



By-Laws
of
The Outer Banks Anglers' Club

Article I

NAME

The name of this organization shall be The Outer Banks Anglers' Club, hereinafter referred to as the "Club".

Article II

PURPOSE

- A. The Club is founded as a *non-profit organization*, the *primary purpose* of which shall be:
1. The *entertainment* and *education* of its members
 2. The promotion of *safety, good fellowship* and *true sportsmanship* among all anglers
- B. The Club shall *also be concerned with*:
1. The promotion of *legislation, customs* and *practices* for the protection, propagation and conservation of fish and other marine creatures and their habitats
 2. The advancement of these resources as a source of pleasure to those who engage in *recreational angling*

Article III

OFFICERS AND DUTIES

A. **Officers -**

The officers of the Club shall consist of a:

1. President
2. Vice-President
3. Secretary
4. Treasurer

B. **Terms of Office -**

1. The terms of office for all officers shall be one year.
2. Officers may be elected to consecutive terms of office.
3. In the event an elected officer is unable to complete the term of office the President shall within 60 days appoint a replacement to serve the remainder of the term.
4. In the event the President is unable to complete the term the Vice-President shall assume the duties of President for the remainder of the term.

C. **Election of Officers -**

1. Election of officers shall be conducted annually in the month of December by a majority vote of the membership.
2. Terms of office run for the calendar year immediately following the election.



D. **Duties -**

1. **President -**

The President shall:

- a. Preside at all meetings of the Club and the Board of Directors
- b. Appoint all committees subject to the approval of the Board
- c. Report all appropriate decisions of the Board to the general membership
- d. Be responsible for all Club communications
- e. Arrange for guest speakers
- f. Assign duties and responsibilities to the officers of the Club as circumstances dictate with the approval of the Board

2. **Vice-President -**

The Vice-President shall:

- a. Assist the President in the performance of the President's duties
- b. Perform all the duties of the President in the President's absence
- c. Oversee Club awards such as Angler of the Year and Member of the Year
- d. Work with other Board members and the Club's Web Master to assist them as needed

3. **Secretary -**

The Secretary is responsible for all Club records. Specifically, the Secretary shall:

- a. Prepare, maintain and report the minutes of all Club and Board of Director meetings
- b. Advise the Board of Directors when any officer has missed three consecutive Board meetings
- c. Conduct the regular correspondence of the Club
- d. Prepare and disseminate other correspondence at the direction of the President and the Board of Directors
- e. Maintain the Club By-Laws and amendments thereto

4. **Treasurer -**

a. The Treasurer is responsible:

- (1) For all funds and securities of the Club
- (2) To keep an accurate account subject at all times to inspection by the Board

b. The Treasurer shall:

- (1) Submit monthly financial reports to the membership
- (2) Assist with the financial audit at the end of the Treasurer's term
- (3) Pay all Club obligations in a timely manner
- (4) Maintain a financial record of every Club function
- (5) Notify the chairperson of the respective function when funds due the Club have not been received
- (6) Maintain a listing of the Club's property, its location, and its custodian
- (7) Maintain a roster and contact information of all current members
- (8) Approve all Club purchases in advance



Article IV

BOARD OF DIRECTORS

A. **Composition -**

1. The Board of Directors, hereinafter referred to as the "Board", shall consist of the 4 current serving Club officers (President, Vice-President, Secretary, and Treasurer) and one Director-at-Large.
2. The previous President will normally serve as the Director-at-Large.
3. If the previous President cannot serve on the Board of Directors, the Director-at-Large will be elected by the membership.

B. **Duties -**

The Board of Directors shall:

1. Have charge of the business affairs of the Club
2. Have the authority to modify or change any of the Club's rules temporarily or permanently
3. Submit proposed membership dues for approval by the general membership
4. Ensure that the By-Laws are enforced
5. Have the authority to recommend revisions of these By-Laws for approval by the general membership
6. Have the authority to dismiss or suspend any member for conduct which in their judgment may endanger the welfare, interests, good order, or reputation of the Club
7. Ensure that the financial records are audited annually prior to the February meeting and at every change of Treasurer
8. Ensure that no official correspondence, with or without the Club letterhead, is conducted without the approval of the Board
9. Be required to attend all Board meetings and notify the President if they cannot attend.
 - a. In the event they cannot contact the President they may notify another Board member, who will attend and present their views.
 - b. If any member of the Board of Directors misses 3 consecutive meetings and/or functions, the Board member may be expelled from the Board upon motion by any Board member

C. **Authority -**

1. Any decision or action to be implemented by the Board of Directors shall require the approval of a majority of the Board.
2. No activity implying endorsement, acknowledgment, or sponsorship of the Club shall be initiated or conducted without the approval of the Board.

Article V

STAFF AND STANDING COMMITTEES

A. **Staff Positions -**

1. In addition to the elected officers of the Club, there shall be certain staff positions and standing committees to assist in the administration of the Club.
2. These positions shall be appointed by the President with the approval of the Board for terms of one year.
3. In the event that any of these positions become vacant before the end of the appointed term, the President shall appoint a replacement within 30 days.
4. These positions report to the Board and their activities are subject to approval by the Board.



B. Publicity and Community Relations Coordinator -

The Publicity and Community Relations Coordinator shall:

1. Serve as the primary point of contact for Club publicity and interaction with the community
2. Have overall responsibility for interfacing with media and other community organizations to promote the image and mission of the Club
3. Work with the Membership Coordinator, Events and Tournament Coordinator, and the Web Master as appropriate to promote Club events, fund-raising activities and promotional accessories (e.g., shirts, caps, etc.)
4. Report to the Board
5. Be assisted as necessary by a committee appointed by the President

C. Web Master -

The Web Master shall:

1. Be responsible for the content and maintenance of the Club's website
2. Update the Club's website to include as a minimum:
 - a. The schedule of the current year's events (e.g., tournaments, oyster roast, awards banquet, etc.)
 - b. Photos of Club activities and member's fishing outings, fishing tournament rules and registration forms, fish of the month forms and other items of interest to the membership
3. Interface with the website host service organization to ensure the Club's website is accessible to the membership and the public
4. Report to the Board
5. Be assisted as necessary by a committee appointed by the President

D. Membership Coordinator -

The Membership Coordinator shall:

1. Have overall responsibility for initiating and coordinating Club efforts to recruit additional members
2. Work with the Publicity and Community Relations Coordinator as appropriate to develop and implement outreach efforts and incentives to attract new members and rewards for current members' recruiting efforts
3. Report to the Board
4. Be assisted as necessary by a committee appointed by the President

E. Ways and Means Coordinator -

The Ways and Means Coordinator shall:

1. Be responsible for the procurement of:
 - a. Club promotional accessories (hats, shirts, etc.) and the sale of them
 - b. Refreshments for membership meetings
 - c. Raffle and door prizes for the membership meetings
2. Report to the Board
3. Be assisted by a committee appointed by the President



F. Events Coordinator -

The Events Coordinator shall:

1. Be responsible for coordinating all aspects of social and fund-raising events of the Club, except fishing tournaments
2. Plan, organize, and execute the:
 - a. Oyster roast
 - b. Awards banquet
 - c. Post-season picnic
3. Report to the Board
4. Be assisted as necessary by a committee appointed by the President

G. Tournament Coordinator -

The Tournament Coordinator shall:

1. Be responsible for coordinating all aspects of fishing tournaments conducted by the Club
2. Establish the rules, prizes, entry fee and fishing hours of the tournaments subject to approval by the Board
3. Serve as liaison to any non-Club tournament(s) in which the Club participates or sponsors
4. Report to the Board
5. Be assisted as necessary by a committee appointed by the President

H. Weigh Master -

The Weigh Master shall:

1. Be responsible for implementing and overseeing the Fish-of-the-Month Program
2. Serve as the official recorder for all fishing tournaments conducted by the Club
3. Maintain the leader board recording the largest fish by specie caught by Outer Banks Anglers' Club members
4. Report to the Board

I. Nominating Committee -

1. The Board of Directors will appoint a Nominating Committee Chairperson
2. The Nominating Committee Chairperson will:
 - a. Staff the Nominating Committee
 - b. Be responsible for recruiting candidates for the officers to be elected at the annual elections
3. Report to the Board

Article VI

MEMBERSHIP AND DUES

A. Membership -

Membership in the club may be as an individual or as a family. Family members include husband, wife and any dependent child/children, or single parent with any dependent child/children. "Dependent child" is defined as a person under the age of 18 years who is living with and dependent upon the adult for support.



B. Dues -

1. Annually -

Annual membership dues of \$25.00 shall be paid to the treasurer no later than the regular January meeting

2. Partial Year Dues -

Dues for new members in the club after August 31 of any year shall be \$20.00.

3. Failure to Pay on Time -

Any member who fails to pay the dues by March 1 shall automatically cease to be a member of the club.

4. Increase -

Annual dues may be increased one time in any year with the approval of the membership.

C. Fiscal Year -

The fiscal year of the Club shall be the calendar year beginning January 1 and ending December 31 of each year.

Article VII

MEETINGS

A. Regular Meetings -

1. General membership meetings of the Club will be held on a monthly basis.
2. The date of each meeting will be at the discretion of the Board of Directors.
3. Meetings will generally be held on the last Monday of each month whenever possible.
4. In the event of a holiday the meeting will be held on the succeeding Monday.

B. Special Meetings -

Special meetings may be called by the:

1. President
2. Board of Directors
3. Request of a majority of members in good standing

C. Board Meetings -

Meetings of the Board of Directors will be held at the call of the President normally one week prior to the monthly membership meeting.

D. Quorum -

Approval by the general membership of any issue brought before it which affects the organization, policies, or administration of the Club, as set forth in these By-Laws, shall require the voting presence of a quorum, which shall be defined as a minimum of 30 members.

Article VIII

COMMITTEES

A. Ad Hoc Committees -

1. In addition to the standing committees enumerated in Article IV, various ad hoc committees may be required.
2. Ad hoc committees will be formed by direction of the Board.
3. Each committee is responsible for the function it is assigned.



B. Appointment -

The President shall appoint the committees' chairpersons and supporting members in consultation with the named chairperson.

C. Meetings -

1. Committee chairpersons may conduct as many meetings as necessary to complete their assignment.
2. They shall regularly, or on request, report their progress to the President.

D. Guest Attendees -

1. Members of the Board are authorized to attend any committee meeting, but have voting rights only if they are members of that committee.
2. Upon having provided notice of intent to the committee chairperson outlining the purpose of discussion or proposal, any member may attend a committee meeting as an observer or to present a proposal for consideration.
3. Any conflicts will be resolved by the Board.

Article IX

TOURNAMENT RULES

A. Rules and Fees -

Rules, entry fees, charges for admission, and disbursement of proceeds for each Club tournament and function will be prescribed by the Board.

B. Rules for Participation -

Rules for participation in Club-sponsored or Club-entered tournaments will be prescribed by the Board.

Article X

AMENDMENTS TO BY-LAWS

A. Amendments -

These By-Laws may be amended by a vote of the membership in good standing at any general membership meeting of the Club provided:

1. The proposed amendment has been previously delivered to the membership in document form via e-mail.
2. The previous delivery must have been within a reasonable period of time prior to the meeting to allow for objections to be forwarded to any member of the Board.
3. Any objection related to the reasonableness of the period of time prior to the meeting will automatically postpone the vote until the next membership meeting.

B. Incorporation -

Upon adoption by the membership, amendments shall be incorporated by reference and become part of these By-Laws without further action.

Article XI

TRANSPARENCY

A. Records, Minutes, Files, Ledgers or other Documentation -

Any records, minutes, files, ledgers or other documentation generated in the course of Club business, including records, minutes and reports of the various committees and the Board of Directors, shall be made available for inspection at the next general membership meeting following a request for same made by any member in good standing.

B. Working Notes, Preliminary Drafts and Personal Communications -

Working notes, preliminary drafts and personal communications between individuals in developing such documentation shall be exempted from review under this Article.



Article XII

DISSOLUTION

In the event the Outer Banks Anglers' Club becomes inactive or ceases to operate, all assets of the Club shall be applied and distributed as follows:

A. **Liabilities and Obligations -**

All liabilities and obligations shall be paid and satisfactorily discharged.

B. **Assets and Equipment -**

All assets and equipment held and requiring returning shall be returned as directed by the Board.

C. **Remaining Assets -**

Any remaining assets shall be transferred to a fishing-oriented activity to be determined by the Board.

D. **Personal Benefit Specifically Prohibited -**

Under no circumstances may any part of the income, assets, or earnings of the Club benefit any member, officer, or Director of the Club.