

# The Muskegon Recreation Club By-Laws

Revision "D"

Adopted: June, 2007. Revised 11/15/18

## Preamble

The Muskegon Recreation Club is the oldest social club in this area, having been established in August 1902. It was founded by a small group of sportsmen who were interested in the preservation of fish and wildlife.

Today, the club's membership includes men from all walks of life, encompassing a diverse range of interest not necessarily centered on conservation. However, the intent of the original founders deserves recognition and their statement of beliefs is set forth herewith:

"Recognizing the right of property owners, we condemn all of discourtesy or vandalism, and any unsportsmanlike conduct that might create prejudice against hunters and fishermen."

"We invite to membership all those men (1) who enjoy the sport of shooting and angling, (2) who would increase the opportunities for those sports by increasing and preserving the supply of game birds, animals and fish and, (3) who would preserve and protect our forests, lakes and streams. To this end we devote our sincere efforts."

## ARTICLE I Membership

The membership of this club shall be limited to men who are interested in the protection and preservation of game animals, birds and fish and who would like to participate in attendant social activities. They shall be at least 21 years of age and must be accepted by an approval of the membership. New members are required to assist at two Club functions during their first year of membership.

## ARTICLE II Officers

The officers of the club shall consist of a President, Vice President, Secretary, Treasurer, Sergeant-at-arms, and (3) Trustees. These officers shall constitute the executive Board of the Club.

## ARTICLE III Duties of Officers

Section 1: **President.** The President shall be responsible for the day-to-day operation of the Club. He shall preside at all meetings, keep order on the floor and see that the Club By-law's are enforced. He shall countersign all checks and appoint all committees. At his discretion he may have committees selected by membership election. At membership meetings, as presiding officer, the President shall not vote except in the case of ties. He shall have a vote at the Executive Board Meetings.

Section 2: **Vice-President.** The Vice-President shall assist the President as requested and shall preside over the meeting when the President is absent. If the President is incapacitated or if the office of President is vacated, the Vice-President shall assume the duties of President until such time as a successor is elected.

Section 3: **Secretary.** The Secretary shall keep an accurate account of each meeting, list the membership, and record all transactions of the Club. The books of the Secretary shall be kept in permanent form to be retained in the files of the club. The Secretary shall notify all members of special meetings, and shall write and dispense such communications as become necessary in the business operations of the Club.

Section 4: **Treasurer.** The Treasurer shall be responsible for the funds of the Club, pay all bills by check, and keep a current record of the financial condition of the Club. Financial reports shall be read to the membership at every regular meeting.

Section 5: **Trustees.** The Trustees shall have custody of all funds and properties of the Club, subject to such instructions as they may receive from time to time by legal action of the membership. The Trustees shall periodically audit the books and accounts of the Treasurer and submit a report of their condition to the membership quarterly. The Trustees shall examine all bills contracted by the Club, and no bills are to be paid unless approved by one or more of the Trustees. The Trustees shall employ such service personnel as they deem necessary for the successful operation of the Club and are to be responsible for the functions and duties of such service personnel.

Section 6: **Sergeant-at-Arms.** The Sergeant-at-Arms shall limit admission to the Club premises to members in good standing and their guests. He shall require that all guests be duly registered in the guest book provided for that purpose. He shall conduct from the premises any member or guest that becomes unduly boisterous or discourteous. The Sergeant-at-Arms shall assist the presiding officer in maintaining order at all regular or special meetings. In absence of the Sergeant-at-Arms, the bartender on duty shall assume his duties and authority in maintaining order.

Section 7: **Abandonment of Office.** A chair shall be declared vacant if the office holder is absent in (2) two consecutive regular meetings without good cause. The President may appoint temporary officers in absence of duly elected officers in any meeting. Vacated chairs shall be filled by election vote of the membership at the regular meeting following the declaration of vacancy, unless the membership elects to keep the office vacant until the regular annual election of officers commencing in February of each year.

Section 8: **Retiring Officers.** Retiring officers shall deliver all Club properties, monies and records to their respective successors at the expiration of their term.

## **ARTICLE IV Meetings**

Section 1: **Regular Meetings.** Regular meetings of the Club shall be held the second Wednesday of every month. At its discretion, the Executive Board may schedule meetings on a twice a month basis as needed to complete Club business. The President shall call a meeting to order at 7:00 P.M.

Section 2: **Special Meetings.** At the request of the Executive Board or a majority vote of members in the regular meeting, the President is authorized to call a special meeting for the transaction of such business as the authorization specifies. All members shall be duly notified of such special meetings, and the meeting must be held at the time and place indicated.

Section 3: **Executive Board Meetings.** The President may call a meeting of the Executive Board at any time. All Board members must be duly notified of such meetings, and a quorum (majority) of officers must be in attendance before business can be transacted.

## **ARTICLE V Nominations and voting**

Section 1: **Annual Election.** Nominations for annual election of officers of the Club shall be opened at the regular membership meeting in February. Nominations shall be reopened at the regular membership meeting in March.

Section 2: **Nominees.** To be nominated for office, a prospective nominee must have currently been a member in good standing for no less than one (1) year, and be present at the time of his nomination. A member can only be eligible as a candidate for one office at an election. If a member has accepted a nomination for an office, and he wishes to accept a nomination for a different office, he must first remove himself as a candidate from the first accepted nomination.

Section 3: **Term of Office.** All officers with the exception of the Trustees shall be elected to office for one (1) year. Trustees shall be elected in such a manner that they will serve a term of three years, with one (1) trusteeship expiring each year. The Trustee with the least seniority shall be designated the Junior Trustee, and the Trustee with the next amount of seniority shall be designated the Intermediate Trustee, and the Trustee with the most seniority shall be designated the Senior Trustee.

Section 4: **Holding Office.** No person employed by the Club shall hold an office. No person shall hold more than one office at a time. If the person holds the office of Trustee and runs for another office, he must vacate that position if and when he is elected to another office. The vacated office shall be handled under the rules spelled out in Article III, Section 7, Abandonment of Office.

Section 5: **Voting.** All officers and Trustees shall be elected by ballot on the Saturday following the regular membership meeting in March. A member who presents his valid membership card at the time of elections is eligible to receive a ballot and vote at that time. Ballots will be counted immediately following the election. Candidates receiving the majority of votes for each perspective office shall be elected. Any tie votes will be decided by the President casting a vote to break the tie. Installation of officers takes place immediately upon the announcement of election results.

## **ARTICLE VI Dues**

Section 1: **Annual Dues.** Annual dues of \$40.00 plus \$5.00 MUCC Michigan United Consevation Clubs dues to be paid prior to February 1st of each year. Total of \$45.00

Section 2: **Loss of Membership.** Any member who has not paid annual dues, and penalties, by February 1<sup>st</sup> of any year shall loose his membership. If a membership quota has been established and is filled, the suspended member must apply for new membership and take his place at the end of the waiting list.

Section 3: **Changes in Dues, Fees and Penalties.** Effective January 1, 1998, the initiation fee for new members is \$10.00, and the annual dues are \$40.00. (Total of \$50.00). Annual dues will be pro rated quarterly for new members. The \$10.00 initiation fee includes the MUCC Michigan United Conseravation Clubs dues. The membership of the Club shall be notified of any proposed change in dues, fees or penalties at least two (2) weeks prior to a vote on such a change. Any change requires a two thirds (2/3) vote of the members at the members meeting.

## **ARTICLE VII Applicants for Membership**

Section 1: **Affidavit.** All applications for membership shall be proposed by and signed by a member in good standing who has known the applicant for at least one year.

Section 2: **Fees.** All applications shall be accompanied by the stipulated annual dues and initiation fees. If the applicant is not accepted, all fees are to be returned to him.

Section 3: **Election to Membership.** All applications will be considered in chronological order. Both the applicant and his sponsor must be on the premises when action is to be taken during a regular meeting. If the sponsor cannot be present, the application will be tabled until the next regular meeting. Should it be impossible for an applicant to appear at the meeting, the membership may at its discretion, waive the attendance rule and vote on the application. Voting on new members shall be by secret ballot, unless the memberships votes to waive this rule and make the election by hand or voice vote. Applicants receiving a majority vote of the members present for election to membership shall be elected to membership effective with the counting of the votes.

Section 4: **Rejection of Applicant.** Any applicant not receiving a majority vote for election to membership must be re-balloted. If he again fails to receive a majority vote, his application is rejected and the Secretary shall be directed to inform the applicant of such action, and to refund all fees posted by said applicant. Rejected applicants must wait one year before they can reapply for membership.

## **ARTICLE VIII Suspension or Expulsion of Members**

Section 1: **Charges.** Charges preferred against a member or a member's spouse shall be presented to the Executive Board in writing and must be signed by the complainant. The accused shall be notified of the specific charges and be given an opportunity to challenge the accuser at a meeting of the Executive Board. The Executive Board shall have the authority to suspend the member or spouse for up to ninety (90) days. If the Executive Board votes for expulsion, such action must be accepted or rejected by the membership at the next regular meeting, with the majority prevailing. Such balloting shall be in secret.

## **ARTICLE IX Assessments**

Section 1: **Assessments.** The Executive Board shall, when it deems necessary, consider levying an assessment against members when warranted by the financial condition of the Club. The nature of the proposed assessment and the reasons for it must be presented to all members, in writing, at least two (2) weeks prior to a vote on the matter. All members in good standing shall have an opportunity to vote either for or against the assessment, by mail ballot or in person. The proposal shall be carried or rejected by a simple majority vote of those submitting ballots. Ballots must be signed by the voting member, or they will be ruled invalid.

## **ARTICLE X Club Rental and Club Property**

Section 1: **Club Rental.** The Club is available for rental for members subject to the terms, conditions and restrictions in the rental agreement, which can be obtained from any officer or bartender on duty.

Section 2: **Club Property.** From time to time the Club may loan chairs, tables or other property to members or other fraternal organizations for their use. The request must be made in writing and must be approved by an officer of the Club or the bartender on duty. Members or fraternal organizations will be charged for broken or lost items.

## **ARTICLE XI Guests and Widows**

Section 1: **Guests.** A Club member or a member of the Women's Auxiliary may entertain a guest or guests at the Club. The guest privilege is limited to three (3) visits in any individual one year. After three visits the guest will be required to join the Club or refrain from any further visits. The member shall be held responsible for the conduct of the sponsored guest. A guest book shall be kept at the bar and it shall be the responsibility of the bartender on duty to see that all guests are registered in the book. The guest book shall be kept on a daily basis and it shall be the responsibility of the Secretary to monitor the book, advise guests and sponsors when their three visits are exhausted and inform the bartenders of the names of the individuals who have exceeded their guest privilege status and will no longer be served.

Section 2: **Widows.** The widow of a deceased member, who is in good standing at the time of his death, shall receive a "Complimentary" membership in the Club for the year following her spouse's death. Thereafter she shall be required to join the Women's Auxiliary to continue her Club privileges.

## **ARTICLE XII Women's Auxiliary**

Section 1: **Women's Auxiliary.** The Club recognizes a ladies non-member branch designated 'The Women's Auxiliary.' The Women's Auxiliary shall formulate its own rules for membership, dues and fee schedule, duties of officers, meeting dates, disciplinary procedures, etc., provided they are consistent with and not in conflict with the spirit and intent of the By-law's of the Club. Monies raised by the Women's Auxiliary through its activities shall be expended solely for the good of the Club. The President of the Women's Auxiliary, or a designated officer, shall inform the President of the Club of the Auxiliary's activities on a regular basis, particularly in regard to the proposed scheduling of social events, which must have approval of the Club, and proposed expenditures for the good of the Club. Members of the Women's Auxiliary shall enjoy the same rights and privileges as members of the Club except that they are not eligible to attend regular Club meetings or vote on Club matters.

## **ARTICLE XIII Gold Card**

Section 1: **Gold Card.** Any member who has been a member of the Club for 30 consecutive years shall receive a Gold Card, which makes him a life member of the Club and exempt from annual dues, except that he shall be liable for any assessment applicable to the entire membership.

## **ARTICLE XIV Bonds**

The Treasurer shall be bonded in a reliable fidelity company in such amount as directed by the Executive Board.

## **ARTICLE XV Salaries**

The Secretary and the Treasurer may receive an annual salary in such amount as directed by the Executive Board with the approval of the membership present in a regular meeting.

## **ARTICLE XVI Fraternal Courtesy**

All members shall treat each other during sittings of the Club and at all other times with due consideration and respect.

## **ARTICLE XVII Rules**

Roberts Rules of Order shall be a part of the By-law's of the Club and all decisions of the President shall be governed by the same.

## **ARTICLE XVIII Amendments**

Any proposed amendment to these By-law's may be offered in writing at any regular meeting. Action thereon may be taken at the next regular meeting of the Club and a two-thirds vote of the members present shall constitute a majority to decide on the amendments thus proposed. If adopted, such amendment or amendments shall take effect at the next regular meeting of the Club.

## **ARTICLE XIX Perpetuation and Dissolution**

Section 1: **Perpetuation.** The Muskegon Recreation Club shall exist as a non-profit organization. No member or group of members shall benefit financially from any revenues of the Club, or the sale of any property registered to the Club. Revenues of the Club shall only be used to further the lawful purposes of the Club. Funds generated by the sale of Club property may be used only for improvements to existing property, purchase of additional property, to satisfy creditors, or be distributed to registered bona fide charities. All distributions shall not be in conflict with the By-law's and shall be by vote of the membership with a simple majority prevailing.

Section 2: **Dissolution.** In the event that the Muskegon Recreation Club should for any reason cease to exist all property owned by the Club shall be sold. Any funds not used to satisfy debts incurred by the Club shall be distributed to bona fide, registered charities. Distribution of funds shall be by vote of the last remaining members in good standing and not conflict with the Founding Fathers intent, or the By-law's, with a simple majority prevailing. The final duty of the last Executive Board shall be to deliver to the selected charities the remaining assets of the Club.