Big Walnut Conservation Club (BWCC), and which organizations qualify at the time as exempt under Section 510 (c) of the Internal Revenue Code of 1954, as amended, of as may be hereafter amended. No officer, trustee, member, or private individual shall be entitled to share the distribution of any of the Corporation's assets or dissolution of the organization.

BIG WALNUT CONSERVATION CLUB (BWCC)

(BY-LAWS)

ARTICLE I: MEMBERSHIP

Membership in the Big Walnut Conservation Club is obtained by application secured from the Secretary and presented at any regular meeting. A membership candidate must be at least 18 years old, be a U.S. Citizen or a documented Resident Alien and must have one sponsor from within the club who has been a member for at least one (1) year. The application shall be read, and the applicant introduced at one meeting and then acted upon at the next regular meeting attended by the applicant at which time the applicant shall become a Probationary Member after a second reading and introduction and payment of the initiation fee and membership dues. Upon payment of the initiation fee and dues a membership card will be issued.

New members shall be on probation for at least twelve (12) months after their second reading. The Probationary Member status shall be reviewed by the membership at a Membership Meeting attended by the Probationary Member after the twelve (12) month probationary period and shall be voted upon for permanent membership. A fifty-one (51 %) percent majority of the members present shall be considered approval for membership. **See Exhibit A** on page 9 for Probationary Membership privileges and expectations.

Spouses of Members shall be considered Non-voting Members of the Club if they are at least 18 years old and are U.S. Citizens or documented Resident Aliens. Spouses of Members are entitled to all membership privileges except voting and are not required to pay dues. Other family members are entitled to membership privileges and must be accompanied by a legitimate Club Member.

Membership, including Probationary Members, shall not exceed one hundred and fifty (150) dues paying members. The Club shall maintain no less than fifty-one percent (51%) membership from the Big Walnut School District. Life Members and Club Veterans Members shall not count towards the 150-person limit, and do not apply to the 51% membership residing or living in the Big Walnut School District.

A membership waiting list shall be established from time to time, when club membership reaches 150 dues paying members. Legacy applicants shall be given priority on a waiting list. A legacy membership applicant is defined as an immediate family member of a current dues paying Club Member.

Life Membership is available for members who have been active for five (5) or more years and have been voted on favorably by two-thirds (2/3) of members present at a regular meeting. Life Members shall pay a one-time Lifetime Membership fee as determined by the Trustees and shall be exempt from annual membership dues.

Club Veteran Membership is available to any member who has been a member in good standing for at least ten (10) continuous years (including probation) and has reached the age of seventy (70). Upon request, such members will be awarded Club Veteran Membership with all membership privileges and shall be exempt from annual membership dues.

Annual Membership Dues shall be paid on or before the first Thursday in March of each year. Memberships will be considered delinquent if dues are not paid by the first Thursday in March. In addition to dues, delinquent members will be assessed an initiation fee. If a member is delinquent for more than a year, they will be required to go through the regular membership application process to get reinstated as a Club Member. Membership dues and initiation fees shall be determined by the Trustees. Dues for Probationary Members may be prorated for applicants joining after July 1st. Prorated dues for new/Probationary Members shall not be less than one half of the annual dues amount for those who are approved for membership in July, August, September, or October. Dues for those who join in November and December shall be the full amount (not prorated) and shall cover dues payment for the current end of year and the following year.

Conditions for Termination of Membership shall be the following:

- 1) For willful disregard to hunting laws, fishing laws, poaching, trespassing laws, etc.
- 2) For unsafe conduct with firearms on Club grounds.
- 3) For non - payment of dues, according to the BWCC By-Laws.
- 4) For violation of shooting and range safety rules.
- 5) For destruction or misuse of Club property.
- 6) For violation of guest policy rules.
- 7) For disorderly conduct, or for actions demonstrating flagrant disregard or disrespect of Club members or guests.
- 8) For charges brought by a Trustee or Club Officer.

Any member may have their membership revoked by two-thirds (2/3) vote of the members present at a regular Membership Meeting. In the event a membership is revoked, the revoked member is to surrender, to a Club Officer or Trustee, their keys, and any other Club property. Revoked members are not entitled to any refund of dues or fees.

ARTICLE II: MEETINGS

Robert's Rules of Order shall be used as a guideline for conducting Club Meetings.

Monthly Club Membership Meetings shall be held on the first Thursday of each month. In the event this falls on a holiday, or other conflicting occurrence or inclement weather, the Club President shall select an alternate date. At

least six (6) regular members (all in good standing), and four (4) Trustees and/or Club Officers shall constitute a quorum at any regular Membership Meeting. Membership Meetings shall be conducted as outlined in Article IX, Order of Business.

An Election Meeting (aka Corporation's Annual Meeting) for the election of Club Officers and Trustees of the Corporation shall be held at the November Membership Meeting each year.

Special Meetings may be called by the Club President or by the Trustees with at least a ten (10) day notification to all members. All special meetings are open to the general membership.

Executive Meetings may be called by the Club President as needed. Executive Meetings are to include the Club Officers and Trustees. At least eight (8) Officers and Trustees shall constitute a quorum at any Executive meeting.

An Annual Business Meeting shall be held on the first Thursday of January each year to review or consider annual budgets and annual dues.

Trustee Meetings are to be scheduled for the Monday prior to the monthly Membership Meeting and may be attended by the general membership. Prior notification shall not be required for the Trustees meeting. It will be the responsibility of the Club Member or Members wishing to attend to contact the necessary persons to obtain the next meeting date. The minutes of any Trustee meetings will be recorded and presented to the Club Secretary at the next regular meeting. Trustee Meeting minutes are available to the general membership upon request.

Written notifications to members will be accomplished by mail or electronic mail and web site postings; nonresponse to a notification shall be deemed an abstention.

ARTICLE III: EXECUTIVE COMMITTEE

The Executive Committee shall be composed of elected Club Officers and Trustees. Club Officers shall be elected at the Corporation's annual meeting as listed in Article II. Any active member in good standing with one (1) or more years' membership may be a candidate for a Club Officer or Trustee position. The Corporation shall elect the following officers for one (1) year terms: President, Vice President, Secretary, and Treasurer. There will be seven (7) Trustees elected for two- year terms, three to be elected in odd years and four (4) to be elected in even years. At least four (4) of the seven (7) trustees shall also be from the Big Walnut School District. Executive Committee members are to be elected by a fifty-one percent (51%) majority vote of members in attendance. If there are no nominees for the position(s) of Officers or Trustees, the member(s) who currently hold the position(s) may choose to continue in that position(s).

ARTICLE IV: DUTIES OF THE PRESIDENT and VICE PRESIDENT

It shall be the duty of the President to preside at Corporation/Club meetings and Trustee meetings. He or she shall perform all duties which will conform to the goals and purposes of the corporation. The President will formulate yearly goals and objectives, along with a calendar of events, and present them at the January Annual Business Meeting.

It shall be the duty of the Vice President to assist and perform all duties of the President in case of the latter's absence or disability.

ARTICLE V: DUTIES OF THE SECRETARY

It shall be the duty of the Secretary to keep accurate records of all meetings and proceedings of the corporation and executive sessions, and give notices required by law and the President. The Secretary, or designee, shall take care of all correspondence and maintain a roster of active members.

ARTICLE VI: DUTIES OF THE TREASURER

The Treasurer shall receive, record, deposit, and keep all money and revenue belonging to the corporation and disburse same under the direction of the corporation. The Treasurer shall make deposits and pay bills before the first of each month so an accurate balance can be reported to the corporation members at the monthly meetings. The treasurer shall have the power to withdraw money from the corporation fund to cover such expenses as regular current bills, stamps, stationery, food, fuel, and other operating expenses. The treasurer shall keep a record of receipts of membership dues and records.

All money receipts will be deposited at regular intervals or at least once per month. The Treasurer shall deposit all monies designated as income producing groups (i.e., Trap, Skeet, 5-Stand, and Sporting Clays) and maintain a separate record of each.

ARTICLE VII: DUTIES OF THE TRUSTEES

It shall be the duty of the Trustees, along with the Treasurer, to prepare a draft annual budget to be presented to the membership at the November meeting. In the event of an emergency, the President will call a meeting of the Trustees and by a two-thirds (2/3) vote, the Trustees shall have the authority to appropriate funds beyond the \$250.00 dollar limit for the necessary items or supplies that are concurrent to the goals and objectives of the corporation.

The Trustees have the ultimate responsibility for the overall repair, upkeep, and maintenance of the club buildings and grounds. They will collaborate with the Chairperson of the Building and Grounds Committee to prioritize maintenance issues for the year to be presented at the November meeting.

The Trustees shall be responsible for an annual financial audit of the Treasurer's books and shall conduct an annual audit themselves or assign an outside source to provide the audit.

ARTICLE VIII: REMOVAL OF OFFICERS

Any officer of the corporation who shall be absent three consecutive meetings without sufficient reason or fails to perform duties of office as prescribed by the By-Laws, may be dismissed from office with a two-thirds (2/3) vote of the members at any regular meeting. The President shall appoint a member to serve the balance of the term of office.

ARTICLE IX: ORDER OF BUSINESS

The order of business for Monthly Membership Meetings shall be conducted as follows:

- a) Pledge of Allegiance to the Flag
- b) Recognition of Visitors
- c) Attendance
- d) Officers' Reports and Membership Updates
- e) Committee Reports
- f) Old or Unfinished Business
- g) New Business
- h) Discussion
- i) Adjournment

Special programs may be inserted in the Recognition of Visitors area to facilitate a program meeting.

ARTICLE X: STANDING AND AD HOC COMMITTEES

The President shall appoint standing committees with duties as described below:

Buildings and Grounds Committee shall coordinate and oversee the annual program of maintenance and improvements as developed in coordination with the trustees and presented to the membership. The committee will develop descriptions of work packages, post them to the membership and seek volunteers to lead and recruit other members to perform and accomplish the stated objectives of the work packages.

Communications Committee is responsible for ongoing member communications and promotion of club activities to a website. The committee shall develop and recommend web-site content and annual funding for continued operation of the club's website. Among other duties the communications committee shall maintain a current listing of member e-mail addresses and the master schedule of club calendar year activities.

Conservation Committee is responsible for the encouragement of wildlife on the grounds and surrounding areas. The committee sees to the planting of appropriate crops to encourage deer and other animals, as well as birds. The committee also places feeders, salt licks, and other appropriate methods of encouraging wildlife.

Program Committee shall develop and recommend activities (e.g., speakers at monthly meetings, training, etc.) that support the aims and purposes of the club.

Safety Committee is responsible for the development and recommendation of rules and regulations for member and guest participation at on-site ranges. The committee shall also recommend range improvements and be responsible for scheduling and supervision of organized range activities. The committee is also responsible for the development and recommendation of shooting event rules, participation fees, improvements, scheduling, and supervision of organized shooting events. The committee may assign one or more members to lead specific shooting activities.

Youth Committee is responsible for the development and recommendation youth program activities, including scheduling of events, rules of participation, fees and supervision of on-site program activities. The youth committee may sponsor or promote club involvement in organized off-site activities of governmental or non-profit organizations.

The President shall appoint other such committees as may be needed from time to time; such ad hoc committees may include, among others: Constitution and By-Laws, Finance or Fund-Raising Committees.

ARTICLE XI: CHANGING OF THE CONSTITUTION OR BY-LAWS

The Constitution and the Corporation By-laws may be changed at a regular meeting by two-thirds (2/3) vote of the members present if the following conditions have been fulfilled:

- 1) The President must announce and read the intended change at a regular meeting and the vote must be taken at the next meeting.
- 2) The President must provide written notification to all members at least ten (10) days before the vote is to be taken. Written notifications to members will be accomplished by mail or electronic mail and web site posting. Non-responsiveness to notifications shall be deemed abstentions.

ARTICLE XII: MEMBER WAIVER OF LIABILITY

No member shall bring legal action against the club or corporation or the members in the event of an accident or loss on the club grounds; members and guests are annually required to sign and date a waiver of liability form.

REVISION HISTORY

Adopted 02 June 1989

Amended on 08 April 1994

Amended on 04 February 1999 (Life Membership)

Amended on 07 June 2002 (Close membership at 150)

Amended on 07 June 2002 (Annual Dues-\$50)

Amended on 06 November 2014 (Multiple Changes)

Amended on 04 April 2024 (Multiple Minor Changes)

EXHIBIT “A” – PROBATIONARY MEMBERS

A Probationary Member shall be a dues-paying member of Big Walnut Conservation Club (BWCC), with limited rights, for a period of at least twelve months.

- 1) Probationary Members are not permitted to use the rifle ranges, the pistol range, the archery ranges or any other BWCC facility, without the presence of a full member in good standing. Walking trails, fishing ponds, and picnic areas are exceptions.
- 2) Probationary Members are permitted to vote on general club issues (i.e. workdays, expenses, etc.) except for Changes to the Club By-laws, or Constitution.
- 3) Probationary Members are permitted to serve on all Committees and are encouraged to join and participate on Committees.
- 4) Probationary Members are not permitted to serve as Trustees or as Club Officers.
- 5) Probationary Members are not limited to the number of meetings or workdays they are permitted to attend. They are encouraged to attend at least six (6) meetings and two (2) workdays during their probationary period.
- 6) Probationary Members are encouraged to attend an Ohio Department of Natural Resources (ODNR) Learn to Shoot Class sponsored by the Club during their probationary period.
- 7) Probationary Members are required to attend a Range Safety Orientation or meet with a Club Member or Club Designee to review gun and archery safety rules prior to becoming a Permanent/Full Member