



By-Laws and Working Rules

Section I Conduct

1. No taking or harassment of wildlife on Park District Property. Violators will be brought before the AURORALAND ARCHERS board for possible disciplinary action.
2. Any unsportsmanlike conduct by an AURORALAND ARCHERS Member detrimental to the AURORALAND ARCHERS (“ALA” and its affiliates) and Fox Valley Park District be brought before the AURORALAND ARCHERS board for possible disciplinary action.
3. When any member is out of order and is acting improperly on the club premises, such member will be notified in writing of his improper conduct after a board hearing on the matter, advising that sanctions will be taken if such conduct is repeated.
4. No alcoholic beverages allowed as per according to the code of the Fox Valley Park District.
5. Any archer 16 years of age and under may use the range, club equipment, and facilities only under the supervision of a parent or instructor at all times without exception. This includes all organized events as well as group and private practice sessions.
6. All pets must be under leash while on AURORALAND ARCHERS property.

Section II

General Rules

1. Voting privileges in this club shall be restricted to members only.
2. To vote at any election, members must produce their membership card to be eligible to receive a ballot; family voting shall be limited in accordance with the Constitution, to two adult members—both voters must be present.

3. All proposed Amendments to the by-laws will be submitted to the Board of Directors.
4. Constitutional changes will be presented to the general membership in (2) two successive mailings prior to voting.
5. A copy of the minutes of the board meeting shall be sent to the members of the Board.
6. Only personnel authorized by the Fox Valley Park District will be issued keys to AURORALAND ARCHERS properties.
7. The top three places in all divisions at the four State Championship Tournaments will be published in the bulletin.
8. That all ALA special programs be approved by the Board and that the person in charge inform the Board of all details of the project at a Board Meeting before the start of such program.
9. All contracts on behalf of ALA must be submitted to the ALA Board for approval, and that such contracts be signed upon approval by the Vice-President as Chairman of the Board except for N.F.A.A., National and Sectional Championships.
10. That any pictures taken of any club function by appointed photographer will be delivered to the historian and will then be posted in the clubhouse for 60 days. That any member who wants a copy of a picture of club functions, contact a Board member who will arrange through channels to obtain such picture at the requester's cost.
11. The first board meeting in each quarter with a two-week notification is that quarter's regularly-scheduled meeting. The aforementioned motion should appear in the Constitution as well as the By-Laws.
12. The range for N.F.A.A. inspections shall be checked as required by an N.F.A.A. inspector.
13. At an ALA Board meeting the Board is to review the agenda items for the I.A.A. and make the recommendations of the Board concerning each of the agenda items to the General Membership.
14. The Club patches will be \$5.00. Decals will be \$3.00.
15. Any member who wishes to run for office must be a Club member in good standing, and all membership requirements fulfilled to qualify.

16. The Membership List maintained by the Club is private, confidential and proprietary. It shall not be used by any person for any purpose other than as authorized by the Board of Directors.

Section III

Shooting Rules, Dates, and Fees

1. There shall be no shooting of broadheads except in those areas designated for that purpose.
2. All arrows will only be shot at designated targets and from within the designated shooting lane. Under no circumstances will there be flight shooting or loosing of an arrow by an archer in any direction other than at the prescribed target. Violation will be grounds for dismissal by the AURORALAND ARCHERS Board and the Fox Valley Park District.
3. The 1st Sunday of each month will be set aside for club shoots or club functions.
4. That the selection for club shoots be part of the general meeting agenda and that the club shoot for the second month following the general meeting be put up for the membership's selection.
5. That the ALA prime shooting date(s) each year shall be determined by the Board at the 3rd quarters meeting for the following year.
6. During any ALA Club shoot or Club sponsored event, a Club member may use any Club facility not being used in that event and does not conflict with the scheduled shoot or event; that no registrant may shoot after his/her score card has been turned in until the event is concluded and the course declared open. The Registration Chairman or Range Captain may waive or extend that time to complete the shoot or event(s) if he deems it necessary based on participation in the shoot or events.
Exception: All ranges will be closed during work parties.
7. The Toys for Tots shoot in December shall be named the "Arkie Hall Memorial Toys for Tots Shoot." The date each year will be the second weekend of December.
8. The club shoot fees will be \$10.00 per 3-D adult shooter, \$6.00 field/paper and cub and youth will be half-price.
9. The Club Championship registration will be from 8:00 a.m. to 9:30 a.m.
10. The ALA Club Championship round shall be determined yearly by the Board.
11. All state shoots shall be protected by our club.
12. On league shoot nights, league shooters will have priority in having a shooting lane.

13. The indoor league shooting fees are \$30, including qualifiers, if prepaid in full by week 5 of league, or \$3 per score and per qualifier if not prepaid. Cub & youth are half price. On practice nights the adult fee will be \$1.00 per target (or 50 cents during league, but only if prepaid), but no charge for cub and youth.

14. Non-member practice shooting fees on target faces will be \$5.

SECTION IV

MEMBERSHIP DUES AND RENEWALS

1. Membership cards must be carried by all members 17 years and older at all times while on the ranges.

2. A charge of \$1.50 per card for each replacement membership card that is issued shall be made after the first card is lost.

3. It shall be indicated on all membership applications that N.F.A.A. booklets are available, and also that the Club patch and decals are available.

4. A family membership shall consist of all members of the immediate family, including dependents under the age of 23, actually residing in one household. Special situations will be handled by the Membership Committee.

5. Every membership shall be identified as either 'Individual' or 'Family'. An 'Individual' membership will be \$15 and a 'Family' membership will be \$25. In addition there will be a \$10.00 fully paid out-of-district fee for those not residing within the Fox Valley Park District (Aurora, Montgomery, North Aurora, or Sugar Grove).

6. A member who is lapsed, terminated, or is determined by the Membership Chairman to be habitually late, shall be assessed a reinstatement fee of \$25.00.

7. The Membership Chairman shall mail a first notice to a member of his membership renewal, and the Corresponding Chairman will stamp their newsletter indicating a second notice of their membership renewal.

SECTION V

AWARDS

1. All special trophies will be housed at the AURORALAND ARCHERS range.

2. All trophies donated to the club shall be administered by the Board of Directors, taking into consideration the wishes of the donor.

3. Awards for the Club Championship will be given out at the annual ALA Awards Banquet.
4. Concerning league and club events, that a 40/60 margin guideline be observed with 40% of the net income being spent for trophies.
5. All proposed special awards to be given shall be submitted to the Board for approval.
6. All Big Game awards will be submitted on ALA applications on or before February 15th. Applications are available through the Club Secretary and only game taken under the rules of fair chase shall be accepted.
7. Awards will be granted for the largest white-tailed buck, by witnessed weight slip; white-tail doe, by witnessed weight slip; the largest bear, under Pope and Young scoring for skull measurement; the largest prong horn antelope under Pope and Young; the largest carp, which is the total length and girth, by bow and arrow; and an outstanding animal by Pope and Young standards and their ranking to be determined by the board. A special Bowhunter award will be granted for any outstanding wild game, not under Pope and Young rules, to be determined by the Board.
8. That any member can recommend any other member for all awards in writing to the ALA Board.
9. The Dave Treest (outstanding club member award) and Rollie Mantzke (cub and youth), and the John Lippold Outstanding Service (Non-Shooter) awards are to be awarded each year.
10. All awards will be updated each year by the Trophy Committee.
11. All special award recipient families will be invited by a member of the ALA Board. Up to four members of the Myron Rutledge Lifetime Achievement Award Winner family will be invited and the cost for the family will be paid for by the Club.
12. All award nomination forms shall be given to either the President or the Vice President.
13. The Executive Council shall determine award recipients for all awards, except Lifetime Achievement.

FOR THE MANTZKE AND TREEST AWARDS OUTSTANDING CLUB MEMBERS
QUALIFICATION GUIDELINES

1. Shoot or be involved with the indoor or outdoor league.
2. Help and attend the picnic.
3. Be involved with major club tournaments.
4. Be involved with work parties with a majority of hours.
5. Be at various club, state or sectional shoots.
6. Be involved with the Park District required functions.
7. Letter of qualification from person making nomination.
8. ALA is to establish and maintain the Outstanding Service Award of the year for a Non-Shooting club member. This award to be given to a worthy member of the club every year at the awards banquet and shall be known as "The John Lippold Outstanding Service Award ".

GUIDELINES FOR THE NON-SHOOTING AWARD FOR THE AURORALAND
ARCHERS OUTSTANDING SERVICE AWARD QUALIFICATION GUIDELINES

1. Help and attend the picnic.
2. Be involved with major club tournaments.
3. Be involved with work parties.
4. Be involved with the Park District required functions.
5. Letter of qualification from person making nomination.

Myron Rutledge Lifetime Achievement Award Guidelines

- A. The Lifetime Achievement Award, shall be bestowed sparingly and only in recognition of outstanding and unselfish contributions to archery in any of its phases.
- B. To the end that the Lifetime Achievement Award, shall for all time retain its place as the most highly esteemed award that the club may give to its members. For this purpose its safeguarding will be entrusted to the Executive Board of the Club, plus one former recipient of the Lifetime Achievement Award. The President of the ALA shall chair this committee unless the President is one of the nominee's for the award. In this case the previous award winner will chair the committee. The previous award winner will only vote in the case of a tie.
- C. The Lifetime Achievement Award Committee shall be free of all restrictions as to their choice of recipients except: 1. The recipient must have been an active member of the club for a period of 10 consecutive years. 2. The recipient must have established himself as a leader in club activities by Board membership, teaching archery classes, JOAD, or by establishing themselves among their peer's as a leader in work parties; and projects at the club. They must have established themselves in the role for a period of five (5) consecutive years.
- D. The Lifetime Achievement Award will carry with it the honor of being an Honorary Life Membership to the club. If the recipient is not an honorary membership at the time of the Award. The award will be made up of an individual recognition award that will be presented to the recipient, as well as a continuous wall plaque that will be inscribed with the recipients name and displayed in a place of importance at the club house.
- E. Any Club member may make a nomination for the award. However they must submit their nomination in writing to the President of ALA, and list the reasons for their nomination and the qualifications of the person that they have chosen to nominate.
- F. The previous year's award recipient will present the current year's winner.

SECTION VI

OFFICERS

1. All outgoing officers will assist the incoming officers until they are able to handle the position.
2. That all Monies be turned in to the Secretary/Treasurer to deposit in the bank selected by the Secretary/Treasurer.

3. The primary signer of club checks will be the Recording Secretary/Treasurer, with the President and Vice President each being alternate signers.
4. That all Board Members who are not classified as Honorary Members be required to pay ALA dues, just as any other member would.
5. That all Board Members be allowed to accept applications from prospective members, that the Board Members taking the application be responsible for the correct amount of the membership dues required, that the Board Member taking the application deliver or mail the application or money to the Membership Committee within a reasonable time.
6. That all Board Members must deliver all monies in person or mail it by personal check.
7. Two-Year Board Members shall be given the duties of Sergeant at Arms at all general meetings and if Two-Year Board Members are not present, One-Year Board Members will act as Sergeant at Arms.
8. The Range Captain shall have charge of all tools, and that anyone checking them out must do so through the Range Captain.

SECTION VII

COMMITTEES

1. That the Kitchen Committee give a quarterly report on profit and loss of the kitchen operation.
2. The Banquet Committee will be a standing committee appointed at the first Board Meeting each year, and that the newly appointed committee work with the existing committee (appointed the prior year) to the day following the Club Banquet, at which time the prior year committee will cease to exist.

TROPHY COMMITTEE RULES

Both the outgoing committee and the incoming committee on January 1st, of each new year shall be responsible for the Awards Banquet presentations. The outgoing Trophy committee shall be responsible for the awards won during the year in which they serve.

1. The Trophy Committee Chairman shall be responsible for reporting to the Board concerning each award to be given and the cost and income on which it based and any recommendations pertaining to any award.
2. The Trophy Committee shall be solely responsible for the Club Championship awards, the maintenance and updating of all Clubhouse trophies, the Big Game awards, the Treest, Manske, all Outstanding Member, and league awards.
3. The Chairman of each league shall be responsible for the presentation of the awards applicable to his/her league at the Awards Banquet.
4. Club shoots and Invitational shoot awards shall be the responsibility of the Registration Chairman, who shall report directly to the Board concerning his office.
5. The Trophy and Awards Committee and the Registration Chairman shall have no responsibility concerning any award won in any National or State shoot unless the Club is responsible for such awards, in which case the Registration Chairman shall be responsible for handling the trophies and awards. The Board may designate the Trophy Committee to assist the Registration Chairman if the Board deems it necessary.
6. Nothing herein precludes the Board from adding other rules, or duties, or removing such duties from the Trophy Committee, and nothing herein is intended to nor infringe on the duties and policies of the office of Registration Chairman
7. The Trophy Committee shall formulate and provide the Award Banquet Program, setting forth the awards and recipients in the same fashion as previously used.

GUIDELINES FOR NOMINATING COMMITTEE

1. A Nominating Committee duly appointed pursuant to the constitution and bylaws will consist of a Chairman selected from the Board of Directors. The chairman of the Board shall be a non-participating member of the Committee, who may attend any meeting but will have no other duties except to receive the ballots and tally when counted.
2. It shall be the duty of the Nominating Committee to prepare the slate of candidates for the December election of Officers and Board Members which shall be presented to the Board of Directors prior to the November General Meeting at a regularly scheduled Board Meeting.
3. The slate of nominees shall be in writing with the names of each printed under the position for which he or she is a candidate. Each candidate shall indicate their acceptance by affixing his or her signature next to their printed name, which shall be verification that he or she is a candidate for the office under which his or her name is listed. Any name not verified by signature shall be dropped from the slate when it is presented to the board for approval.

4. The slate of nominees must contain the names of the incumbent Officer or Board Member, and it shall be the obligation of the Nominating Committee to contact each incumbent to verify his or her candidacy.
5. Any nomination (made and seconded) at the November General Meeting for any office to be filled at the December election shall be added to the nomination slate by the Nomination Committee; no further approval by the Board is required.
6. It shall be the duty of the Nominating Committee, after the presiding officer has closed the nominations, to make a motion to accept the nominating slate. (although the nominations from the floor have been accepted, the slate has not been accepted).
7. No candidate shall be added after the close of nominations unless nominations are reopened at the November meeting. No candidate shall be nominated or added to the slate upon the adjournment of the November meeting. A recess of the November meeting to December will preclude an election at the December meeting because the December meeting will be the continued November meeting, therefore any recessed meeting must be held prior to the December general meeting date. If the constitution or bylaws mandate a date on which the general meeting shall be held, it may be difficult to select that date for a recessed hearing.
8. In the instance that Auroraland Archers, in the November club meeting, do not have a quorum, so the club is not capable of getting nominations for the new Board, and the Nominating Committee has a slate to present, then the Board in office at the time can approve the slate. Then the slate can be presented in the newsletter and then voted on at the next meeting that there is a quorum at.
9. Any Member, Officer, Board Member, or Candidate, who is or is not listed as a candidate on the slate of nominees may campaign for any office listed on the nominating slate as a write in candidate, however his or her name cannot be added to the slate or a ballot. Such a candidate can only be voted for by the voter who must write in the name of the non-slated candidate. Any ballot which contains the name of such candidate prior to the delivery of the ballot listing the nominees/candidates shall be considered a spoiled ballot and not be counted in its entirety.
10. No member of the Nominating Committee shall be precluded from running for any office listed on the nominating slate except that if there is no candidate for that office, he must have the approval of a majority of the Board of Directors or run as a write in candidate. Such approval must be recorded in the minutes of the Board prior to the November General Meeting.
11. It shall be the duty of the Nominating Committee to prepare, distribute, and collect the ballots for the election of the officers and Board Members at the December meeting.

12. The Nominating Committee shall count the ballots cast except that any Committee Member who stood for election shall not be eligible to count or verify the ballots cast. When any Committee Member is disqualified from counting the ballots it shall be the Vice President/Chairman of the Board to appoint any member who is not a candidate to serve on the Committee for the purpose of counting the ballots.
13. Three Committee Members shall count and handle the ballots in the following manner:
- A. One Member shall read and call out the vote on each ballot.
 - B. Two Members shall each keep a separate record of the ballot cast.
 - C. After all the ballots have been tabulated, the process shall be repeated a second time.
 - D. Each recorder shall sign each of their slips.
 - E. The person that read and called out the vote shall then sign all the tally sheets.
 - F. The ballots and tally sheets shall be delivered to the President for disclosure to the members, after which the records shall be delivered to the Chairman of the Board.
14. The Committee shall keep all of the results confidential and not disclose except to the President or Vice President/Chairman of the Board.
15. Any candidate running as a write-in candidate may request and the Chairman shall disclose to him at a Board Meeting the total number of votes cast for him, the total number of votes cast for the office to which he was a candidate, and if more than two candidates the number cast for the winning candidate. A simple written request is all that is necessary. Unless a candidate who is slated contests the election, he is not entitled to any disclosure.
16. If a losing candidate contests the election, the President shall verify the results and advise the contesting candidate of the correctness of the count, disclosing only the total number of ballots cast for that office and the number cast for the contesting candidate. All contests must be in writing and state a reason why the candidate feels the count is in error.
17. No contest of the election results shall be deemed valid after 30 days from the date of the election have passed. The ballot shall be destroyed on the 31st day after the election. The results may be kept by the Chairman for the period of time he is in office and then must be destroyed when he leaves office.