

## SAMPLE BY-LAWS

By-Laws of ' \_\_\_\_\_ ' Club

### Article I.

Section 1. This Association shall be known as ' \_\_\_\_\_ ' Club.

Section 2. The purpose of the Association will be to erect and maintain a cabin on State Forest land under Forest Camp Lease Number 10-C-???

### Article II

Section 1. The officer of this Association shall be a President, Vice-President and a Secretary-Treasurer.

Section 2. The President and vice-President shall be elected annually. The term of the Secretary-Treasurer shall be for a period of 10 years, to coincide with the term of the lease.

Section 3. The Secretary-Treasurer shall act as the agent for the Association in the conduct of affairs concerning the lease, including the payment of annual rental.

Section 4. If it becomes necessary to replace the Secretary-Treasurer prior to the expiration of the term of office, this can be done by a unanimous vote of the members at any regular meeting or special meeting held for this purpose.

Section 5. If the office of President or Vice-President becomes vacant during any term of office, either office can remain vacant until the next regular election, or special election can be held at the discretion of a majority of the members.

### Article III

Section 1. The Association shall hold at least one regular meeting annually at a time and place agreeable to all of the members.

Section 2. Special meetings may be called by the President (or Vice-President, if the office of President is vacant), at any reasonable time, provided all members are given 30 days advance notice of the meeting.

Section 3. A quorum to conduct business shall consist of all members.

Section 4. All meetings shall be conducted according to parliamentary rules with each member present in good standing having an equal vote. Members in arrears in payment of dues for more than 2 years shall have no vote. The Vice-President shall assume the duties of the President in his absence.

Section 5. The Secretary-Treasurer shall keep a written record of all meetings. In his absence, any other member can be directed by the presiding officer to maintain a record of the minutes of the meeting in which event the minutes will be signed by the presiding officer.

### Article IV

Section 1. The membership shall be limited to 3 members.

## Article V

Section 1. The dues of this Association shall be \$XXXX.00 per year, to be paid not later than January 31<sup>st</sup> for the current year's dues.

## Article VI

Section 1. Membership in the Association shall be non-transferable. Any member wishing to withdraw his membership must return his share (if any) to the Association. The Secretary-Treasurer shall not refund any remaining dues.

The withdrawing member shall be reimbursed only the estimated invested amount, not to include dues, utility costs, and miscellaneous costs. The withdrawing member will only be entitled to construction and material cost as determined by the expenditure records retained by the secretary. The withdrawing member or executor of the members share will not be entitled to any part of the fair market retail price of the camp - - only 1/3 of the material investment of the member.

The remaining members shall refund the withdrawing members share which will be payable at the next regular meeting, providing the member has given the Secretary-Treasurer at least 90 days notice of his intention to withdraw. If adequate prior notice is not given, the member may be either given his membership fee provided above at the regular meeting, or the payment can be delayed until the next regular meeting at the discretion of a majority of the members present at the meeting. Any payment will be less any dues or fees payable.

## Article VII

Section 1. Upon the death of a member, his membership share will be paid to his estate. The Secretary-Treasurer shall be authorized to settle the deceased members' estate with concurrence from the other member. There is no requirement to wait until a regular meeting to do so. The remaining members will have up to 6 months to pay off the heir of the estate. The remaining members may also consider allowing the heir to retain the membership with a unanimous vote. Otherwise, the heir will receive only the material value invested in the camp and not the retail market value.

## Article VIII

Should expenditures for the Association exceed income from dues, all members shall be assessed equally. Assessments are due within 90 days after presentment.

## Article IX

Section 1. All members shall meet annually during the month of October on a date and time agreed by all to comply with the annual meeting requirements.

At this meeting, all members shall:

- a. Establish the current material value of the camp
- b. Amend and/or edit the by-laws
- c. Complete any other business necessary to maintain the camp

## Article X

Section 1. All decisions concerning major repairs or improvements shall be made only with the consent of all members.

Section 2. Temporary repairs may be made by any member, or group of members, who shall upon written request, be reimbursed by the Secretary-Treasurer up to an amount not to exceed \$XXX.00.

## Article XI

Section 1. All requests to use the cabin at times other than the hunting/fishing season, [Deer, turkey, bear, first week of fishing], shall be made to all members who may keep a record of such requests. Reservations shall be recorded in the order they are received. Arrival and departure dates shall be approved by all members. Members only shall be permitted during the regular big-game season but, upon approval of all members, guests may accompany members.

Section 2. Any member, while occupying the cabin, may invite as his guest, any member of his family or any other person, provided he is responsible for his or her expense, conduct, and any damages. A member must be present when a guest is at camp.

Section 3. Any member may order a guest from the property, regardless of who invited the guest, for just cause.

Section 4. Pets are not permitted in the interior of the camp. Smoking will not be permitted with the exceptions of the porch areas and the individual members' personal bedroom as long as the room is secured.

## Article XII

Section 1. These By-Laws may be amended by a unanimous vote of all the members present at any regular meeting or special meeting called for this purpose.