
Constitution and By-Laws
Of the
Middlesex Conservation Club, Inc.

Revised 2022

ARTICLE I

-Name-

The name of the organization shall be called the Middlesex Conservation Club, Incorporated. This organization is a non-profit entity located at 6087 South Hill Road, Middlesex, New York 14507, mailing address is: Middlesex Conservation Club, PO Box 655, Rushville, New York 14544.

ARTICLE II

-Original / founding Members Objectives-

The purpose for which this CLUB is organized are to conserve, restore, and manage the fish and wild game of this community; to seek and procure better fishing and hunting for sportsmen; to promote and maintain friendly relations with landowners and sportsmen; to cooperate in obtaining proper respect for the observation of fish and game laws, and so far as possible, to spread knowledge of useful wildlife among the residents of this community.

-Additional Objectives Added in 2002-

To promote safe and lawful hunting and fishing by sponsoring Hunter Education Training Courses, information sessions, participation in DEC programs and hands on instructor training in the proper use of firearms and archery equipment.

To manage and sponsor a youth orientated program for the development of activities, opportunities and education needed to promote good citizenship, appreciation of the outdoors, awareness of our environmental responsibilities, safe use of firearms and archery equipment and familiarity with the DEC regulations and laws.

To be involved with and be the communication link to the Club members with the other Conservation groups such as the Yates County Federation of Conservation Clubs, Finger Lakes Conservation Council, New York State Conservation Council and the DEC.

To communicate to candidates or public officials the interest of the MCC members in such matters as environmental and conservation issues, firearms regulations, hunting and fishing laws.

To be a good neighbor in our area by promoting cooperation between landowners, sportsmen and other organizations.

ARTICLE III

Section 1

-Membership-

Any person of suitable character and interest, after his application has been signed by two members in good standing may be voted into membership by a majority of the members present at any CLUB meeting, Membership shall include all person residing at the address of the applicant.

Section 2

-Dues-

The yearly dues for each member or family membership of the CLUB shall be set annually by the Board of Trustees and payable by July 1st of the current calendar year.

Section 3

-Life Membership-

Upon completion of the thirty years of membership in the CLUB, said member or family shall become Life Members and be exempt from the yearly dues while still enjoying all the benefits and privileges of the membership.

ARTICLE IV

Section 1

-Conduct of Meetings-

1. Call to order
2. Reading of the minutes of the last meeting
3. Reports of the President, Vice President, Secretary, Treasurer, and the Trustees
4. Committee reports
5. Communications and bills
6. Proposals for membership
7. Unfinished business
8. New business
9. Good of the organization
10. Adjournment

Section 2

-Annual Meetings-

Annual meetings from January to March will be held at the Middlesex Fire Hall. Meetings from April to October being held at the Middlesex Conservation Club. Reasoning for this Change, is to make it possible for more of the Members to attend. The Annual year will still run from January to January.

Section 3

-Regular Meetings-

The regular meeting shall normally be held on the last Wednesday of the month. There shall not be less than nine regular meetings in one calendar year.

Section 4

-Special Meetings-

A special meeting of the membership may be called by a majority of the Board of Trustees, the President or one third of the members in good standing. Notice of the meeting stating the objective of the meeting, time and place to be held shall be furnished in writing to each member by the Secretary at least seven day before said meeting date.

Section 5

-Meeting Procedures-

All meetings shall be conducted according to the Parliamentary Rules. Open discussion shall be permitted and encouraged.

Section 6

The Board of Trustees shall meet at least four times a year. This may be prior to the regular monthly meeting.

Section 7

-Meeting Attendees-

Any person who is not a member of the CLUB shall not be present at any meeting of the CLUB unless said person is invited by a member in good standing.

ARTICLE V

Section 1

-Quorum-

At membership attended meeting, no less than seven members of the CLUB shall constitute a quorum. Majority vote shall prevail.

ARTICLE VI

Section 1 -Management-

The management of the CLUB shall be vested in the President, Vice President, Secretary, Treasurer and nine Trustees.

ARTICLE VII

Section 1 -Election of Officers and Trustees-

The Board of Trustees of the CLUB shall consist of thirteen members, four of whom shall be officers, seven will be regular Trustees and two will be senior Trustees. The Board shall be elected by ballot at the annual meeting. All Board members shall be CLUB members in good standing.

The Officers term shall be one year and the Trustees term shall be three years. If a Trustee is elected to an Officers position, another Trustee may be elected or if none are elected, the President shall appoint a member in good standing to serve the remainder of the unfilled term.

Senior Trustees must have been members in good standing for thirty years; this does not need to be continuous. The terms of the additional Trustees added in this revision shall be staggered by having one in each category elected to a two-year term for the initial elections.

ARTICLE VIII

Section 1 -Board Authority-

The Board of Trustees shall have the exclusive authority to manage all the affairs of the CLUB on any and all matters including resolution of questions pertaining to the operation of the CLUB, approve all contracts necessary to the proper transaction of all business, jurisdiction over all matters pertaining to the care, conduct, control and supervision of management of the club. It shall be the responsibility of the Board of Trustees to prescribe and publish rules regulating the use of the CLUB facilities, property and activities.

Section 2 -Duties of the Board-

The Board shall have the following duties:

To make rules for the conduct of the members and guests while on the CLUB property or conducting CLUB business at any location.

To determine and enforce penalties for the violations of the rules.

To prescribe rules for admission of guest to the privileges of the CLUB.

To make, alter or amend the rules for the Board's own government and determine and enforce penalties for violations of such rules.

To call meetings of the CLUB to consider special subjects.

To conduct timely reviews of the By-laws.

To prescribe any additional duties of the officers in addition to those set forth.

To set the priorities for the CLUB, determine policies, approve expenses and set normal operating guidelines.

Section 3
-Officer Duties-

President

The President shall preside at all meetings of the CLUB and the Board of Trustees and shall enforce all laws and regulations of the CLUB.

The President shall have the power to appoint the committees consisting of members in good standing to conduct activities or gather information pertaining to CLUB interests. Examples of these interests would be finance, legislation, conservation, entertainment, etc.

The President along with the Secretary, or designee, shall sign all written contracts and written obligations of the CLUB.

The President shall perform other duties pertaining to CLUB activities as assigned by the Board of Trustees.

Vice President

In the absence of the President, the Vice President shall perform the Presidents duties. In the event of the death or disability, the Vice-President shall perform those duties until the Board of Trustees appoints a President to serve until the next annual meeting. The Vice-President may have additional duties as needed. These may be assigned by the Board of Trustees.

Secretary

The Secretary shall keep the minutes and other official documents of the CLUB.

The Secretary shall conduct the official correspondence of the CLUB along with keeping all the records, books, documents and papers relating to the CLUB.

The Secretary shall perform such other duties as may be assigned by the Board of Trustees.

Treasurer

The Treasurer shall keep accurate records of all financial activities of the CLUB.

The Treasurer shall promptly deposit in the CLUB bank accounts all monies received for CLUB and related activities.

The Treasurer shall promptly pay out Board approved expenses pertaining to CLUB activities. The Board may approve payment of normal expenses such as phone, power, and etc. once per year. All payments shall be made by check and a written invoice or bill must be obtained for each payment. The checks require one signature, the President or the Treasurer.

The Treasurer shall prepare monthly reports listing monies received and disbursed along with all account activity.

The Treasurer shall prepare annual reports listing monies received, disbursed, program detail and beginning and ending account summaries. The Board may examine the financial records at any time and may have an auditor perform this duty.

ARTICLE IX

Section 1

-Dues-

Any member who shall fail to pay the annual dues within one year after the normal dues notice is sent, or fails to pay any other indebtedness within sixty days of mailed notice, shall be suspended from all privileges of membership until the full amount of the indebtedness has been paid. In the above cases, the members name will be removed from the active list at the end of the mentioned period.

ARTICLE X

Section 1

-Amendments, By-Law Changes, Additions-

Amendments, changes, additions may be made at the annual meeting or any meeting where at least a seven day notice by mail or electronic mail is given. Proposed changes shall be included with the notice. This notice procedure is intended to inform the membership of the proposed changes for their comments and input. The proposed amendments, by-law changes and additions shall be voted on by the Trustees with a simple majority of those present required for passage. Any amendments, changes or additions made will be communicated to the general membership in written form.

ARTICLE XI

Section 1

-Responsibility-

The Board shall be responsible for obtaining adequate Liability and Property insurance. In no case will the Board or General Membership be personally responsible for any indebtedness of the CLUB or from any liabilities occurring from properly approved CLUB practices or activities.

ARTICLE XII

Section 1

-Dissolution-

In the event of dissolution of the CLUB, the Board is responsible for an orderly process; an attorney may be retained. The Board shall dispose of the CLUB assets at a public auction. Monies received and all other monies, that is, 100% of the CLUB worth shall be employed to satisfy any creditors, perform any environmental clean-up required and fulfill any commitments made on behalf of the CLUB. If there are insufficient funds for the above, the Board and the attorney (if retained) shall use all means available to reach a compromise with the parties involved. If there are funds remaining after all the above have been satisfied, these funds shall be distributed among the Conservation groups in Yates County. The Board shall determine the recipients and amounts each will receive.