

ATTERBURY SPORTSMAN CLUB

ARTICLES AND GUIDELINES

Amended: 10/11/2023

Effective date 1 Jan 2024

Article 1: Name, Mission, and Vision

Section 1 Name:

ATTERBURY SPORTSMAN CLUB

Section 2 Mission:

Atterbury Sportsman Club extends support to our active military, military veterans, and military youth through the promotion of hunting, fishing, and wildlife conservation.

Section 3 Vision:

The Atterbury Sportsman Club will dedicate its time and efforts to the delivery of quality outdoor experiences that focus on education, fellowship, and comradery. We will do this while promoting sportsmanship in the form of hunting and fishing in a lawful and ethical manner. Our club membership reach will extend to both military and civilian members.

Article 2: Membership

Section 1: Total Membership

The Atterbury Sportsman Club shall be composed of both military members and non-military members. A military member is defined as anyone who is a current, past or retired member of the Indiana National Guard, or current or retired member of the Active or Reserve Armed Force Component. A non-military member is anyone who does not meet the military member definition. Current ASC members who do not meet the requirements to be classified as a military member, but were defined as military members before 1 March 2015, will maintain their status as a military member indefinitely.

These membership definitions are written to be in the best interest of the longevity of the club in meeting our mission, vision, and purpose. If this approach does not work, this definition can be amended in accordance with article 8 of these bylaws.

Before a prospective new member can be voted on for membership,

- a. The club membership must be below 60 members.
- b. The target membership by classification is 60% military and 40% non-military.
- c. The membership director will maintain a list of military and non-military membership in a roster.
- d. If required-new club membership for military, civilian and current members transitioning to honorary status will be determined by vote during annual February club meetings or the nearest held meeting after February.

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- e. Prospective military members will be placed on a waiting list in order of their application date when either above listed rules: a., b., or c. prevent a vote.
- f. Prospective civilian members will be placed on a list in order to track who is interested in joining the club. Votes for new civilian members will be held each year during the February club meeting or nearest meeting to February, if required. Prospective civilian members will be voted on based off of merit in accordance with the guidelines listed below in section 2.

Honorary Membership.

- a. Current and former Post Commanders shall be considered as “Honorary Members” and will not be counted towards the 60-membership roster. As such, they will be eligible to participate in Club activities as desired and receive two invitations for the Annual Wild Game Dinner.
- b. Any current club member in good standing, who has completed at least 20 years of membership (total), can be voted in as “Honorary Members” and will not be counted towards the 60-membership roster. Voting for honorary members will occur each year during the February club meeting or the nearest held meeting to February. If voted in as “Honorary Members”, they will be eligible to participate in Club activities as desired and receive two invitations for the Annual Wild Game Dinner.
- c. Any member who was placed on the “Honorary Members” list shall remain as such, indefinitely, unless removed by majority vote during a club meeting.

Section 2: Merit Point System

1. Existing members, Associate Members, and Probationary Members will earn points based on merit, volunteerism, and club meeting attendance. Points will be awarded as follows:
 - a. 1 point for every club meeting attended.
 - b. 1 point for every 2 hours of volunteer time. Volunteer time can include:
 - (1) Actual club events.
 - (2) Volunteered time outside of club events. Examples: Taxidermy for Wounded Hero Hunts, scouting prior to Wounded Hero Hunts, etc.
 - (3) Volunteered time should be reported directly to the Membership Director to receive Merit Point credit
2. The committee leaders will be responsible for collecting volunteer information and reporting it to the Membership Director within 5 days of the volunteer event.
3. The Membership Director will maintain a record of names and merit points collected.
4. The club recommends using the Volunteer Record sheet found in Appendix A

Section 3: Requirement for Initial Membership

1. To become a club member, a person must first be approved as an Associate Member. The applicant shall:
 - a. Voluntarily express a genuine interest in becoming a member
 - b. Submit a membership application with a non-refundable \$10.00 initiation fee.

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- c. Be recommended by two members at a regular meeting.
 - d. Be free of State or Federal game violations in the last 5 years.
 - e. Be voted on by the membership committee.
 - f. Be at least 18 years of age.
 - g. Note: Associate Members are not full members. They will not pay dues, are not allowed to vote in elections, nor vote in new membership voting. Associate Members are encouraged to attend all events, club functions and meetings with input and ideas to improve the club.
2. For prospective Associate Members, the Membership Director shall:
 - a. Receive an application from the prospective new Associate Member(s).
 - b. Vet the new Associate Member applicant(s) for qualification consistent with Atterbury Sportsman Club Bylaws.
 - c. Notify the Associate Member applicant(s) if they are accepted as an Associate Member to the Sportsman Club if approved.
 - d. Inform any new approved Associate Member(s) that they may start building merit points to become a full member of the Atterbury Sportsman Club.
 3. The Membership Director, by December 31st of each year, will determine and announce the number of open positions in the club. The Membership Director will compile candidate information in preparation for new member voting in the February meeting of the following year. Reference: New Member Voting Ballot in Appendix B.
 4. New member voting by demographic:
 - a. Military Associate Members will be voted on based off their position on the waiting list. If there are more military applicants on the waiting list than military club positions available, military members will be voted on based on their accumulated merit points and years of service to the club.
 - b. Civilian Associate Members will be voted on based off their accumulated merit points and years of service to the club.
 - c. All applicants are encouraged to attend the February meeting during the vote to introduce themselves to the club and provide a basic statement of how they have qualified themselves to be a club member, and how they will contribute to the club in the future.
 - d. Vote will be by secret ballot and affirmation. Candidates must receive a majority vote to become a member.
 - e. For open positions, Associate Members' names will be placed on the ballot along with a history of their accumulated merit points and the number of years volunteering for the club. In the case of a tied voting score, the club will revote on the tied candidates only, during the February meeting (ref section 1:f).
 - f. For voting, the club will use the New Member Voting Ballot found in Appendix B.

Section 3: Requirement for Maintaining Membership

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To maintain membership as any club member, the club member shall:

1. Pay annual dues no later than the March meeting.
2. Earn a minimum of 14 merit points per year.
3. Conduct themselves in a manner that would not reflect dishonor or disgrace on the club.
4. Self-report to a member of the board any situation that would potentially disqualify them from participation in club events. Examples that would require self-reporting include (but are not limited to) being charged or convicted of federal or state conservation laws or any felony, or violations of Camp Atterbury policies.

Section 4 Membership Dues

1. Membership dues shall be \$20 annually and are payable on first club meeting of the calendar year.
2. Dues not paid prior to the March meeting will be considered delinquent.
3. In the event of financial hardship, a member in good standing may make a written request for a temporary deferment of their annual dues to the Board of Directors. Any request will be treated confidentially.
- 4.

ARTICLE 3: Officers, Elections, Vacancies and Eligibility

Section 1: Officers and their Duties

The officers of the club shall consist of:

a. President:

- i. Preside over all meetings and direct all official business.
- ii. Appoint and be an ex officio member of all committees.
- iii. Supervise all club functions.

b. Vice President:

- i. Act as program chairman.
- ii. Responsible for the audit of the club Treasurer's records quarterly.
- iii. Responsible for coordinating an annual third-party audit to be presented to club members at the nearest meeting to 1 March.
- iv. Responsible for coordinating other third-party audits when required by club vote.
- v. Assist the president in his duties and preside in the absence of the President.

c. Secretary:

- i. Maintain accurate minutes of all regular and special meetings as called for by the club President.

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- ii. Maintain regular liaison between the club and the Camp Atterbury MWR and Range Control.
- iii. Publish monthly newsletter, and other official club communications.
- iv. Holder of the official copy of the club bylaws.
- v. Maintains copies of each committee's current standard operating procedures.

d. Treasurer:

- i. Collect and disburse all monies.
- ii. Maintain accurate financial records and present a current treasurers report at each regular meeting to all presiding officers and club members.
- iii. Prepare quarterly audit for the Vice Presidents review.
- iv. Brief the results of the third-party annual audit to club members at the nearest meeting to when the results are received.

e. Membership Director:

- i. Maintains the club membership roster.
- ii. Be responsible for vetting all club members and non-club member volunteers in order to ensure they are in good standing with Camp Atterbury and have not been charged, engaged in or convicted of any behaviors detrimental to the club's mission and reputation; This includes any and all wildlife violations or violations of Camp Atterbury policies.
- iii. Maintains a roster of non-club member volunteers.
- iv. Establishes and maintains procedures for volunteer support.
 - v. Inform the board of directors if any member is disqualified for membership because of any of the above.
- vi. Notify any club member who is removed from membership by the Board of Directors.

Section 2: Elections

The President shall open nominations for office at the March meeting.

The election of officers shall be held annually at a regular meeting during the month of March. Elections shall be by simple majority of members present. Election for each officer and committee person shall be held separately and in the following order:

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Even Years	Odd Years
President	Treasurer
Vice President	Membership Director
Secretary	

Section 3: Eligibility of Vote:

Each member is entitled to one vote. Proxy votes are not permitted. Members must be in good standing to be authorized a vote.

Section 4: Term of Office

The term of office is for two years, which shall begin April 1st and end on the last day of March, or until the successor assumes office. Board members are not bound by any length of service. All board members will serve for a minimum of two years, but lengthier terms are encouraged in order to maintain continuity.

Section 5: Vacancies

In the event of an office becoming vacant, nominations shall be asked for and an elections held to fill the unexpired term of the individual vacating the office.

Section 6: Eligibility of Holding Office

To be eligible to hold an office a member must:

- a. Have been a member for 12 months.
- b. Have attended at least 75% of the club meetings and 75% of club events during a 12-month period.
- c. Have shown an active interest in all club functions.
- d. Have not broken any conservation laws.

ARTICLE 4: Board of Directors

The elected officers of the club will act as the Board of Directors. Each member of the board will serve for two years or until a new board member is appointed.

Board of Directors: The Board of Directors will consist of five members: President, Vice President, Secretary, Treasurer, and Membership Director elected annually as described in Article 3, Section 2.

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- i. The President will call all meetings of the Board of Directors and preside at such meetings.
- ii. The Secretary will record the minutes of club meetings.
- iii. Special meetings made by the Board of Directors will be announced with advanced notice to all club members electronically.
- iv. The Board will decide all protests and rule on all violations of the club bylaws when appropriately received.
- v. The Board will develop agendas for quarterly or monthly meetings as necessary.
- vi. The Board of Directors will be responsible for the conduct of the standing committees.

ARTICLE 5: Standing Committees

Standing Committees will be managed by club members and will be appointed and removed by the Board of Directors. Each committee will have at a minimum a Committee Chairperson and Vice Chairperson who are current club members. Committee Chairpersons and Vice Chairpersons are not bound by any length of service. All Standing Committees will serve for a minimum of two years but lengthier terms are encouraged in order to maintain continuity.

Standing Committees: Committees are encouraged to seek volunteer help from both Atterbury Sportsman Club members and non-club members in order to support committee initiatives. At a minimum, all committees will:

- i. Meet regularly as required to support club initiatives, event planning and event support.
- ii. Ensure the Committee Chairperson and/or Vice Chairperson attend regular club meetings and provide updates to the Board of Directors and club members on previous and upcoming initiatives and events.
- iii. Develop and publish written operating procedures that will guide the planning, organization, and execution of each committee function or event.
- iv. Liaison with military leadership to develop support plans for committee initiatives or events.
- v. Submit a list of non-club member volunteers for vetting to the Membership Director no later than 14 days before any event.
- vi. Ensures all volunteer help has been approved by the Membership Director before all events.
- vii. Conducts an after-action review after each committee event.
- viii. Maintain a list of club members and non-club members (volunteers) who participate in a committee event. Submit this list to the Membership Director NLT one week prior to the March meeting.

Atterbury Sportsman Club Standing Committees will consist of the following,

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- a. **Function/Dinner Committee:** The purpose of this committee shall be to plan, organize and operate all club functions not managed by any other committee. The committee will keep functions records, enforces all functions rules and investigate all protest concerning functions and make recommendations to the Board of Directors. The primary focus of this committee is to plan, organize, and manage the Atterbury Sportsman Club annual wild game dinner held each fall.
- b. **Youth Hunting and Fishing Committee:** The purpose of this committee shall be to plan, organize, and implement youth hunting and fishing opportunities and events; to introduce young people to the rewards of hunting and fishing; to give a basis for respect of our national heritage, appreciation of the rules of honesty, integrity, fair play and good sportsmanship, and to introduce to the joy of hunting, fishing and outdoor recreation. This committee will focus its efforts in supporting Camp Atterbury during the annual youth spring turkey and youth fall deer hunts. This committee is also encouraged to provide volunteer support to the INARNG annual Youth Summer Camp conducted on Camp Atterbury.
- c. **Firearms Hunting Committee:** The purpose of this committee shall be to act in conjunction with the military leadership of Camp Atterbury to provide hunting opportunities on military managed properties. The goal of this committee will be to form the partnership needed between community and military to preserve hunting opportunities on Camp Atterbury. The committee will assist military leadership in the planning, organization and execution of all firearms hunting activities on Camp Atterbury. This committee will organize, screen, and manage a volunteer force consisting of both club members and volunteers in order to support military managed deer, turkey and other firearms hunting as needed on Camp Atterbury. Special focus will be given to support the annual military reserve firearms deer hunts on Camp Atterbury.
- d. **Wounded Hero Committee:** The purpose of this committee shall be to act in conjunction with the military leadership of Camp Atterbury to provide wounded heroes hunting and fishing opportunities on military managed properties. This committee will plan, organize and operate wounded hero hunting and fishing activities on Camp Atterbury and other potential event locations. This committee will form a partnership needed between community and military to preserve wounded hero hunting opportunities on Camp Atterbury. This committee will be devoted to providing our wounded heroes an experience that removes them from the stressors and pressures related to the healing process. This committee will focus on offering our nation's wounded veterans the opportunity, not only to hunt with fellow soldiers and volunteers, but an opportunity for an experience that will last a lifetime.
- e. **Fishing Committee:** The purpose of this committee shall be to act in conjunction with the military leadership of Camp Atterbury to provide fishing opportunities on military managed properties. The goal of this committee will be to form the partnership needed between community and military to preserve fishing opportunities

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on Camp Atterbury. The committee will assist military leadership in the planning, organization and execution of fishing activities on Camp Atterbury. This committee will organize, screen, and manage a volunteer force consisting of both club members and volunteers in order to support current or future military fishing events or activities. Special focus will be given to support of the annual club spring picnic and fishing tournament. This committee is also encouraged to provide volunteer support to the INARNG annual Youth Summer Camp conducted on Camp Atterbury.

- f. **Maintenance Committee:** The purpose of this committee shall be to act in conjunction with all functional committees regarding maintaining, acquiring, and preparing the equipment needed to execute club functions and events. The goal of this committee will be to form focused priorities of work based off the needs of the other standing committees. This committee will organize, screen, and manage a volunteer force consisting of both club members and volunteers in order to support current or future club functions and events. Special focus will be given to support of the club's goal to conduct maintenance and beautification of the Foxfire shelter on Camp Atterbury. This committee will maintain accountability of all club property.

ARTICLE 6: Removal of Membership

A member may be dropped from the membership role for any of the following:

- a. Failure to pay dues.
- b. Failure to earn 14 merit points per year (January to December).
- c. Any action which would reflect dishonor and disgrace on this club.
- d. Disqualification for any reason from participating in events; including charges or convictions of federal or state conservation laws, felonies, or violations of Camp Atterbury policies.

Any member who does not meet requirements for maintaining membership as described in line (a) through (c) above may be removed from membership on the first club meeting held after 1 March.

A panel, consisting entirely of the ASC Board of Directors, will review the reason for disqualification. A club member who is charged with any of these disqualifications may petition the ASC Board of Directors through the Membership Director if he or she wishes to maintain membership. Petitions to the Board of Directors must be received no later than 1 March. The ASC Board of Directors will review and vote on each member who does not meet the membership qualifications. Removal of membership requires a majority vote by the ASC Board of Directors (3 of 5 board members).

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Any member who is charged with any of the disqualifications listed in lines (d) and (e) above will have their membership suspended until there is proof of final disposition from the courts or Camp Atterbury.

Any member who is charged with a felony, any wildlife violation, or violation of Atterbury policy must self-report the incident to any member of the ASC Board of Directors. Upon notification the ASC Board of Directors shall convene as described below.

A panel, consisting entirely of the ASC Board of Directors, will meet and determine the final disposition of any club member who is convicted of a felony or violates any wildlife law or Camp Atterbury policy. The ASC Board of Directors will use the following three-tiered system as described below. The final determination of punishment will be decided by board vote only. Removal of membership requires a majority vote by the ASC Board of Directors (3 of 5 board members members).

TIER 1: IMMEDIATE MEMBERSHIP REMOVAL
(Including being a volunteer or guest at club functions/events)

- Any club member who is convicted of a felony.
- Any club member who is convicted of two or more misdemeanor counts of wildlife violations.
- Any club member who conducts themselves in a manner that would reflect dishonor or disgrace on the club.

TIER 2: 1 YEAR MEMBERSHIP SUSPENSION
(Of all club functions, events and activities)

- Any club member who commits a wildlife violation (misdemeanor or infraction) on Camp Atterbury
- Any club member who violates ANY Camp Atterbury policy
- Any misdemeanor conviction of a wildlife violation regardless of the location
- Any club member who conducts themselves in a manner that would reflect dishonor or disgrace on the club

TIER 3: EVENT SUSPENSION
(The event is decided on by the Board of Directors)

- Any club member who commits any wildlife infraction
- Any club member who conducts themselves in a manner that would reflect dishonor or disgrace on the club

All determinations are final and effective on the date of the vote by the Board of Directors. Notification of removal of membership will be completed by the Membership Director immediately following the ASC Board of Directors decision.

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If the member who is not meeting requirements to maintain membership is currently holding a position on the ASC Board of Directors he or she will forfeit his removal of membership vote. A replacement for the member of the board who is being considered for removal will be filled by any current good standing and available club member.

ARTICLE 7: Expenditures

Normal club operational cost under \$250 need not be voted on but do require two board members to authorize the expenditure. All other expenditures must be voted on by membership regardless of cost. Expenditures may be voted on at any club function or meeting provided two members of the Board of Directors are present. A simple majority vote of members present is all that is necessary to approve the expenditure. All expenditures above \$250 dollars which have been approved by vote required two signatures from the board of directors. The Atterbury Sportsman Club will not fund any function or requirement to support military mandated or operated hunting or fishing events. The Wounded Hero Committee is authorized to partner with other 501c3 organizations in order to fund expenses related to hosting hunting and fishing opportunities. The *Wish for Our Heroes* Foundation will serve as the primary liaison and conduit for charitable donations and purchasing to fund Wounded Hero Committee operated events.

If the Atterbury Sportsman Club were to dissolve the remainder of the club assets will be distributed to the *Wish for Our Heroes* Foundation.

ARTICLE 8: Method of Amending the Bylaws

The bylaws may be amended at any regular meeting by a 2/3 vote of the members present, provided written notice of the proposed amendment has been presented to the membership at least one meeting prior to vote.

Amendments passed by unanimous vote on 11 Oct 2023

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APPENDIX A

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APPENDIX B

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New Member Voting Ballot									
	Candidate Name	Points Summary					Years of Club Support	Vote	
		2019	2020	2021	2022	2023			
1	Example: Fred Bear	14	22	8	21	18	6		
2	Example: Jackie Bushman	0	0	0	19	21	2		
3	Example: Tiffany Lakosky	0	0	0	0	36	1	✓	
4									
5									
6									
7									
8									
9									
10									