**CUMBERLAND OUTDOOR CLUB**

**CONSTITUTION & BY-LAWS**

January 20, 2014

Revised: September 2020

**CONSTITUTION**

**THE CUMBERLAND OUTDOOR CLUB, INC.**

31 Thomas Street

Cumberland, Md 21502

**ARTICLE I. NAME**

The name of this organization shall be: “**The Cumberland Outdoor Club, Inc.**” (hereinafter also referred to as “the **Cumberland Outdoor Club**” or “the **Club**”).

**ARTICLE II. OBJECTIVE & PURPOSE**

The objectives of the **Cumberland Outdoor Club** shall be:

1. To preserve and to promote an active interest in wildlife;
2. To promote fraternalism and friendship; and
3. To sponsor athletic and sporting events and social events for the physical and moral betterment of its’ members and the community.

**ARTICLE III. MEMBERSHIP**

Membership in the **Cumberland Outdoor Club** shall be restricted to bona fide citizens, qualified and elected to membership in the manner prescribed in the By-Laws.

**ARTICLE IV. OFFICERS**

**Section 1**: **Elected Officers, Board of Trustees – Composition , Board of Directors - Terms of Office**

The Officers of the **Cumberland Outdoor Club** shall consist of:

1. President;
2. Vice President;
3. Recording Secretary;
4. Financial Secretary;
5. Treasurer;
6. Chaplin;
7. Sergeant at Arms;
8. Board of Trustees;
9. The Board of Trustees shall consist of three (3) elected trustees and the House Chairman.
10. House Chairman;
11. Board of Directors;
12. The Board of Directors shall consist of three members;
13. The terms of election shall be a one-year term, two-year term and three-year term;
14. One (1) member of the Board of Directors shall be elected each year;
15. The member in his third year on the Board of Directors shall as act Chairman of the Board of Directors.

**Section 2**: **Election of Officers**

1. All of the **Club** Officers listed in Section 1 shall be elected in the manner prescribed in the By-Laws.

**Section 3**: **Appointment of Attorney**

1. The President, with the consent of the Officers, may appoint an attorney to act in an advisory capacity for the **Club**.

**Section 4**: **Terms of Elected Office**

1. All Officers shall hold office for their elected terms or until their successors are elected and installed.

**Section 5**: **Vacancies, Election of Replacement, Appointment**

If an office or offices become vacant the following rules shall apply:

1. Candidates for the vacancy or vacancies shall submit their name to the Election Committee;
2. A Candidate for office may be nominated at a Regular Meeting;
3. The Candidates shall be voted upon at the next Regular Meeting, thirty (30) days following the nominations;
4. A nominee must be approved by two-thirds (2/3) of the members present;
5. When an office or offices become vacant sixty days (60) days prior to the Annual Election the vacancy or vacancies shall be filled by appointment made by the President;
6. Any appointment by the President shall not exceed the forthcoming Annual Election;
7. The elections shall be in accordance with Article IV, Section 8 of the By Laws;

**Section 6**: **Duties of Officers**

1. The officers, Board of Trustees and Board of Directors shall perform such duties as are prescribed in the By-Laws.

**ARTICLE V. REVENUE**

**Section** 1: **Dues, Other Activities**

1. The primary revenue source of this **Club** shall be derived from the dues paid from time to time by the membership thereof in accordance with the By-Laws;
2. Revenue may from time to time be generated by the various activities of the **Club**.

**ARTICLE VI. MEETINGS**

**Section 1**: **Regular Meetings, Annual Reports, Special Meetings**

1. Meetings of the **Club** shall be at regular intervals, at such a time and place as provided for in the By-Laws;
2. The second Regular Meeting of the month of January of each year shall be the Annual meeting when reports shall be presented by all Officers;
3. The reports by the Financial Secretary and the Treasurer shall be in writing;
4. Special meetings may be called and held in the manner and for the purpose as specified in the By-Laws.

**ARTICLE VII. AMENDMENTS**

**Section 1: Proposed Amendments, Reading and Discussion, Required Notifications, Voting and Incorporation**

This Constitution and By-Laws shall be amended by approval of **two-thirds (2/3)** vote of the members present at any Regular Meeting of the **Club**, provided all of the following conditions are met:

1. The change shall be presented to the Secretary in writing and be presented on the floor at a Regular Meeting under New Business. There shall be no discussion at this reading.
2. The article or articles to be changed or added shall be read and discussed at the next Regular Meeting one (1) month from the initial reading.
3. The Secretary shall publish the article or articles to be changed on the **Club** bulletin boards, at least **twelve (12) days** prior to the voting and in the local newspaper twice within **seven (7) days** prior to voting.
4. The article or articles to be amended shall be read and voted on at the Regular Meeting **two (2) months** from the initial reading of the Constitution and By-Laws changes.
5. All Constitution and By-Laws changes shall be incorporated into the Constitution and/or By-Laws within **thirty (30) days** from the approval of the membership.

**ARTICLE VIII. REAL ESTATE**

**Section 1**: **Notification of Purchase or Sale, Vote By Membership - Required**

1. The Secretary shall publish a notice of the real estate to be sold or purchased on the **Club** bulletin boards at least **twelve (12) days** prior to voting and in the local newspaper twice, within **seven (7) days** prior to voting.
2. The voting for the sale or purchase of real estate shall be at a Regular Meeting and approved by two-thirds (2/3) vote of the members present.

**ARTICLE IX. DISSOLUTION**

**Section 1: Dissolution, Distribution of Assets**

1. In the event the **Cumberland Outdoor Club, Inc.** ever dissolves all assets will be sold and the proceeds distributed as follows:
2. 12 ½ % to the National Wildlife Foundation
3. 12 ½ % to the National Rifle Association
4. 25 % to the Allegany County League for Crippled Children
5. 25 % to the Western Maryland Health System Home Hospice
6. 25 % to the National Cancer Research Division

Should any of the aforementioned organizations be dissolved their share shall be appropriately distributed among the remaining organizations.

**Proposed Change/Amendment**

1. 12 ½ % to the National Wildlife Foundation
2. 12½ % to the National Rifle Association
3. 25 % to the Children’s League of Allegany County
4. 25 % to the Schwab Cancer Home Hospice
5. 25 % to the National Cancer Research Division

**Second Proposed Change/Amendment**

1. 15 % to the National Wildlife Foundation
2. 15 % to the National Rifle Association
3. 35 % to the Children’s League of Allegany County
4. 35 % to the National Cancer Research Division

**BY-LAWS**

**THE CUMBERLAND OUTDOOR CLUB, INC.**

31 Thomas Street

Cumberland, Md 21502

**ARTICLE I. QUALIFICATIONS FOR MEMBERSHIP**

**Section 1**: **Age, Non-Felon**

1. Applicants for membership must be **21 years of age or older**;
2. Applicants must never have been convicted of a felony;
3. Applicants must live within a **forty (40) mile** radius of Cumberland, Maryland; and

**Proposed Change/Amendment**

Change to ¶ 3 Only

Applicants must live within a **fifty (50) mile** radius of Cumberland, Maryland; and

1. Applicants shall be subject to a background check;
2. The **Club** President will select the member/members to conduct the background check.

**Section 2: Application Requirements**

1. Applicants must fill-out and submit the proper application form:
2. Said form must contain the names of **three (3)** Regular members, in good standing who recommend the Applicant for membership; and
3. Shall be signed by **one (1)** member of the Membership Committee; and
4. Applications for membership shall contain a list of all **Club** committees, the Applicant must select at least **two (2) committees** in which they wish to participate; and
5. Application for membership must be accompanied by the initiation fee and **one (1) year’s** dues; and
6. Applicant’s granted membership in the **Club** after October 1st shall pay the initiation fee and **one (1) year’s** dues, however, the dues shall be applied to the following year.

**Section 3: Application Process, Vote By Secret Ballot, Multiple Applicant’s, Rejection Of Applicant, One Year Probationary Status**

1. Applicant’s for membership shall be voted upon by secret ballot:
2. A minimum of **seven (7) votes** must be cast; and
3. **Three (3) black** **balls** shall reject the Applicant.
4. When **two (2) or more** Applicants are being considered by a single vote and **three (3) or more black balls** are cast, the Applicant’s shall be considered individually.
5. At least **one (1)** recommending member shall be required to be at the meeting to talk for his proposed Applicant for membership:
6. If a recommending member is not in attendance, the application shall be tabled to the next meeting; and
7. If an application is not spoken on for **two (2) consecutive** meetings, the application shall be rejected; and
8. The application shall be given to the next person in line to receive and application.
9. In the event an Applicant is rejected, the initiation fee and dues paid shall be returned to the Applicant immediately.
10. Once granted Regular membership into the **Club** the new member shall be in a probationary status for **one (1) year**, subject to the following conditions:
11. **Meeting Requirement:** New Members shall attend a minimum of **two (2)** **Club** meetings.
12. If the minimum meeting requirement creates a problem, due to work schedule, the member shall, in writing address his particular concern to the Officers of the **Club**. The Officers shall make special considerations on an individual basis.
13. The Vice President of the **Club** shall maintain a roster of all new members. It shall be the responsibility of the new members to sign in at the meetings until the two-meeting requirement is met.
14. **Work Requirement:** New Members shall work a minimum of **eight (8) hours** on one of the **Club’s** committees.
15. Upon being granted membership the new member shall be notified of the committee that he is assigned to and provided the name and phone number of the committee Chairman; and
16. It shall be the responsibility of the new member to contact the Chairman of the committee to establish time(s) for the new member to satisfy the **eight (8) hour** work requirement.
17. Chairmen of the **Club** committees shall provide to the officers in December, a report of the new members success or failure in the completion of the **eight (8) hour** work requirement; and
18. The new member’s failure to comply with the meeting or work requirements shall result in the termination of his membership.

**Proposed Change/Amendment**

Change to ¶ “H” Only

The new member’s failure to comply with the meeting or work requirements shall result in the termination of his membership, however, the new member will be provided an opportunity to mitigate the failure to complete the meeting and/or work requirement as follows:

1. The member must pay a penalty fee in the amount of fifty ($50.00) dollars, in addition to the next year’s annual dues; and
2. The member will be granted six (6) additional months, from January 1st to June 30th, to complete the meeting and/or work requirements: and
3. If the new member fails to successfully complete the requirement following this mitigation period, his membership shall be terminated.

**Section 4**: **Residency Requirement, Withdrawing Membership**

1. Once granted membership to the Club, anyone who moves outside the **forty (40) mile radius**, established in Article I, Section I, Paragraph 3, may continue to be a member provided dues are paid in accordance with the By-Laws.

**Proposed Change/Amendment**

Change to ¶ “1” Only

Once granted membership to the Club, anyone who moves outside the **fifty (50) mile radius**, established in Article I, Section I, Paragraph 3, may continue to be a member provided dues are paid in accordance with the By-Laws.

1. Any member who moves outside of this radius and chooses to drop his membership may pick-up his membership again, if and when he moves back into the radius, provided the following:
2. At the time of withdrawing his membership he was a member in good standing; and
3. Prior to withdrawing his membership, he has notified the Financial Secretary of his intention to withdraw his membership and has his file marked as “Withdrawn”.

**Section 6**: **Honorary Membership**

1. The Honorary Membership Committee shall submit to the membership at a Regular Meeting of the **Club** the name or names of person(s) the Committee desires to be Honorary Members; and
2. The membership present at the Regular Meeting of the **Club** shall vote on the proposed name or names before they can become Honorary Members; and
3. If they are approved as Honorary Members and if they are coaches, managers of a football team, managers of a baseball team, Councilmen, County Commissioners, Game Wardens, or any other persons in this type of position, they shall relinquish their membership if they must terminate their position.

**Section 7**: **Life Membership**

1. To become a Life Member of the **Club** the member shall have paid dues for **twenty** **(20) years** or purchase yearly dues to equal **twenty (20) years**.

**Section 8**: **Disability Membership**

1. Any member of the **Club** who becomes disabled and has been a member of the club for **five (5) years** or more, may apply for a Disability Membership; and
2. Disability Members will not be required to pay dues as long as they remain disabled.

**Section 9: Social Membership**

1. Social member dues shall be **Twenty-Five Dollars ($25.00)**.
2. Social members shall meet the membership requirements of Article 1 of the By-Laws for Regular members.
3. Social members shall be limited to the use of the **Club** located at 31 Thomas Street in Cumberland, Maryland 21502
4. Social members may attend the annual **Club** picnic.
5. Social members shall not sign the Daily, Weekly and Sunday sign-up.
6. Social members shall not sign applications for Regular or Social memberships.
7. Regular members of the **Club** shall be the only individuals signing the Social Membership Application.

**Proposed Change/Amendment**

**Section 9**: **Social Membership**

1. Social members shall meet the membership requirements of Article 1 of the By-Laws for Regular members.
2. Social members shall be limited to the use of the **Club** located at 31 Thomas Street in Cumberland, Maryland 21502
3. Social members may attend the annual **Club** picnic.
4. Social members shall be limited to **one (1) guest** at the **Club’s** Annual Picnic
5. Social members shall not sign the Daily, Weekly and Sunday sign-up.
6. Social members shall not sign applications for Regular or Social memberships.
7. Social membership dues shall be **thirty dollars ($30.00) per year**.
8. Social members must pay annual dues by December 31st of each year.
9. Social members who fail to pay their dues by December 31st of each year shall have their membership terminated and will be obligated to pay a reactivation fee of **fifty dollars ($50.00) above** the annual Social Membership dues to be reinstated.
10. Regular members of the **Club** shall be the only individuals signing the Social Membership Application.

**Section 10:** Any Member in the active Armed Services shall be a paid-up member until he returns to civilian status.

**Section 11**: Membership in the **Club** shall be limited to **six hundred (600) dues-paying members**.

**Proposed Change/Amendment**

**Section 11:** Membership in the **Club** shall be limited to seven **hundred (700) dues-paying members**.

**ARTICLE II. TERMINATION OF MEMBERSHIP**

**Section 1**: **Resignation, In Writing**

1. Any member may resign from the **Club** by giving notice in writing to the Secretary and such resignation shall take effect from the date of acceptance thereof by the **Club’s** Officers.

**Section 2**: **Termination Upon Conviction of Felony**

1. Any member of the **Club** who is arrested, tried and convicted by a judge or jury in the United States of America for a crime that is a felony and sentenced for this crime by a duly qualified judge of the courts, shall forfeit their membership in the **Club** and shall forever be barred from making application into the **Club**.

**Proposed Change/Amendment**

**Section 2**: **Conviction of Felony, Sexual Offenses and Registered Sex Offenders**

1. Any Regular, Honorary, Life, Disabled, Social or Auxiliary member of the **Club**, who is arrested, tried and convicted by a judge or jury in the United States of America of any crime that constitutes a felony conviction, or to the crime of conspiracy to a crime that is deemed a felony, shall forfeit his/her membership in the Club. and shall forever be barred from making application into the **Club**.
2. Any Regular, Honorary, Life, Disabled, Social or Auxiliary member of the **Club**, who is arrested, tried and convicted by a judge or jury in the United States of America of any crime that constitutes a **SEXUAL OFFENSE OF ANY TYPE**, shall forfeit his/her membership in the **Club** and shall forever be barred from making application into the **Club**. Furthermore, said Regular, Honorary, Life, Disabled, Social or Auxiliary member who becomes so prohibited shall not be permitted into the **Club** or onto **Club** property as a guest of any member of the **Club**.
3. Any Regular, Honorary, Life, Disabled, Social or Auxiliary member, of the **Club**, who is ordered to **REGISTER AS A SEX OFFENDER**, for any reason by any judicial officer, Federal or State Agent (with the authority to order such registration), shall forfeit his/her membership in the **Club**, and shall forever be barred from making application into the **Club**. Furthermore, said Regular, Honorary, Life, Disabled, Social or Auxiliary member who becomes so prohibited shall not be permitted into the **Club** or onto the **Club** property as a guest of any member of the **Club**.

**Section 3**: **Suspension, Discipline, Right To Appeal, Process**

In the event a **Club** member is suspended or disciplined for conduct unbecoming a member, said member shall be entitled to an appeal.

1. In each case the member shall be entitled to an appeal before members of the **Club** at a Special Meeting; and
2. The suspended or disciplined member shall be notified, in a writing sent by Certified Letter detailing the nature of the suspension or disciplinary action: and
3. Informing him of his right to appeal the suspension or disciplinary action: and
4. The member shall have thirty (30) days from the date of receipt of the Certified Letter to respond, after which the suspension or disciplinary action shall take immediate effect.

**Section 4**: **Gaming Violations**

1. Any member convicted of a major Game Violation shall be requested to appear before the Board of Officers and may be subjected to suspension or dismissal.

**ARTICLE III. MEETINGS**

**Section 1: Regular Meetings**

1. Regular meetings of the **Club** shall be held on the **third (3rd) Monday** of each month; except
2. During the months of **January, February and March** an additional meeting shall be held on the **first (1st) Monday of the month**; and
3. During the month of **December**, the meeting shall be on the **first (1st) Monday** of the month; and
4. If a Regular meeting night falls on New Year’s Day, the meeting shall be held the following night.

**Section 2: Regular Meetings -Time, Notice of Change**

1. Regular meetings shall begin at 7:00 P.M.
2. The Secretary shall post a reminder of any changes to the Regular meeting schedule on the **Club’s** bulletin boards.

**Section 3: Meetings - Conduct**

1. All meetings of the **Club** shall be conducted according to **Club** ritual.

**Section 4: Meetings – Quorum**

1. A quorum, consisting of **twelve (12) members**, including **two (2) elected Officers**, shall be necessary to conduct a valid meeting.

**Section 5: Special Meetings**

1. The President may call a Special Meeting at any time that he deems it necessary; additionally
2. The President shall call a Special Meeting at any time upon receipt of a request, in writing, signed by **five (5) members** in good standing.

**Section 6: Special Meetings – Notice**

1. Notice of Special Meetings shall be provided in the following manner:
2. Published in the local newspaper twice **within seven (7) days**; and
3. Published on the **Club’s** bulletin boards at no less than seven (7) days before said meeting; and
4. Shall state the nature of the business which is deemed necessary to conduct a Special Meeting.

**Section 7: Robert’s Rules of Order**

1. Except where otherwise provided, the procedure at meetings of the **Club** shall be in accordance with “Robert’s Rules of Order” as a guide.

**ARTICLE IV. ELECTION OF OFFICERS**

**Section 1: Annual Election – Date - Time**

1. The Annual Election shall be conducted on the **third (3rd) Saturday of January**.
2. Voting will be conducted from **10:00 A.M. until 8:00 P.M**.

**Section 2: Eligibility For Office**

1. Any member in good standing, who has been a member of the **Club** over **one (1) year** is eligible to run for office.

**Section 3: Election Committee**

1. The President shall appoint an Election Committee of not less than **five (5) members**.

**Section 4: Candidate Submission**

1. Regular members of the **Club**, who wish to file for candidacy, may submit their name to the Election Committee **prior to** the **First (1st) Meeting in January**; and
2. The Election Committee shall post the names of the candidates and the office each candidate seeks in the glass enclosure in the foyer of the main entrance to the **Club**.

**Section 5: Candidacy – Form of Submission**

1. Candidates for office shall submit for office in the following manner:
2. Candidates shall print their name, as he wishes it to appear on the election ballot; and
3. The submission must include the name of the office the candidate is seeking; and
4. The candidate sign the submission; and
5. The candidate shall seal the submission in an envelope; and
6. The candidate shall write on the front of the envelope “Attention Election Committee” and
7. The candidate shall give the envelope to a member of the Election Committee or leave the envelope at the bar.

**Section 6: Announcement of Candidates**

1. A member of the Election Committee shall announce the nominations at the **first (1st) meeting in January**; and
2. The Election Committee shall notify the membership by publishing a list of the nominees in the local newspaper.

**Section 7: Nominations From The Floor**

1. Any Regular Member, in good standing, may make nominations for each office from the floor at the **first (1st ) meeting in January**; provided however; that
2. Any Member, knowing they are being nominated for office, shall be present at the **first (1st) meeting in January**; or
3. Any Member, knowing they are being nominated for office, shall submit to the President, in writing, his acceptance of the nomination prior to the meeting.

**Section 8: Election – Procedure**

1. All voting must be done during the election hours.
2. No voting may take place prior to the election.
3. **NO** exceptions shall be made to One (1) and Two (2) immediately above.
4. The election of officers shall be by secret ballot, and
5. It shall be the obligation of the Election Committee to see that the appropriate ballots are made available for the election.
6. Whenever possible, a voting machine shall be used; however, the Election Committee will have printed ballots on hand in case of machine failure.
7. Candidates receiving the most votes for each office shall be elected.
8. In the event of a tie vote for any office the, a run-off election shall be held **two (2) weeks** after the regular election.
9. Newly elected officers shall be installed and assume office at the **first (1st) meeting in February** following the election.

**Section 9: Special Elections**

1. All Special Elections will follow the same procedures as the Regular Elections.

**Section 10: Election – Voting By Paper Ballot**

The procedure for voting by paper ballot shall be:

1. The Election Committee shall select a location within the Club to conduct the election.
2. The ballot box shall be locked prior to the start of the election and shall remain locked throughout the election period.
3. Once a Member signs in he must vote; and
4. The Member shall not be permitted to walk around with the paper ballot in his possession.
5. The ballot will shall be placed into the envelope provided by the Election Committee; and the voting Member shall seal his own envelope.
6. If more than **one (1) ballot** is in an envelope that ballot shall be deemed **void**.
7. Once sealed, the ballot will be presented to the designated member(s) of the Election Committee, the front of the envelope shall be stamped “Ballot” and the backside of the envelope shall be stamped “Voted”.
8. Ballots will be made available for the sick and disabled Members.
9. At the end of the voting period all envelopes must be counted, and the number of envelopes must match the number of voters signed in.
10. Machine or paper ballots will be held for **one (1) week** for any candidate to contest the election.

**Section 11: Election – Inclement Weather**

1. In the event of inclement weather Election Committee shall make a decision prior to the start of the election as to any postponement, however, once the election is started there will be no cancellation.
2. If a determination is made to cancel the election, the election will be held the following Saturday.

**Section 12: Election – Board of Directors**

When more than **one (1) office** on the Board of Directors is open:

1. The candidate receiving the most votes shall serve the longest term;
2. The candidate receiving the next highest number of votes shall serve the second longer term; and
3. The candidate receiving the third highest number of votes shall serve the shortest term when **three (3) offices** are open.

**Section 13: Election – Board of Directors – Resignation Required**

When an Officer of the Board of Directors wishes to become a candidate for another office and his office is not due to expire:

1. He shall resign from the Board of Directors before his name can be placed in nomination for another office.

**Section 14: Election – House Chairman**

1. The position of House Chairman **SHALL NOT BE HELD** by a full-time or part-time bartender.
2. Once a Member is elected to the office of House Chairman, and the Member is a full-time or part-time bartender, the newly elected House Chairman **SHALL RESIGN** his position as bartender, he cannot do both jobs.
3. In plain words the House Chairman cannot be a bartender of any kind.

**Proposed Change/Amendment**

**Section 15**: **Election – House Chairman – Term of Office**

1. Beginning with the **Regular Election of 2021** the House Chairman shall be elected to a **three (3) year** term of office.

**ARTICLE V. DUTIES OF OFFICERS**

**Section 1: President**

1. The President, when present, shall preside over all Regular and Special Meetings of the **Club**;
2. He shall enforce due observance of the Constitution and the By-Laws of the **Club**;
3. Exercise general supervision over the affairs of the **Club** during his tenure of office; and
4. Shall perform such duties as are ordinarily incumbent upon a President.

**Section 2: Vice President**

1. The Vice President shall perform such duties as may be assigned to him by the President;
2. In the absence of the President he shall preside over all Regular and Special Meetings; and
3. The Vice President shall automatically become the President of the **Club** in the event the Office of President becomes vacant for any reason.

**Section 3: Recording Secretary**

1. The Recording Secretary shall keep the records and conduct the correspondence of the **Club**, subject to the general supervision of the President;
2. He shall record all minutes of **Club** meetings, keep file of the organization’s papers and notify members of:
3. Special Meetings;
4. Names of nominees for election;
5. Date of elections; and
6. Annual Meetings;
7. All Minutes and **Club** records shall be typed.

**Section 4: Financial Secretary**

1. The Financial Secretary shall receive all monies deriving from dues, fines, fees, assessments and gifts, etc. and keep an exact account of the same;
2. He shall transfer all money and reports to the Treasurer on the **first (1st) day** of each month and he shall not pay out any **Club** money;
3. The books of the Financial Secretary and the Treasurer shall be in agreement at all times;
4. The Financial Secretary shall be bonded by a reputable bonding company in an amount recommended by the bonding company and accepted by the Board of Directors.

**Section 5: Treasurer**

1. The Treasurer shall keep an accurate account of all money received and expended;
2. He must have an accurate balance on hand;
3. He shall be the sole disbursing agent for the **Club**, other than the House Chairman’s funds;
4. He shall make all disbursements and expenditures by check;
5. The Treasurer shall be bonded by a reputable bonding company in an amount recommended by the bonding company and accepted by the Board of Directors.

**Section 6: House Chairman of the Board of Trustees**

1. The House Chairman of the Board of Trustees (hereinafter, “House Chairman”) shall be responsible to the President and the entire **Club** membership for the operations and presentability of the clubroom for business purposes;
2. It shall be his duty to manage the bar and conduct the business in a business-like manner;
3. The House Chairman shall, at one meeting of the **Club** each month, file an inventory and financial report of the of bar to the President for the preceding month and shall turn over to the Treasurer any funds in excess of **four thousand dollars ($4,000.00)**;
4. The House Chairman shall be responsible for the dress and conduct of all bartenders;
5. All bartenders shall be a Regular Member of the **Club**;
6. The House Chairman shall call a Board of Trustees’ meeting monthly, with each Trustee having an equal vote with the majority ruling;
7. The House Chairman shall be bonded by a reputable bonding company in an amount recommended by the bonding company and accepted by the Board of Directors.

**Proposed Change/Amendment**

All bartenders shall be a Regular Member of the Club or A Regular Member of the Women’s Auxiliary.

**Proposed Change/Amendment**

Bartenders running for office shall not be permitted to work on the day of election.

**Proposed Change/Amendment**

Bartenders shall not be permitted to hold office in the Club;

Once a Member is elected to any office, and the Member is a full-time or part-time bartender, the newly elected officer **SHALL RESIGN** his position as bartender, shall not be permitted to do both jobs.

**Section 7: Board of Trustees**

1. The duty of the Board of Trustees shall be to assist the House Chairman and act under his supervision and direction;
2. They shall keep and maintain a careful check on all **Club** activities, functions and members;
3. The members of the Board of Trustees shall also be responsible to the President.

**Section 8: Board of Directors**

1. It shall be the duties of the Board of Directors to establish all salaries, however they are, by monthly allowance or hourly allowance.
2. The Board of Directors shall negotiate all union contracts and agreements for the bartenders and other paid employees of the **Club**.

**Proposed Change/Amendment**

1. The Board of Directors shall negotiate all agreements for the Bartenders and other paid employees of the **Club**
2. They will have the power to raise the amount of compensation or to lower the amount for the good of the **Club**.

**Proposed Change/Amendment**

**New Paragraphs**

1. Any bartender or other paid employee acting in a manner or speaking in a defamatory manner unbecoming to the **Club**, shall be terminated from their employment with the **Club**.
2. All newly hired bartenders and other paid employees of the **Club** shall be subject to a **ninety (90) day** probationary period of employment.
3. It shall be the Duty of the Board of Directors to see that ample and proper insurance is carried at all times from a reputable company.
4. The Board of Directors will give reports to the membership on the following
5. Any changes in the **Club’s** insurance on their properties;
6. Any negotiations of salaries with the Bartenders, or any other paid employees;
7. Any negotiations of other benefits paid to Bartenders and paid employees by the **Club**.
8. By December 31st of each year the Board of Directors shall make a review of all disability members for whom the **Club** is paying dues; and, if they find any disability members working, either full or part-time, they will no longer be considered a disability member and must have to pay their own dues.
9. The Board of Directors shall meet once a month with the House Chairman and Financial Secretary to audit all of their financial records.

**Section 9: Sergeant at Arms**

1. It shall be the duties of the Sergeant at Arms to:
2. Call the membership to the meeting room at all Regular and Special Meetings:
3. See that the Colors are properly displayed at all time;
4. See that all present at Regular and Special Meetings are entitled to remain;
5. Escort any member from Regular and Special Meetings if deemed necessary by the President;
6. Oversee the voting on membership; and
7. To oversee drawings held at Regular Meetings.

**Section 10: Chaplain**

1. It shall be the duties of the Chaplain to be the **Club’s** inspirational leader.

**Section 11: Officers – General Responsibilities**

1. All Officers shall cooperate with each other;
2. Keep **Club** members informed of all necessary **Club** affairs;
3. Carry out the desires of the majority of the **Club** members to the best of their ability;
4. They shall provide to any Regular member, on demand, a copy of the Constitution and By-Laws; and
5. The Recording Secretary shall insure that a sufficient number of copies of the Constitution and By-Laws are being maintained at the bar.

**Section 12: Officers – Responsibility To The President**

1. All Officers shall be responsible to the President for the performance of the duties of his office; and
2. The President shall take action if any Officer fails to perform the duties of his office.

**Section 13: Officers – Removal From Office**

1. If any Officer shall be found to:
2. Have neglected the duties of his Office;
3. Have not acted in the best interest of the **Club**; or
4. Having missed **three (3) consecutive meetings** without a proper excuse being accepted by the President.
5. He shall be relieved of his duties by a majority vote of the members present at a Regular or Special Meeting.

**Section 14: Officers – Resolution Of Employee Grievances**

1. Any and all grievances of employees shall be resolved at a Special Officers’ Meeting with **two-thirds (2/3) of the Officers** present.

**ARTICLE VI. COMMITTEES**

**Section 1: Standing Committees**

1. The following Standing Committees of the **Club** shall be appointed by the President:
2. Building Committee
3. Dance Committee
4. Election Committee
5. Fishing Rodeo Committee
6. Gun Committee
7. Honorary Membership Committee
8. Hunting and Fishing Committee
9. Land and Property Committee
10. Membership Committee
11. Scholarship Committee
12. Social Committee
13. Sick Committee
14. Youth Activity Committee

**Proposed Change/Amendment**

1. The following Standing Committees of the **Club** shall be appointed by the President:
2. Building Committee
3. ~~Dance Committee~~
4. Election Committee
5. Fishing Rodeo Committee
6. Gun Committee
7. Honorary Membership Committee
8. Hunting and Fishing Committee
9. Investigation Committee
10. Land and Property Committee
11. Membership Committee
12. Scholarship Committee
13. Social Committee
14. Sick Committee
15. Special Events Committee
16. Technology Committee
17. Youth Activity Committee
18. Following his election, the President shall, as soon as possible, appoint the Chairman and members of each of these committees, and
19. The President shall announce these appointments not later than the second Regular Meeting following the election.
20. All Officers are ex-officio members of every committee.

**Section 2: Special Committees**

1. In addition to the Standing Committees; Special Committees shall, from time to time, be constituted and appointed by the President.

**Section 3: Committee Chairman – Checking Accounts**

1. Any Committee Chairman who has a checking account in the **Club’s** name shall:
2. Give Quarterly Reports, at a Regular Meeting of the **Club**, so the membership is kept up to date on the financial status of said Committee.

**ARTICLE VII. REVENUE**

**Section 1: Applications For Membership**

1. Each candidate for membership shall pay an initiation fee of **one hundred dollars ($100.00)** and **one (1) year’s** dues of **thirty dollars ($30.00)** for a total of **one hundred thirty dollars ($130.00)**; and
2. Said fee shall be attached to the Application for Membership.

**Proposed Change/Amendment**

**Change to ¶ 1 Only**

**Applications For Membership**

1. Each candidate for membership shall pay an initiation fee of one **hundred dollars ($100.00)** and **one (1) year’s** dues of **thirty-five dollars ($35.00)** for a total of **one hundred thirty-five dollars ($135.00)**; and

**Section 2: Regular Members – Annual Dues**

1. The annual dues shall be **thirty dollars ($30.00)** per year for each Regular Member; and
2. **Five dollars ($5.00)** of the Regular Member’s dues shall be for the maintenance of the **Club** property in Oldtown, Maryland; and
3. If any member fails to pay his dues by **midnight December 31st**, he shall be dropped from the **Club** roster.

**Proposed Change/Amendment**

**Change To ¶ 1 Only**

**Regular Members – Annual Dues**

1. The annual dues shall be **thirty-five dollars ($35.00)** per year for each Regular Member; and

**Section 2: Social Members – Annual Dues**

1. The annual dues for Social Members shall **be twenty-five dollars ($25.00)** and must be paid before midnight December 31st; and
2. Social Members whose dues are not paid by **midnight December 31st**, shall be deemed delinquent, and shall forfeit the privileges of being a Social Member.

**Proposed Change/Amendment**

**Change To ¶ 1 Only**

**Social Members – Annual Dues**

1. The annual dues for Social Members shall be **thirty dollars ($30.00)** and must be paid before midnight December 31st; and

**Section 3: Expenditures**

1. No expenditures of more than **three thousand dollars ($3,000.00)** shall be made by the **Club** without the express consent and vote of the membership; and
2. The Secretary shall notify the membership by newspaper and bulletinboard, setting forth the date and time of the meeting at which action shall be taken. (See, Article III, Section 6).

**Section 4: Loans – Prohibition**

1. No funds of the Club shall be loaned to any individual or organization; and
2. This prohibition includes **All Club Members**.

**ARTICLE VIII. AMENDMENTS**

**Section 1: Changes – Compliance With Article VII of the Constitution**

1. All changes of the By-Laws shall be in compliance with Article VII of the Constitution.

**Section 2: Revision Every Five (5) Years**

1. The President shall appoint a committee, at least every **five (5) years** to revise the Constitution and By-Laws of the Club; and
2. The Committee shall submit their findings to the membership; and
3. The Committee shall consist of at least **five (5) Regular Members**.

**ARTICLE IX. Definitions**

**Section 1: General**

1. The definitions contained in this Article shall apply to the terms used in the Constitution and By-Laws; and
2. Where the terms are not defined in this Article or within another Article, they shall be defined using their ordinarily accepted meanings within the context in which they are to be used; and
3. Merriam-Webster’s Collegiate Dictionary, 11th edition, shall be the source for the ordinarily accepted meaning.

**Section 2: Defined Terms**

1. **Club means:** The Cumberland Outdoor Club, Inc., 31 Thomas Street, Cumberland, Maryland 21502.
2. **Ex Officio means:** By virtue of or because of an office (all Officers are on all committees).
3. **Felony means:**  1) An act on the part of a feudal vassal involving the forfeiture of his fee. 2a) A grave crime formerly differing from a misdemeanor under English common law involving forfeiture in addition to any punishment. 2b) A grave crime declared to be a felony by the common law or by statute regardless of the punishment actually imposed. 2c) A crime declared a felony by statute because of the punishment imposed. 2d) A crime for which the punishment in federal law may be death or imprisonment for more than one year.
4. **Maryland Felony means**: In Maryland, only those crimes are felonies which were such at common law, or have been so declared by statue. *Dutton v. State,* 128 Md. 373, 378; *Bower v. State,* 136 Md. 342, 345. All crimes Hochheimer, Sec. 5. Felonies at common law are: arson, burglary, larceny, murder, manslaughter, rape, robbery, sodomy and mayhem.
5. **Honorary Member means**: A person who by their position in the community or special assistance to the Club has been given a membership to the Club. This membership is reviewed annually, and the person relinquishes the membership if they no longer hold the position. The Honorary Member has all the privileges of a Regular Member, except they may not attend meeting, hold office or vote in elections.
6. **Life Member means**: A member who has paid dues for twenty (20 years, or the equivalent of twenty (20) years of dues; and is no longer a Regular Member. They have all of the privileges of a Regular Member.
7. **Regular Member means**: A dues paying member of the Club; that has all the privileges of the Club. They may attend all the functions of the Club and use all of the facilities of the Club.
8. **Social Member means**: A member of the Club, who may use the Club at 31 Thomas Street and attend the Annual Picnic. They may not use the Club property in Oldtown, Maryland, hold office, attend meetings and vote for officers.
9. **Shall means**: Indicates a mandatory requirement.

Accepted by the membership at the meeting of January 6, 2014 and January 20, 2014.

Committee Members:

G.V. McKinley, Chairman

Robert Harden, Co-Chairman

John Martin

Charles Brehm

Dave Spriggs

Dave Mullenax