

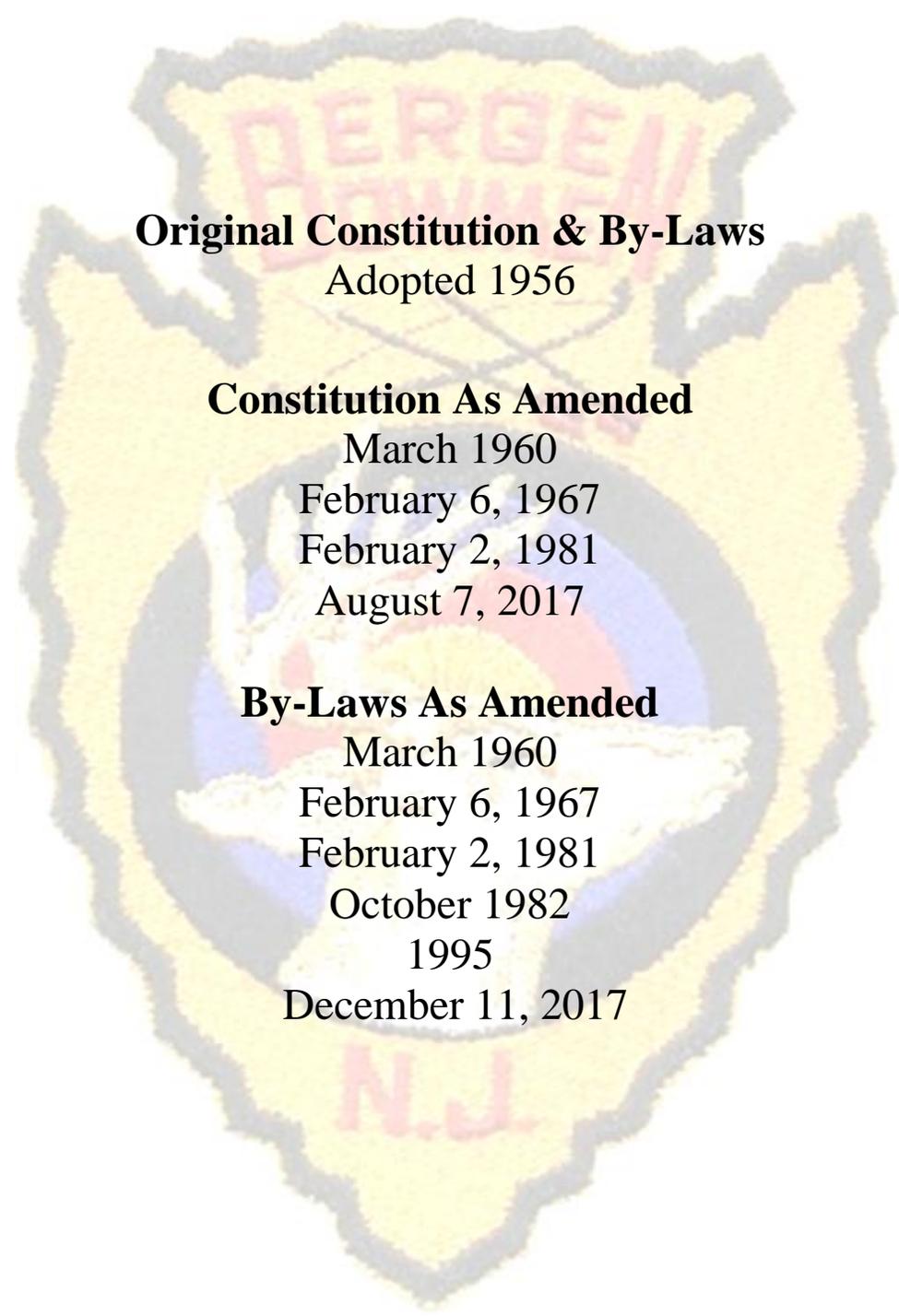
**The Official
Constitution & By-Laws
of the
Bergen Bowmen, Inc.**

A Bergen County, New Jersey Archery Club

Organized February 3, 1953
Incorporated February 28, 1956

Reprinted December 2017

Bergen Bowmen, Inc.
11 Rydell Rd.
Andover, NJ 07821
201-280-2299



Original Constitution & By-Laws
Adopted 1956

Constitution As Amended

March 1960
February 6, 1967
February 2, 1981
August 7, 2017

By-Laws As Amended

March 1960
February 6, 1967
February 2, 1981
October 1982
1995
December 11, 2017

Constitution

Article I: Name, Purpose, Location, Registered Office and Corporate Seal

Section 1. Name: This organization shall be known as Bergen Bowmen, Inc.

Section 2. Purpose: The purpose the Bergen Bowmen, Inc. shall be:

- a. To promote, further and perpetuate the ancient sport of archery;
- b. To encourage and provide instruction in the use of the bow in the hunting of all legal game, as well as field archery and target archery;
- c. To instill a spirit of good fellowship among all sportsmen;
- d. To acquaint the public with the bow and its use as a practical and humane instrument, suitable under proper limitations and restrictions for the hunting of game animals and game birds;
- e. To protect, improve and increase the privileges of bow and arrow hunters;
- f. To cooperate with federal, state and sportsmen's organizations in the protection and conservation of wild game in its natural surroundings.

Section 3. Location: The said corporation shall be principally located in in the town where the Treasurer resides, so long as it is in the Northern Region of New Jersey within the counties of Bergen, Essex, Hudson, Morris, Passaic, Sussex, Warren, although its activities may be conducted anywhere within the State of New Jersey, or elsewhere, not inconsistent with the purpose and aims for which the corporation was created.

Section 4. Registered Office: The Bergen Bowmen, Inc. shall have and continuously maintain, in the State of New Jersey, a registered office which may from time to time be changed by the corporation and or by the Registered Agent as deemed necessary. This registered office is for the purpose of filing all required corporate reports and any paper work as required by law. When the Registered Agent is changed, the prior Registered Agent has 30 days to transfer all corporate reports and any corporate paperwork handled by the Registered Agent to the new registered Agent. The Registered Agent shall be either the Secretary or the Treasurer of the Bergen Bowmen, Inc. All corporate reports and paperwork are the property of the Bergen Bowmen, Inc., not the Registered Agent.

Section 5. Corporate Seal: Bergen Bowmen, Inc. shall have a corporate seal with its name, year of incorporation and the words Corporate Seal, State of New Jersey inscribed thereon. The seal shall be in the custody of the Secretary and used by said corporate officer or any other officer so authorized by the Board of Directors by causing it or a facsimile thereof to be impressed, affixed or reproduced otherwise on any instrument as may required by law, these Bylaws, the President, Registered Agent or at the request of the membership.

Article II: Corporate Restrictions

This corporation is intended to qualify as a tax exempt non-profit corporation within the meaning of Section 501(c) (7) of the Internal Revenue Code. No part of the net earnings of the corporation shall inure to the benefit of any member at any time.

Article III: Elected Officers & Duties

The officers of the Club and their duties shall be as follows:

Section 1. President: The President shall be the chief executive officer of Bergen Bowmen, Inc. and shall preside at all meetings. He/she shall see that the Constitution and By-laws of Bergen Bowmen, Inc. are enforced and shall perform all other duties that may be prescribed from time to time by the Board of Directors. The President shall see that all officers and committees perform their duties, and shall direct the Secretary to call a special meeting when warranted. He/she shall be ex-officio member of all committees. Should there be cause to call for the removal of the President for failing to perform said duties described herein, for three (3) consecutive months, the membership shall officially petition a request for a recall by ballot by the third month with at least twenty-five percent (25%) of the regular and life membership having signed said petition. The procedure of a recall by ballot is outlined in See Article XI.

Section 2. Vice President: In the absence of the President, the Vice President shall have the powers and perform the duties of the President and other such duties as may be assigned by the President and or Board of Directors.

Section 3. Secretary: The Secretary shall be the chief operation officer of the Bergen Bowmen, Inc.; shall keep full and accurate minutes of the monthly meetings and of the Board of Directors; shall distribute said monthly meeting minutes to all members in good standing within fifteen (15) days of the monthly meeting; see that all notices are duly given in accordance with the provisions of the Constitution and By-laws or as required by law; be one of the custodians of all of the corporate records and of the seal of the Bergen Bowmen, Inc. and see that the seal of the Bergen Bowmen, Inc. is affixed to all documents, the execution of which on behalf of the Bergen Bowmen, Inc. under its seal is duly authorized in accordance with the provisions of the Constitution and By-laws; keep a register of the post office addresses of each member which shall be furnished to the Secretary by such members and make such list available to members in good standing; and in general perform all duties incident to operations of the Bergen Bowmen, Inc., the office of Secretary and such duties as may from time to time be prescribed by the Board of Directors. He/she shall be ex-officio secretary of all committees appointed by the President or Board of Directors. When a new Secretary is elected, the outgoing/replaced Secretary must turn over to the newly elected Secretary all corporate books and records of the Bergen Bowmen, Inc by December 31. All corporate books, records and any paperwork associated with the office of the Secretary are the property of the Bergen Bowmen, Inc., not the Secretary. Should there be cause to call for the removal of the Secretary for failing to performed said duties described herein, for three (3) consecutive months, the membership shall officially request that the President shall thus call for a special election to replace the Secretary or can petition for a recall as provided in Article XI.

Section 4. Treasurer: The Treasurer shall be the chief financial officer; shall keep or cause to be kept, correct and complete records of accounts showing the financial condition and shall render a financial report to the membership at each monthly meeting and a written annual financial report to the membership at the February meeting. The Treasurer shall submit book of accounts to the Board of Directors upon request within 30 days. The Treasurer shall be one of the custodians of all of the corporate records including all monthly bank statements and required tax filings, annual report filings and any other documents associated with said office. When a new Treasurer is elected, the

outgoing/replaced Treasurer must turn over to the newly elected Treasurer all corporate books and records of the Bergen Bowmen, Inc by December 31. All corporate books, reports, bank records and any paperwork associated with the office of the Treasurer are the property of the Bergen Bowmen, Inc., not the Treasurer. Should there be cause to call for the removal of the Treasurer for failing to provide monthly financial reports, for three (3) consecutive months, the membership shall officially request that the President shall thus call for a special election to replace the Treasurer or can petition for a recall as provided in Article XI.

Section 5. Sergeant at Arms: The Sergeant At Arms shall be responsible with preserving order at all corporate functions, including, but not limited to meetings and dinners, with emphasis on ability to mediate disputes. The Sgt. at Arms shall have good communication skills, and an understanding of Robert's Rules of Order. He shall serve as Parliamentarian at Board Meetings and also serve at the pleasure of the President in any other capacity as deemed necessary.

Section 6. Past Presidents: All Past Presidents of the Bergen Bowmen, Inc., who are members in good standing, shall have life-time tenure on the Board of Directors and shall provide advice and leadership guidance regarding past practices and other matters to assist the Board of Directors in governing the Bergen Bowmen, Inc.

Article IV: Election of Officers

Section 1. The election of officers shall take place during the regularly scheduled November meeting of each year. The nomination of officers shall take place during the regularly scheduled September meeting. Officers elected shall take office on January 1st of the year following elections. The term for all officers is one calendar year (Jan 1- Dec 31), with a limit of five consecutive terms, however this does not preclude an officer from being elected to a different office at the end of his/her fifth consecutive term in his/her current office. Should the membership request and the current seated officer(s) having have no objection, the limit of consecutive terms can be extended an additional 5 years, or 10 years in total, with the passing of a corporate resolution stating such. At no time can a officer hold two offices at the same time.

Section 2. Resignations of any officer shall be submitted by the President in writing. If the Resignation is the President then it is to be submitted the Board of Directors in writing.

Section 3. In the event of resignation, removal, prolonged illness, death or any other reason that prevents any officer from performing the duties of that office, the membership can officially request a special election to fill the now vacant office or allow the position to be appointed by the President, subject to the approval of the Board of Directors and membership until next election. Any member in good standing may make nominations to fill the vacant seat(s). If the resignation, removal, prolonged illness death or any other reason that prevents the President from performing the duties of the President, the Vice President shall become the President of Bergen Bowmen, Inc. until the next election of officers.

Section 4. All elections shall be by written ballot and election shall be tallied onto two sheets by a designated member chosen prior to the start of the election. The results shall be recorded in the meeting minutes by the Secretary and the election tally sheets along with a corporate resolution on the election of the officers shall be part of the corporate books (1 for Secretary and 1 for Treasurer).

Article V: Board of Directors

Section 1. The Board of Directors shall be chosen from the three of the elected officers and two from voting membership and any Past President of the Bergen Bowmen, Inc., providing they are members in good standing. The elected officers shall chose the three amongst themselves to sit on the board and the two remaining board members shall be elected by a majority vote at election time. Nominations for the two general seats shall be from the floor before the elections begin. The Board shall elect a Chairman and Vice Chairman at the first meeting following the annual election in November. It shall be the duty of the Board of Directors to act as the recommending and governing body of the Bergen Bowmen, Inc. and to recommend a budget for the fiscal year. Approval of the budget for the fiscal year shall require a majority vote from the voting membership at the January Meeting.

Section 2. The Board of Directors and the President shall have full power to formulate and carry out plans and spend monies of the Bergen Bowmen, Inc. in any case of emergency for which in their majority opinion time does not permit the delay of first submitting recommendations and requesting approval at a regular or special meeting of the Bergen Bowmen, Inc. Any such deemed emergency expenditure is limited to \$500.00. Any emergency expenditure shall be reported to the general membership at the next regular meeting.

Section 3. The Treasurer and/or Secretary shall prepare fiscal records (income and expense reports/annual report) and submit it to the Board of Directors by the November election meeting for them to formulate the fiscal budget.

Section 4. A quorum shall be no less than three board members.

Article VI: Amendment of Articles

Section 1. Any voting member is eligible to submit written Constitution and or By-Laws changes at any regular membership meeting. The Board of Directors shall review all submissions and shall make any recommendations positive or negative to the membership at a regular meeting on the proposed by-law change(s) submitted before written notice is sent out. Member submitting proposed change(s) can chose to rescind the proposed change(s) before it is voted on.

Section 2. Written notice shall be made of the proposed change or changes in the Constitution and or By-laws to all members in good standing, through 2 monthly newsletters before a meeting called for such purpose.

Section 3. Amendments to or changes to the Constitution shall be made by a 2/3 vote of voting members in good standing who are present at a meeting called for such a purpose.

Section 4. Amendments to or changes in the By-laws of the Constitution shall be made by a 2/3 vote at any regular meeting by voting members in good standing who are present.

Section 5. Upon approval of any Constitution or By-Laws changes, the Secretary shall document such changes approved by the membership in the meeting minutes and shall make available to all

members in good standing an updated Constitution and/or By-Laws containing the approved changes, with the date of approval within one month of the vote.

Article VII: Parliamentary Governance

Section 1. The rules contained in the current edition of “Robert’s Rules of Order, Newly Revised” shall govern the Bergen Bowmen, Inc. in all circumstances to which the rules are applicable and in which they are not in conflict or inconsistent with the By-laws and/or special rules of order the Bergen Bowmen, Inc. may adopt from time to time.

Article VIII: Liability and Indemnification

Section 1. Liability: Pursuant to Section 15A:6-14 of the New Jersey Non-Profit Corporation Act and in the absence of fraud, the Executive Officers and Directors and members shall not be personally liable for its debts, obligations or liabilities. The Bergen Bowmen, Inc. shall keep and maintain a liability insurance policy for use of the Campgaw Mt. Archery Range owned by the Bergen County Parks Department and any other facility as needed for archery activities, meetings and dinners by Bergen Bowmen, Inc.

Section 2. Indemnification: Bergen Bowmen, Inc. shall indemnify and hold harmless any Executive Officer, Director, or Past President to the fullest extent pursuant to 15A:3-4 of the New Jersey Non-Profit Corporation Act or any successor statute against reasonable legal expense, judgment and expense of settlement arising from any action, suit or proceeding whether it be civil, criminal, administrative, investigative or otherwise (including an action by or in the name of the corporation). Exception would be with respect to matters as to which such persons has been adjudged liable by virtue of negligence or misconduct in the performance of duty. Reimbursement for any expenses actually and necessarily incurred in connection with the defense of any action shall be brought forth to the Bergen Bowmen, Inc. in a timely manner. This shall be only be offered or carried out provided the Bergen Bowmen, Inc. have adequate funds to cover such expense if such action is brought forth against any Executive Officer, Director or Past President.

Article IX: Recall

Section 1. Any officer of the Bergen Bowmen, Inc. may be removed from office due to nonfeasance, misfeasance or malfeasance as herein provided. A recall petition(s) demanding the removal of any officer shall be submitted to the Membership Committee Chair. Such recall petition(s) shall be signed by a least twenty-five percent 25% of the life membership and regular membership in good standing.

Section 2. Petition forms shall be provided to any regular or life members following the submission of an affidavit signed by no less than one regular member and one life member and one probationary member stating the name of the officer sought to be removed. Should at the time of the submission of the affidavit the Bergen Bowmen, Inc. be deficient for the regular or probationary member requirement, the deficiency can be filled by the affidavit being signed by a life member or life members thereby satisfying the required signatures for the filing of the affidavit.

Section 3. All forms comprising the recall petition shall be gathered and submitted to the Membership Committee Chair within thirty (30) days after the issuance of the petition forms referenced in Section 2 above.

Section 4. In the event that the required number of properly verified signatures to said recall petition are not received by the Membership Committee Chair within thirty (30) days, of the issuance of the petition forms referenced in Section 2 above, the Membership Committee Chair shall inform those members who submitted an affidavit seeking the recall that the recall petition was insufficient. Said insufficiency does not prejudice the submission of a new affidavit for the same purpose.

Section 5. Not more than five (5) days following determination by the Membership Committee Chair that the petition(s) are sufficient, he or she shall notify in writing the officer whose removal is sought by such action. This notice shall be delivered by hand or shall be delivered by registered mail. If said officer does not submit his/her resignation within seven (7) days, of receipt of such notice, the Membership Committee Chair shall within a reasonable amount of time of thirty (30) days of the aforesaid determination, be empowered with the duty to direct and conduct an election by mail ballot to the regular and life members. Said ballot must be completed and returned to the Membership Committee Chair no less than fifteen (15) days after direction of same.

Section 6. The aforesaid ballots shall conform to the following requirements: With respect to each person whose removal is sought, the question shall be submitted, "Shall _____ be removed from the office of _____ by recall?" Immediately following each question shall be printed in the ballot the two (2) propositions in the order set forth; For the recall of (name of person), and Against the recall of (name of person). Immediately to the left of each of the propositions there shall be a line or a box, in which to place an cross mark (X) by which a regular or life members may vote for either of such propositions.

Section 7. Should a majority vote cast by the regular and life membership at a recall election be against the removal of the officer named on the ballot, such officer shall continue in office for the remainder of his/her term, subject to recall as before. However, no recall petition shall be filed against an officer within sixty (60) days after a vote of the regular and life membership has failed to remove him/her. If a majority of the votes cast at a recall election be for the removal, he or she shall be deemed removed from office and he/she cannot hold any other office within the Bergen Bowmen, Inc. at any time and thus banned from the Bergen Bowmen, Inc. election process.

Section 8. Once an officer is removed from office, the membership can officially request a special election to fill the now vacant office or allow the President to appoint a regular or life member to fill the position, subject to the approval of the Board of Directors and membership until next election. Any member in good standing may make nominations to fill the vacant seat(s).

Section 9. Any officer removed from office must immediately turn over any corporate records in his/her possession. All corporate books, records and any paperwork associated with the office held are the property of the Bergen Bowmen, Inc., not the property of the member who held the office.

Article X: Dissolution

Section 1. Upon dissolution or final liquidation of Bergen Bowmen, Inc., after payments or provisions for payments of all of the liabilities of the Bergen Bowmen, Inc. all remaining assets of the corporation shall be distributed to one or more domestic corporations which have qualified for nonprofit and tax exempt status under Section 501(c)3 of the Internal Revenue Code and which are engaged in activities which are similar to those of the Bergen Bowmen, Inc., pursuant to a plan of distribution adopted as provided for in Section 15A:12-8 of the Act.



By-Laws

Article I: Membership

Section 1. Qualifications: Any individual who applies for membership shall be one who understands, is willing to uphold and ready to defend the purpose of this corporation as set forth in Article I, Section 2 of the Constitution. Membership in the Bergen Bowmen, Inc. shall be available to any individual without regard to race, color, creed, sex, age, national origin or physical ability.

Section 2. Acceptance of membership: Acceptance into the Bergen Bowmen Inc. shall be made by the following process:

- a) Written application for membership
- b) Payment of dues in full
- c) Acceptance by a majority vote of the Regular and Life Members present at a regular meeting.

Section 3. Types of Memberships:

- a) **Regular Member:** Persons holding Regular Membership in organization at the time of adoption of the resolution shall continue to do so without change. Regular members may chair committees as appointed by the President, hold office, can be voted to sit on the Board of Directors as a Director, can vote for constitutional officers and for admittance of new members. Regular member are considered in the accounting for the club insurance.
- b) **Probationary Member:** Persons applying for membership to the organization after adoption of the resolution shall be admitted as Probationary Members for a period not less than one year nor more than eighteen months. Probationary Members shall be afforded all rights and privileges afforded Regular Members, however they shall not be able to hold any executive office, vote for constitutional officers, or for new members. Probationary Members may chair a committee only upon the approval of the executive officers. Probationary member are considered in the accounting for the club insurance depending on time of joining.
- c) **Life Member:** A Regular member may be considered for Life Membership provided such member is in good standing for a period of not less than twenty-five (25) years and has been active enough to show unselfish devotion to the running of the club, including but not limited to holding office, chairing committees, attending work parties, shoots, etc. Nomination for Life Membership can only be made by the Membership Committee after full review and by approval of a two-thirds vote of the Regular Membership. Life Members shall retain all rights and privileges afforded to them as when they were Regular Members. Life member are considered in the accounting for the club insurance.
- d) **Non-Insured Life Member:** A Regular member or current life member may be considered for Non-Insured Life Membership provided such member is in good standing for a period of not less than twenty-five (25) years and has been active enough to show unselfish devotion to the running of the club, including but not limited to holding office, chairing committees, attending work

parties, shoots, etc, but is not an active shooting regular or life member, or no longer lives in NJ. Nomination from Regular Membership to Non-Insured Life Membership can only be made by the Membership Committee after full review and by approval of a two-thirds vote of the Regular Membership.

- e) **Junior Membership:** Any child or relative to an Individual (Probationary, Regular or Life member) who is in good standing and is under 16 years of age. Those children who reach the age of sixteen during the year must join as a individual member the following year provided it is after the yearly renewal period which ends in March.
- f) **Honorary Membership:** With exemption from regular dues for a period of one (1) year; may be granted for exceptional merit and service to the Bergen Bowmen, Inc., upon recommendation of the Membership Committee and submitted to the Board of Directors for review no less than 30 days prior to March 1. If approved by the Board, such recommendation must be then approved by a majority vote of the membership.

Section 4. Dues:

- a) **Individual Membership (Regular and Probationary):** Member is (sixteen years and older): Thirty dollars (\$30.00). Membership includes membership card, range permit, newsletter, and liability insurance at range and meetings/dinners.
- b) **Spouse Membership (Regular and Probationary):** Fifteen Dollars (\$15.00). Membership includes membership card, range permit and liability insurance at range and meeting/dinners.
- c) **Junior Membership** (under sixteen year old and must be related to an Individual Member who is in good standing) – Five dollars (\$5.00). Membership includes membership card.
- d) **Life Membership:** No dues required, but can make a donation of Fifteen Dollars (\$15.00) to treasury to cover liability insurance for participation at shoots. Membership includes special life membership card and certificate, range permit, newsletter, and liability insurance at range and meetings/dinners.
- e) **Non-Insured Life Membership:** No dues required. Membership includes special life membership card and certificate and newsletter.

Section 5. Requirements and Conditions for Membership:

- a) To remain a member in good standing, dues must be paid by the end of the March meeting.
- b) Regular members who have voluntarily withdrawn from the organization may be readmitted as Regular Members provided annual dues are remitted. There is no time frame from withdrawal to rejoining.
- c) Persons who have been removed from the organization involuntarily are not allowed to rejoin this organization.

- d) Any member guilty of conduct unbecoming the Club may be cited for his/her misbehavior upon the recommendation of the Board of Directors. A panel of at least five (5) Club members shall be chosen to decide what action, if any, should be taken. Should the offense be grave enough to warrant expulsion from the Club, the errant member shall be required to show reason why he/she should not have their membership revoked, and be permanently banned from the Bergen Bowmen, Inc. The merits of the case shall then be decided upon by the panel in a closed vote and the final findings made known to the Board of Directors and the member in question.
- e) Any member charged and found guilty of violating any game laws shall show cause to the Club why he/she should not be expelled from the Club under Article I, 5(d) of the By-Laws.

Section 6: Membership Committee: Formation and Duties:

- a) **Membership Committee:** A Membership Committee shall be appointed by the President, removal by Executive Committee, and shall make recommendations to the organization concerning Probationary Members who desire to become Regular Members and for recommendations to the organization concerning any Regular Member who might be eligible for Life Membership, if any. The form of the committee shall be:
 - i. **Committee Chairman:** The Committee Chairman shall be a Regular or Life Member of the organization, in good standing, who holds the position of Membership Director. The Chairman's term shall be for as long as the Chairman holds the Membership Director position.
 - ii. **First Committee Member:** The First Committee member shall be an Officer of the organization who is either a Regular or Life member of the organization, in good standing, for a period of not less than three years for Regular member or twenty-five years for Life member. The First Committee member term shall be for a period of three years minimum, but can be longer if requested to so by the President of the organization.
 - iii. **Second Committee Member:** The Second Committee Member shall be a Regular Member or Life Member of the organization, in good standing, for a period of not less than ~~one~~ two years for Regular member or twenty-five years for Life member. The Second Committee Member term shall be a period of two years, but can be longer if requested to so by the President of the organization.
 - iv. **Third Committee Member:** The Third Committee Members shall be a Probationary Member, in good standing, for a period of not less than three months. The Third Committee Member term shall be for a period of one year unless Probationary Member is elevated to Regular Member at which time the Third Committee member must step down and a replacement sought.

b) Committee Procedures:

- i. The Committee shall meet quarterly to consider applications for Regular Membership. The Committee shall review all information submitted by or on behalf of applicants. The finding of the Committee shall be reported to the Regular and Life Members at the next regular meeting. The recommendation of the Committee concerning applications for Regular Membership may either be adopted or rejected by the Regular and Life Members by a simple majority vote.
- ii. Applicants for Regular Membership shall be advised of the Committee's recommendations prior to the next regular meeting. In case of a negative recommendation, the Committee shall notify the applicant of that recommendation at least ten days prior to the next regular meeting. The form of the negative recommendation shall be in writing and shall be sent to the applicant via regular U.S. Mail.
- iii. Applicants who have received a negative recommendation from the Committee shall be afforded to present additional information in the support of the applicant to the entire membership at the next regular meeting. The simple majority vote of the Regular and Life Members shall be binding and final. Any Probationary Member who receives a negative recommendation and no vote from the Regular and Life Membership will not be allowed to renew their membership when due.

**Article II:
Meetings**

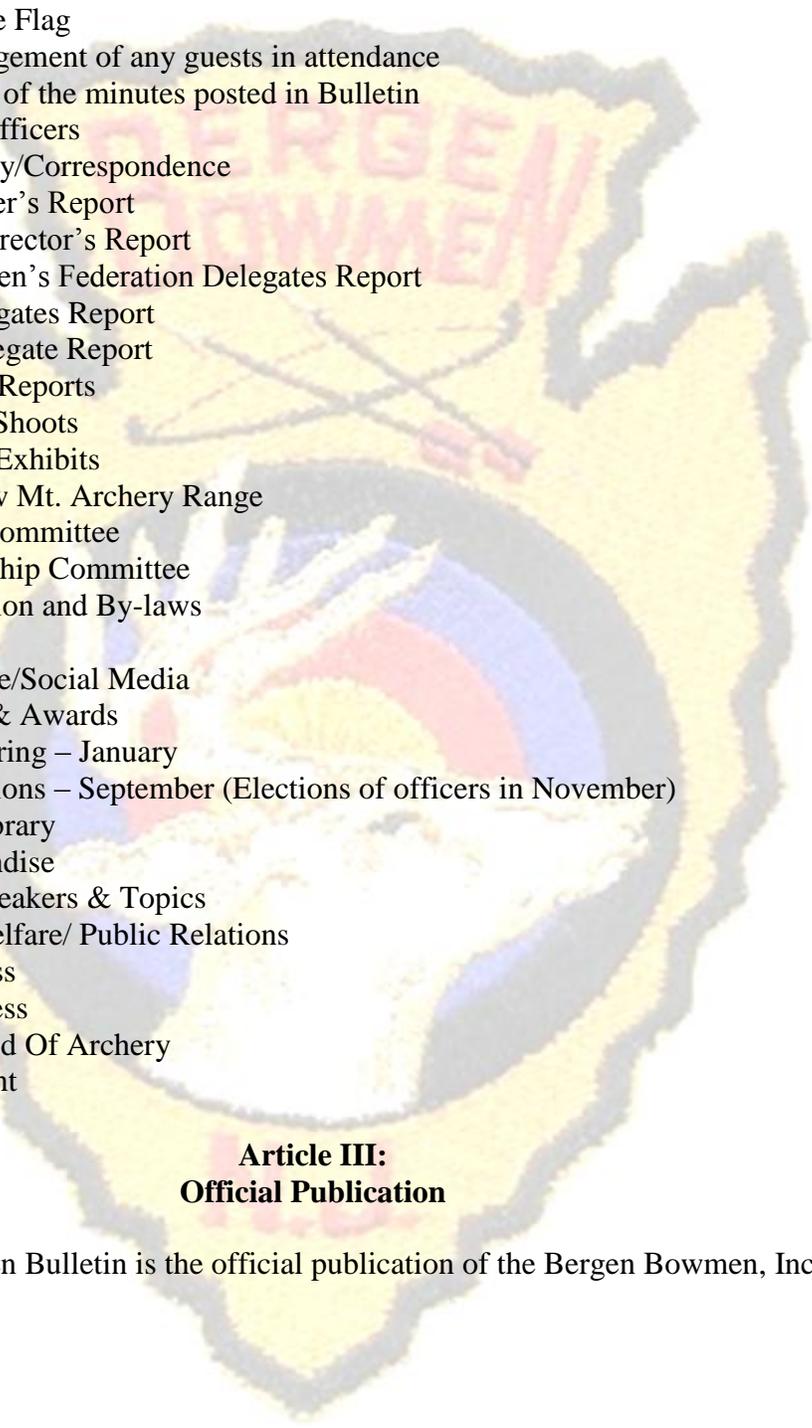
Section 1. All special committees at the regular monthly meeting shall be appointed by the President, who may at his discretion delegate this power to the members at a meeting.

Section 2. Regular monthly membership meeting shall be held on the first Monday of each month unless it falls on a holiday, then it will be the second Monday of the month.

Section 3. Board of Directors shall meet at least three times a year (March, July & November) at such location, date and time as designated by the Chairman of the Board.

Section 4. Committee meetings shall meet once a month when business needs to be discussed. Location of meetings shall be at the decision of each of the respective chair of each committee with the exception of the Membership Committee which shall meet in the following months March, June, September, and December, to discuss probationary membership. Meeting location will be at the decision of the Membership Director.

Section 5: Format of Monthly Meeting

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- a) Order of Business
 - 1. Call to Order
 - 2. Salute to the Flag
 - 3. Acknowledgement of any guests in attendance
 - 4. Acceptance of the minutes posted in Bulletin
 - 5. Report of Officers
 - a) Secretary/Correspondence
 - b) Treasurer's Report
 - 6. Board of Director's Report
 - 7. NJ Sportsmen's Federation Delegates Report
 - 8. UBNJ Delegates Report
 - 9. NWTF Delegate Report
 - 10. Committee Reports
 - a) Archery Shoots
 - b) Archery Exhibits
 - c) Campgaw Mt. Archery Range
 - d) Dinner Committee
 - e) Membership Committee
 - f) Constitution and By-laws
 - g) Bulletin
 - h) Web Page/Social Media
 - i) Records & Awards
 - j) P&Y Scoring – January
 - k) Nominations – September (Elections of officers in November)
 - l) Video Library
 - m) Merchandise
 - n) Guest Speakers & Topics
 - o) Good Welfare/ Public Relations
 - 11. Old Business
 - 12. New Business
 - 13. For the Good Of Archery
 - 14. Adjournment

Article III: Official Publication

Bergen Bowmen Bulletin is the official publication of the Bergen Bowmen, Inc.

**Article IV:
Official Logo**

The official logo of the Bergen Bowmen, Inc. shall be as pictured below:



**Article V:
Official Color of the Bergen Bowmen, Inc.**

The official shirt color of the Bergen Bowmen, Inc. shall be gold.

**Article VI:
General Rules for Club Archery Shoots/Practices at Campgaw Mt. Archery Range**

- Section 1.** All members under sixteen (16) years of age, must be accompanied by an individual member of that child's family, or a member who has reached his/her twenty-first (21) birthday, in order to participate in any club shooting activity.
- Section 2.** All firings at any range under the auspices of the Bergen Bowmen, Inc. shall be supervised by a range officer chosen by those members firing. It shall be his/her duty to supervise all shooting and to make certain that the safety rules of the range are strictly complied with. He/she shall also be authorized to delegate these duties to another safety officer while he/she is firing.
- Section 3.** No alcoholic beverages or controlled substances (drugs) may be carried or consumed by any member, whether a Bergen Bowmen member or a member of the archery community, on the Bergen County Department of Parks Campgaw Mt. Archery Range at any time on the practice area or on the 28 target field course. Anyone caught breaking this rule shall be asked to leave the archery range.
- Section 4.** No shooter, Bergen Bowmen member or any member of the archery community, will be allowed to participate in any Bergen Bowmen sponsored shoot while under the influence of alcohol or any other controlled substance. The penalty is immediate and further disciplinary action may be taken if so decided by the membership. Also local laws apply as to conduct with possible arrest.

Section 5. Littering the grounds of the Bergen County Department of Parks Campgaw Mt. Archery Range at any time will not be permitted. Trash receptacles are present and are to be used, particularly during a Bergen Bowmen, Inc, sponsored event. Please keep the range clean.

Section 6. Un-sportsmanlike conduct on the Bergen County Department of Parks Campgaw Mt. Archery Range at any time will not be tolerated. Any Bergen Bowmen, Inc. member who may be cited for his/her misbehavior and shall show cause to the Club why he/she should not be expelled from the Club under Article I, Section 5(d) of the By-Laws.

**Article VII:
Club Sponsored Shoots, Competitions and Awards**

Section 1. Styles of shooting to be recognized as follows;

a) Adult (16 years and older):

- i. Traditional - be it Longbow or Recurve only, no device of any kind attached to the bow (sight, arrow rest, stabilizer)
- ii. Compound - be it a Barebow or Compound affixed with a sight, arrow rest, and stabilizer, with fingers only
- iii. Compound - be it a Barebow or Compound affixed with a sight, arrow rest, and stabilizer, with mechanical release only

b) Youth (age up to 15 years old):

- i. Traditional - be it Longbow or Recurve only, no device of any kind attached to the bow (sight, arrow rest, stabilizer)
- ii. Compound - be it a Barebow or Compound affixed with a sight, arrow rest, and stabilizer, with fingers only
- iii. Compound - be it a Barebow or Compound affixed with a sight, arrow rest, and stabilizer, with mechanical release only

Section 2. Gloves, tabs, or fingers are permitted for Traditional. Additionally a string release which shall consist of a handle of wood or plastic with a cord or strap which goes around the string and can only be held with the thumb with direct pressure onto the handle will be allowed for the Traditional class, however, no cleats or grooves or other locking systems will be allowed. Gloves, tabs, mechanical release or fingers are permitted for Compound. No device that holds the bow at partial of full draw will be permitted at all.

Section 3. Crossbows are not permitted on the Bergen County Department of Parks Campgaw Mt. Archery Range at any time including for any Bergen Bowmen, Inc. sponsored event.

Section 4. All arrows shall be appropriate to the draw weight and draw length of the shooter/bow and shall be affixed with bullet or field points only, no broadheads are permitted at anytime. Exception is given for youth shooters using NASP Genesis bows with matching full length NASP arrows.

- Section 5.** All participants at any Bergen Bowmen sponsored shoot shall be dressed in clean, neat attire. No open toed footwear of any type will be permitted due to the nature of our 28-target field course. Bergen Bowmen, Inc. members in good standing who either are running the event or are participants are expected to wear a Bergen Bowmen, Inc. t-shirt, polo shirt or sweatshirt depending on the weather. No vulgar or obscene slogan or pictures on t-shirts are permitted. Camouflage clothing and shorts are not recommended.
- Section 6.** In order to be eligible for participation in and to receive prizes, trophies or yearend awards in any club shooting events, a member must be in good standing.
- Section 7.** All Bergen Bowmen sponsored outdoor or indoor leagues, tournaments, matches or competitions will be arranged by the Shoot Committee with the approval of the membership.
- Section 8.** At all Bergen Bowmen, Inc. score for awards shoots, there must be at least 3 archers in a group, but no more than 6 archers in a group. No less than 3 shall turn in an official score.
- Section 9.** One group shall not hold up the following groups needlessly looking for missed arrows. If missed arrows are not recovered within 2-5 minutes, the group may return later at the end of the shoot to look for the missed arrows. Archers should carry enough arrows to shoot the course.
- Section 10.** For all 3-D shoots held on the 28-target field course, they shall be placed in such a way that if an archer misses the 3-D target the arrow will possible wind-up in the permanent butt located at the target station.
- Section 11.** At all Bergen Bowmen, Inc. score for awards shoots, once the targets are set in place, neither the target nor the shooting flag shall be moved. Any member caught moving a target or a flag will be disqualified immediately and may be subject to Article 1, Section 5(d).
- Section 12.** Prior to starting the course, the target group shall select a score caller, two scorekeepers, and a target captain. In the event that there are only three archers in the group, the scorekeeper will also be the target captain. The target captain shall be the judge of disputed arrows on his/her target. When the captain's arrows are in question, the majority of the group shall decide the status of the target captains' arrows. All arrows must remain in the target butt until all arrows are scored.
- Section 13.** Scorecards for awards shoots, shall be submitted signed by the scorekeeper and target captain. Once submitted a scorecard cannot be retrieved for purposes of changing totals.
- Section 14.** At any time during a Bergen Bowmen, Inc. sponsored score for awards shoot, should any member be witnessed in the act of cheating, the member in question will be disqualified immediately and may be subject to Article 1 section 5(d).
- Section 15.** Should at any time, the Bergen Bowmen, Inc. decide obtain re-certification of the Campgaw Mt. Archery Range and decide to hold a National Field Archery Association (NFAA) sanctioned event, the rules governing the NFAA event whether it be a field archery event or a

3-D archery event, shall prevail and will be enforced. The rules shall be made available to all participants at such an event.

Article VIII: Golden Bowmen Award

Section 1. The Golden Bowmen Award is the most highly esteemed award that is bestowed upon a member. This award was established to recognize and is given in appreciation to a club member that has given many hours in planning and working on all the functions concerning the club; in recognition of outstanding and unselfish contributions to the Bergen Bowmen, Inc. and for the good of archery. This club member is a friend to all and an inspiration to many.

Section 2. This is a onetime recognition award and usually given once every 5 years since its inception.

Section 3. Submissions for the Golden Bowmen Award are accepted once it is opened for such by any of the Executive Officers. Submissions will be accepted privately through the Secretary and there is no limitation on the number of members nominated for this award, though only one Golden Bowmen Award can be present at a time.

Section 4. Should multiple members be nominated, a paper voting ballot shall be sent to all members except those who have been nominated. A tally of the returned ballots shall be made and the winner of the tally shall be presented with the Golden Bowmen Award at the Annual Venison Dinner.

Article IX: Harvest Recording

Section 1. The Harvest Records Program maintained by the Bergen Bowmen, Inc. is open to any member upon payment of annual dues. Animals must be taken with a bow and arrow under the rules of Fair Chase during legal hunting seasons, as well as in accordance with the controlling hunting regulations.

Section 2. For the purpose of the Bergen Bowmen, Inc. Harvest Recording we have accepted the Pope and Young Club's definitions of what is a bow and arrow as we have accepted to follow their rules (09/1988).

Section 3. The definition of the bow as follows: a bow shall be defined as a longbow, recurve bow or compound bow that is hand-held and hand-drawn, and that has no mechanical device to enable the hunter to lock the bow at full or partial draw. Other than energy stored by the drawn bow, no device to propel the arrow will be permitted. Electronic or battery-powered devices of any kind shall not be attached to a hunting bow.

Section 4. The definition of the arrow as follows: the arrow shall be a projectile at least 20 inches overall length. The length of the arrow shall be measured from the rearward point of the nock to the tip of the broadhead. Fletching shall be attached to the aft end and broadhead shall be mounted on the fore end. The arrow shall weigh no less than 300 grains with the broadhead

attached. No electronic or battery-powered devices, poison, drug or explosive shall be attached to the arrow, however a lighted and/or GPS nock for the purpose of tracking the arrow and/or aid in the recovery of the animal will be allowed. Broadhead shall weight no less than 70 grains and possess two or more sharp cutting edges, fixed or movable, that can be sharpened and/or replaced. (The arrow shall also conform to the legal standards set forth by the controlling hunting regulations.)

Section 5. Exception to this: a handicapped member in good standing may use a crossbow provided they possess a special permit for such and is allowable in the given state for such. No scopes, electric or battery powdered devices of any kind shall be attached to the cross bow.

Section 6. For the purpose of the Bergen Bowmen Harvest Recording the following rules will also apply:

- a) Records currently being accepted for inclusion include taking of deer, bear, turkey, fox, and coyote.
- b) Records are restricted to the following states: New Jersey, New York and Pennsylvania.
- c) There are no minimum requirements (size or weight) on any of the animals listed under Section 6 (a) for inclusion in the Records Program. All legally taken animals are recommended for inclusion in our Harvest Recording.
- d) Recording is by calendar year: January 1 to December 31. Any submission can be postmarked Dec 31, it will be accepted. Late entries will not be accepted, except if delayed in the mail.
- e) Member submitting entry must fill out completely and supply the following for recording: harvest recording slip, photograph of entry and Fair Chase Affidavit. Incomplete or missing paperwork will prevent entry from being considered and will be returned. All entries can be subject to verification by the Records Committee and/or the Executive Officers if questionable.
- f) Measuring of deer antlers and bear skulls shall take place officially at the January meeting of the following year in which the animal was taken, but may be done before that time if requested. This does not preclude rule under Section 6 (d) – submission of completed paperwork must be done and be submitted by December 31 of the year in which the animal is taken. Scoring shall be according to P&Y standards by the Bergen Bowmen, Inc. designated scorer and done on P&Y Score Sheet. Any rack or skull may be scored by an current certified official P&Y Measurer so long as the entry is on P & Y Scoring Sheet and is provided to the Records Committee prior to the January meeting.
- g) Deer submitted for any weight class award must be completely field dressed (all internal organs must be removed) and must not be soaking wet at time of weighting. Weighting of deer is to be done by the club appointed members who are in possession of the official club digital scales. Exception to this is any member who harvests a deer from a Chronic Wasting Disease area. Regulations require the deer to be boned-out thus making it impossible to weight the deer on the Club scales. The deer weighted on the official scales from that state's wildlife agency will be

accepted so long as they can prove of such proof. Should the deer be taken to a butcher who is in possession of a digital scale and that butcher is willing to certify the weight of the deer and sign the entry form, the Bergen Bowmen, Inc. will accept such entry with the right to verify such entry if warranted.

Article X: Harvest Awards

Section 1. Bergen Bowmen, Inc. Harvest Awards are open to all members in good standing. Submissions for any award must follow all of the Rules as outlined in Article VI necessary for submission. The Harvest Awards shall be presented at the Annual Venison Dinner. The following Harvest Awards available for consideration are:

- a) **John Rabino Memorial First Deer Award:** This Award was established in February 1981 in honor of passed club member John Rabino, who got his very first deer while being a member in the Bergen Bowmen. There is no age limit on the submitter except that he/she must be of legal hunting age in the state where the deer was taken in. No limitation on the sex or size of deer.
- b) **Bergen Bowmen Perpetual Largest Rack Award:** This Award was established in February 1984 and originally allowed entries from any state, but it is now restricted to NJ, NY and PA. There is no limitation on the age of the submitter except that he/she must be of legal hunting age in the state where the deer was taken in. The winner holds this award for a year and then it is surrendered to pass on to the next winner of the following year. A smaller award is then given to take its place for the member to keep. Measurements are according to Pope and Young Rules.
- c) **Frank Kuhles Memorial Black Bear Award:** This Award was established in March 2004 in honor of Frank Kuhles. Frank was a member from 1957 to 2004 and was one of most active members holding the position of Membership Chainman and Bergen County Federation Liaison for many years amongst helping with the many archery exhibits and club shoots over the years. The submission for this award is currently limited to states of NY and PA and NJ for black bear. There is no limitation on the age of the submitter except that he/she must be of legal hunting age in the state where the bear was taken in. The largest black bear skull submitted in a particular year will win the award for that year. Measurements are according to Pope and Young Rules.
- d) **Heaviest Buck Award:** This Award was originally established in February 1984. There is no limitation on the age of the submitter except that he/she must be of legal hunting age in the state where the deer was taken in. This award recognizes the club member who is lucky enough to have harvested the heaviest buck in the Club for that particular year.
- e) **Heaviest Doe Award:** This Award was originally established in February 1984. There is no limitation on the age of the submitter except that he/she must be of legal hunting age in the state where the deer was taken in. This award recognizes the club member who is lucky enough to have harvested the heaviest doe in the Club for that particular year.
- f) **First Turkey Award:** This Award recognizes a club members taking of their first turkey with a bow and arrow. There is no limitation on the age of the submitter except that he/she must be of

legal hunting age in the state where the turkey was taken in. No limitation on size or sex of turkey provided all legal regulations have been followed.

- g) **First Fox Award:** This Award established in September 2001 recognizes a club members taking of their first fox with a bow and arrow. There is no limitation on the age of the submitter except that he/she must be of legal hunting age in the state where the turkey was taken in. No limitation on size or sex of fox provided all legal regulations have been followed.
- h) **First Coyote Award:** This Award established in September 2001 recognizes a club members taking of their first coyote with a bow and arrow. There is no limitation on the age of the submitter except that he/she must be of legal hunting age in the state where the coyote was taken in. No limitation on size or sex of coyote provided all legal regulations have been followed.

Article XI:

Alteration or Amendments to the Harvest Recording or Harvest Awards

Section 1. The following has been established to provide the guidelines in the event that changes need to be made. This is to allow all members in to be informed of a proposed change in timely manner and for all members to have a voice in this process.

Section 2. Since our Harvest Recording is greatly subject the allowable hunting regulations of NJ, NY and PA, any change brought forward by a club member must not conflict with those set regulations. Any changes in the controlling hunting regulations which would cause conflict with our Harvest Recording rules shall be brought forth to the membership. A discussion on the impact to the Bergen Bowmen, Inc. shall take place. The Bergen Bowmen, Inc. shall adopt any of those changes deemed vital to the continuing of our Harvest Recording without question and the By-Laws shall be immediately amended as necessary and immediately enforced.

Section 3. Since our Harvest Recording is by calendar year, any requested changes will be brought forth in writing (2 copies of such request) to the Executive Officers and the Records Committee at the September meeting the year prior to the year in which the change is requested. The request will be published in the Bulletin to inform all members of such request and that it will be discussed at the next regular meeting. Written comments on the change proposal will be accepted during this time. A vote will be taken at the November meeting to approve or disapprove the requested change proposal. Should the change be accepted it, will be published in the December Bulletin in time to have the change in place for the upcoming year.

Section 4. Additions or subtractions of any qualifications there-in of the Harvest Recording can only be considered if good, just cause is brought forth. Frivolous desire to remove, add or change requirements of any award due to a member's dislike of the requirements set forth by the Bergen Bowmen, Inc. will not be accepted; any change, addition or elimination for personal satisfaction or gain will be considered conduct unbecoming and that member will become subject to Article I, Section 5(d) of the Bergen Bowmen By-laws. Legitimate additions, changes or eliminations of any awards will be considered and go through the following process as outlined in Article XI, Section 3.

Section 5. Additions or subtractions of any qualifications there-in of the Harvest Awards, can only be considered if good, just cause is brought forth. Frivolous desire to remove, add or change requirements of any award due to a member's dislike of the requirements set forth by the Bergen Bowmen, Inc. will not be accepted; any change, addition or elimination for personal satisfaction or gain will be considered conduct unbecoming and that member will become subject to Article I, Section 5(d) of the Bergen Bowmen By-laws. Legitimate additions, changes or eliminations of any awards will be considered and go through the following process as outlined in Article XI, Section 3.

Section 6. A two-thirds (2/3) vote is needed for passage of any proposal set forth under Article XI, Section 4 or Section 5, regarding the Harvest Records and Harvest Awards. Only regular and life members in good standing can vote.

**Article XII:
Youth Archery Exhibits/NASP Program**

Section 1. All members who wish to participate in our Youth Archery Exhibits/NASP Program shall be certified NASP instructors.

Section 2. Bergen Bowmen, Inc. will cover the costs for active members to maintain their certification and will cover the cost for any member who wished to obtain their certification with the understanding that they must actively participate in the program. The Bergen Bowmen, Inc. reserves the right to limit the number of members wishing to obtain their certification in any given year due to fiscal reasons.

Section 3. The Youth Archery Exhibits/NASP Program Chair shall be responsible for keeping accurate records on all members who are certified NASP instructors as well as any and all required paperwork that must be filed for the certifications. The Chair shall also be responsible for keeping accurate records on the NASP equipment as well as for the care and maintenance of all the NASP equipment. Should at any time equipment needs maintenance, the Chair shall put forth in writing a maintenance request along with estimated costs to the attention of the membership.

**Article XIII:
Donations**

Section 1. All trophies and prizes donated to the Club shall be administered by the Executive Committee according to the wishes of the donors. All conditions regarding such donations shall be put in writing.