

# **Paddling Anglers in Canoes and Kayaks (PACK) Constitution**

*The following Constitution was adopted by a majority vote of those members present at a meeting to be held on December 17, 2024.*

## **Article I: Name**

The Club shall be called Paddling Anglers in Canoes and Kayaks (PACK) and shall operate as a non-profit organization in category 501(c)(7), "Social and Recreation Club".

## **Article II: Object**

As a recreational organization, the Club's objectives shall be to: 1) promote camaraderie and fun, 2) support safe legal fishing from a kayak, canoe, or other paddle craft, and 3) advocate environmentally sound use of marine resources.

## **Article III: Membership**

### **Section 1: Age**

Any person over the age of twelve (12) years who fishes from a paddle craft may become a member of the PACK by complying with provisions specified in the By-Laws. Those members aged eighteen (18) years or older are eligible to vote and to hold office.

### **Section 2: Honorary Membership**

Any person over the age of twelve (12) years who the Club desires to honor may be elected an Honorary Member by a majority vote of the members present at any regular meeting. Honorary Members will enjoy for the current year the same privileges as regular members except for voting and holding office.

### **Section 3: Honorary Life Membership**

A member who has performed truly outstanding service for the Club may be granted an Honorary Life Member by a two-thirds ( $\frac{2}{3}$ ) vote of the members present at any regular meeting. Honorary Life Members will enjoy for life the same privileges as regular members.

## **Article IV: Officers**

The Officers shall make the decisions required for the operation of the Club, subject to review by the Board of Directors and membership. The Officers of the Club will be President, Vice President, Secretary and Treasurer.

### **Section 1: Nominations**

Nominations for Officers of the Club shall be made as provided in the By-Laws.

### **Section 2: Election**

The Officers of the Club shall be elected annually by majority vote of the members present.

### **Section 3: Term of Office**

The term of office of each Officer shall be one year.

### **Section 4: Vacancy**

In the event of a vacancy occurring in any office, the vacancy shall be made known, and a successor for the remaining term of office shall be elected at the next meeting of the Club.

### **Section 4: Compensation**

Officers shall receive no financial compensation, no decrease in membership dues and no other increased benefit of the club.

## **Article V: Board of Directors**

The Board of Directors shall be the policy-making body of the Club, with the recommended policies being subject to the approval of the membership. Club Officers plus the Past President and Webmaster of the club will constitute the Board of Directors, each having one vote.

### **Section 1: Director**

The Club President will serve as Director of the Board.

### **Section 2: Past President**

The outgoing President will fill the Past President seat on the Board of Directors.

### **Section 3: Webmaster**

The Webmaster shall be appointed as needed by the Board of Directors.

## **Section 4: Compensation**

Directors will receive no financial compensation.

## **Article VI: Quorum**

### **Section 1: Membership Quorum**

A quorum for the transaction of business at a members meeting, including election of officers, shall consist of ten percent (10%) of the voting membership. Voting membership is defined as the number of members that are current in PACK's yearly dues on the day of the voting.

### **Section 2: Board of Directors Quorum**

A quorum for the transaction of business at a Board of Directors meeting shall consist of four (4) Board Members.

## **Article VII: Removal and Expulsions**

Any Officer or Board Member may be removed from office and any Member of the Club may be expelled from the Club, for cause, in the manner prescribed in the By-Laws.

## **Article VIII: Amendments**

The Constitution and By-Laws of the Club may be amended by a two-thirds ( $\frac{2}{3}$ ) vote of the members present at a Regular Meeting or Special Meeting provided that the proposed amendment has been distributed via email to Members at least two weeks before being voted upon. The Constitution and By-Laws, when amended, shall be revised and reposted on the Club Website.

## **Article IX: Enacting Clause**

This Constitution shall take effect January 1, 2025, replacing all previous Constitutions.

# **Paddling Anglers in Canoes and Kayaks (PACK) By-Laws**

*The following By-Laws was adopted by a majority vote of those members present at a meeting to be held on December 17, 2024.*

## **Article I: Membership Applications and Waivers**

Application for membership to PACK (the Club) shall be made to the Treasurer on a form provided for that purpose accompanied by the annual dues and a signed waiver of liability provided by the Club.

All existing members must sign a waiver of liability in January of every year in which they are a member.

## **Article II: Membership Fees**

Club dues are twenty-five dollars (\$25.00) per year for an individual membership or thirty-five dollars (\$35.00) for a family membership which consists of two adults (persons aged 18 years or older) and/or children aged between 12 and 18 years.

## **Article III: Meetings**

### **Section 1: Regular Meetings**

There shall be a monthly Regular Meeting. The meeting shall be held on the third Tuesday of each month at an appropriate location designated by the Board of Directors, unless otherwise directed by the membership.

### **Section 2: Special Meetings**

The President shall call Special Meetings at the discretion of the Board of Directors. Notice of Special Meetings shall be sent via email to Members at least two (2) weeks in advance of the meeting date. No business shall be transacted at a Special Meeting except that for which notice is given.

### **Section 3: Order of Business**

The order of business at all meetings shall be in accordance with Robert's Rules of Order.

## **Article IV: Elections**

### **Section 1: Officer Elections**

The President, Vice President, Secretary and Treasurer shall be elected at the December Meeting and shall hold office for one year beginning with the first meeting of the following year.

## **Section 2: Nomination**

Candidates for all elected offices shall be nominated during the November Meeting with additional floor nominations accepted at the time of election. All nominations shall be made by the following methods:

- a. by a special nomination committee consisting of three (3) Members, including no more than two Board members, appointed by the Board of Directors to nominate a slate of qualified candidates for each office to be filled or
- b. by nomination made from the floor by a Member and seconded by any other Member.

## **Section 3: Voting**

Voting shall be by show of hands for each candidate. Election shall require affirmative votes from a majority of members present. Members must be present to vote. Robert's Rules of Order shall govern the elections.

## **Section 4: Vacancies**

Nominations to fill the unexpired term of a vacant office shall be made from the floor of the Meeting at which the election to fill the vacant office is held after announcing the election via email to Members at least two weeks in advance. Voting shall be conducted as described in Section 3 above.

## **Article V: Duties**

### **Section 1: President**

It shall be the duty of the President:

- a. To preside over meetings and conduct them in accordance with Robert's Rules of Order.
- b. To fill vacancies.
- c. To appoint various committees as necessary.

### **Section 2: Vice President**

It shall be the duty of the Vice President:

- a. To be responsible for a program at Regular Meetings.
- b. To assist the President in the discharge of his/her duties.
- c. To preside in the absence of the President.

### **Section 3: Secretary**

It shall be the duty of the Secretary:

- a. To keep a log of proceedings of the Club Meetings.
- b. To keep a current and correct Membership roster.
- c. To conduct the Club Correspondence.

#### **Section 4: Treasurer**

It shall be the duty of the Treasurer:

- a. To be the designated authorized signatory for the Club's bank accounts
- b. To collect all monies due, to have charge of the funds of the Club, and to keep a correct record and account of all monies received and paid out.
- c. To deposit the funds of the Club, in the name of the Club, in a depository or depositories approved by the Board of Directors.
- d. To present at each Regular Meeting a report stating the financial condition of the Club.
- e. To present a written annual financial statement for the prior calendar year at the first Regular Meeting of the year.
- f. To maintain custody of all reports and documents connected with the Club.
- g. To ensure the documents of incorporation of the Club are kept current.
- h. To manage the Club's tax matters, including and specifically, to file the IRS Form 990-N each year.
- i. To maintain the Club's financial records.

#### **Section 5: Past President**

Upon the new President taking office, the outgoing President shall serve as Past President on the Board of Directors for a period of one year. It shall be the duty of the Past President:

- a. To provide guidance and consultation to the President and Board of Directors.
- b. To preside in the absence of both the President and Vice President.

#### **Section 6: Webmaster**

It shall be the duty of the Webmaster:

- a. To maintain the Club Website as directed by the Board of Directors.

#### **Article VI: Authorized Check Signatories**

The Treasurer is the designated authorized signer of checks for the Club and is authorized to sign checks, make withdrawals, deposit funds, and conduct other financial transactions on behalf of the Club. Additional authorized check signatories can be appointed by the Board of Directors through a majority vote.

An authorization letter must be provided to the appropriate depositories whenever there are changes or additions to the authorized signatories. This letter must be signed by the President, and each authorized signatory. This authorization letter is a financial record.

## **Article VII: Operating Fund**

Funds more than one hundred dollars (\$100) shall be deposited by the Treasurer in a depository approved by the Board of Directors. These funds shall be the Operating Fund of the Club. Funds less than one hundred dollars (\$100) may be kept as cash on hand to meet minor expenses.

## **Article VIII: Expulsions**

If any member is charged with improper conduct or with violating the provisions of the Constitution or By-Laws of the Club, such charges shall be brought before the Board of Directors for review. If such charges are found to have sufficient weight, the Secretary shall notify the member of the charges at least one week before the next meeting of the Club. The Member shall be required to appear at such meeting and show just cause why he/she should not be censured, deprived of the privileges of the Club, or expelled from membership in the Club.

If the Member fails to appear at such meeting or is found guilty of the charge, the Member shall, upon a majority vote of the Members present, be censured, be deprived of the privileges of the Club, or be expelled from membership in the Club.

## **Article IX: Club Termination**

In the event of termination of the Club any remaining Club funds and assets shall be dispersed to a charitable organization selected by a majority decision of the Board of Directors.

## **Article X: Enacting Clause**

These By-Laws shall take effect January 1, 2025, replacing all previous By-Laws.