

Constitution and Bylaws as amended and approved on 12/19/2007

Article 1 - Organization and Structure:

This organization shall have as its members, only Pennsylvania Federation of Sportsmen's Clubs, Inc. (hereafter PFSC) Associate and Life members, residing in Mercer County and Area Clubs organized in the interest of improvement of hunting, fishing, boating, shooting sports, and related outdoor recreation. A common bond should be, but not limited to, conservation and restoration of the natural resources. These Clubs should be situated within Mercer County, Pennsylvania and be open to membership for all individuals in the area of such Clubs, including residents outside the borders of the county and the state of Pennsylvania; provided that the objectives of such Clubs are approved by the Mercer County Federation of Sportsmen's Clubs, Inc. (hereafter MCFSC) and these Clubs indicate approval of the Constitution and Bylaws of the MCFSC by filling out and signing the form for affiliation, which shall be a part of these Bylaws. Club affiliation shall be voted upon by the delegates of the MCFSC at the next regular meeting. Affiliation of a Club shall be approved by a majority of yeas of the Club Delegates present at that meeting.

Article 2 - Purpose:

The purpose of the MCFSC shall be:

- (1) For the elected Club Delegates of the affiliated clubs to meet monthly and reach agreement by majority vote of those Club Delegates present, on all matters concerning the MCFSC.
- (2) To promote the betterment of public hunting, fishing, boating, shooting sports, and related outdoor activities.
- (3) To promote better cooperation between sportsmen and land owners.
- (4) To enhance cooperation between sportsmen and resource agencies.
- (5) To encourage all Sportsmen's Clubs to affiliate with the MCFSC and the PFSC.
- (6) To formulate county-wide opinion on legislation effecting hunting, fishing, boating, shooting sports, and other related outdoor activities.
- (7) To submit to proper authorities constructive resolutions for improving hunting, fishing, boating, shooting sports, and other related outdoor activities and for conserving and/or restoring the natural resources of our environment.
- (8) The promotion of Hunter / Trapper education, conservation camps, wildlife exhibits, field trials, field exhibitions, banquets, youth field day(s), and other means of furthering conservation education.
- (9) To promote the interests of all sportsmen and their families.
- (10) To acquire financing for all MCFSC activities.
- (11) To be the official representative of Mercer County sportsmen to the PFSC and be affiliated with the PFSC, the Northwest Division of said PFSC, and be recognized as such through the voice of the elected State Delegate and / or Alternate State Delegate;

- (12) To present a positive image of sportsmen and sportswomen to the general public through our actions and programs.
- (13) To stay informed of all legislation that will, in any way, affect any facet of our outdoor sports community and to communicate all information to those concerned, within the MCFSC
- (14) To support the Federal and Pennsylvania State Constitutions provisions regarding the right of individual citizens to keep and bear arms.

Article 3 - Officers:

- (A) The Officers of the MCFSC shall be: President; Vice President; Secretary; Treasurer; State Delegate; and Alternate State Delegate. All of whom must be a member in good standing of an affiliated club or an Associate or Life member of the PFSC, residing in Mercer County.
- (B) No officer or committee chairperson of this organization shall be personally liable for the monetary damages as such for any action, or failure to take any action, unless:
 - (1) The officer or committee chairperson has breached or failed to perform the duties of their office under Title 15 Pa. C.S.A. relating to standard care and justifiable reliance;
 - (2) The breach or failure to perform constitutes self interest, willful misconduct or recklessness.
- (C) No person may hold more than one office in the MCFSC at the same time.

Article 4 - Duties of Officers:

President: It shall be the duty of the President to preside at all meetings of the MCFSC and be empowered to rule "Out of Order" on any and all issues which tend to disrupt the objectives of the MCFSC. Require meetings to proceed in an orderly manner and be as brief as the business at hand permits, to limit all reports to a reasonable length of time and keep extraneous conversation at the absolute minimum. Appoint committees for all approved activities of the MCFSC. The President, with approval of the affiliated Club Delegates, execute all contracts of the MCFSC. The President shall be ex-officio, a member of all committees of the MCFSC.

Vice President: It shall be the duty of the Vice President to assist the President whenever necessary. To preside at all meetings in the absence of the President. The Vice President shall be ex-officio, a member of all committees of the MCFSC.

Secretary: It shall be the duty of the Secretary to keep accurate minutes of all meetings and prepare copies of meeting minutes to be sent to all officers of the MCFSC, selected officers of all affiliated clubs, all Field Officers of the Resource Agencies within Mercer County, and anyone else deemed necessary by approval of the MCFSC. Have custody of all MCFSC records. Conduct all official correspondence, purchase such supplies as is necessary to carry on the work of the MCFSC and to include such purchases in the monthly report for payment on approval by the Club Delegates. Retain and file copies of all correspondence and read all correspondence at the next regular monthly meeting. Supply the State Delegate with all approved data concerning actions to be carried to the Northwest Division of the PFSC meetings and/or PFSC State Conventions. Collect the annual dues from all affiliated clubs, record the names of club officers, the number of members of each club, any other pertinent information. Shall submit all receipts and copies of information collected, on each Affiliated Club, to the Treasurer along with a report of the amount of dues to be paid to the Northwest Division of the PFSC and the PFSC. Secretary shall prepare an organizational chart of the MCFSC officers, affiliated club's officers and

club delegates, listing names, addresses, and telephone numbers of each. The Secretary shall supply a copy of the current bylaws and organizational chart to every officer of the MCFSC and every affiliated club delegate. Any other member of the MCFSC upon written request may be issued copies of the bylaws and / or organizational chart.

Treasurer: It shall be the duty of the Treasurer to be custodian of all funds belonging to the MCFSC. To deposit all such funds in the name of the MCFSC in a bank approved by the MCFSC. Keep an accurate account of all funds received and all disbursements made and submit a report at the next monthly meeting, for approval. Submit all books and records annually to an Audit Committee, appointed by the President, at the close of each fiscal year. Disbursements must be made by checks signed by the Treasurer or designees approved by the Club Delegates. Upon return of the books and records by the Audit Committee, arrange for an accountant, approved by the delegates, to file all Federal, State and Local taxes for the organization.

State Delegate: It shall be the duty of the State Delegate to attend all conventions of the PFSC and meetings of the Northwest Division of the PFSC. To vote on all issues, per approved data or instructions of the MCFSC. Use best judgment in matters wherein no approved instruction was given due to the MCFSC not having complete or previous knowledge of such matters in time to have been acted upon. Keep informed of the positions of affiliated clubs in all phases of the MCFSC programs in order to be able to vote on most issues on the floor at conventions. Report the business of the PFSC and the Northwest Division of the PFSC at the next regular monthly meeting of the MCFSC. Present, for approval, an itemized statement of expenses incurred while attending PFSC conventions and /or the Northwest Division of the PFSC meetings for the purpose of representing the MCFSC, covering transportation, hotel room and meals, for reimbursement.

Alternate State Delegate: It shall be the duty of the Alternate State Delegate to serve in the absence of the State Delegate and in the exact same capacity. Attend all Northwest Division of the PFSC meetings and the PFSC state conventions, along with the State Delegate, and shall have the same coverage of expenses. Should consult with the State Delegate as to the contents of the report to be given at the regular monthly meeting by the State Delegate. Should the State Delegate and/or the Alternate State Delegate be unable to attend the PFSC state convention or the Northwest Division of the PFSC meetings, the President is empowered to appoint a temporary replacement for that meeting or convention, with written credentials.

Article 5 - Procedure:

(A) All members of affiliated clubs and all Associate and Life members of the PFSC shall be entitled to attend meetings and enjoy the privileges of the floor, but only the Club Delegate or Alternate Club Delegate of an affiliated club may vote on any issue. Each affiliated club shall be entitled to only one vote on any issue and any issue may be acted upon by a majority vote of affiliated clubs present. When the regular Club Delegate or Alternate Club Delegate cannot attend a meeting, the affiliated club may send another member provided a written credential from the Club's President, granting the bearer authority to vote for the club at that meeting is presented to the MCFSC Secretary at that MCFSC meeting. In no case may one person act as delegate for more than one club at the same meeting.

(B) Regular meetings shall be held on the fourth Wednesday of each month unless changed by a majority vote of Club Delegates present at the preceding meeting, at a time and place selected by the President. Notice of the next meeting shall be included in the minutes of each meeting. Special meetings shall require notice to all of the MCFSC officers and all affiliated club delegates and alternate club delegates at least three days prior to such meeting. A quorum for all regular and all special meetings, provided all of the MCFSC officers and affiliated club delegates and alternate club delegates have been properly notified of the meetings, shall be the number of affiliated club delegates present. All issues shall be circulated to the affiliated clubs for study and vote. The ultimate decision on timely matters rests with the affiliated club delegates present at any meeting.

(C) A resolution presented by an affiliated club or by an Associate or Life member of the PFSC must be introduced and presented in the prescribed written format, clearly legible for the first reading at a regular meeting, briefly explained by its sponsor, discussed, and the club delegates polled with the results incorporated into the meeting minutes. At the next regular monthly meeting the resolution will be formally voted on or may be tabled by a majority vote, for not more than one month. Resolutions passed by the MCFSC will be submitted to the PFSC in compliance with their resolution procedure. The presenter of any resolution may, at any time prior to the formal vote, withdraw the resolution from consideration. All state resolutions brought to the floor by the State Delegate shall be read by the State Delegate for the first reading and discussed. Copies will be given to the affiliated club delegates for discussion at their respective clubs. At the next regular monthly meeting the State Delegate shall represent the resolution, followed by discussion of the resolution and a vote of the affiliated club delegates taken with a majority necessary for approval. The results shall be recorded and reported to the State Delegate. Votes by all Club Delegates shall be recorded and be included in the minutes on all resolutions.

(D) All complaints against the MCFSC, or its officials, or others involved with the MCFSC, shall be presented in resolution form by an affiliated club and furthermore at no time shall any accused person be refused the right to defend themselves on the floor of the MCFSC. Any officer may be removed from office if not performing the duties of the office in a manner in the best interests of the MCFSC, provided that the charges are presented in resolution form, with a copy to the accused, at a regular monthly meeting. The complaint shall follow resolution procedures except that a 2/3 majority vote of the affiliated club delegates present shall be required to remove any officer from office.

(E) Only the meeting Chairperson may authorize a non-member the privilege of the floor for any purpose.

(F) Affiliation dues for the county shall be at a rate or rates prescribed by the officers of the MCFSC and reviewed in November prior to the close of the fiscal year to be effective the January after ratification by the majority vote of the affiliated club delegates present at the December meeting.

(G) In the absence of both the President and the Vice President, the immediate past President shall preside; if unavailable then the ranking officer may call the affiliated club delegates to order for the purpose of electing a temporary Chairperson of the meeting.

(H) Vacancy in Office:

(1) In the event of a vacancy in the office of President for any reason the Vice President shall assume charge of and exercise the duties of President until the next annual election.

(2) In the event of a vacancy in the offices of Vice President, Secretary, Treasurer or Alternate Delegate for any reason the vacancy shall be filled by nominations from the floor at the next regular monthly meeting and an election held at the following regular monthly meeting. The President shall be empowered to appoint a temporary replacement until the vacancy is filled as outlined above.

(3) In the event of a vacancy in the office of State Delegate for any reason, the Alternate State Delegate shall assume the duties of State Delegate until the next annual election.

(J) Activity Budgets: At the regular monthly meeting in November of each year, every Committee Chairperson responsible for an activity planned for the following year must submit a type written proposed budget. The Secretary will present copies to all of the affiliated club delegates and officers present at the December Meeting. All proposed activities and budgets for the following calendar year, must be approved by a majority vote of those affiliated club delegates present.

Article 6: - Elections:

At the September meeting, the President shall appoint a three member committee whose duty it shall be to conduct the nominations and the election. Election of officers shall be by written ballot at the December Meeting. Nominations Committee shall present a slate of nominees at the November meeting and nominations from the floor will be accepted at the election meeting. Affiliated Club Delegates present shall be entitled to one vote for each office. Officers shall be elected for one year and take office at the regular January monthly meeting following the election.

Article 7 - Amendments:

(A) The Constitution and Bylaws shall be reviewed annually and edited at least once every five years to include any approved changes that have taken place since the last edition. Other changes may be presented in proper format at this time. The edited edition must be presented and changes noted and discussed at this regular monthly meeting. At the next monthly meeting the changes must be voted upon or withdrawn and require a 2/3 majority vote by affiliated club delegates for acceptance. Then the entire document must be approved by a 2/3 majority vote of the affiliated club delegates present.

(B) Amendments to the bylaws must be submitted in resolution form at a regular monthly meeting, the presenter must explain why the amendment is being submitted. At the next regular monthly meeting the amendment shall be read, discussed and voted upon. A majority of 2/3 of affiliated club delegates present must approve the amendment for passage. All approved amendments shall be attached to this document until included in the next edited edition.

Article 8 - Robert's Rules of Order:

The preceding of the MCFSC, not covered in these By-laws shall be conducted according to any copy of the Robert's Rules of Order chosen by the President of the organization.

Article 9 - Old Timers Sportsmen's Banquet and Awards:

(A) The MCFSC shall hold an annual dinner in March of each year, to be known as the "**Old Timers Sportsmen's Banquet**" at which, "**Old Timer**" awards will be presented to certain members of affiliated clubs who have been nominated in the following manner:

(1) Each affiliated club may nominate up to but not more than three members who have reached the age of 65 and have been active for a number of years in promoting the objectives of their club, and of the MCFSC. The eligibility of the nominees shall be the responsibility of their respective clubs, but must be supported by written and documented records of accomplishments of the nominee and not simply because they have reached the age of 65. The MCFSC reserve the right to reject any nominee that doesn't meet the qualifications.

(2) The sponsoring club shall be responsible for transportation and the cost of dinner for its honoree(s).

(4) Clubs must submit names of nominees at least two months in advance of the date of the banquet, which will be set and managed by the chairperson appointed by the President.

(5) Awards may be presented by a representative of the sponsoring club or if they prefer, by the President of the MCFSC.

(6) The Secretary of the MCFSC shall keep a permanent record of all those having received the "**Old Timer**" Award and no person may receive the award more than once.

(7) The Secretary of the MCFSC shall supply a copy of such records to the club delegate of every affiliated club to prevent the nomination of a past honoree.

(8) The award shall be recognized as an honorary lifetime membership in the MCFSC, but shall not mean the recipients are automatically life members of their clubs.

(B) Resumes for “**Green Tie**”, “**Seth L. Myers**”, “**Howard E. Patton Hunter/Trapper Educator**” and the “**MCFSC Youth Conservation Scholarship**” awards must be submitted three months prior to the annual dinner.

(C) Criteria for the “The “**Green Tie**” Award

(1) The Green Tie Award may be presented to individuals who have made significant contributions to conservation during the past year. The nominees need not be a member of any club but must be sponsored by an affiliated club of the MCFSC. Only one person will receive this award in any year. This award is not to be awarded posthumously. The MCFSC Officers will review the nominees and select only a qualified recipient.

(D) Special citations and awards may be issued to other persons whose dedication to the principles and objectives of the MCFSC deserve public recognition, by vote of the affiliated club delegates in regular or special session.

(E) Eligibility for the “**Seth L. Myers Conservation Award**”: Qualifications and Rules:

1. Be a citizen of the United States of America.
2. Have attained the age of 50 years.
3. Must have been an active member, for at least 10 years, of a sportsmen's club that has a minimum of seven consecutive years affiliated with the MCFSC of the PFSC.
4. This award shall be issued only to members for dedicated service to the MCFSC. A nominee may not necessarily need to have served as an officer, but must have worked at the county level in direct interest of the MCFSC for a minimum period of seven year's time.
5. The Screening Committee shall be the living recipients of the award and the County officers of the preceding year, who will use the official records of the MCFSC in making selections. Unanimous approval will be required for selection of the award. The decision of the "Screening Committee" will be final.

6. The inscription on the award will read as follows with no deviation.:

THE SETH L. MYERS CONSERVATION AWARD
presented to

**for outstanding dedication and service in the field of conservation,
protecting our wildlife and natural resources, so that they may be
appreciated by others in many years to come.**

Date _____
by the MCFSC .

(F) Criteria for “**Mercer County Land Owner of the Year**” Award

- (1) Land must be open to public hunting, fishing, trapping, etc.
- (2) Must support Game and/or Fish Commission land access programs.
- (3) Must practice extraordinary conservation methods, beyond the normal realm of agriculture for the benefit of wildlife.
- (4) Only one person may receive this award in any year, but the same person may receive it in another year.
- (5) Recipient will be selected by the affiliated club delegates of the MCFSC from the resumes submitted at the January meeting. Resumes must outline practices of the applicant.
- (6) This award will be presented at the annual "Old Timers Banquet".

(G) Criteria for the “**Howard E. Patton Hunter/Trapper Educator**” Award

(1) To have been a Hunter/Trapper Educator for a period of at least 25 years, or a Deputy WCO for a period of at least 25 years, here in Mercer County.

(2) Be recommended by the WCOs from Mercer County. All Nominations will go through the WCOs before being brought to the committee for a vote.

(3) The Committee will consist of the current Officers of the MCFSC, the current WCOs for Mercer County and any past recipients of the award.

(4) This award will not be given posthumously.

(5) Recipients will be recognized at the annual Old Timers Banquet and given a plaque with the following inscription:

Howard E. Patton Hunter/Trapper Educator Award
Presented to

**For outstanding dedication and devotion to the Education of our Youth
and the protection and preservation of our wildlife and natural resources
for the past quarter century.**

Given this day _____ by the MCFSC.

(H) Criteria for the “MCFSC Youth Conservation Scholarship” Award

(1) Applicant must be between the ages of 15 - 21 years old. They must be nominated prior to their 21st birthday and receive the award prior to their 22nd birthday.

(2) Must display leadership and outdoor knowledge above and beyond their peers.

(3) Must have at least 3 years in past working with one of the two MCFSC youth projects (Youth Field day or Youth Conservation Camp) or a similar county level project.

(4) Must submit an essay of 500 words or more taking the Conservation Pledge and explaining how the applicant will continue their involvement in conservation practices into their future.

(5) Completed application and essay will be presented to the Seth Myers Committee prior to December 31st for approval. Only one Scholarship may be presented in a given year. Application must include Name, Address, Phone Number , E Mail Address, Name of School applying for, list of any and all extracurricular activities and awards received.

(6) Recipient will be expected to make a presentation on their essay or activities at the annual Old Timers Awards banquet where they will be presented a certificate of acknowledgement.

(7) The monetary scholarship will be present only upon acceptance to Conservation leadership School and/or an institute of higher education. This scholarship award will be in the amount of \$500.

Article 10 - Order of Business:

1. Call to order

2. Pledge of allegiance

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

3. Conservation Pledge.

I give my pledge as an American to save and faithfully defend from waste the natural resources of my country, it's air , soil, and minerals, it's forests, waters, and wildlife.

4. Moment of silence for the departed.

5. Introduce Guests

6. Roll call of officers and delegates

7. Review of minutes from the previous meeting, approval

8. Review of Northwest Division minutes

9. Presentation of pending State resolutions.

10. Presentation of new County Resolutions, Polling

11. Action on pending County Resolutions

12. Officers Reports: President, Vice President, Secretary, Treasurer, State Delegate, Alt. State Delegate.

13. Committee reports:

14. Resource Agency reports

- 15. Old Business
- 16. New Business
- 17. Good of the Order
- 18. Club Announcements
- 19. Next Meeting information
- 20. Adjournment

-The Chairperson will have the power to change the order of business.

Article 11 - Affiliation Form:

Agreement for Affiliation with
The Mercer County Federation of Sportsmen's Clubs, Inc.

The (Name of Organization) _____ Club of
(Address) _____, Mercer County, Pennsylvania, agrees to abide by the Constitution and Bylaws of this MCFSC, and herewith applied for affiliation or renewal of it's current affiliation and agrees to pay the prescribed annual dues, which will make this an affiliated club in good standing for the coming year, _____. Check for the full amount must be paid to the MCFSC Secretary, following the close of the calendar year and no later than February 1st.

The following list of Officers and Club Delegates will represent the club for the year of _____

Office held	Full Name	Street Address	E Mail Address	Phone number
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President

Vice President

Secretary

Club Delegate

Club Alternate Delegate

We agree that in the absence of both listed Delegates, a written credential signed by the President of our organization authorizing it's bearer to act for this organization must be presented, All names and addresses on this form may be on the County mailing list.

Signed this ____ day of _____, _____

Club President _____

Club Secretary _____

END