

The GVR Hunting and Fishing Club Bylaws

ARTICLE I - Name

The official name of the organization shall be the GVR Hunting and Fishing Club, hereinafter known as the Club.

ARTICLE II - Purpose

- A. The primary purposes of the Club are to provide members the ability to meet socially, to learn about hunting and fishing opportunities in Arizona and Mexico, to share outdoor experiences, to promote hunting and fishing among area youth, and to sponsor conservation projects in the greater Green Valley area.
- B. All activities conducted by the Club in Green Valley Recreation (GVR) facilities shall be in accordance with the GVR Bylaws, GVR Corporate Policy Manual/Policies and Procedures and the GVR Code of Conduct.

ARTICLE III - Membership

- A. All GVR members in good standing or their tenants are entitled to become Club members and participate in any meeting or activity of the Club.
- B. Given that the Club activities are intended for the enjoyment of GVR members and therefore dependent upon the support of both permanent and part time GVR residents, the club Membership Year shall run from September 1st of a given year through August 31st of the following year. Annual dues, as set by the Board, are due on September 1st for the Membership Year. Dues for members joining after that date are payable when they attend their first meeting. Non-payment of dues shall result in removal of the member from the Club membership roster.
- C. A GVR member or their tenant may attend a Club activity one time prior to joining the Club.

ARTICLE IV - Board of Directors

- A. A governing Board of Directors, hereafter known as the Board, shall consist of an odd number of members with no less than seven (7) Directors who are elected by written ballot at the Annual meeting. Such election shall be led by the Secretary by closed ballot. Nominees receiving the most votes will be elected to the open positions. The term of each Director shall typically be three years and run from February 1st directly after the election through January 31st three years hence. For continuity, approximately one third of the Directors terms shall expire each year. The number of vacancies and lengths of terms may be determined by the Board of Directors to maintain an appropriate balance of term expiration dates.
- B. The Officers of the Club shall consist of a President, a Vice President and a Secretary and shall be selected annually by the Board at an organizational meeting within seven (7) days following the Annual Meeting. The Officers shall perform duties as prescribed by these Bylaws and any parliamentary authority, and/or policies, and procedures that may be adopted by the Board.

- C. If any Director or Officer position should become vacant, the remainder of the term shall be filled as soon as practical with any Club member appointed by the President with approval from the Board of Directors.
- D. The Board shall enforce the Club Rules, Regulations, and Policies and the Club Bylaws. Additionally, the Board shall provide general supervision of the affairs of the Club between Annual meetings, fix the hour and place of the Annual meeting, make recommendations to the membership, and perform other duties as desired by the Club.
- E. The Board shall meet monthly for at least 9 months of the calendar year, or at the call of the President. Notice of meetings will be given in writing, in person, by telephone or by email.
- F. Responsibilities of Officers:
 - a. President- The Club President shall act as executive of the Club, preside at all meetings of the Club, and shall carry out all assigned orders and resolutions of the Club. The Club president can delegate all responsibilities to other Board members.
 - b. Vice President- In the absence of the President, the Vice President shall perform all duties of the President and when so acting shall have all powers of the President.
 - c. Secretary- Records formal activities and prepares minutes of Board Meetings and the Annual Meeting, maintains the Policy Manual, and leads the election of Directors at the Annual meeting. Retains routine correspondence and other administrative records for three years prior to the current year. Retains certain permanent records such as membership lists, year-end financial statements, Employer Identification Number, tax exemption, etc. for the life of the Club.
- G. Quorum - A quorum for transaction of business at a Board meeting shall be a simple majority of the Directors.

ARTICLE V - Committees

- A. Finance Committee – This standing Committee shall be appointed by the Board and **consists** of the Treasurer and two other Directors. The committee shall be responsible for financial management of Club resources including income and expenditures and the yearly working budgeting.
- B. Nominating Committee – The committee shall be appointed by the Board and consist at most of one Director and two at-large members of the club. The committee shall select their own chair. The committee shall develop a slate of nominees for Board openings and communicate their recommendations to the Secretary prior to the next Annual meeting. The Secretary shall present the slate of nominees to the membership at the Annual Meeting. Nominations for election to the Board may also be made by any member in attendance at the Annual Meeting.
- C. The President, with the approval of the Board, shall appoint any ad hoc committees deemed necessary.

ARTICLE VI - Membership Meetings

- A. There shall be at least nine (9) monthly member meetings each calendar year. These meetings shall, in general, carry out the primary purposes of the Club as stated in Article II Section A of these Bylaws.
- B. The Club's Annual Meeting shall be held during the month of January of each year.
- C. Notice of the Annual Meeting shall be made to membership by email at least fourteen days in advance of the meeting and shall set forth, specifically, the nature of the business to be transacted.
- D. A quorum for transaction of business at the Annual Meeting shall be one-tenth or 10% of the entire membership in good standing.
- E. Robert's Rules of Order shall govern the Annual Meeting in all cases in which they are applicable and in which they are not inconsistent with the Club's Bylaws or any special rules of order the Club may adopt.

ARTICLE VII – Financial Affairs

- A. Club Treasurer:
 - a. Within seven (7) days of the Annual meeting, the Board shall appoint a Club Treasurer, who may or may not be a Board member.
 - b. The appointed Treasurer holds fiduciary responsibilities for all Club monies. The Treasurer shall arrange for a bank account in an FDIC insured financial institution and shall arrange for the appropriate signature approvals annually. The Treasurer makes and records all authorized disbursements from and deposits into the Club bank accounts consistent with these Bylaws, prepares a current financial report for Board meetings and the Annual Meeting, prepares a fiscal year-end financial report, prepares a monthly financial report, reports to the IRS all required nonprofit records, and has relevant books, records and papers available upon request of any member.
- B. The Finance Committee shall be the executor of all Club funds and shall approve all budgeted expenditures of more than \$500. However, expenditures over \$1000 must be approved by a quorum of the Board. Expenditures less than \$500 can be made by the Treasurer.
- C. The fiscal year shall be January 1 through December 31. The Club shall present a year-end financial statement as prepared by the Treasurer at the Annual Meeting. Such statement shall also be available to all members at any reasonable time.
- D. From time to time the Club may deposit monies into its GVR Foundation sub-account. The Treasurer, at the direction of the Finance Committee or the Board of Directors and consistent with these Bylaws, shall request all disbursements from the account. The Treasurer shall obtain a statement of the Club's account from the Foundation as needed and at least annually.
- E. The yearly working budget as developed by the Finance Committee and approved by the Board shall be presented for approval to the general membership at the Annual Meeting. This budget is

intended to be a guideline for Club expenditures for the year. Changes or modifications to the working budget can be made by the Finance Committee with notification to the Board for an approval vote.

ARTICLE VIII - Amendments

The Board of Directors of the Club may make amendments to these Bylaws with a majority affirmative vote of the membership at a general membership meeting having a quorum of members present. The Club must submit any amendments proposed to GVR staff for approval, prior to adoption.

ARTICLE IX - Monitoring

An effective monitoring system shall be maintained by Club Officers to ensure only members and eligible guests attend meetings and activities of the Club. All participants shall register on a log sheet provided by GVR each time they attend any meeting, program or activity.

ARTICLE X - Dissolution

Upon dissolution of the Club, all operating assets, after all bills are paid and member activities accounted for, shall be transferred to GVR.

ARTICLE XI - Bylaws

A copy of these approved Bylaws shall be available to the general membership at the Annual Meeting and shall be posted on the Club's website. All elected Officers and Committee Chairpersons shall be furnished with a copy of the GVR Bylaws and the current approved Club Bylaws after each Annual Meeting.

ARTICLE XII - Policies Manual

The Club shall maintain a Policies Manual containing all of the policies and procedures pertaining to the operation of the club.

Approving signatures --

Gary R. Williams
GVR Hunting and Fishing Club

4/8/21
Date

Green Valley Recreation

Date

Approved by GVR Jan 27, 2021 & Feb, H2F members - 4/8/21

Approved by the Club Board of Directors -
Dec. 2, 2020 (Major Changes) & Jan. 6, 2021 (Slight wording Change)

Approved by the Club membership -