

Revised January 1, 2018

# OKLAHOMA STATE SKEET ASSOCIATION

## CONSTITUTION AND BY-LAWS

Of the

### OKLAHOMA STATE SKEET ASSOCIATION

#### ARTICLE I

##### NAME

The name of this association shall be the Oklahoma State Skeet Association hereinafter OSSA, the same being a non-profit corporation of the State of Oklahoma. The period of duration of this association shall be at the pleasure of the members.

#### ARTICLE II

##### OBJECTIVES

The objectives of this association shall be:

SECTION 1. To promote the sport of skeet shooting.

SECTION 2. To guide, encourage and assist the organization of skeet clubs in the state of Oklahoma.

SECTION 3. To standardize policies and to coordinate plans for competition shooting; to promote inter-club shoots; to provide a sponsoring and governing body for the Annual State Championship Shoot.

SECTION 4. To cultivate inter-club fellowship and cooperation.

SECTION 5. To foster and advance fellowship, sportsmanship and involvement in the sport of Skeet Shooting among the members of all clubs within the OSSA.

SECTION 6. To collaborate, coordinate and assist other shooting organizations when direct or indirect benefits accrue to the OSSA or its members.

SECTION 7. To operate in compliance with the laws and regulations of municipalities, the State of Oklahoma, and the United States of America, and to particularly observe the Rules and Regulations of the Oklahoma Tax Commission and the Internal Revenue Service governing a non-profit corporation.

## ARTICLE III

### MEMBERSHIPS

SECTION 1. The OSSA will affiliate with and maintain membership with the National Skeet Shooting Association (hereinafter NSSA).

SECTION 2. The Membership of the OSSA shall be restricted to residents of the State of Oklahoma upon application to the OSSA and payment of dues. Dues of the association shall be in such amount, payable annually as the Board of Directors may from time to time direct. Membership in the OSSA shall be evidenced by a card signed by the Secretary, or any of the elected Officers, showing the current dues are paid in full.

SECTION 3. Any person accepted for membership in OSSA thereby agrees to be bound by the Constitution and By-laws of OSSA and of the NSSA.

SECTION 4. To be eligible to participate in Registered Shoots approved by the OSSA and the NSSA, all Oklahoma shooters must be a member in good standing of both the OSSA and the NSSA.

SECTION 5. Shooting clubs in Oklahoma wanting to host open registered Skeet Shoots must be a member of NSSA and OSSA. Clubs desiring membership in OSSA must host at least one open registered Skeet Shoot per year in order to enjoy full membership in OSSA. Full membership in OSSA entitles each club to two (2) voting members on the OSSA Board of Directors. Clubs failing to host one Skeet Shoot per year will lose its voting privileges.

## ARTICLE IV

### OFFICERS

SECTION 1. A President, Vice-President, and Secretary-Treasurer shall be elected by popular vote of the members of the OSSA and each shall serve until the next election or until the appointment of their successors.

SECTION 2. The respective terms of office shall be for a period of two (2) years, coinciding with the OSSA financial year and shooting year commencing January 1 following the year in which elected and serving until December 31 two (2) years later.

## ARTICLE V

### GOVERNING BODY

SECTION 1. The governing body of the OSSA shall be the elected officers, the Board of Directors and OSSA National Directors.

The Board of Directors shall be composed of two (2) member Directors selected from each member club in the State of Oklahoma.

SECTION 2. The majority of the Board of Directors must be present at any meeting to constitute a quorum of the Board of Directors.

SECTION 3. The Duties of the Board of Directors shall be to carry out the purposes and objectives of the OSSA in accordance with the Constitution and By-laws. The Board shall meet from time to time, upon at least fifteen (15) days written advance notice, as it may deem necessary. The Secretary-Treasurer shall call special meetings by the order of the President or upon written request signed by a majority of the members of the Board. The Board may prescribe rules for its own regulations for its government and for the government of the OSSA and shall define the duties and powers of its committees, which it may appoint at such time and in such manner as the Board may deem necessary. The Board may exercise any of the powers or take any action under the Constitution and By-laws with the consent of the majority of Directors, which consent may be expressed at a meeting of the Board of Directors or without a meeting by an oral or telephone vote or by an instrument or separate instruments in writing signed by a majority of Directors. A written record of any oral or vote by telephone shall be made by the secretary and ratified at the next Board of Directors meeting.

SECTION 4. Every two (2) years, each member club shall select two (2) primary and alternate members to the Board of Directors. The names of the primary and alternate selectees shall be submitted to the Secretary-Treasurer each November. Undesignated alternate member Directors shall be authorized in writing, signed by the respective club President/Secretary, before participation in a Board meeting. Member clubs failing to comply with this section shall not be considered member clubs in good standing until such written notification of the names of the primary Directors have been received by the Secretary-Treasurer.

## ARTICLE VI

### OFFICER VACANCIES

SECTION 1. If the Office of the President becomes vacant for any reason, the duly elected Vice-President shall automatically assume the Office of the President. If the Office of the Vice-President or Secretary-Treasurer becomes vacant for any reason, the Board of Directors shall elect a successor by a majority vote of a duly constituted quorum of the Board, and the person elected shall hold office for the unexpired term. Until such person is duly elected by the Board of Directors, the President shall act in such capacity and continue the business of the OSSA as directed by the Board.

## ARTICLE VII

### COMMITTEES

SECTION 1. It shall be the duty of the Officers presiding at any regular or special meeting of the Board of Directors to appoint such committees as may be required by the Board of Directors, from time to time, to carry on the business of the OSSA. The Board of Directors shall be informed of the persons appointed to each committee, except the Hall of Fame Committee.

SECTION 2. The following are permanent committees, required by the Board of Directors and whose duties may be expanded or changed if deemed necessary by the Board of Directors.

- A. Audit Committee. Shall examine the OSSA financial reports, at the end of each fiscal year and submit a written report to the President, stating acceptance or noting any deficiencies, not later than January 31 of each year. The committee shall be three persons.
- B. Election Committee. Shall be responsible for all procedures necessary to ensure the nomination of competent officers and the integrity of the election process. The election of new officers shall be reported at the Annual Membership meeting and shall be confidential until that time. The committee shall be three persons.
- C. All State Team Committee. Shall assist the Secretary and participate in reviewing records and eligibility of OSSA members and shall determine the final selection of the All State Teams. The Announcement of the All State Team members shall be prior to January 1 of the succeeding year. The committee shall arrange appropriate awards or trophies, with timely delivery for each team member.
- D. Hall of Fame Committee. Shall follow the methods and criteria previously established and identified as "Addendum Number One" to the OSSA Constitution and By-laws.

## ARTICLE VIII

### MEMBERSHIP MEETINGS

Section 1. The annual meeting of the membership of the OSSA shall be held at and during the Annual State Championship Shoot. The exact date, time, place, and agenda for the meeting shall be fixed in advance and shall be printed in the program of the Annual State Championship Shoot and sent to each member of the OSSA.

SECTION 2. A special meeting of the membership may be called by the President or Secretary, or upon written request of a majority of the Board of Directors, or one third of the membership and shall be held after fifteen (15) days written notice of the exact date, time, place and agenda and sent to each member of the OSSA.

SECTION 3. Any business of the OSSA may be transacted at a regular or special membership meeting. A majority vote of the members attending may act upon proposals presented at the meeting that are within the scope of the published agenda for that meeting. A quorum of 20 members must be present.

SECTION 4. No proxy authorization shall be allowed at any meeting of the Board of Directors or the membership of the OSSA.

## ARTICLE IX

### DUTIES OF THE OFFICERS

SECTION 1. It shall be the duty of the President to preside at all meetings of the Board of Directors and the Membership, to call other meetings of the Board of Directors at his discretion and call special meetings when lawfully requested by the Board of Directors or OSSA membership.

The President shall have the authority to discharge the responsibilities of all other elected Officers including the signing of the OSSA checks and paying all lawful bills in the absence of those Officers for any reason. The President shall discharge such other duties as are or may be imposed upon him by the Board of Directors and the By-laws of the OSSA.

The President with the advice and consent of the Board of Directors shall appoint on a yearly basis a State Chief Referee who shall be responsible for the training and certification of new State Referees. The appointed State Chief Referee shall be responsible for the selection of all referees for the Annual State Championship Shoot.

SECTION 2. It shall be the duty of the Vice-President to discharge all the duties of and exercise all the powers of the President in his absence or inability to serve.

SECTION 3. It shall be the duties of the Secretary-Treasurer to attend all meetings of the Board of Directors and to keep the minutes of the proceedings, which shall be filed and

preserved as the property of OSSA; to preserve all letters, records and dates of interest, to carry on the correspondence of the OSSA, to notify members of their election or expulsion; to send members notices of meetings; to approve club applications for registered shoots and forward them to the NSSA for their approval. To attempt to resolve conflicting dates for requested shoots between OSSA clubs, conflicting dates with shoots in adjoining states or with major NSSA shoots that may materially affect attendance at Oklahoma shoots.

SECTION 4. It shall be the duty of the Secretary-Treasurer to collect OSSA membership dues and other revenues due the OSSA from any source and to deposit such receipts in the name of the OSSA in a banking institution approved by the Board of Directors; to report thereon at each regular meeting of the Board; to pay all lawful bills of the OSSA; to make a full activity report of the OSSA fiscal year in writing at the annual meeting of the membership. All monetary transactions in excess of fifteen hundred (1500) dollars shall require the signatures of both the Secretary-Treasurer and the President.

## ARTICLE X

### DUES AND FINANCIAL ACTIVITIES

SECTION 1 The annual membership dues of the OSSA shall be established from time to time by the Board of Directors. Annual dues shall become due and payable on November 1 of each calendar year and must be paid before entering any registered shoot during the shoot year.

SECTION 2. Clubs are automatically members of the OSSA provided they are paid up members of the NSSA and comply with Article V of this Constitution and By-laws.

SECTION 3. The financial fiscal year of the OSSA shall be the same as the NSSA shoot year.

SECTION 4. All monies which are excess to OSSA operational requirements shall be deposited in the name of OSSA in an institution and manner approved by the Board of Directors. The authorized signatures for deposit or withdrawal shall only be those of the current elected officers.

## ARTICLE XI

### EXPULSION OR RESIGNATION

SECTION 1. Any member or club may be expelled from the OSSA for improper conduct or any other reason deemed sufficiently appropriate by a two-thirds vote of a duly constituted quorum of the Board of Directors. The NSSA shall be notified by the Secretary.

SECTION 2. A member or club having been expelled from the OSSA may be re-instated by a two-thirds vote of a duly constituted quorum of the Board of Directors.

SECTION 3. Upon expulsion or resignation from the OSSA and/or NSSA, that former member will be automatically withdrawn from any competition then in progress and will be barred from all future competitions until such time as that person shall be fully re-instated to membership in the OSSA and/or NSSA.

## ARTICLE XII

### ANNUAL STATE CHAMPIONSHIP SHOOT

SECTION 1. The Annual State Championship Shoot shall be managed by OSSA with the host club providing only facilities and other such things as specified in the written contract. The Board of Directors shall choose the host club.

SECTION 2. A club eligible to host the Annual Oklahoma State Skeet Championship must have adequate facilities and four (4) fields shall be considered a minimum with ancillary facilities. The Oklahoma State Championships shall be considered to be the property of the OSSA and will be awarded and managed each year by the OSSA in the best interest of the OSSA membership.

SECTION 3. Participants in the Oklahoma State Championships must be a bona-fide permanent resident of the State of Oklahoma for a period of not less than ninety (90) days before being eligible to compete for State Championship honors or awards. Military personnel stationed in Oklahoma are to be considered residents.

SECTION 4. The OSSA Officers are authorized to select a date for the Annual State Championships least likely to conflict with major out-of-state shoots.

SECTION 5. To be eligible for the Oklahoma State Skeet Championships, competitors must qualify for classification in the same manner as required for the NSSA Championships. Since this may change from year to year, reference is made to the Official Rules and Regulations in effect at the time of the Annual State Championships are held.

## ARTICLE XIII

### REGISTERED OPEN OR CLUB SHOOTS

SECTION 1. Any Skeet club or clubs may individually or collectively manage and operate an NSSA registered shoot for residents and/or non-resident shooters, provided that the shoot has been sanctioned by the OSSA. Any club desiring to hold registered shoots must be a member of the NSSA and OSSA.

SECTION 2. A skeet shoot may be registered in Oklahoma by application of a member club in good standing to the OSSA Secretary who will then approve/disapprove the application on behalf of the OSSA and if approved forward the application to the NSSA. If Disapproved because of a conflict in shoot dates, the Secretary shall attempt to arrange alternate dates.

SECTION 3. All registered shoots are to be conducted under the rules and regulations of the NSSA and OSSA.

SECTION 4. Member clubs have the right to prohibit entry or to disqualify any OSSA member or any other shooter for any reason that the club deems appropriate.

SECTION 5. All clubs holding registered shoots shall make the required reports to the NSSA and OSSA within a period not to exceed fifteen (15) day following completion of the events and shall furnish the OSSA Secretary with a copy of each shooters NSSA registration form with scores and places won in each event and a completed OSSA financial report form with a check to cover amounts shown due on the financial report form.

For the sole purpose of maintaining the OSSA, clubs holding registered shoots shall collect the sum of three dollars (\$3.00) per one hundred (100) targets shot from each entrant and remit the monies collected to the OSSA Secretary. The rate per hundred targets may be established from time to time by the Board of Directors.

## ARTICLE XIV

### SELECTION OF ALL STATE TEAMS

SECTION 1. A maximum of five OSSA members in good standing shall be selected for each of the Oklahoma All State Teams for each shooting year. Members selected shall have met the NSSA and OSSA Standard Requirements of Registered Targets for each category in Section 4 in the shooting year.

SECTION 2. The OSSA Standard Requirements of Registered Targets are a minimum of 400 NSSA registered targets for each gauge and 200 targets of doubles. In addition to targets shot at the members "home club", the member must shoot two or more shoots at two or more other Oklahoma clubs. These shoots may not be honors only, league shoots, and telephone shoots, targets only or any shoot not open to all state shooters. The NSSA Standard Requirements of Registered Targets are those published from time to time in the NSSA Official Rules and Regulations.

SECTION 3. OSSA members selected shall have been a permanent resident for the entire shooting year and shall have shot 4 guns (12 ga., 20 ga., 28 ga., and 410 br.) in the OSSA annual state championship shoot. Any exceptions shall be approved by the OSSA Board of Directors.



SECTION 4. All State Teams shall be selected for the following categories, and members determined from the NSSA highest average scores for the shooting year.

- |                   |                      |
|-------------------|----------------------|
| 1. Open           | 9. Veteran           |
| 2. Ladies         | 10. Sr. Veteran      |
| 3. Sub-Junior     | 11. Super Veteran    |
| 4. Junior         | 12. Military         |
| 5. Triple Sub Sr. | 13. Military Veteran |
| 6. Sub-Sub Sr.    | 14. Retired Military |
| 7. Sub Sr         | 15. Collegiate       |
| 8. Senior         |                      |

SECTION 5. Each year the OSSA shall provide a suitable award to each member, but no member shall receive more than one award for that shooting year, even if selected for more than one State Team.

#### ARTICLE XV

#### AMENDMENTS

SECTION 1. All proposed amendments to this Constitution and By-Laws may be changed by a majority vote of the Board of Directors.

#### ARTICLE XVI

#### CORPORATE SEAL

Section 1. The OSSA shall have a corporate seal bearing the words: OKLAHOMA STATE SKEET ASSOCIATION – OKLAHOMA CORPORATE SEAL. Such seal shall be affixed to official documents of the OSSA, but failure to affix the seal shall not invalidate any corporate act otherwise valid.

Roberts Rules of Order will govern for all meetings in those situations not covered herein.

#### ARTICLE XVII

#### MISCELLANEOUS

SECTION 1. Any spelling, typing or grammatical errors do not nullify or change the intent of any provisions of this document.