

CONSTITUTION AND BY-LAWS

**ONTARIO ROD AND GUN CLUB INC.
2523 TRIMBLE ROAD
ONTARIO, NY 14519**

December 1, 2023

ONTARIO ROD AND GUN CLUB MISSION STATEMENT

- We are a charitable organization and dedicated to public education.
- Promote the safe use and training of responsible firearms ownership.
- To support and work with the local community and veterans service organizations.
- To aid in the formation and sound policies and practices of protecting the Constitution of the United States, the Bill of Rights, with special attention on the Second Amendment.
- To follow and support sound conservation practices and environmental laws.
- Our affiliation with other groups and organizations always aids in our mission of safe use of firearms.
- The club will promote interest in outdoor activities and ethics.
- To provide social and athletic recreation for our members and education of the general public.
- Our voluntary membership actively works to ensure enforcement and education of conservation and sound firearms laws. These educational activities are the safeguard for generations to come.
- To do any other act or thing incidental to or connected with the foregoing purposes or in advancement thereof, but not for the pecuniary profit or financial gain for its members, directors, or officers except as permitted under Article 5 of the Not-for-Profit Corporation Law.

**CONSTITUTION AND BY-LAWS
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2523 TRIMBLE ROAD
ONTARIO, NY 14519**

IDENTIFICATION:

NOTE: This document supersedes all previously adopted Constitutions, By-Law and amendments theretofore.

The Organization known as “THE ONTARIO ROD & GUN CLUB INC.” shall be here in after referred to as the CLUB.

The Board of Directors of the Club – Elected and Life — shall be here in after referred to as the BOD.

The Officers of the Club – President, Vice President, Secretary, and Treasurer - shall be herein after referred to as the OFFICERS.

Original Certificate of Incorporation filed 17 April 1952

Revised & Approved - October 1991

Revised & Approved – November 1993

Revised & Approved - November 2003 (Dues & Fees)

Revised & Approved - November 2008

Revised & Approved - March 18, 2021

Revised & Approved – November 16, 2023

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ARTICLE I **MEMBERSHIP**

SECTION A: ACTIVE MEMBERSHIP

To apply for membership in the Club, a person must complete an application for membership, along with the current year's dues to the club. Each new member MUST successfully complete Range Orientation and obtain a FOB to have access to the rifle and pistol ranges.

All members will abide by the ORGC Constitution and Rules. At all times, members will conduct themselves to the highest standards of good citizenship and personal conduct. Members will be responsible for the conduct of their guests.

Protecting the integrity and good name of the club will always be the number one objective of every club member.

SECTION A-1: REGULAR MEMBER

A Regular Member shall have full club privileges, as well as the right to vote and hold elected office in the Club after 1 year of membership.

SECTION A-2: LIFE MEMBER

A Life Member is an honor bestowed upon a club member who has shown outstanding devotion and service to the club. A Life Member shall have all club privileges including the right to vote and hold elected office in the club. A Regular Member may be designated a Life Member by the President of the Club (refer to Article VI-Section B).

SECTION A-3: BENEFACTOR LIFE MEMBER is a life member who has PAID for the privilege to be designated a life member. A Benefactor Life Member shall have all club privileges including the right to vote and hold elected office in the club. To become a Benefactor Life Member an individual shall pay the Benefactor Life fee.

SECTION A-4: JUNIOR MEMBERSHIP

A Junior Member shall only be a full-time student, regardless of the level of education but directed mostly to the primary and secondary school students through high school. Upon completion of school, or at the age of 21 years, a Junior Member automatically becomes a Regular Member, with the payment of the current dues. A Junior Member shall NOT have full Club privileges, may not vote or hold elected office in the club.

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SECTION A-5: FAMILY MEMBERSHIP

A Family Membership shall include the Applicant, Spouse/Significant other/Partner, and all unmarried children of the family, residing at the same address (under the same roof), and under the age of 21.

NOTE: Each additional adult Family member shall enjoy their own membership classification (Regular, Life, Honorary) as determined by virtue of a Board of Director's quorum (refer to Article VI).

SECTION A-6: HONORARY MEMBER

Anyone may be appointed an Honorary Member at the pleasure of the Board of Director's quorum (refer to Article VI). An Honorary Member shall have full Club privileges after completion of orientation but may not vote or hold elected office in the club. Once a year a list of Honorary Members shall be presented to the Board and voted on for approval to continue the Honorary Membership. If a quorum is not reached, there shall be no changes made to the list.

SECTION A-7: SENIOR MEMBER

Any member of the Club who has maintained continuous membership for one (1) or more years and reaches the age of sixty-five (65) will be classified as a Senior Member and be charged the Senior fee for their membership in the Club, be it a Single or a Family membership.

SECTION A-8: ACTIVE MILITARY MEMBERSHIP: A member in good standing who is an active military member and who is called into service for deployment, their membership will be suspended.

SECTION A-9: TRUSTEE

Any member of the club, in good standing, who has been granted permission to have authorization to enter the club property, including clubhouse, for services to be performed on club property, however, is not a Board of Director or Officer of the Club. The Board of Directors will determine if a member is granted Trustee status. Once a year a list of Trustees shall be presented to the Board and voted on for approval to continue Trustee. If a quorum is not reached, there shall be no changes made to the list.

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ARTICLE II **OFFICERS AND DUTIES**

All Directors and Officers of ORGC must be a current member and in good standing.

SECTION A: PRESIDENT

The President shall be elected at the Annual Meeting of the Club to serve a three (3) year term.

It shall be the duty of the President to preside at all Club functions and all meetings, including the Annual Meeting; to oversee all Club activities whenever possible; to serve as the protector of the Members' interests; to promote the prosperity, welfare and usefulness of the Club and to perform such other duties as are necessary and incident to the office of the President of the Club.

SECTION B: SECRETARY

The Secretary shall be elected at the Annual Meeting of the Club to serve a three (3) year term.

It shall be the duty of the Secretary to attend and record the proceedings of all the meetings; to send out all correspondence to the membership; to notify the membership of all Regular, Special and Annual meetings*; to promote the prosperity, welfare and usefulness of the Club and to perform such other duties as are necessary and incident to the office of the Secretary of the Club.

The Secretary shall make all meeting minutes available for club members to read. Meeting minutes will be located within the club house.

The Secretary shall be the Chairman of the Nominations Committee.

SECTION C: TREASURER

The Treasurer shall be elected at the Annual Meeting of the Club to serve a three (3) year term.

It shall be the duty of the Treasurer of the Club to receive, record, deposit and administer all funds of the Club; to receive and pay, after proper audit, all bills presented to the Club; to maintain a complete and proper set of books for the Club and report these findings at every meeting of the Club.

The Treasurer shall submit a proper set of books to the President on or before the first business day of the new calendar year. A committee of three (3) shall be appointed by the Board of Directors to audit the books and report their findings to the membership at the Club's impending Annual Meeting (refer to Article V-Section E).

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ARTICLE II

DIRECTORS AND DUTIES

SECTION A: ELECTED DIRECTORS

There shall be nine (9) Elected Directors of the Club. An Elected Director must be a Regular Member with 1 year of membership in good standing, nominated by the membership and elected at the Annual Meeting of the Club.

Three (3) shall be elected each year at the Annual Meeting of the Club to serve a term of three (3) years.

An Elected Director shall have full Club privileges, including the right to vote.

SECTION B: LIFE DIRECTORS

The Board of Directors may, at the annual meeting, appoint a Life Director from the current list of elected directors, to serve for the remainder of their lifetime or until they voluntarily resign from the office.

The number of Life Directors shall be limited to one (1) more than the number of Elected Directors.

A Life Director shall have full Club privileges, including the right to vote and hold elected office in the club.

A life director will be eligible to vote at a Board of Directors meeting if they have attended 2 board meetings in the previous 12 months. If they have not attended 2 Board meetings, they will become an Honorary Life Director.

SECTION C: HONORAY LIFE DIRECTOR

The Board of Directors at the corporate meeting can designate a life director to become an honorary life director. An honorary life director holds the prestige of a life director without the capability of casting a vote at board of director meetings.

SECTION D: DUTIES OF ALL DIRECTORS

It shall be the duty of the Board of Directors to regulate the activities of the Club, to insure the survival and the continuation of the Club.

The Directors shall investigate all charges and allegations against any member, Officer or other Director of the Club and take appropriate action when necessary.

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SECTION E: VACANCIES ON THE BOARD OF DIRECTORS ELECTED ONLY

Any vacancy occurring in the Board of Elected Directors shall be filled, by appointment of the Directors, to serve until the next Annual Meeting when a member MUST be elected to serve the BALANCE of the unexpired term.

SECTION F: INDEMNIFICATION OF DIRECTORS AND OFFICERS

To the full extent authorized by law, the Club shall indemnify any person, made or threatened to be made, a party in any civil or criminal action or proceedings by reason of the fact that he, his testator or in testate, is or was a Director or Officer of the Club. The foregoing shall not obligate the Club to purchase Directors and Officers liability insurance, but should applicable law permit, the Club may purchase such insurance if authorized and approved by the Board of Directors.

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ARTICLE III

Discipline

A discipline/Incident report (form) must be completed for any member who does not follow the Rules of the Club, Constitution and/or Bylaws. This form must be presented to a member of either the Board of Directors or Officer.

Once the form has been presented to the Board of Directors, the Board will appoint 3 members to investigate the incident in question.

- A. Any member (including BOD members) who violate the Rules and By-Laws of the club, or any action on his/her part considered detrimental to the welfare of this Corporation and its purposes, may be summoned to a hearing before the Board of Directors. The member may produce such witnesses as he/she may desire and may be represented by an attorney.
- B. The BOD will act independently in matters of letter of reprimand and probations.
- C. Subject to a recommendation, a member can be suspended or terminated by a vote of the members of the Board of Directors. The Board recommendation must be carried by simple majority of the board members present, except for termination which requires 2/3rds of the board members. Voting will be by closed ballot.
- D. In all matters of grievance regarding a current member of the BOD, the BOD shall establish a five-member independent committee to review all details of said grievance and make recommendations based on its findings to the BOD. Thereafter, the procedures set forth, shall apply as to action regarding the Directors continued Board membership. Further Disciplinary action may be taken.
- E. Levels of Disciplinary Action
 1. To take no further action.
 2. To give a written Notice of Reprimand to the member.
 3. To place the member on probation for a period of time.
 4. To place the member on suspension for a period of time.
 5. To permanently terminate the membership.
 6. To be guided by the current "Rules"

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ARTICLE IV **DUES AND FEES**

SECTION A: ANNUAL DUES AND FEES

A-1 Membership

The Annual Dues and Fees will be determined annually by the BOD and shall be as follows: All memberships are due by **April 1** or a \$25 late fee to be assessed.

Single

Family: Only Adult family members attending orientation are eligible to receive FOB

Senior: (discounted after first one year of active membership)

Junior: Will not have club access without Parent/Guardian and Parent/Guardian must take orientation with Junior member.

Orientation: (one-time fee)

FOB: (electronic key pass)

Benefactor

If a member lets membership lapse for one year or more, they must retake orientation at no charge, but a FOB Reactivation fee will be assessed.

A-2 Range rental fees

Training Range fees Monday – Friday

½ day (4 hours or 5 hours with clubhouse use)

Full day (8 hours training range or 9 hours with clubhouse use)

Training Range fees Saturday & Sunday

½ day (4 hours or 5 hours with clubhouse use)

Full day (8 hours or 9 hours with clubhouse use)

Must be an ORGC Trustee to use the Clubhouse.

A-3 Sporting Events

These fees are determined by the event.

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ARTICLE V
MEETINGS

All meetings and times and dates will be set at the first meeting of the year of the Board of Directors and published in The Scatter Sheet and made available for all members.

SECTION A: REGULAR BUSINESS MEETINGS

The Regular Business Meetings of the Club shall be determined at the annual meeting.

The annual meeting will be held on the third (3rd) Thursday in January, at the club house located at 2523 Trimble Road, Ontario, New York 14519.

SECTION B: SPECIAL MEETINGS

Special Meetings of the Club may be called by the President or any Director in the absence of the President, at any time, with AT LEAST seven (7) days-notice, to the regular members of record of the Club, through email or electronic notification. Additionally, there MUST be AT LEAST seven (7) days-notice by email, electronic notification to all members of the Board of Directors and Officers.

SECTION C: ANNUAL CLUB MEETING

The Annual Meeting of the Club must be held no later than the third (3rd) Thursday in January of each year, with AT LEAST fourteen (14) days written/electronic notice to the Regular members of record of the Club, through the Official Publication of the Ontario Rod & Gun Club Inc.

Additionally, there MUST be AT LEAST fourteen (14) days written notice to all members of the Board of Directors and Officers.

One specific function of the Annual Meeting is the nomination and election of Officers and Elected Board of Directors, to be presided over by the President.

Any person can nominate a member in good standing for a position on either the Board of Directors or Officers. If a candidate wishes to be considered for the Board of Directors, the candidate must answer a specific questionnaire put out by the Club, and submit a short bio of who they are and what they feel they could contribute to the Club. The Club secretary will then send out the list of potential candidates, along with their bios, to all members in good standing on or about December 15. Each potential candidate that is selected to be on the ballot would need to be at the January meeting **in person** in order to receive any votes.

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All members who wish to vote must attend the annual meeting and sign in at the beginning of the meeting and be in good standing. Members must be present to vote, no proxy or absentee ballots will be allowed. All elected Directors must attend a minimum of 50% of all meetings per calendar year. This includes Board of Director and General Membership meeting combined. If an elected Board of Director does not attend the required meetings, they forfeit their right to an elected position. A Board of Director may submit justification for their absence, which will be reviewed by a disciplinary committee. **SECTION D: BOARD OF DIRECTORS' MEETING**

Any club member or entity can address the Board of Directors with prior approval by the President. Time will be allotted at the beginning of the BOD meeting.

The Board of Directors of the Club may hold meetings whenever necessary.

Elected Officers of the Club may be present at these meetings to represent the membership and take part in discussions. **SECTION E: ORDER OF BUSINESS FOR ALL MEETINGS**

REGULAR, SPECIAL, OR BOARD OF DIRECTORS MEETINGS:

1. Call to Order followed by the pledge of allegiance to the flag of the United States of America.
2. Reading of the minutes of the previous meeting.
3. Treasurer's Report and Financial Statement (including bills)
4. Committee Reports
5. Old Business
6. New Business.
7. Adjournment.

ANNUAL MEETING

Call to Order followed by the pledge of allegiance to the flag of the United States of America Election of Officers & Directors

Follows the agenda of the previous meetings.

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ARTICLE VI
VOTING QUORUM

SECTION A: BOARD OF DIRECTORS MEETINGS

A QUORUM of the Board of Directors shall be fifty percent of the current member count of elected board members and officers, plus one. However, the quorum can also contain active life directors.

ARTICLE VII
FUNDS AND ACCOUNTS

SECTION A: RECEIPT OF FUNDS

Funds may be received by the Club through dues, assessments, donations, activities, fund raising events and rentals.

SECTION B: BANK ACCOUNTS

The Treasurer shall maintain financial accounts, for use in the payment of the just and approved bills of the Club. The balance in these accounts shall be kept to the minimum required by the bank and in an amount sufficient for the conduct of the business of the Club. The Treasurer or President can sign checks.

The Treasurer's report to include any accounts, grants, or trusts set up by the Board of Directors. The main purpose of which is the future planning and survival of the club and its functions.

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ARTICLE VIII
COMMITTEES

ORGC is an organization that is 100% volunteer. The Club depends on our members to volunteer their time to keep the club running efficiently.

The following committees are available for members to participate in.

1. Veterans Fundraiser

ORGC has a strong belief that we should help our local veterans in need. This is done by a variety of fundraisers. This committee is open to any member.

2. Audit Committee

This committee is appointed by the ORGC President. The President of the Club shall appoint three (3) of the Board Members and/or officers to serve as the Auditing Committee to audit the books of the Treasurer during the month prior to the Annual Meeting and report their findings at the Annual Meeting.

3. Disciplinary Committee

This committee is appointed by the Board of Directors.

4. Shooting Sports

ORGC participates in a variety of shooting sports. This committee helps to organize the different events. This committee is open to any member.

5. Committees – as necessary

The President of the Club or Board of Directors may create and appoint members to any committee they determine necessary.

All Committee Chairman will be determined by the Board of Directors. Only Board of Directors can appoint a committee Chairman with a majority of the Board of Directors.

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ARTICLE IX
PROPERTY OF ORGC

All publications written for the Ontario Rod & Gun Club shall become property of the club. No one person shall take ownership or responsibility of the publication.

ARTICLE X
AMENDMENTS

Written changes to the Constitution and By – laws can only be submitted to the President by any member in good standing, Officer or Director of the Club. The President will set up a committee for changes in the Constitution and by-laws.

Discussion and voting shall be held at a Regular Meeting of the Club with AT LEAST thirty (30) days' notice to the Regular Members of record of the Club, through the official publication of the Ontario Rod and Gun Club Inc.

Additionally, there must be AT LEAST fourteen (14) days written notice to all members of the Board of Directors and Officers.

A majority of the Regular Members PRESENT, including Life Members, Officers and all Directors shall satisfy a vote for the amendment.

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ARTICLE XI
DISSOLUTION OF THE CORPORATION

A meeting will be held by the Board of Directors if it becomes necessary to dissolve the Ontario Rod & Gun Club. If a vote is presented and passed to dissolve the club the following must be adhered to.

- A. No members will benefit in any way from this action.
- B. Only after every reasonable effort and legal avenue of resolve has been taken to save the club, and only if circumstances are such that dissolving of the club assets is the last option left, will the BOD make the recommendation for the dissolution of the corporation and assets.
- C. After final approval of the membership, a disbursement of all assets remaining will begin.
- D. The monies will be divided/distributed to other established conservation groups (example: local and/or national). Any or all these groups must have statements in support of established conservation principles/practices. The chosen organizations (501 tax designation) must have a Mission Statement that they are pro-gun, hunting, fishing, boating, outdoor recreational activities, with an emphasis on youth training and activities.
- E. The monies we disperse will be applied to these group's endowment funds only. Local groups will take priority over national organizations.
- F. After final disbursements are completed the BOD will take all legal actions necessary for the final dissolution of the corporation. All actions taken will be published in the final club publications. This will be the final act as a corporation.
- G. The BOD may make recommendations to re-establish the Club or join/merge with another like-club. The recommendation/facts will be presented to all the members in the club publications with a vote by the general membership at the next monthly meeting following publication. Any plan so approved by a majority of the membership attending said meeting shall be effectuated by the BOD as soon as practical, with any monies remaining in the Club's cash account to be used in furtherance of the plan as adopted.

Definitions

BOD - Board of Directors

Grievance - An actual circumstance regarded as just cause for a formal complaint.

Letter of Reprimand - Formal Written Warning of Improper Conduct. **Probation** - Trial period of time established to meet membership requirements. **Suspension** - Temporary removal of all club privileges.

Member in Good Standing - Dues up to date and no disciplinary actions being taken

Termination - Expulsion from membership and use of club facilities permanently. Once the member is terminated, he will no longer be allowed access to the grounds, docks, facilities, or club events and forfeits all his rights to the club. A member who is terminated is terminated for life. There will be NO consideration for re-application as a club member