

**IDAHO STATE BOWHUNTERS, INC.**  
**BY-LAWS**

**Mission Statement**

The Idaho State Bowhunters, Inc. (ISB) is a non-profit organization of sportsmen and women, and affiliated bowhunting clubs dedicated to protect and improve Idaho's wildlife heritage of bowhunting for present and future generations. ISB provides an organization where Idaho's Bowhunters and bowhunting clubs can come together to seek consensus on issues important to bowhunting. The ISB provides education to the Idaho sportsmen's organizations, legislative bodies and other governmental entities on bowhunting issues.

**ARTICLE I**  
**Executive Board**

The Idaho State Bowhunters, Inc. (ISB) Executive Board shall consist of the following occupied positions: President, Vice President, Secretary, Treasurer, Big Game Chairman, Regional Directors, Past President, Newsletter Editor and Director of Competition.

The property, affairs and business of ISB shall be managed and controlled by the Executive Board. The Executive Board may by general resolution delegate to officers of ISB and to committees such powers as provided by these by-laws.

To be an Executive Board member, an individual must be a paid ISB member in good standing and a resident of the State of Idaho.

**ARTICLE II**  
**General Board**

The General Board of Directors of ISB shall consist of the ISB Executive Board and the President of each Affiliated ISB Club. The General Board of Directors shall provide guidance to the Executive Board.

To be a General Board member, an individual must be a paid ISB member in good standing.

**ARTICLE III**  
**Office**

ISB shall be located in the State of Idaho. ISB may have such offices as the Executive Board of Directors may determine.

**ARTICLE IV**  
**Officers**

The Officers of ISB shall include a President, Vice President, Secretary and Treasurer.

A. Elections and Terms of Office

1. All officers shall be elected by a simple majority vote of the general membership, including absentee ballots at the ISB Jamboree.
2. The Executive Board shall serve as the Nominating Committee. The nomination period shall be from January 1<sup>st</sup> to June 30<sup>th</sup> of each year. The Executive Board shall make nominations and shall accept from any member submitting their nomination with the signatures of five (5) supporting members.
3. All officers shall be elected for a term of two (2) years. The President and Secretary shall have alternating terms with the Vice President and Treasurer.
4. Vacancies shall be filled by appointment made by the Executive Board for the unexpired term of office vacated.
5. An elected officer can be removed for cause by a two-thirds majority vote of the Executive Board.
6. Officers shall not receive any salaries for their services.

B. President: The President shall be the principal officer of ISB and shall exercise general supervision of the affairs of ISB, its officers, and Directors consistent with the policies established by the Executive Board of Directors. The President may sign deeds, mortgages, bonds, contracts, or other instruments, except in cases where the signing and execution thereof shall be expressly delegated by the Executive Board of Directors, or by these by-laws, or by statute, to another officer or agent of ISB; and, in general, shall perform all duties incident to the office as President and such duties as may be prescribed by the Executive Board of Directors. The President may authorize and approve expenditures and take other such action he or she shall deem necessary to advance the purposes of ISB, provided, such action does not exceed the scope of authority as determined by the Executive Board of Directors of ISB.

C. Vice President: The Vice President shall perform such duties as may be assigned by the President and/or by a majority of the members of the Executive Board of Directors.

D. Secretary: The Secretary shall maintain ISB membership records and keep the minutes of the meeting of the Executive Board of Directors of ISB and shall oversee the keeping, preparation, and filing of all other records required by state and federal law or by policies of the Executive Board of Directors, be custodian of ISB records, keep a register of the addresses of each member of the Executive Board of Directors; and, in general, perform all duties incident to the office of Secretary and other such duties as

from time to time may be assigned by the President or by the Executive Board of Directors of ISB.

E. Treasurer: The Treasurer shall have charge and custody of, and be responsible for, all funds and securities of ISB; receive and give receipts for moneys due and payable to ISB; and deposit all such funds in the name of ISB in such banks, trust companies or other depositories as shall be selected in accordance with these by-laws; and, in general, perform all duties incident to the office of Treasurer and such other duties as from time to time may be assigned by the President or the Executive Board of Directors of ISB. The Treasurer shall be responsible for the administration and oversight of records of ISB; initiate an annual audit, and comply with all state and federal statutory reporting requirements, tax returns and tax payments.

## **ARTICLE V** **Directors**

The Executive Directors of ISB shall include the Past President, Region Directors, Competition Director, Newsletter Editor and Big Game Chairman.

### A. Selection and Terms of Office

1. The Competition Director, Big Game Chairman and Newsletter Editor shall be selected by the Officers and shall serve a two (2) year term at the Officers pleasure.
2. The Region Directors shall be nominated by the ISB members within each region and approved by the Officers. Region Directors shall serve a two (2) year term.
3. The Past President is an assigned position and shall have a two (2) year term.
4. Vacancies shall be filled by appointment made by the Executive Board for the unexpired term of office vacated.
5. A Director can be removed for cause by a two-thirds majority vote of the Executive Board.
6. Directors shall not receive any salaries for their services.

B. Past President: The Past President Director shall act as an advisor for the incumbent President.

C. Newsletter Editor: The Newsletter Editor shall be responsible gathering all materials for the newsletter, verifying information for accuracy, producing the newsletter and ensuring that the newsletter is published and mailed to the members quarterly.

D. Regional Directors: The Regional Directors shall preside at region meetings and shall represent the region at all ISB meetings. The Regional Directors shall be

responsible for Regional ISB shoot(s), and shall aid in the coordination of the Affiliate Clubs shoot schedule in their respective region. The Region Directors shall promote new and renewal memberships within their region. The Region Directors shall report to the Executive Board regional concerns and issues.

E. Competition Director: The Competition Director shall manage and be responsible for the setup, operation and takedown of the annual Jamboree ranges and shooting competition. The Director of Competition shall be in charge of the competition at the Jamboree.

F. Big Game Chairman: The Big Game Chairman shall manage and be responsible for the Big and Small Game Award system. The Big Game Chairman shall manage and be responsible for the Bowhunters of the Year Program and the Best of Species Program.

## **ARTICLE VI** **Meetings**

A. Regular Meetings: Regular meetings of the Executive Board of Directors of ISB may provide by resolution the time and place for holding of regular meetings of the Board. Board meetings may be held by electronic communications for all or part of the members of the Executive Board of Directors. All ISB members may attend Regular meetings of the Board

B Special Meetings: Special meetings of the Executive Board of Directors of ISB may be called by, or at the request of the President, who may designate a location for the special meeting to take place. Special meetings may be held by electronic communication for part of the total members of the Executive Board of Directors upon due notice. A majority of the Executive Board of Directors of ISB may also call a special meeting with due notice as provided in these by-laws.

C. Annual Meetings: The annual meetings of the Executive Board of Directors of ISB shall be held during the winter and at the ISB Jamboree, but must be twice each calendar year at a minimum. The annual meetings may occur as a regular meeting with notification 30 days in advance. All members may attend the Annual Meetings of the Board.

D. Notice and Quorum

1. Regular, Special and Annual Meetings: Notice of any meeting of the Executive Board of Directors of ISB shall be given by at least five (5) days written notice previous thereto by personal delivery, sent by the U.S. mail, facsimile, or e-mail to each Director.
2. Presence of a Quorum: The presence of a quorum of the Executive Board of Directors shall be a majority of the full Officer and Directors serving at the time of the meeting (more than half the numbers of members of the Board.)

E. Manner of Acting: The action of a majority of the Executive Board of Directors of ISB participating at a meeting at which a quorum is present shall be the act of the Executive Board of Directors.

## **ARTICLE VII** **Membership and Dues**

- A. Membership: There shall be four categories of membership.
- Life Membership
  - Adult Individual Annual Membership
  - Family Annual Membership
  - Affiliated Archery Club Annual Membership for Clubs wishing to affiliate with ISB
1. Membership Requirements: Members shall support ISB's philosophies, By-Laws and other activities as set forth by the Executive Board. Members are not required to be citizens of the State of Idaho. All memberships (other than Life) shall be due annually on the date joined.
  2. Dismissal: Any member and Affiliated club can have their membership terminated for cause by a two-thirds majority vote of the Executive Board.
- B. Dues: The cost of dues (Life, Adult Individual, Family and Affiliated Clubs) shall be set by a two-thirds majority vote the Executive Board of Directors and a majority vote of members at the annual meeting. Dues shall be paid to the Secretary.

## **ARTICLE VIII** **Contracts, Checks, Deposits and Funds**

- A. Contracts: The Executive Board of Directors of ISB may authorize any officer, agent, or agents of ISB, in addition to the officers so authorized by these by-laws, to enter into any contract or execute and deliver any instrument in the name of ISB and such authority may be general or confined to specific instances.
- B. Checks: All checks, drafts, or orders for the payment of money, notes or other evidence of indebtedness issued in the name of ISB shall be signed by such at least two officers and in such manner as shall from time to time be determined by the Executive Board of Directors. In the absence of such determination by the Executive Board of Directors, such instruments shall be signed by the Treasurer and one other officer.
- C. Deposits: All funds of ISB shall be deposited from time to time to the credit of ISB in such banks, trust companies, or other depositories as the Executive Board of Directors may select.

D. Funds: The Executive Board of Directors of ISB may accept on behalf of ISB any contribution, gift or bequest for the general purposes or for any special purpose of ISB.

**ARTICLE IX**  
**Books and Records**

ISB shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its Executive Board of Directors and committees having any of the authority of the Executive Board of Directors.

**ARTICLE X**  
**Fiscal Year**

The fiscal year of ISB shall begin on the first day of January and end the last day of December.

**ARTICLE XI**  
**ISB Regions**

ISB shall be subdivided into Regions. The regions shall be defined geographically using the same description as the Regions that comprise the administrative regions of the Idaho Department of Fish and Game. Each Region shall have a Region Director. Region Directors shall report to the Executive Board.

**ARTICLE XII**  
**Games**

ISB Archery shoots and game policies shall be developed, managed and controlled by the Executive Board. One ISB Statewide sponsored shoot (Jamboree) shall be held annually. The Executive Board shall set the rules and awards for ISB sponsored shoots. All shooters at ISB sponsored shoots shall be paid I.S.B. members.

**ARTICLE XIII**  
**Awards**

ISB awards and award policies shall be developed, managed and controlled by the Executive Board.

**ARTICLE XIV**  
**Voting**

The Executive Board shall set the rules and times for Voting at the Annual Meeting. For all membership voting at annual meetings the following shall apply:

- A. With any ballot voting by the general membership of ISB a life member shall have one vote, an individual adult member shall have one vote, and a family membership shall have two votes. Affiliated clubs do not have a vote.
- B. All ISB members in good standing shall vote for officers of ISB, cost of dues, and by-law changes, as determined by the Executive Board.
- C. Ballot will be provided at the annual meeting. An absentee ballot must be requested in writing from the Secretary. An absentee ballot must be returned to the Secretary and received no later than the three days prior to the annual meeting.

**ARTICLE XV**  
**Indemnification**

Any present or former member of the Executive Board of Directors, General Board of Directors or officer of ISB, or other such persons so designated in the discretion of the Executive Board of Directors, or legal representative of such person, shall be indemnified by ISB against all reasonable costs, expenses and counsel fees paid or incurred in connection with any action, suit, or proceeding to which any such person or legal representative may be made a party by reason of being or having been such a Director or officer, or serving or having served ISB, except in relation to matters to which he or she shall be found guilty of negligence or misconduct in respect of the matters in which indemnity is sought, and in relation to matters settled or otherwise terminated without a final determination on the merits where such settlement or termination is predicated on the existence of such negligence or misconduct.

**ARTICLE XVI**  
**Procedure**

The rules contained in the most recent edition of *Robert's Rules of Order* shall provide the rules of procedure for ISB where they are not inconsistent with the provisions of these by-laws.

**ARTICLE XVII**  
**Amendments to the By-laws**

Amendments may be proposed by any ISB member in good standing. These by-laws may be altered, amended or repealed and new by-laws may be adopted by a 2/3 majority of the current ISB members at the Annual Meeting. There must be written thirty

(30) day notice given the members of the Executive Board of Directors of an intention to alter, repeal or adopt new by-laws at such a meeting. This notice will be accompanied by the proposed changes.

**ARTICLE XVIII**  
**Distribution of Assets upon Dissolution**

Upon dissolution of ISB, the Executive Board of Directors shall, after payment or making provision for the payment of all liabilities of ISB, distribute the remaining assets of ISB exclusively for the purposes of ISB in such manner, or such organizations organized and operated exclusively for charitable, educational, or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501 C (3) of the U.S. Internal Revenue Code, as the Executive Board of Directors shall determine. Any assets not so disposed of shall be disposed of by the court of general jurisdiction of the principle office of ISB then located, exclusively for such purposes or to such organization, as the said court shall determine.