

Bylaws for the Hamilton Angling and Hunting Association

Enacted by a vote of the membership November 24, 2016.

Article I – Name

The name of this organization shall be the Hamilton Angling and Hunting Association, Inc., hereinafter referred to as HAHA.

Article II - Mission Statement

Hamilton Angling and Hunting Club Association is a not for profit, private sport shooting, archery, fishing and conservation club.

Since its creation in 1921, HAHA has continuously provided exceptional training and facilities for all shooting disciplines including: pond, rifle, handgun, trap, archery, skeet, action shooting, and sporting clays.

Our Mission

1. To promote and encourage the development of the shooting, archery and fishing sporting disciplines through education, training; through the provision of technical expertise and the fostering of friendly competition.
2. To provide a premier family-friendly environment, which ensures that its membership can pursue their respective sporting disciplines in a safe, professional yet friendly and supportive environment, with support that fosters skills development and good sportsmanship for all ages.
3. To instill a sense of responsibility and safety for oneself and for others by mandating that firearm and archery safety will be the HAHA's highest priority.
4. To promote the development of those characteristics of honesty, good fellowship, self-discipline, team-play and self-reliance, which are the essentials of good sportsmanship.
5. To promote respect for and adherence to all legislation and regulations applicable to our Association.

Article III – Structure

1. Formation: This Association shall be composed of five Sections as follows:
 - a. The Archery Section
 - b. The Handgun Section
 - c. The Rifle Section
 - d. The Pond Section
 - e. The Trap/Skeet Section
2. Section Administration:
 - a. Each Section shall be a self-governing unit within the jurisdiction of the Parent Association.

- b. Each Section shall elect its own Section Chairperson to govern the affairs of the Section.
- c. A Section may elect Section Officers such as Treasurer, or assistant head as they see fit.
- d. Expansions are subject to the approval of the Executive Board of the Association.
- e. The Chairperson of each Section shall serve on the Executive Board of the Association as a director.
- f. If the Chairperson cannot attend an executive meeting, he/she may send a designate in his/her place.
- g. The Section executive shall hold at minimum one meeting annually, to conduct the business of the Section and to elect the Section Chairperson. If for any reason a Section Chairperson has not been elected prior to the annual meeting of the Association, a Section chair shall be elected at said meeting by the Association as a whole, in order to fill the vacancy.
- h. A copy of the minutes of the Section meetings for each Section is to be provided to the President and Board of the Parent Association within one month or 31 days of the meeting for review and these minutes are to be kept on file which will be available to all Section members upon request.
- i. Each Section Chairperson shall be provided with a list of their Section members showing, their name and contact information as is on file with HAHA.

3. Finance:

- a. Each section shall finance its own activities. However, any Section may call upon general funds of the Parent Association to finance any project that may be deemed beneficial to the Association as a whole by the Parent Body. General funds will be distributed **only** with the approval of the Parent Association executive.

Article IV – Membership

1. There shall be the following classes of membership:

- a. Members: Active members shall be individuals who hold the principle membership.
- b. Spousal Members: Legally recognized husband or wife of Member.
- c. Dependent Members: Individuals under the age of 18 who are sponsored by and related to the Member. Such members shall not have active voting member rights.
- d. Life Members: Honored members recognized for contributions to the Hamilton Angling and Hunting Association according to policy established by the Board of Directors. This policy or any changes to it, shall be voted on by the membership at the annual members meeting. A 66% vote in favor is required to change this policy.

2. Dues are paid annually as defined in the policy established by the Board of Directors.

- a. A member who has resigned may be reinstated by paying the current dues.

- b. A member, who forfeited membership for non-payment of dues, may be reinstated according to policy established by the Board of Directors.
- c. The fiscal and membership year shall be January 1 through December 31.

Article V – Officers

1. Positions:

- a. Officers shall be a President, Vice-President, Secretary, Treasurer, and ten Directors.
- b. Each Section Chairperson becomes one of the ten Directors upon being elected as the Section chairperson.
- c. The five remaining Directors shall be elected as with other officers at the annual members meeting.

2. Qualifications:

- a. To qualify for any office, an individual shall have been a member for at least 2 years at the time of election.
- b. To qualify for the office of President or Vice-President, a member shall have served on the Board of Directors for at least 2 year(s).

3. Term of Office:

- a. All Officers shall serve for a term of one year.
- b. Terms of office shall begin on the day following the annual general meeting at which elections are held.

4. Duties of Officers:

Officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the organization.

4.1 The President shall:

- a. Preside at all meetings of the Association and the Board of Directors.
- b. Appoint chairperson of committees in consultation with the board of Directors.
- c. Fulfill such other duties as may be assigned by the Association or the Board of Directors.

4.2 The Vice-President shall:

- a. Perform the presiding duties of the President in the absence of or at the request of the President.
- b. Fill the unexpired term if a vacancy occurs in the office of President.
- c. Fulfill such other duties as may be assigned by the Association, the Board of Directors, or the President.

4.3. The Secretary shall:

- a. Record the minutes of all meetings of the Association and the Board of Directors.
- b. Be custodian of all documents, including articles of incorporation, Association bylaws, special rules, and standing rules.

- c. Conduct correspondence as directed by the Association, the Board of Directors, or the President.
 - d. Send a Notice of Meeting to each Association member (by some method of notification) and post the Notice of Meeting in the clubhouse.
 - e. Fulfill such other duties as may be assigned by the Association, the Board of Directors, or the President.
5. Nomination and Election of Officers:
- a. Nominations for any board position shall be made in writing and submitted to the board 30 days before the annual general meeting.
 - b. Elections shall be held at the annual meeting of the membership. A simple majority shall elect. In the event there is but one nominee for any office, the vote for that office may be taken by vote without secret a ballot.
6. Vacancies:
- a. A vacancy in the office of President shall be filled by the Vice-President for the unexpired term of the President.
 - b. A vacancy in any other office shall be filled by the Board of Directors for the unexpired term.

Article VI – Meetings

1. Board/Section Meetings:
- a. Notice of all board meetings and all Section meetings must be posted on the club bulletin board for 15 days prior to the date of the meeting. Notice of all Section meetings and board meetings shall be sent to each director 15 days prior to the date of the meeting.
2. Annual General Member Meeting:
- a. A meeting held on the last Thursday in the month of
 - b. February, shall be known as the Annual General Meeting or AGM; for the purpose of bylaw amendments, election of Officers and Directors, receiving reports of Officers, the Board of Directors, and Committees; and for any other business which shall properly come before the membership.
3. Special Meetings:
- a. Special meetings of the membership may be called by the Board of Directors, provided that notice shall be sent to the members at least 15 days prior to the date of the meeting.
 - b. Notices may be provided in the Association’s newsletter, by e-mail, or on the website and shall include the specific items of business to be conducted at the meeting.
 - c. Quorum for Annual Member Meeting: The quorum for meetings shall be **5%** of all active voting members.

Article VII – Board of Directors

1. The Board of Directors shall consist of the elected Officers and elected Directors.
2. The Board of Directors shall administer the affairs of the Association between its meetings, fix the hour and place of meetings, make recommendations to the membership, and perform such other duties as are specified in these bylaws or delegated to it by the membership.
 - a. The Board of Directors shall meet monthly, unless otherwise agreed to, by a majority of the Board members.
 - b. Special meetings may be called by the President with five days' notice. Such notice may be provided by telephone, e-mail, or other electronic media.
 - c. A majority of the board membership constitutes a quorum.
 - d. Meetings and votes may be conducted by electronic means as long as all participants can hear each other simultaneously and participate in any debate or discussion.

Article VIII – Standing Committees

1. Budget and Finance Committee:

The budget and finance committee shall be composed of the Treasurer and a minimum of 2 members appointed by the President in consultation with the Board of Directors. This committee shall have the duty to prepare the budget and recommend financial policies to the Board of Directors.
2. Membership Committee:

The Membership Committee shall be composed of a representative from each Section appointed by the Section chairperson in consultation with the Board of Directors. This committee shall carry out membership recruitment and retention programs as needed.
3. Discipline Committee:

The Discipline Committee shall be composed of seven members appointed by the President in consultation with the Board of Directors. This committee shall review all complaints and recommend any action to be taken; to the Board of Directors for consideration and action.
4. The Safety Training Committee:

The safety training committee shall be a committee to promote safe use of firearms within the club and is accountable to the Board of Directors.

 - a. The committee may train members and non-members in the safe use and handling of firearms for all purposes.
 - b. The committee shall make recommendations to the board and sections on firearm safety related issues.
 - c. It is required to hold an annual meeting and maintain financial records.
 - d. It is required to follow the same financing requirements that a club Section is required to follow

5. Other Committees:

Other committees, standing or special, shall be appointed by the President in consultation with the Board of Directors, as the Association or its Board of Directors deem necessary, to carry on the work of the Association.

Article IX – Parliamentary Authority

The rules contained in the current edition of Robert’s Rules of Order Newly Revised, shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any policies or special rules of order the Association may adopt.

Article X – Dissolution

1. In the event the executive votes to dissolve the club, the executive will order that the final decision be made by a recorded vote of the voting members of the club.
2. The following conditions must be met for the final vote to be considered valid:
 - a. The entire vote process including balloting shall be administered by a solicitor currently licensed to practice in the province of Ontario. The solicitor shall provide in writing to each member of the club, that he/she has no conflict of interest or prior relationship professional or otherwise, with Hamilton Angling and Hunting Association or any member of the current executive. The solicitor must provide the results of the vote to the executive within 10 days of the vote. The executive shall post these results in the clubhouse within 15 days of the vote.
 - b. The vote shall be done by letter mail ballot, giving each voting member 90 days written notice via mail. The written notice is to be sent to the last recorded address the club has on file for each voting member.
 - c. Notice of the vote including instructions on how to vote shall be posted in the clubhouse for at least 90 days prior to the vote.
 - d. The ballot shall give the executive’s rationale for why the club should be dissolved and shall specify where all funds and assets are to be distributed after creditors have been paid.
 - e. Each voting member shall be provided via mail, the names, addresses, and phone numbers of the entire membership at least 90 days before the vote.
 - f. A **minimum of 25%** of the voting members must submit a ballot for the vote to be valid.
 - g. To dissolve the club, at least two-thirds of the submitted votes, including spoiled ballots, must have voted **yes** to dissolving the club.
3. If the decision is made to dissolve the club, the club shall continue to operate as normal, including holding annual general meetings, until such time as it is actually dissolved. The existing executive shall remain frozen in place until the dissolution is complete. If a member leaves the executive for any reason, the club as a whole shall elect his/her replacement. This election shall be held within 60 days of the executive member leaving.

Article XI – Amendment

These bylaws may be amended by the membership at any regular or special meeting of the Association by a two-thirds vote, provided that the amendment has been submitted in writing and published at least 30 days in advance.