SECTION D
INDEX
for
Constitutions and By-Laws

The Constitution of the
Pennsylvania State Archery Association............................D-1
   Article I  Name.................................................D-1
   Article II Objects .............................................D-1
   Article III Memberships.................................D-1
   Article IV Board of Governors .........................D-3
   Article V Officers and Duties ..................D-4
   Article VI Organization .................................D-5
   Article VII Resolutions ............................D-6
   Article VIII Fees and Dues .........................D-7
   Article IX Effective Date ..................D-7
   Article X Amendments ..................D-7

By-Laws of the
Pennsylvania State Archery Association............................D-8
   Article I  Committees........................................D-8
   Article II Wages and Reimbursements ..........D-8
   Article III Fees and Dues .............................D-8
   Article IV Annual Tournaments – Date, Place, and Management ....D-9
   Article V Annual Tournaments and Other Matches Eligibility and Fees ......D-10
   Article VI Program of the Annual Tournaments ..................D-10
   Article VII Annual Tournament, Field Management and Target Assignments....................D-11
   Article VIII Annual Tournament Prizes and Trophies ....................D-12
   Article IX General.............................................D-13
   Article X Amendments and Revisions of the By-Laws ....................D-13
   Article XI Confidentially ..................................D-13

A Sample Constitution for Regions in the Pennsylvania State Archery Association ..........................D-14 through D-19

A Sample By-Laws Document for Regions in the Pennsylvania State Archery Association ..........................D-20 through D-23
Constitution
of
Pennsylvania Archery
Association, Inc.
REVISED 2004

ARTICLE I
NAME

Section 1. The name of this organization shall be
PENNSYLVANIA STATE ARCHERY ASSOCIATION, INC.

ARTICLE II
OBJECTS

Section 1. The objects of this corporation shall be as stated in
its Articles of Incorporation as a non-profit corporation, as
chartered by the Court of Common Pleas of Lancaster County,
Pennsylvania, on March 22, 1947.

Section 2. The purpose for which the Corporation is formed are
to advance the art, skill, practice and handicraft of archery, and
the sponsoring of archery tournaments within the
Commonwealth of Pennsylvania and generally to increase and
courage interest in archery. The Corporation does not
contemplate gain or profit, incidental
or otherwise, to its members.

ARTICLE III
MEMBERSHIPS

Section 1. The membership of the PENNSYLVANIA STATE
ARCHERY ASSOCIATION, INC. consist of 12 classes:
Honorary; Life; Active; Family; Senior Citizen; Officer; Junior;
Associate; Sustaining; Club; Limited and Bowhunter Associate.

Section 2. HONORARY MEMBERSHIP, with exemption from
dues, may be granted for exceptional merit and service, upon
two-thirds majority vote of the Board.

Section 3. LIFE MEMBERSHIP, with exemption from regular
dues shall be granted to anyone approved by the Board, on
payment of a fee specified in By-Laws will be given to senior
citizens.

Section 4. ACTIVE MEMBERSHIP, shall be granted to anyone
who is a bona fide resident of the Commonwealth of
Pennsylvania, upon application endorsed by one member,
payment of regular fees and dues.

D-1
Section 5. FAMILY MEMBERSHIP, shall be granted to anyone who is a bona fide resident of the Commonwealth of Pennsylvania, his spouse, and/or dependents under 18 years of age, upon application endorsed by one member, payments of family fees and dues.

Section 6. SENIOR CITIZEN MEMBERSHIP, shall be granted to anyone who is a bona fide resident of the Commonwealth of Pennsylvania, 62 years of age or older, upon application endorsed by one member, payments of the Senior Citizen fees and dues.

Section 7. OFFICER MEMBERSHIP, shall be granted to all Board of Governor members, exec. sec. and/or treasurer and classification officer. Their individual fees and dues shall be paid by the association for their term of office.

Section 8. JUNIOR MEMBERSHIP, shall be granted to anyone between his eighth and sixteenth birthday who is a bona fide resident of the Commonwealth of Pennsylvania, upon application endorsed by one member, payment of the regular fees and dues. They shall be nonvoting members. Upon attaining the sixteenth birthday, the JUNIOR MEMBER shall become an ACTIVE MEMBER.

Section 9. ASSOCIATE MEMBERSHIP shall be granted to anyone not a resident of the Commonwealth of Pennsylvania upon application endorsed by one member, and payment of regular dues and fees. They shall be non-voting members.

Section 10. SUSTAINING MEMBERSHIP shall be granted to any individual, partnership or corporation upon application endorsed by one member, and upon payment of regular fees and dues. They shall be non-voting members.

Section 11. CLUB MEMBERSHIP shall be conferred on any regularly organized Archery Club whose shooting range is located in the Commonwealth of Pennsylvania meeting the following:
Clubs that have on its membership rolls at least one member who are individual members of the Pennsylvania State Archery Association.
Clubs that have an application submitted with correct payment of dues.

Section 12. The Board may suspend or expel any member, who may, however, be reinstated, upon appeal, by a two-thirds vote of the Board present at the next annual meeting.
ARTICLE IV
BOARD OF GOVERNORS

Section 1. The Board of Governors (herein called “Board”) shall consist of fourteen voting members of the Association, two of whom shall be elected by each Region. The members shall be elected for two-year terms, and each Region shall elect one member to the Board each year. The Executive Secretary and the Treasurer shall meet with the Board, but shall have no voting rights unless they are members of the Board. The President shall be a member of the Board, shall act as Chairman of the Board and shall vote only in the event of a tie. If the President is a Board Member, the Alternate Delegate from the President’s Region shall assume the voting responsibility at all Board Meetings so that the President can devote full attention to conducting the Board Meetings.

Section 2. The term of office of Board Members shall run from the beginning of the New Business to the following year ending of Old Business at the Annual meeting of the Board.

Section 3. Each region will elect an alternate Board Member to attend Board meetings and have voting and voice rights only if one of the Regular Board Members from his Region is in absence from said Board Meeting. His term shall be for one year.

Section 4. The Board shall meet, at least annually, upon the call of the President, on at least ten days written notice to each Board Member. If possible, the annual meeting shall be held in November.

Section 5. At any meeting of the Board, six members, representing at least four Regions, shall constitute a quorum.

Section 6. The officers of the Association shall be elected by the Board.

Section 7. Any vacancy in office shall be filled by the Board, but vacancies in membership on the Board shall be filled by the Region which had elected the member whose place is vacant.
Section 8. The President of the Board shall conduct election of officers at the Fall Board Meeting. The following officers shall be elected for a one-year term of office: President, Vice-President, and Treasurer. The Executive Secretary shall be elected for a three year term of office. As soon as possible thereafter, the President shall notify the persons elected. Classification Officer will fall under the office of Executive Secretary. The classification Officer will be appointed by the Executive Secretary with the hourly rate of the Classification Officer designated by the Financial Committee.

Section 9. The fiscal year of the Association shall be from January 1 to December 31 of each year, and the terms of office of the elected officers and appointed committee members shall run from the end of New Business at the Fall Meeting to the end of New Business at the following Fall Meeting.

Section 10. Subject only to the provisions of the Articles of Incorporation, the Board shall control and manage the activities and policies of the Associations.

ARTICLE V
OFFICERS AND DUTIES

Section 1. The officers of the Association shall be as follows: President, Vice-President, Executive Secretary, and Treasurer. The Executive Secretary and the Treasurer offices may be held by the same person. Classification Officer shall be appointed by the Executive Secretary.

Section 2. The President shall preside at all meetings of the Board and meetings of the Association; shall appoint standing and special committees; and shall initiate and direct activities of the Board which will accomplish the purpose of the Association.

Section 3. The Vice-President shall perform the duties of the President in his absence or inability to act.

Section 4. The Executive Secretary shall keep all records of the Association and of the Board; serve notices of meetings, conduct correspondence; inform the membership of official actions of the Board, either by written or printed notices by mail, or by verbal report at the annual meeting; administer the policies adopted by the Association; supervise preparation of all Association releases and publications, and perform such other duties as are generally required of an Executive Secretary. The Executive Secretary shall be reimbursed for expenses in the amount as fixed by the By-Laws and receive traveling per diem as fixed by yearly financial budget.
Section 5. The Treasurer shall receive all monies of the Association and deposit them in the name of, and to the credit of the Association in depositaries approved by the Board; make disbursements authorized by the Board through its President; keep accurate accounts of all such transactions; present his report at the annual meeting, which shall have been audited as directed by the Board; and shall, in general perform the duties incident to his office. The Treasurer shall furnish bond, at the expense of the Association, in such amount as may be prescribed by the Board.

Section 6. The Classification Officer shall keep all records of the Association pertaining to the Classification System, serve notice if there are any changes in the Classification System, and attend all State Tournaments, if possible.

ARTICLE VI
ORGANIZATION

Section 1. The Association shall be divided into eight Regions, located geographically, which are composed of the following counties:

Southeast Region: Berks, Bucks, Chester, Delaware, Lancaster, Lebanon, Lehigh, Montgomery Northampton, Philadelphia, Schuylkill.


Southcentral Region: Adams, Cumberland, Dauphin, Franklin, Juniata, Mifflin, Perry, York.

Northcentral Region: Bradford, Columbia, Lycoming, Montour, Northumberland, Snyder, Sullivan, Tioga, Union.


Southwest Region: Allegheny, Armstrong, Beaver, Fayette, Green, Indiana, Washington, Westmoreland.

Northmid Region: Cameron, Centre, Clearfield, Clinton, Elk, Jefferson, McKean, Potter.

Southmid Region: Bedford, Blair, Cambria, Fulton, Huntingdon, Somerset.
Section 2. Each Region shall be composed of such clubs within the counties designated for that region, which are affiliated with the Association. Each Region shall hold one formal meeting per year, either in conjunction with an outdoor regional or prior to the Annual Board Meeting.

Section 3. Each local Club which is affiliated with the State Association shall elect one delegate and one alternate to the Regional meeting.

Section 4. At the Regional Meeting held in conjunction with the Field or Target Regional, the delegates shall elect one member to the Board of Governors of the State Association each year, to a two-year term of office. Delegates serve from January 1 through December 31.

Section 5. In order to hold office in any Region, an individual must hold an active membership in this association.

ARTICLE VII
RESOLUTIONS

Section 1. The normal procedure for the bringing of proposed resolutions before the Board shall be the passage of a resolution by any Club affiliated with the Association. Voting on such resolutions shall be restricted to voting members of the Association. If approved by such Club, the resolution shall next be acted upon at the next Regional meeting for that Club. If approved at the Regional meeting, the resolution shall be presented to the Board for action at its next annual meeting.

Section 2. All resolutions approved at any Regional meeting for action by the Board, may be brought before the Board only after sixty days notice to all members, in the Association publication.

Section 3. A copy of each resolution for action by the Board shall be transmitted by the Executive Secretary to each Club Secretary at least sixty days before the annual meeting.

Section 4. The Board shall have the right to waive the requirements for bringing resolutions up from the Club level, by unanimous consent of all Governors present at an annual meeting or at any other Board meeting.

Section 5. Each resolution approved by the Regional Board, following the giving of notices as herein provided, shall be called up for vote before the Board, and if approved by majority vote of the members of the Board who are present, shall become the official action of the Association.
Section 6. Resolutions will become effective the first of the month following the printed month of the Newsletter announcing the adoption of the Resolution.

Section 7. All meetings of the Board shall be open to all members of the Association who desire to be present.

ARTICLE VIII
FEES AND DUES
Section 1. Initiation fees, annual dues and penalties for non-payment of dues shall be fixed by the By-Laws.

Section 2. Fees for the annual tournaments, or for participation in tournaments shall be established by the Board. Insofar as possible, tournament expenses shall be kept within the tournament income.

ARTICLE IX
EFFECTIVE DATE
Section 1. This Constitution shall be effective after adoption by the Association as provided in the present By-Laws, but it shall operate only prospectively. All members of the Board of Governors of the Association now in office and all officers now in office shall continue to occupy their office until the expiration of their present term, whereupon their successors shall be chosen as provided in this Constitution.

ARTICLE X
AMENDMENTS
Section 1. This Constitution may be amended at an annual meeting of the Association by a two-thirds vote of the Board, if notice of the proposed change has been mailed to every member at least sixty days before the annual meeting.

Section 2. This Constitution may also be amended at an annual meeting of the Association by a two-thirds vote of the Board, upon resolution initiated at the Club level and approved by the Region.
By-Laws of the
Pennsylvania Archery
Association, Inc.

ARTICLE I
COMMITTEES

Section 1-A. The President shall appoint committees of three or more members to hold office for the next fiscal year as follows:

Financial Committee — Whose duty shall be to set the coming year’s financial budget.

Tournament Committee — Whose duty shall be to arrange for and conduct the next annual tournaments.

Legal Committee — Whose duty shall be to consider any proposed changes in the Constitution or By-Laws of the P.S.A.A. or any subject of general legal nature.

Publicity Committee — Whose duty shall be to secure favorable publicity for all forms of Archery.

Education Committee — Whose duty shall be to consider policy of P.S.A.A. and submit several contingent views on policy to the Board at the Annual Meeting for adoption by said Board at that time.

Section 2-A. Other Committees may be appointed by the President at his discretion.

Section 3-A. Any member of the P.S.A.A. may serve on more than one committee.

ARTICLE II
WAGES & REIMBURSEMENTS

Section 1. The Officers of the Association shall receive reimbursement for expenses as recommended by the Financial Committee and approved by the Board.

ARTICLE III
FEES AND DUES

Section 1. The annual dues for Senior Citizen, Associate, Active and Junior members, and Family memberships shall be as follows for each year or part thereof:

Senior Citizen Membership ............................................. *
Junior Membership (under 16). .................................... *
Individual Membership.................................................... *
Special Membership (Individual and Spouse or one dependent under 16 years of age) .............................................. *
Family Membership (Husband, Wife and All Dependents under 16) .................................................. *
Life Membership ................................................................. *
Club Membership ............................................................... *

*Dues for the coming year will be proposed at the February Executive Board meeting. Voting on the proposed dues will occur at the November Executive Board meeting and the new dues will be published at the end of year newsletter.

Section 2. Renewals for Annual Dues will be mailed.

ARTICLE IV
ANNUAL TOURNAMENTS — DATE, PLACE AND MANAGEMENT

Section 1. Annual tournaments, to determine the Archery championships of the Commonwealth of Pennsylvania and for other appropriate competition in Archery, shall be held on dates designated by the Board.

Section 2. All Regional Dates will relate to the comparable State Championship Tournaments and precede the State Championship Tournaments.

Section 3. The annual tournaments shall be placed in one of the eight regions, observing yearly rotation if possible: Southeast, Northcentral, Southwest, Northeast, Southcentral, Southmid, Northmid, and Northwest. Regions as defined in the Constitution.

Section 4. The Association in regular session at the annual meeting shall vote upon where the next annual championship tournaments shall be held.

Section 5. The awarding of the championship tournaments to various regions will be granted by the Board in regular session at the Annual Meeting. The awarding must be preceded by written bid from requesting Club, and said bid must be submitted to Executive Secretary 90 days before the Annual Tournament that precedes the above mentioned bid tournament by one year.

Section 6. Subjects to the guidance and approval of the Board the Tournament Committee shall arrange and manage all details of the annual championship tournaments except that supplies shall be ordered by the Executive Secretary or with his permission.
ARTICLE V
ANNUAL TOURNAMENTS AND OTHER MATCHES
ELIGIBILITY AND FEES

Section 1. Competition in any tournaments or match of the Association shall be open to all members whose fees and dues are paid.

Section 2. Women may shoot and receive awards in events for men, but men may not shoot in events for women; and so for boys and girls.

Section 3. The Tournament Committee shall provide competition for special classes of entrants when deemed necessary.

Section 4. The Board shall fix the target fees for all classes of entrants. No deduction shall be allowed for non-participation in any event.

Section 5. Entries shall be made to the Executive Secretary of the P.S.A.A. and must be accompanied by the appropriate target fees. A late fee will be imposed on the late entrant and any entries received after the tournament cut off date.

ARTICLE VI
PROGRAM OF THE ANNUAL TOURNAMENT

Section 1-A. The annual tournament to determine Champions at the Association’s Outdoor Target Championship shall consist of the following events: One P.S.A.A. 1200 Round and one P.S.A.A. 900 Round.

Section 2-A. The annual tournament to determine Champions at the Association’s Field Championship shall consist of the following events: One 28 target P.S.A.A. Field Round and one 28 target P.S.A.A. Hunter Round.

Section 3-A. The annual tournament to determine Champions at the Association’s Indoor Championship shall consist of the following events: Two P.S.A.A. Short Indoor Rounds.

Section 4-A. The annual tournament to determine Champions at the Association’s Bowhunter Championship shall consist of the following events: Two P.S.A.A. Bowhunter/Animal Rounds.

Section 1-B. The Annual Regional Tournaments to determine the Target Regional Champions shall consist of one P.S.A.A. 900 Round.
Section 2-B. The Annual Regional Tournaments to determine the Field Regional Champions shall consist a 14 target P.S.A.A. Field Round and a 14 target P.S.A.A. Hunter Round.

Section 3-B. The Annual Regional Tournaments to determine the Indoor Regional Champions shall consist of one P.S.A.A. Short Indoor Round.

Section 4-B. The Annual Regional Tournaments to determine the Bowhunter Regional Champions shall consist of one P.S.A.A. Bowhunter/Animal Round.

Section 1-C. The above events constitute a desirable MINIMUM program which may be added to or subtracted from by the Board.

Section 2-C. The above named rounds, being events by which the championships are decided, shall take precedence over any other events scheduled in the tournaments in case of rain or other delays.

Section 3-C. Two or more archers must be entered in any class or division of the event in order to declare competition for awards. If only one archer is entered in any class or division of the event, the archer can shoot for an award with the following stipulations:

1. The archer must make class. This means the archer’s score must be at or above the minimum for the class.

2. The archer must complete the event.

ARTICLE VII
ANNUAL TOURNAMENT, FIELD MANAGEMENT AND TARGET ASSIGNMENTS

Section 1. A Tournament Director shall be appointed by the Tournament Committee; whose duties shall be: to call archers together for competition and assign them to targets; to direct, oversee and manage all competition and the conduct of the archers during that time; and to interpret and enforce the traditional and statutory rules Archery in which his decision shall be final. When competition is temporarily ended by the completion of an event, or of simultaneous events, his duties shall cease until the next event is in order as determined by the Tournament Committee.

D-11
Section 2. The Tournament Director may appoint a Field Captain to assist him and such other field officers as he may deem necessary.

Section 3. The Tournament Committee shall appoint a Lady Paramount to perform for the Women and Girls the duties of Field Captain.

Section 4. For the first round of championship events, the entrants shall be assigned to targets in the order in which entries with fees are received, excepting that Honorary and Life members shall be assigned targets in order of entry only. Special situations such as handicapped shooters and other shooting equipment demands can alter the target assignments. The Field Captain shall make target assignments, as necessary, for the second and succeeding rounds of the championship events. Late entrants will receive target assignments at the discretion of the Field Captain, who will rule on all matters of target assignment not covered herein.

Section 5. It shall be the duty of the Tournament Committee in selecting the shooting field and in locating targets, to provide equal conditions for all targets; as far as possible and special care shall be taken to avoid any great inequality of conditions.

Section 6. For the purpose of eliminating the hazard of promiscuous practice before the competitive shooting, it shall be mandatory on the Tournament Director, Field Captain, or the Tournament Committee, in any tournament sponsored by this Association, to prohibit the shooting of practice arrows before the regular shooting, except under the direct supervision and control of the Field Captain, or his deputy, who will allow no one to leave the shooting line while arrows are being shot, the shooters to retrieve their practice arrows only at the signal of the whistle from the Field Captain.

ARTICLE VIII
ANNUAL TOURNAMENT, PRIZES AND TROPHIES
Section 1. The Executive Secretary shall be the custodian of all prizes and trophies of the P.S.A.A. and shall keep a record of them, including the names of the donors, the conditions of competition governing their award and the names and score of those who win them.
Section 2. Archers awarded the temporary custody of prizes or trophies shall give a written receipt for them and shall be responsible for them and their return, in good order, to the Executive Secretary, at least two weeks before the next annual tournament, and shall have engraved, his or her name and correct score and remit bill for the same to the Secretary for payment.

Section 3. The P.S.A.A. “6 Gold Pin” — “20 Pin,” and “60 Pin” awarded to those archers belonging to the Association upon accomplishment of shooting perfect ends at the required minimum distance. These pins shall be awarded only at P.S.A.A. Regional and State Championship Tournaments. Expense of the pin shall be paid by the archer awarded the pin.

ARTICLE IX
GENERAL

Section 1. At all National Archery Association sanctioned annual tournaments, championships, title awards, rounds, shooting rules, tackle, other regulations and items or questions not relating to, or covered by this Constitution and By-Laws shall be governed in accordance with the analogous practice of the National Archery Association.

Section 2. At all National Field Archery Association sanctioned annual tournaments, championships, title awards, rounds, shooting rules, tackle, other regulations and items or questions not relating to, or covered by this Constitution and By-Laws shall be governed in accordance with the analogous practice of the National Field Archery Association.

ARTICLE X
AMENDMENTS AND REVISIONS OF THE BY-LAWS

Section 1. These By-Laws may be amended or revised by a two-thirds vote of the Board present at the annual meeting.

ARTICLE XI
CONFIDENTIALLY

Personal information supplied by any member to this association shall be kept confidential. It will not be shared, given, or sold to any organization, company, service, or individual. It will be used solely to confirm membership and eligibility for tournaments. We, within the Laws of the Commonwealth of Pennsylvania, are required to obtain your prior authorization, which you can revoke at any time, for the release of any personal information.
Regional Constitution of
____________ Region of Pennsylvania
State Archery Association, Inc.

This regional Constitution is for sample only. Each region may change their Constitution to suit their particular circumstances. Check with your regional President or Secretary for actual copy pertaining to your region.

ARTICLE I
NAME

Section 1. The name of this organization shall be
*____________________ REGION OF THE PENNSYLVANIA STATE ARCHERY ASSOCIATION, INC.

ARTICLE II
OBJECTS

Section 1. The membership of the *______________Region of the Pennsylvania State Archery Association, Inc. shall consist of membership therein on a club basis only.

Section 2. The member clubs shall first be members of the Pennsylvania State Archery Association, Inc. in good standing.

Section 3. The member clubs shall be of three classes: Honorary, Active, and Associate.

Section 4. The Honorary Club Membership may be granted for exceptional merit and for service; it shall be on a yearly basis and upon approval of two-thirds majority vote of the delegates.

Section 5. Active membership shall be granted to any club whose Range or Headquarters is located within the *______________Region of the Commonwealth of Pennsylvania; who is an accredited club member of the Pennsylvania State Archery Association.

Section 6. Associate Membership shall be granted to any club who has evidence of a desire to join the organization but is unable to meet the requirements for an Active Membership. Associate Membership may engage in discussions, attend meetings, but shall not be a voting membership.

*All asterisks to be filled in according to the region you live and information pertinent to that region.
Section 7. Any member club may be suspended or expelled for cause by vote of the majority of delegates present. Appeal therefrom shall be to the Board of the Pennsylvania State Archery Association, and reinstatement upon action from reapplication for membership.

ARTICLE III
BOARD OF DELEGATES

Section 1. The delegates shall consist of two members elected by and from each active member club with one vote between them.

Section 2. Subject to the provision of the Pennsylvania State Archery Association, the Board of Delegates shall control and manage the activities and policies of the organization.

Section 3. The Board of Delegates shall meet at least twice annually: an organization meeting during the month of November, another on the day of the Regional Championship, and on other such time or times upon the call of the President with at least 10 days written notice of each member club.

Section 4. At any meeting of the Regional Delegates, the representation of one-third of the member clubs shall constitute a quorum.

Section 5. Any vacancy in a regional office shall be filled by the delegates at the next meeting, or by appointment by the President until the next meeting, where the vacancy shall then be filled by a general election.

Section 6. All meetings shall be open to all members of the Association.

ARTICLE V
OFFICERS AND DUTIES

Section 1. The officers of the Organization shall be as follows: President, Vice-President, Secretary and/or Treasurer. All officers shall be elected annually and must be members of the Board of Delegates of the Region at the time of nomination.

Section 2. The President shall preside at all meetings of the Board and meetings of the Association. He shall appoint standing and special committees, and shall initiate and direct activities of the Board which will accomplish the purpose of the Association. He shall handle all public relations and commitments with other archery associations. He shall perform all other duties generally associated with this office.
Section 3. The Vice-President shall perform the duties of the President and/or Secretary in their absence or inability to act, but may not act in both capacities at the same time. He also will undertake to inspect ranges prior to regional tournaments and shall determine if the ranges are safe and suitable for championship competition.

If dangerous or unsuitable conditions are found, he shall undertake to correct such conditions in whatever manner he sees fit. If such conditions cannot be corrected, he shall notify the President and request that the tournament location be changed. If the Vice-President cannot inspect the ranges, he shall appoint someone to fulfill these duties, with the approval of the President. (A club member may not inspect his own club range.)

Section 4. The Secretary shall keep all records of the Association and of the Board, serve notices of meetings, conduct correspondence, inform the membership of official actions of the Board (either by written or printed notice by mail or by verbal report at the annual meeting, administer the policies adopted by the Association, supervise preparation of all Association releases and publications, and perform such other duties as are generally required of a Secretary.) The Secretary must send written minutes of each Regional Meeting to all member clubs in good standing within 20 days of completion of said meeting.

Section 5. The Treasurer shall receive all monies of the Association and deposit them in the name of and to the credit of the Association in depositories approved by the Board; make disbursements authorized by the Board through its President; keep accurate accounts of all such transactions; present his report at the annual meeting which shall have been audited as directed by the Board; and shall in general perform the duties incident to his office. The Treasurer shall furnish bond at the expense of the Association in such amount as may be prescribed by the Board.
ARTICLE VI
ORGANIZATION
Section 1. Clubs located in the following counties may be admitted to membership: *_______*_______*_______*_______*_______*_______*_______*_______*_______*_______

Section 2. This organization shall hold at least two formal meetings each year.

Section 3. Each member club shall elect two delegates to the organization.

Section 4. At the annual organization meeting to be held in November of each year, prior to the Pennsylvania State Archery Association Board of Governors Meeting, at a specific time and place selected by the President, the organization shall elect such officers as set forth in Article V of this Constitution.

Section 5. In order to hold office in this organization, such member must hold an Active Membership in the Pennsylvania State Archery Association.

Section 6. The fiscal year for this organization shall be from December 1 to November 30 of each year, and the terms of office of the elected and appointed members shall run concurrently with the fiscal year, except the office of Regional Representation on the Board of Governors of the State Association, which shall run from the beginning of new business of his elected year the following year ending of old business at the annual meeting of the Pennsylvania State Archery Association Board of Governors Meeting held in November.

ARTICLE VII
BOARD OF GOVERNORS
Section 1. The office of Regular Regional Representation of the Board of Governors of the Pennsylvania State Archery Association shall be elected at the meeting to be held at the time of the Regional Field Championship with a term of office of two years.

Section 2. The office of Alternate Regional Representation of the Board of Governors of the Pennsylvania State Archery Association shall be elected at the meeting to be held at the time of the Regional Field Championship with a term of office of one year.

D-17
Section 3. The alternate shall act as an advisor to the regular Regional Representative to the Board, and vote at any Pennsylvania State Archery Association Board of Governors meeting that cannot be attended by the regular representative.

Section 4. The Region shall reimburse for expenses each regular Representative the sum to be fixed by the By-laws for each legally called Pennsylvania State Archery Association Board of Governors meeting he attends. If the alternate delegate attends as a replacement for an absent regular delegate, he will then receive the expense money of the regular board member he replaced for that meeting.

Section 5. The regular or alternate regional delegate to the Board of Governors of the Pennsylvania State Archery Association shall in all cases cast their ballots of vote on all matters recognized at the Regional Level as the Regional Board of Delegates directs.

Section 6. The elected officers to the Board of Governors of the Pennsylvania State Archery Association shall report to the Regional Secretary, in writing, all action taken upon resolutions and other pertinent business which affects the interest of the * _______________________ Region.

ARTICLE VIII
RESOLUTIONS

Section 1. Resolutions to be acted upon by the organization must be originated within an active member club and be properly approved under their individual club’s rules or constitution.

Section 2. Resolutions to be acted upon by the organization must be originated within an active member club and be properly approved under their individual club’s rules or constitution.

Section 3. Resolutions approved by the organization * _______________________ Region of the Pennsylvania State Archery Association shall be transmitted to the Pennsylvania State Archery Association according to Article VII of their Constitution.
Section 4. The club that originates the resolution shall mail copies of their resolutions to all *_________________ Region Clubs, so that clubs may study all resolutions and instruct their delegates attending the next regional meeting. *_______________ Region Clubs, so Clubs are listed in the Pennsylvania State Archery Association Tournament Calendar or a list may be obtained from your Regional Secretary. Resolutions must be mailed 60 days prior to the Regional Meeting.

Section 5. Within 10 days of the meeting at which a resolution was considered, the Secretary or other designated officer shall advise the originating club of the action taken thereon by the organization.

Section 6. The Secretary, when advised by the Region’s representatives to the Board of Governors of the action taken on a resolution, shall notify the originating club of such actions taken with comments thereon if known.

ARTICLE IX
FEES AND DUES
Section 1. Membership fees and dues shall be fixed in the By-Laws.

Section 2. Fees for the annual tournaments or for participation in tournaments shall be fixed by the Board of Delegates. Tournament expenses shall be kept within the tournament income except as approved by the Host Club.

ARTICLE X
EFFECTIVE DATES
Section 1. This Constitution shall be effective after adoption by the organization of a vote of two-thirds of the active member clubs.

ARTICLE XI
AMENDMENTS
Section 1. This Constitution may be amended at any annual Regional Meeting by a two-thirds vote of the club delegates present, if notice of the proposed change has been mailed to each member club at least 60 days prior to said meeting with approval of the Pennsylvania State Archery Association Board of Governors at the Pennsylvania State Archery Association Annual Meeting.

Section 2. Changes approved and passed by the region shall be handled as a resolution, Article VIII to the Pennsylvania State Archery Association, and will effect all Regional Constitutions.
ARTICLE I
COMMITTEES

Section 1. The President shall appoint committees as the need is shown or anticipated, but the term shall not be beyond the last day of the President’s office.

Section 2. The President shall appoint a Tournament Committee whose duty shall be to arrange for and oversee the next annual regional tournaments.

Sub-Section 1. Committee to be in two divisions: one to arrange for and oversee the Field Tournament, the other to arrange for and oversee the Target Tournament.

Sub-Section 2. Committee to decide any controversies brought them arising in conduct of such tournaments and to insure their compliance with Constitution and By-Laws.

Sub-Section 3. Committee to decide and rule on all tournament disputes and protests. All questions and resulting decision shall be recorded and entered into the Regional Records, in order that future decisions and questions may be resolved in like manner.

ARTICLE II
FEES AND DUES

Section 1. Annual dues for member clubs shall be *_______ for each year or part thereof, and must be paid before vote of delegate is counted.

Section 2. The club designated as the Host club at any tournament sponsored by the Organization must pay into the General Fund of the Organization a fee license equal to *____________ per entrant. Nominations or bids for such championships to carry a fee of *__________ which will not be returned whether successful or not.

Section 3. A Husband-Wife trophy shall be awarded (purchased by the Host Club). This trophy shall be awarded at the Regional Field Tournament and shall be presented to the Husband-Wife team who compiles the highest aggregate score for the Tournament, no matter by what style recognized P.S.A.A. shooting.
Section 4. The expense fee to be paid to each Regional Representative to the Pennsylvania State Archery Association Board of Governors shall be *___________________ for each legally called and attended meeting.

*All asterisks to be filled in according to the region you live and information pertinent to that region.

ARTICLE III
ANNUAL TOURNAMENTS — DATE, PLACE AND MANAGEMENT

Section 1. Annual tournaments to determine Archery Championship and for other appropriate competition shall be held on dates and at places designated by the Board of Delegates.

Section 2. Championship tournaments shall be rotated as far as possible commensurate with facilities, experience and locations available.

Section 3. The President shall appoint inspectors to inspect each range location where a bid is received. This committee shall operate under the direction of the Vice-President (Constitution, Article V, Section 3).

Sub-Section 1. Nominations for bids for next annual tournaments shall be received at Annual November Meeting.

Sub-Section 2. Bids shall be in writing and signed by the President of the club making the bid, and shall contain a good description of the facilities available, experience of those making the bid conducting tournaments of comparable size, number of targets, and an accurate location and description to find the range, and whether facilities or targets described are presently in use or are proposed.

Sub-Section 3. Tournament Committee shall inspect all ranges where a bid has been received, report on the accuracy of the information contained in the bid. Said report to include a safety report and state whether said range is accurately measured and make a general recommendation as to whether range is considered desirable or not desirable and give specific reasons if found not desirable. Report to be in writing and to be given to the Regional President who shall take appropriate action, including disqualification of bid.

Sub-Section 4. Subject to guidance and assistance of the Tournament Committee, the Host Club shall conduct the tournament.
ARTICLE IV
ANNUAL TOURNAMENTS — ELEGIBILITY AND FEES
Section 1. Competition shall be open to all members of the P.S.A.A. in good standing.

Section 2. Awards of entrants registering under a temporary classification card shall be withheld until classification shall be verified unless in the highest class of his or her division.

Section 3. Women may shoot and receive awards in events for Men, but Men may not shoot in events for Women, and so for boys and girls.

Section 4. The Board of Delegates shall approve the entrance fees for all classes of events in guidance with P.S.A.A. recommendations.

Section 5. All entrants except in the highest class(es) must present a P.S.A.A. approved classification card.

ARTICLE V
PROGRAM
Section 1. The annual tournament to determine the Regional Target Championship shall consist of the events as set down by the P.S.A.A.

Section 2. The annual tournament to determine the Regional Field Championship shall consist of events as set down by the P.S.A.A.

Section 3. The annual tournament to determine the Regional Bowhunters Championship shall consist of events as set down by the P.S.A.A.

Section 4. The annual tournament to determine the Regional Indoor Championships shall consist of events as set down by the P.S.A.A.

Sub-Section 1. The above events by which champions are determined shall have precedence over all other events.

Section 5. Regional Championships shall be determined on the basis of one day competition.

Section 6. Regional Championships shall be hosted by a member club within the division.

Section 7. In the future, shall it become desirable to conduct other Regional Championship events, the event shall be awarded by the bidding process as described in Article III.
ARTICLE VI
ANNUAL TOURNAMENT, FIELD MANAGEMENT, AND TARGET ASSIGNMENTS

Section 1. A Field Captain shall be appointed from membership of Host Club by the Tournament Committee, whose duties shall be: to call archers together for competition and assign them to targets; to direct, oversee and manage all competition and the conduct of the archer during that time; and to interpret and enforce the traditional and statutory rules of Archery, in which his decision shall be final. When competition is temporarily ended by the completion of an event, or of simultaneous events, his duties shall cease until the next event is in order as determined by the Tournament Committee.

Section 2. The Field Captain may appoint, to assist him, such other field officers as he may deem necessary.

Section 3. The Tournament Committee shall appoint a Lady Paramount to perform for the Women and Girls the duties of a Field Captain.

Section 4. For the first round of championship events, the entrants shall be assigned to targets in the order in which entries with fees are received. Assignments for the second and succeeding rounds of the championship events shall be made by the Field Captain. Late entrants will receive assignments at the discretion of the Field Captain, who will rule on all matters of assignment not covered herein.

ARTICLE VIII
GENERAL

Section 1. Any such questions as arise under Section 1 of this Article shall at the next opportunity be presented in writing by the Host Club to the Board of Delegates for action as an addition to the Constitution or By-Laws under rules governing such amendments or revising and additions.

ARTICLE IX
AMENDMENTS AND REVISIONS OF THE BY-LAWS

Section 1. These By-Laws may be amended or revised by a two-thirds vote of the Regional Board of Delegates present at the Annual Regional Meeting.