

Indian Territory S.A.S.S

Sept. 07

By-laws

Article I - Name

The name of the corporation shall be: Indian Territory Single Action Shooting Society, Incorporated. Abbreviated ITSASS, or Indian Territory SASS.

Article II - Purpose

The purposes for which the corporation is organized are:

- (1) To perpetuate the traditions and spirit exemplified by the dress, firearms, and accouterments used during the 1860 to 1900 era of the American West, or as portrayed by Western Movies.
- (2) To conduct monthly competitions in accordance with the rules set out by the Single Action Shooting Society.
- (3) To engage in other activities consistent with the purposes of the corporation.

Article III - Affiliations

The corporation shall maintain affiliation with the National Rifle Association and the Single Action Shooting Society.

Article IV - Membership

Any citizen of the United States who has never been convicted of a felony and who is at least eighteen years of age and shoots a match that year is eligible to become a voting member of the corporation upon payment of the dues as prescribed in the by-laws.

Article V - Membership Requirements

There are no specific requirements, other than those in Article IV. Membership in SASS is strongly encouraged and recommended.

Article VI - Initiation and Dues

There shall be no initiation fees. Annual dues shall be \$20.00 for SASS members and \$25.00 for non-SASS members, and shall be payable on or before March 1st of

each year. After March 1st, annual fees will not be accepted. The dues amount may be changed by a majority vote of the Elected Corporation Officers, with notice given in the newsletter.

Indian Territory S.A.S.S

Article VII - Fees

Fees to be collected at each shoot are to be set by the Elected Corporation Officers during January of each year. The base fee for any junior or first time shooter shall be the minimum required to meet the current range fee. Member, non-member and husband and wife (shooting on the same day), fees will be based on the projected yearly needs of ITSASS.

Article VIII - Elected Corporation Officers

The Elected Corporation Officers shall be comprised of 7 officers, elected by the current members in good standing, as follows:

President	Vice President
Secretary	Treasurer
Executive Assistant	Event Coordinator
Range Master	

These Officers shall serve as Acting Officers as above until such a time as they are replaced in accordance with the by-laws.

At the annual meeting following the corporation reaching 100 members, the members of the corporation may nominate and elect two additional Officers. These Officers shall serve a term of one year and be known as the Officers at Large. They shall have the same duties, rights, obligations, and privileges as the permanent Officers. They must be re-elected each year by the members at the annual meeting.

The Elected Corporation Officers have the following duties, rights, obligations, and privileges:

- (1) The authority, by majority vote to hire employees as may be necessary to administer the corporation.
- (2) The authority, by majority vote to enter into lease and rental agreements in the name of the corporation.
- (3) The authority, by majority vote to name additional Officers as long as the total remains odd.

Indian Territory S.A.S.S

- (4) The authority, by 50% vote to name his successor when an Officer resigns.
- (5) The authority, by majority vote to dismiss any elected officer and name an interim. The process for dismissal shall be as described in the by-laws. Elected replacement shall be made at the next annual meeting in accordance with the by-laws.
- (6) The authority, by majority vote to alter fees and dues.
- (7) The authority, by majority vote to dissolve the corporation.
- (8) The right to share equally any assets, with all members in good standing, when the corporation is dissolved.

Article IX - Meetings

An annual meeting of the members of the corporation shall be held during the first Quarter of the calendar year. Purpose of the meeting is to distribute financial reports and transacting any other pertinent business. Special meetings of the membership may be called at any time by a majority vote of the Elected Corporation Officers. Notice of meetings shall be in accordance with the by-laws. Meetings of the Elected Corporation Officers may be called at the discretion of the Board with attendance of acting officers optional with the majority of the Board. Notice of Board meetings shall be in accordance with the by-laws.

Article X - Notice of Meetings

Notice of the time and place of the annual meeting of members and special meetings of the members shall be given to all members in good standing at least ten days prior to the date fixed for the meeting via any appropriate method. Notice of the time, place, and purpose of Elected Corporation Officers meetings shall be done via telephone after any Board member has obtained a required majority consensus of the Board to hold a meeting. The Secretary shall note, in the minutes of the corporation, the person calling for the meeting, the purpose of the meeting, and the day and time he/she contacted each board member about the meeting.

Article XI - Quorum

At any meeting of the members of the corporation, a quorum is to be considered established by those members and officers (not in arrears) in attendance. At meetings of the Elected Corporation Officers, a quorum is established with 50% of the Elected Corporation Officers present.

Indian Territory S.A.S.S

Article XII - Voting

Voting on all issues brought before the membership will be restricted to one vote per member. The person must be present at the meeting to vote on issues, other than the annual election. Any resolution, subject to vote by the membership of the corporation, passed by a simple majority, shall be and constitute action to the effect therein expressed, with the same force and effect as if the same had been duly passed by unanimous vote.

The annual election of Officers of the Corporation and amendments to the Corporation By-Laws shall be by written ballot. One ballot will be mailed for each membership of the Corporation, in good standing, with a stamped return envelope addressed to the Election Board.

Article XIII - Officers

The officers of the corporation shall be: President, Vice President, Secretary, Executive Assistant, Treasurer, Event Coordinator, and Range Master. The initial officers shall be those members of the Elected Corporation Officers as indicated in the by-laws, or as appointed and/or hired by a majority vote of the Board of Directors as indicated in the by-laws. The Elected Corporation Officers must also commit to attending at least three shoots per quarter to maintain an understanding of the problems encountered and the requirements for running the club and the associated shoots. If the individual elected as an officer cannot meet this requirement, they will be requested to resign and an interim replacement appointed. Jim Horn, as one of the founding members shall remain as Director Emeritus and shall retain voting rights until his voluntary resignation. The duties and obligations of the officers are as follows:

President - Shall preside at all annual and special meetings of the corporation. He/She shall be a member ex-officio of all committees and shall perform all such duties as usually pertain to this office. He/She shall serve as a tie-breaking vote. He/She shall not have the power to sign checks or make payments for the Corporation.

Vice President - Shall perform the duties of the President and/or Secretary in their absence or at their request. He/She shall be the receiving officer for any complaint or grievance. He/She shall not have the power to sign checks or make payments for the corporation.

Indian Territory S.A.S.S

Secretary - Shall assist the Treasurer and maintain copies of all correspondence pertaining to the corporation. He/She shall notify the members of the Elected Corporation Officers of all meetings and shall notify all members of the annual and any special meetings. He/She shall keep a true record of all meetings of the Elected Corporation Officers and of the corporation, and have custody of all books and papers of the corporation, except the Treasurer's books of account. He/She shall receive all applications for membership, maintain the membership roster, record all renewals, and provide a shooter roster for each of the monthly shoots. He/she shall forward all monies received to the Treasurer for deposit and recording in the ITSASS accounts. He/She shall have the authority to sign checks and/or make payments for the corporation in the absence of, or at the request of the Treasurer. All such payments must comply with the by-laws. Must have a basic knowledge of Microsoft Excel. He/She shall coordinate and mail out the Newsletter, must have a basic knowledge of Microsoft Word. It is desirable, but not mandatory the Secretary be able to maintain the ITSASS.net WEB site. Otherwise the WEB site shall be maintained by a volunteer/appointee, in coordination with and under the direction of the Elected Officers.

Executive Assistant - He/She shall assist in the tabulation of all match scores, and must have working knowledge of Microsoft Excel and the current scoring program used by ITSASS. He/She shall also assist in maintaining the ITSASS.net WEB site and ensuring the information is current. He/She shall insure the Secretary is provided with the monthly score sheets to be mailed with the newsletter requested by persons without WEB access. He/She shall also ensure scoring sheets and other forms required for the ITSASS matches are readily available, and will assist in the maintenance of the shooter roster.

Treasurer - Shall have charge of all funds of the corporation. He/She shall: keep an accurate account of all transactions; render a detailed report (with vouchers) at any meetings of the Elected Corporation Officers when requested at least 15 days in advance; prepare a detailed financial report for each year, to be distributed at the annual meeting of the corporation; have authority to sign checks and/or make payments, for the corporation, for expenditures made in accordance with the by-laws.

Indian Territory S.A.S.S

Range Master – Must be an ROII, shall oversee range safety, construction, equipment, maintenance, and replacement. He/She shall: oversee the procurement and replacement of consumables such as clays, paint, ropes, and timer batteries; coordinate preparation for shooting events, with such preparations to include the placement of props and targets and the definition of the scenarios to be shot; ensure the loading and unloading of all weapons, actual shooting, and ammunition to comply with the guidelines of the corporation; have the authority to order any shooter who refuses to comply with the guidelines to leave the shooting event; have authority to declare a cease fire at any time for safety reasons. He shall have the authority to sign checks and/or make payments for the corporation in accordance with the by-laws.

Event Coordinator – The position of Event Coordinator shall be an elected position. The Event Coordinator shall coordinate all events held by the Corporation. He/She shall form committees, appoint heads of said committees, and oversee all committees. Shall have the right to sign checks for the corporation in accordance with the by-laws.

Territorial Governor – The position of Territorial Governor is a volunteer/appointed position and is a vital advisor to the Corporation. The Territorial Governor is the representative of ITSASS to SASS, the governing body of the sport. The Territorial Governor should attend the annual Territorial Governors' Conference to represent the membership when voting on agenda items covered in the annual conference. The Territorial Governor also advises the members of the corporation of rules changes and proposals under consideration by SASS and promotes the Spirit of the Game within the club and SASS.

Article XIV - Expenditures

All expenditures must be receipted to the Treasurer. Mandatory/fixed expenses such as insurance, range usage fees, electric bills, and WEB page expenses do not require prior approval of the Elected Corporation Officers. Expenditures less than \$75.00 may be made by any member, employee, designee, Officer, or Director with only the prior consent of the Treasurer. Expenditures in excess of \$75.00 may be made by any of the above with prior consent of the majority of the Elected Corporation Officers and prior consent of the Treasurer. Checks for expenditures in excess of two-hundred-fifty dollars must be signed by two authorized Officers of the Corporation. Expenditures made outside these expressed by-laws may be submitted to the Treasurer to be evaluated and acted upon by the Elected Corporation Officers, but may not be approved for payment.

Indian Territory S.A.S.S

Article XV - Removal of Elected Officers

An elected officer may be removed from office for cause deemed sufficient by the majority of the Elected Corporation Officers. Charges shall be filed with the Vice-President and forwarded to the Secretary or other Officer as deemed appropriate. All charges shall be given in writing, clearly stating the facts relied upon and accompanied by all affidavits or exhibits, which are to be used in their support. The Secretary or Officer shall immediately inform the President who shall have the power to call a meeting of the Elected Corporation Officers to be held not less than 10 or more than 30 days after notification of the accused, to consider and act upon the complaint. A copy of the complaint, together with a notice of such meeting shall be sent certified mail, postage paid, to the accused at the mailing address shown on the roster. At the meeting, the accused shall be given a full hearing and the Secretary shall record the proceedings in the minutes of the corporation. No action may be taken without a super majority (2/3) of the Elected Corporation Officers present.

Article XVI - Removal of Members of the Corporation

A member of the corporation may be expelled for cause deemed sufficient by the majority of the Elected Corporation Officers and in accordance with the procedures stated in the by-laws for the removal of an elected officer.

Article XVII - Range Rules

All shooters, while on the range, will abide by the rules of the premises, the opinion of the Range Master or his designee, and the S.A.S.S. shooter's handbook. There is no minimum age required, however, any shooter under the age of 18 must be accompanied by a parent or guardian at all times on the firing line.

Alcoholic beverages are strictly forbidden on the range.

Indian Territory S.A.S.S

Article XVIII - Amending These By-laws

Amendments to these by-laws may be introduced by any member of the corporation. A detailed amendment and the reason for this amendment must be submitted, in writing, to the Elected Corporation Officers no later than September 01 of the current calendar year. The proposal will be reviewed and the person submitting the change will be requested to approve any changes to the proposal recommended by the Corporation Officers, if there are any, prior to distribution. The proposal will be distributed by any appropriate means to the corporation membership, and posted at the range, prior to the annual election. The membership will have until the date of the annual election to review the proposed change(s) and ask questions of the Officers, or the submitter. The proposed change will be included on the ballot for the annual election of officers for approval or rejection by the majority of the membership. Any amendment rejected by the membership may not be resubmitted until the following calendar year.

All duly passed amendments to these by-laws shall be recorded in the minutes of the corporation by the Secretary, signed by the Elected Corporation Officers and placed as an attachment to this document.

Article IXX – Election of officers

Elections for all officers shall be conducted annually. Nominations will be accepted October 1st through 15th of each year and are to be mailed to the Secretary of the club and must be postmarked no later than October 25th. Each nominee will be contacted by an Officer for verification of acceptance of the nomination and the qualifications of the office for which they are nominated. In November of each year ballots will be mailed to each family membership, in good standing, of the club. Each shooting member shall be allotted one vote. These ballots will be mailed to the Election Board for tabulation, by the specified time indicated on the ballot. All envelopes containing ballots must be post marked. No late ballots will be accepted.

Indian Territory S.A.S.S

Article XX – Adoption of These By-laws

These by-laws are hereby adopted as attested to by the undersigned, on

_____.

OFFICER

Signature

President

Vice-President

Secretary

Executive Assistant

Treasurer

Event Coordinator

Range Master
