

ANNAPOLIS ANGLERS CLUB, INC. BY-LAWS
(APPROVED BY THE GENERAL MEMBERSHIP 03/20/2019)

ARTICLE I

NAME: ANNAPOLIS ANGLERS CLUB, INC. (AAC) to be referred herein as the “Club”. The Club is established as a 501 (C)(4) exempt organization.

ARTICLE II

VISION: To be an active and engaged recreational fishing Club in and around Annapolis, Maryland and to be of service to the local community.

ARTICLE III

MISSION: To preserve and protect the Maryland fishery resources by protecting the rights of recreational fishermen, supporting research in the sustainability of fisheries, and serving the local community by supporting local recreational fishing events.

ARTICLE IV

MEMBERSHIP AND DUES:

Section I: Categories

There will be two categories of membership. The first is the “Individual/Family” membership and the second is a “Lifetime/Family” membership. Both memberships include membership benefits for immediate family members. The cost of dues for each category will be determined by the elected officers of the Club which consists of the President, First Vice President, Second Vice President, and Treasurer. This determination will be made after consultation with the Management Advisory Group appointed by the President.

Section II: Participation

All members are entitled and encouraged to attend all general meetings. All members are also encouraged to participate in all the Club’s sponsored activities and to serve as volunteers when needed.

Section III: Duration

Memberships shall be for a period of one year. The membership year commences on January 1st. In order for the Club to properly plan its budget for the fiscal year, members are requested to pay their dues no later than February 1st. Individuals/Families, that join AAC after June 30th, will be charged half the price of the annual rate and will be provided the rights of membership through December 31st of that year.

ARTICLE V

BOARD OF DIRECTORS

The Board of Directors (BOD) shall exercise all powers of the Club and shall be composed of the President, First Vice President, Second Vice President, and Treasurer, who are elected on an annual basis. The BOD will meet on a quarterly basis to discuss and plan upcoming activities, review the budget and its execution, and assess its organizational performance in meeting its mission as a 501(c)(4) organization. The Management Advisory Group, advisors appointed by the President, will also be in attendance including Chairmen, who are responsible for planning and executing assigned activities when they are required.

Election to the BOD will be open to the entire membership each October. Officer positions may only be filled by active members who are current in their dues. The membership will send the names of each nominee to a Nominating Chairman appointed by the current President with concurrence from the other members of the BOD. The nomination period will be open for 30 days prior to the election at the November monthly meeting. The election will be determined by a majority of the members present at the November general membership meeting. Proxy votes are allowed if received on the Club's website "Contact" page (<http://www.annapolisanglersclub.com/>) 24 hours prior to the meeting. The terms of the elected officers commence on January 1st each year.

ARTICLE VI

OFFICERS OF THE CLUB

Section I: The President

- Supports the mission of the Club.
- Develops annual goals for the Club.
- Prepares an annual budget with assistance from the Treasurer.
- Assigns Chairman to plan and execute goals and activities of the Club.
- Plans and executes membership meetings.
- Plans and executes BOD meetings.
- Participates, as possible, in major Club activities.
- Updates the membership on meetings, activities, and issues facing the Club.
- Establishes efficient and effective operating procedures for the Club.
- Ensures that the Club membership is current by working in concert with the Membership Chairman.
- Maintains the corporate history.
- Appoints the members of the Management Advisory Group.

Section II: The First Vice President

- Serves as President in the President's absence.
- Assists the President with running the Club as needed.

Section III: The Second Vice President

- Maintains the corporate records as well as records the minutes of BOD meetings and general membership meetings.
- Works in conjunction with the Treasurer and Membership Chairman to retain the most current listing of members.
- Assists the President and First Vice President with running the Club as needed.

Section IV: Treasurer

- Works with the President to develop an annual budget for review by the Management Advisory Group.
- Maintains and manages the financial resources of the Chapter.
- Provides quarterly financial reports to the President, Board of Directors, Management Advisory Group, and the general membership regarding the status of the AAC checking account, petty cash, and budget execution.
- Prepare required annual financial reports to the IRS and Maryland Department of Assessments and Taxation.

Section V: Removal or Replacement of Officers

- Removal of an officer shall be for just cause only. Violation of or conduct not conforming to the By-Laws and Articles of Incorporation shall constitute good cause. Removal shall be by $\frac{3}{4}$ vote of the BOD.
- Replacement of an officer may have to occur due to illness or the individual is unable to perform his or her duties. In the event of this occurrence, the successor shall be elected by the majority vote of the BOD and shall serve the remainder of the term.

ARTICLE VII CHAIRMAN

Section I: Chairman's Tasks

- Plan and execute assigned goals and activities assigned by the President.
- Document the goal or activity's objectives in a standard operating procedure (SOP) which contains the objective, points of contact, resources needed, and a written description of how the plan is to be executed. The SOP is part of the Club's Operating Plan.

Section II: Membership Chairman

- Collect membership forms and dues.
- Submit dues to the Treasurer.
- Record and maintain the list of current members of the Club.
- Send out "Thank You" notes to members who join or renew their membership.
- Provide updates to the BOD on a quarterly basis.

Section III: Nomination Chairman

- Receive nominations from the membership for BOD positions.
- Report out the list of nominees for each BOD position at the November general meeting.
- Facilitate the voting at the November meeting.

Section IV: Legislative Lead

- Establish liaisons with federal, state, and regional organizations which control the management of fisheries important to Maryland recreational fishermen.
- Monitor proposals or changes in laws or regulations which impact recreational fishermen in the State of Maryland.
- Inform the BOD of potential impacts to the Club.
- Make recommendations to the BOD based on data and scientific advice.

Section V: AAC Saltwater Fishing EXPO Chairman

- Plan and execute the Club's main fund raiser.
- Serve as the single point of contact for the overall activity.
- Establish committees as necessary to implement the event plan.

ARTICLE VIII

FINANCIAL MANAGEMENT AND REIMBURSEMENT OF EXPENSES

Section I: The AAC is a 501(c)(4) organization and as such its expenses must reflect that status. The Club will therefore spend 51% or more of its net income promoting recreational fishing in the Annapolis area, hosting speakers, and donating to causes which further fishery sustainability.

Section II: Business Expenses:

- Members will not be reimbursed for travel or meal expenses. However, members who incur costs in performing business for the Club will be reimbursed in accordance with the following process:
 - All expenses must be approved by either the President or First Vice President. It will be the responsibility of the Treasurer to obtain approvals before reimbursing a member.
 - No advanced payments from the Club are authorized to members without a receipt.
 - The member submits a receipt to the Treasurer for credit card or cash expenditures. The member documents the date, vendor, service or product received, and the total for reimbursement on a separate piece of paper and staples it to the receipt. Or the member scans the receipt and sends it to the Treasurer via email with the same information previously stated.

- For costs incurred where a receipt is not available (e.g., payment for a speaker's dinner at our monthly meetings), the member will document in writing the date, vendor, service or product received, and the total for reimbursement.
- The Treasurer will write a check to the member and send it via US Mail or present the check to the member at the next monthly meeting.
- 2 or 3 members of the BOD will be authorized to sign checks for the Club. They are the President, First Vice President, and Treasurer.

Section III: Use of Credit Cards and Debit Cards

- Under no circumstances will the Club use corporation credit cards, debit cards, lines of credit, or loans to pay bills.

ARTICLE IX

AUDIT: The Treasurer's accounts, financial reports, and bank statements shall be examined and approved annually by the BOD. These reports will be available to the general membership at the January monthly meeting.

ARTICLE X

DISSOLUTION: If the Club should dissolve, all monies in the treasury and assets held by the Club shall be donated to a 501(c)(3) corporation as voted on by the BOD.

ARTICLE XI

AMENDMENTS OF BY-LAWS: These by-laws can be amended, altered, changed, added to or replaced by an affirmative vote at any regular or special meeting of the general membership provided that a 30-day notice has been given to the general membership in writing of the proposed amendment, alteration, or change, addition, or replacement. A vote by a majority of those in attendance at either a regular or special meeting is all that is required to effect a modification to the by-laws. Proxy votes are allowed if received on the Club's website "Contact" page (<http://www.annapolisanglersclub.com/contact/>) 24 hours prior to the meeting.