

**IPSWICH FISH AND GAME ASSOCIATION, INC.**  
**STANDING RULES, POLICIES AND REGULATIONS**

**SECTION 1. DUES**

Annual fees shall be payable BEFORE April 1<sup>st</sup> of each year (in order to take part in annual elections) and a penalty may be assessed for those paying dues after April 1<sup>st</sup>. ONLY those members who have paid their dues before April 1<sup>st</sup> shall retain the privilege of voting at the Annual Meeting for the election of officers and directors in April.

Any member whose dues remain unpaid on July 1<sup>st</sup> thereafter shall forfeit his membership but may be reinstated by a majority vote of the Board of Directors and payment of arrears.

Former members may be readmitted without payment of the Membership Fee if the membership falls below twenty (20).

**SECTION 2. MEMBERSHIP FEE**

The membership fees to join this association must accompany the application. See current fee schedule.

**SECTION 3. APPROVAL**

The Board of Directors shall approve all the bills against the Association before they are paid by the Treasurer.

**SECTION 4. AUDIT**

An auditing committee shall be chosen to audit the books and report at the Annual Meeting in April.

**SECTION 5.**

**1972 - DIRECTORS**

If a Director misses three (3) consecutive meetings without due cause, it shall be brought up before the membership for vote as to whether he should be suspended.

**1976 – BUILDING FUND**

Each April, 20% of the surplus profits of the Ipswich Fish and Game Association, Inc. shall be put into a Building Fund; surplus profits being that amount of money after all present and foreseeable bills have been paid.

**1978 – ECOLOGY**

The natural environment of the club property and its ecology shall be preserved and all enclosures shall be protected. Nothing in its natural or unnatural state shall be removed from the property without approval of the Board of Directors including, but not limited to trees, plants and vegetation, animals, earth, sandy gravel, or any physical item of value to the property. Automatic loss of membership will result for violators, including reimbursements by violators.

## **SECTION 6.**

### **COMMITTEES (COVERED BY NEW BY-LAWS)**

#### **GENERAL**

Committees may be established as the need requires to assist the President and the Board of Directors in the operation of routine club activities. The number of persons on any committee will be determined by the requirements of the function. However, in no case will there be less than three members.

#### **STANDING COMMITTEES**

The following committees shall be considered standing or permanent committees:

1. Building and Grounds Committee
2. Refreshment Committee
3. Entertainment Committee
4. All permanent activities committees such as: Trap, Rifle, Pistol, Archery, Game Management, Pond, as may be established.

#### **SPECIAL COMMITTEES**

Any committee established to handle a one-time or short-range project will be considered a Special Committee. The scope of this type of committee, including the definition of its responsibilities and limitations, will be clearly established when commissioned.

#### **COMMITTEE MEMBERSHIP (COVERED BY NEW BY-LAWS)**

*All committee members will be appointed by the President and confirmed by a majority vote of the Board of Directors. The President shall submit the list of appointees for the standing committees to the Board of Directors at the first regular meeting after the Annual Meeting in April. Committee membership shall continue for a period of one year unless terminated by resignation. The Board of Directors shall be responsible for filling such vacancies as may occur in committee membership. Membership in Special Committees will be handled in a similar manner with the exception that the term of membership will be defined.*

#### **COMMITTEE STRUCTURE**

*The President shall appoint a temporary chairman for each committee who shall serve until the committee selects its own chairman. The chairman will be responsible to organize the committee, establish its meeting dates, and conduct all liaisons with the Board of Directors. The chairman may appoint certain members to perform specific functions within the committee as may be required.*

#### **FISCAL POLICY**

*The Treasurer shall maintain sufficient reserves to support normal committee operating expenses. Such expenses are to be established by the Board. When requested, the Board of Directors shall authorize the Treasurer to provide a Working Fund (not to exceed \$50.00) to any committee. This Working Fund may be used to provide a change fund or to purchase miscellaneous supplies. However, a full accounting of such disbursements shall be kept and appropriate receipts or vouchers presented to the Treasurer for all expenditures. On presentation of expense vouchers, the Treasurer will reconstitute the Working Fund. The committee chairman will be responsible for the Working Fund assigned to his committee.*

*Requests for supplies or expenditures which will exceed \$50.00 shall be presented to the Board of Directors for authorization. Such requests should be presented in writing and in sufficient detail to allow an analysis by the Board. When approved, the Board will notify the committee chairman. All invoices for such expenditures will be directed to the Club Treasurer who will make all disbursements.*

*All income from committee activities shall be delivered over to the Club Treasurer with a brief accounting of the activity. All such funds shall be delivered to the Club Treasurer within 7 days of the activity involved. The Club Treasurer will maintain a separate account for each committee and will show the committee accounts in his annual report to the Club. The status of this account will be available to the committee chairman at any time on request.*

*In those cases where a committee activity results in a net loss, the committee may reconstitute its Working Fund by submission of the activity account supported by proper vouchers, etc., to the Treasurer. The chairman of each committee will notify the Treasurer of the names of committee members who are authorized to sign vouchers for Club authorized obligations. This listing shall be limited to two persons form each committee.*

*ADOPTED 1/8/70*

## **SECTION 7. RULES**

A set of rules shall be prepared and posted that govern the use of club facilities such as the trap range, rifle range, archery range, clubhouse and others as required.

## **SECTION 8. INFRACTIONS**

Violators of club rules are subject to disciplinary action as determined by the committee responsible for the club facility or the Board of Directors and approved by the membership.

Any member knowing of a violation of club rules shall report the incident, including the name of the individuals(s) involved, to a member of the committee who will be responsible for taking any immediate action required and for reporting the incident to the Board of Directors. The Board of Directors shall meet with the committee to determine the type and extent of disciplinary for approval at the next regularly scheduled meeting. The recommendation of the Board of Directors shall be enacted only if approved by a majority vote of the members present.

## **SECTION 9. CHANGES TO RULES**

Any member in good standing may propose changes to the rules for use of club facilities by presenting the proposed change, in writing, to a member of the committee responsible for the particular club facility. The committee shall determine if the proposed rules change has merit, and bring the matter before the membership for a vote at a regularly scheduled club meeting. The proposed rules change will be enacted by approval of a majority vote of the members present.

**SECTION 10. URGENT CHANGES TO RULES**

Any member of a committee responsible for activities on a club facility may enact temporary changes to the rules when he/she believes such changes to be of an urgent nature and to be in the best interest of the Association. Such urgent rules changes shall be posted in a conspicuous manner and shall be in force until the next regular club meeting when the change shall be brought before the membership for consideration as provided in section 3 of this article. Should the rules change be defeated by such a vote of the membership, it shall not be reenacted pursuant to this section.

**SECTION 11. CONFLICTS BETWEEN RULES AND BY-LAWS**

The rules for use of facilities enacted under this section of the standing rules are not intended to conflict with or supersede any provision of the by-laws. Should such a conflict occur, the by-laws shall control.