

Massachusetts Skeet Shooting Association



By- Laws

Revised 2011

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ARTICLE I

Name, Object, and Seal

Section 1. -- Name. The name of this organization is the "Massachusetts Skeet Shooting Association." The official abbreviation is M.S.S.A.

Section 2. -- Object. This Association is organized for the purpose of encouraging and regulating skeet shooting within the State of Massachusetts, for overseeing compliance with the Official Rules of Skeet as set forth by the National Skeet Shooting Association, Inc., for fostering safe firearm usage and ownership, to provide for leadership and guidance in all matters pertaining to the sport of skeet shooting within this state, to support and arrange for an annual registered shoot to determine state championships and to promote sportsmanship.

Section 3. -- Seal. The seal of this Association shall be a seal, brassard, patch or medallion with basic colors of red and white with the words "Massachusetts Skeet Shooting Association", or its abbreviation, engraved, cut, sewn or embroidered thereon, with other designs and adornments as may be approved by the Board of Directors of this Association.

ARTICLE II

Membership

Section 1. -- Membership. The membership of this Association shall be composed of (A) Members and (B) Membership Clubs.

Section 2. -- Members. Any individual who supports the general aims and objectives of this Association may make application for membership. Furthermore, it shall be a requirement of all Massachusetts residents to obtain membership in this Association prior to participation in an Association sanctioned registered skeet tournament. Membership in this Association may be obtained through the Association Secretary-Treasurer or through affiliated Membership Clubs. At the time of making application for membership in this Association, the applicant shall be required to designate his Membership Club for the purpose of determining the number of directors said Membership Club shall be entitled to elect as set forth in paragraph b, Section I, Article V of these By-laws.

- a. All Presidents, upon completion of their term of office, may, by majority vote of the Board of Directors, be elevated to Life Membership in this Association. All such past Presidents, once elevated to Life Membership, shall not be required to pay any further annual dues and shall be entitled to all privileges of Association membership, including the right to serve as a director or officer at some future date of this Association if so called upon.

Section 3. -- Membership Clubs. Any duly organized gun club, country club, hotel, sportsman's association or similar such active group may make application for membership in this Association on prepared forms available from the Secretary-Treasurer. Following inspection of the applicant's premises by an appointed representative of the Board of Directors to verify compliance with construction and safety standards for applicant's skeet field(s) as specified by the National Skeet Shooting Association, Inc., such applications for Membership Club shall be acted upon by the Board of Directors. A majority vote shall determine acceptance or rejection of all such Membership Club applications.

Section 4. -- Obligations. Acceptance of election to membership in this Association by either individual Members or Membership Clubs shall constitute a pledge by the individual or club to abide by and be bound by the By-laws in force and that may thereafter be adopted. Furthermore, all members shall be obligated to conduct themselves as ladies and gentlemen at all time.

Section 5. -- Suspension or Expulsion. Any Member or Membership Club may be suspended or

expelled for cause at a regular or special meeting of the Board of Directors by a two-thirds vote. Application for reinstatement shall likewise require a two-thirds vote by the Board.

ARTICLE III

Dues

Section 1. -- Dues of Members. The annual dues for individual Members in this Association may be established by a 2/3rds vote of the Board of Directors at the annual meeting or at a special meeting.

Section 2. -- Dues of Membership Clubs. The annual dues for Membership Clubs in this Association may be established by a 2/3rds vote of the Board of Directors at the annual meeting or at a special meeting. Dues will be payable on November 1st and not later than December 31st each year.

Section 3. -- Failure to Pay Dues by Members. No Massachusetts resident shall be permitted to participate in a Massachusetts registered skeet shoot without first having acquired membership in this Association. Such dues collected by an affiliated Membership Club must be remitted promptly to the Secretary-Treasurer.

Section 4. -- Failure to Pay Membership Club Dues. Any Membership Club that fails for any cause to pay its annual dues by March 1st each year shall automatically and without recourse forfeit all rights, privileges and membership in this Association, including the forfeiture of all sanctioned registered skeet shoot dates, and Members of the delinquent Membership Club serving on the Board of Directors of this Association shall automatically forfeit their directorship.

Section 5. -- Reinstatement of Expelled Membership Clubs. Any Membership Club may be reinstated by a two-thirds vote of the Board of Directors upon receipt of payment of all delinquent dues, assessments, fees and fines owed to this Association by said Membership Club.

Section 6. -- Life Membership. Any active Member upon attaining 65 years of age or older and having completed 10 years of membership in the MSSA may apply to become a Life Member in the Association and be relieved of any future dues obligations.

Section 7. -- Life Membership Cost. Any member may apply for Life Membership upon payment of 20 (twenty) times the then annual membership dues.

ARTICLE IV

Meetings of the Association

Section 1. -- Annual Meeting. The annual meeting of this Association for the election of officers and for the transaction of business, including choosing shoot dates, shall be held each year before October 31 at a place chosen by the Board of Directors. If any additional meeting is needed to conclude the Association's business, said meeting will be on or before December 15th of that year. Fifteen (15) days written notice of such annual meeting shall be given to all Membership Clubs by the Secretary-Treasurer.

Section 2. -- Special Meetings. Special meetings of the Association may be called by (a) the President, (b) any three (3) members of the Board of Directors in writing above their signatures, such request being forwarded to the Secretary-Treasurer, and (c) by petition by any fifteen (15) Members in writing above their signatures such request being forwarded to the Secretary-Treasurer. Upon receipt of a request to call a special meeting of this Association, the Secretary-Treasurer shall be required to forward written notice to the directors, officers and petitioners ten (10) days prior to such special meeting, and the

Secretary-Treasurer shall be required to select a mutually agreeable date and place for such special meetings. Additionally, the Secretary-Treasurer in his/her written notice of such special meetings shall briefly set forth the reason or purpose of such special meeting, and, if so directed by the Board, make written notice to all Membership Clubs of such special meetings. In the case of the omission for any reason of the annual meeting, a special meeting called in the manner provided in this section may be held in place of the annual meeting and the election made at such special meeting.

Section 3. – Quorum. At any annual or special meeting of the Association, nine (9) members of the Board of Directors present in person representing five (5) Member Clubs shall constitute a quorum for the transaction of business, but a smaller number may for the lack of a quorum adjourn to a future date, written notice thereof to be given to each Membership Club and member of the Board.

Section 4. – Nominating Committee. The Board of Directors shall appoint a committee of three (3) directors to serve on the Nominating Committee, whose duty it shall be to nominate the officers of this Association. Any fifteen (15) members of this association by written notice above their signatures may nominate a different ticket or tickets, provided such nominations are received by the Secretary-Treasurer three (3) days prior to the annual or special meeting called for the election of officers.

Section 5. -- Election of Officers.

- a. President and Vice President, The Board of Directors of this Association shall, by ballot, elect a President and a Vice President from its own membership for a one year term.
- b. Secretary-Treasurer, The Board of Directors of this Association may by a majority vote of the Directors present at a regular meeting, appoint a Secretary-Treasurer of the Association for a one-year term. Said appointee shall be a member of the Association, but need not be a member of the Board of Directors, nor a regular voting member of a Membership Club of the Association.

Section 6. -- Voting. Each member of the Board of Directors of this Association shall be entitled to cast only one (1) vote for the election of officers and for the settling of questions although a director may also be an officer. The Secretary-Treasurer shall be entitled to only one (1) vote.

Section 7. -- Agenda for Annual or Special Meetings. The agenda for annual or special meetings of the association shall be:

- a. Call the meeting to order.
- b. Record the directors and officers present and establish that a quorum exists.
- c. The presiding officer shall call upon the Secretary-Treasurer to read the minutes of the previous meeting.
- d. Unfinished business shall be brought up.
- e. Reports of any committee or committees and of Secretary-Treasurer shall be heard.
- f. New business shall be brought up.
- g. Meeting shall be adjourned.

ARTICLE V

Control and Management

Section 1. – Board of Directors. The control and management of this Association and its affairs, funds and property shall be entrusted to and vested in a Board of Directors. The Board of Directors shall be elected as follows:

- a. Prior to the date of the annual or special meeting called for the election of officers and installation of directors of this Association, Membership Clubs shall be required to elect, or appoint, in some manner satisfactory to their membership, an individual M.S.S.A. Member or

M.S.S.A. Members to serve for the ensuing year on the Board of Directors of this Association.

- b. The number of directors each Membership Club shall be entitled to elect shall be determined as follows, based upon declaration of Members as to their "member clubs".
 1. One (1) to ten (10) Members: one (1) director.
 2. Eleven (11) to twenty (20) Members: two (2) directors
 3. Clubs with two (2) or more fields and twenty-one (21) to forty-five (45) members: three (3) directors.
 4. Clubs with two (2) or more fields and forty-six or more members: (4) four directors.
- c. No Membership Club shall be entitled to more than four (4) directors, regardless of the total number of Association Members on the rolls of the Secretary-Treasurer as of October 1 each year.
- d. The Secretary-Treasurer at the time of written notice of the date and place of the annual meeting or special meeting for the election of officers and the installation of directors shall include in that written notice the number of Association Members from the Membership Clubs on his/her rolls as of October 1 and establish the number of directors each Membership Club shall be entitled to elect to the Board of Directors for the ensuing year.
- e. It shall be the single and distinct responsibility of the Membership Club to select in a manner acceptable to its membership the director or directors it shall be entitled to elect to serve on the Board of Directors for the ensuing year, and it shall be the sole responsibility of the several Membership Clubs to present for installation their director or directors at the annual or special meeting called for that purpose.
- f. In the event of a conflicting set of directors presenting themselves for installation to the Board of Directors, the presiding officer shall declare such directorship or directorships vacant until receipt of written notice from the executive officer of such Membership Club of the true and actual director or directors selected.
- g. Membership Clubs shall have the right to replace one or more of their selected directors for cause at any time, provided written notice is made to the Secretary-Treasurer of such change.

Section 2. -- Term of Office. The President, Vice President, and members of the Board of Directors shall be elected annually, and the Secretary-Treasurer appointed annually, and shall hold office for one (1) year and until their successors are elected and have qualified, but this does not limit a director or officer from serving indefinitely subject to his/her annual re-election or re-appointment as herein provided.

Section 3. -- Meetings of the Board of Directors. Meetings of the Board of Directors shall be held in such places and times as the Board by vote shall from time to time call, and, if so called, written notice shall be made to the officers and directors ten (10) days prior to such meetings by the Secretary-Treasurer.

Section 4. -- Special Meetings of the Board of Directors. Special meetings of the Board of Directors may be called by (a), the President, (b) any three (3) members of the Board of Directors in writing above their signatures, such request being forwarded to the Secretary-Treasurer, and (c), by petition by any fifteen (15) members of this Association in writing above their signatures, such request being forwarded to the Secretary-Treasurer.

a. Upon receipt by the Secretary-Treasurer of a request to call a special meeting of the Board of Directors, the Secretary-Treasurer shall be required to forward written notice to the officers and directors ten (10) days prior to such special meeting and choose a mutually agreeable date and place for the meeting.

Section 5. -- Attendance of Members and Officers to Board of Directors Meetings. Any Board member or officer who shall absent himself from three (3) consecutive meetings shall automatically lose his directorship. The Secretary-Treasurer shall make written notice to the affected Membership Club of the dismissal of a director or directors for excessive absenteeism so the Membership Club can replace such directors as provided for in paragraph A, Section 1, Article V of these By-laws. In the event the dismissed director should also be serving as an officer of this Association, the Board shall call a special meeting at which time one of their number shall be elected to replace the deposed officer and at which the installation can be accomplished of the new director selected by the Membership Club. The new officer, elected under these provisions, shall serve out the unexpired term of the officer being replaced.

- a. In the event of a special meeting of the Board of Directors having been called by petition as provided for in Section 4, Article V, of these By-laws, such Members making the petition or their appointed representatives shall have the right to attend such special meetings of the Board and present their petition and be allowed full and ample discussion, although such petitioners shall have no vote.
- b. Any director or officer shall have the privilege of extending an invitation to a Member of this Association to attend a meeting of the Board of Directors, although such visitor shall have no vote and will be permitted to enter into the business of the Board only upon invitation by the presiding officer.

Section 6 – Powers of the Board of Directors. The control and management of the Association and its affairs, funds and property shall be vested in the Board of Directors acting on behalf of the entire Membership in and to this Association. Without limiting their powers, the Board of Directors is to conduct all business matters of this Association, implement Section 2, Article I of these By-laws, elect officers, establish and collect fees, dues, assessments and fines which may be levied upon the Members, enforce the rules of skeet in sanctioned tournaments by appointment of a Chief Referee and the qualification of state referees, to schedule registered skeet shoots to be held within the state, to make and adopt any rules and regulations pertaining to registered skeet shooting within the state so long as such rules and regulations do not conflict with the Official Rules of Skeet as set forth by the National Skeet Shooting Association, Inc., to alter and amend the rules of their own government, to appoint such officers, agents and assistants not specifically provided for in these By-laws as they may deem necessary and advisable and prescribe the duties thereof and compensation if any, to fill any vacancies among the officers of this Association from their number by majority vote, to control and manage the affairs of the Association to the best of their ability and to the advancement of the sport of skeet shooting.

Section 7. – Committees. For the better execution of their powers and duties the President shall appoint and the Board shall approve such committees as the occasion may require and as may be deemed necessary, and the Board of Directors shall define the duties of such committees. But in no event shall the term of such committees exceed beyond the term of the Board of Directors who created them.

ARTICLE VI

Duties and powers of Officers

Section 1. – President. The President shall preside at all meetings of the Board of Directors and be its principle officer, and, subject to the approval of the Board, shall enforce all By-laws and rules of this Association. The President shall be entitled to cast one (1) vote on election of officers and questions.

Section 2. – Vice President. The Vice-President shall perform the duties of the President in his/her absence or at his request.

Section 3/ --Secretary-Treasurer. The office of Secretary-Treasurer shall be vested in one individual who shall:

- a. Keep a record of all proceedings of all meetings of the Association.
- b. Keep a correct roll of the Members and Membership Clubs of the Association, conduct all official correspondence and have custody of all communications received.
- c. Make such written notification to Members, Membership Clubs, directors, officers, and State Shoot Committee as may be required by these By-laws or so ordered to by the Board of Directors.
- d. Receive and collect and have custody of all funds received by the Association, regardless of the source or sum, and deposit said monies in the name of the Association in a banking institution approved by the Board of Directors, and make such payments and disbursements from said funds as may be so directed by the Board of Directors.
- e. Keep an accurate account of all receipts, disbursements and other financial transactions and matters, and prepare and submit a detailed report of these matters at the Annual Meeting and at other such times as may be ordered by the Board of Directors.
- f. At the discretion of the Board of Directors, be required to give bond, at the expense of the Association, in such penal sum as it may determine for the faithful performance of his /her duties, with surety and in form to be approved by the Board of Directors.

ARTICLE VII

Executive Committee

An Executive Committee, consisting of the immediate Past President, President, Vice President, Secretary-Treasurer, and two members at large, shall be appointed by the Board of Directors and given specific duties and responsibilities of the Association. The committee will report to the Board of Directors at a regular or special meeting and may, at the discretion of the Board of Directors, act on their behalf in conducting regular business of the Association as it relates to those specific duties and responsibilities.

ARTICLE VIII

State Shoot

The Massachusetts State Skeet Championship, the Massachusetts Western Open and any other state sponsored competition, shall be organized and run by the Officers and Directors of the Association on an annual basis. All state-sponsored shoots shall be budgeted so as to produce the same or greater revenue than the amount expended to run the shoot. At the option of the Board of Directors and by a majority vote of said Directors at a regular meeting thereof, Association funds in the Treasury may be authorized to defray cost of said shoot(s) or added as trophy purses.

ARTICLE IX

Interpretation of By-laws

The Board of Directors of the Association shall have full power and authority to interpret these By-laws and each of them and its decision on all such questions shall be final and binding and conclusive.

ARTICLE X

Amendments to the By-laws

These By-laws may be amended at any annual or special meeting or any adjournment thereof, provided and on condition that written notice of any proposed amendment shall have been clearly detailed and given in the call for the meeting and provided the same is passed by a vote of the majority of directors attending such meeting. The Secretary-Treasurer is required to make such notification to the officers, directors and Membership Clubs. Also, request for amendment of these By-laws can be made by any fifteen (15) Members of the Association by written petition above their signatures, such request

being forwarded to the Secretary-Treasurer. This petition to amend these By-laws shall be considered to have satisfied the requirements of Section 4, Article V of these By-laws and shall constitute a proper request for calling a special meeting of the Board of Directors. While the petitioners seeking amendment of these By-laws shall have no vote, they shall be afforded ample time and opportunity to discuss their proposed amendments to the Board of Directors, but only the Board of Directors by majority vote can amend these By-laws. Written notice of any amendments to these By-laws shall be made by the Secretary-Treasurer to the officers and directors and the Membership Clubs in the Association.

ARTICLE XI Roberts Rules

Except as otherwise provided in these By-laws, Roberts Rules of Order shall regulate the conduct and procedure at all Association meetings.

By-laws

Adopted	1988
Amended: II, 2, a; V, 1, a	1992
Amended: III, 2	1994
Amended: IV, 3	2002
Amended: III, 2	2011