



BY-LAWS

Table of Contents

Mission:

ARTICLE I

ARTICLE II

By-Laws

ARTICLE III

Membership:

SECTION 1 - General Membership

SECTION 2 - Member Benefits

SECTION 3 - Dues

SECTION 4 - Misconduct

SECTION 5 – Disciplinary Action

ARTICLE IV

Club Meetings:

SECTION 1 - Open Members Meeting Date, Time and Place

SECTION 2 - Open Members Meeting Format

SECTION 3 – Board of Director Meeting Date, Time and Place

SECTION 4 – Board of Director Meeting Format

ARTICLE V

Club Officers:

SECTION 1 - Elected Officers (Board of Directors)

SECTION 2 – Officer Duties

SECTION 3 – Committee Chairperson Responsibilities

ARTICLE VI

General Provisions:

SECTION 1 – Incoming Funds, Expenses

SECTION 2 – Tournaments

SECTION 3 – Website

SECTION 4 – Angler of the Month Award – Requirement for Submission

SECTION 5 - Angler of the Year Award - Requirement for Submission

ARTICLE VII

Dissolution:

SECTION 1 - Dissolution

ARTICLE VIII

Donations

Weeki Wachee Anglers, Inc., By-Laws **Rev. 6**

Revision Date: **March 13, 2019**

Mission:

To provide Hernando County and the surrounding areas with a club that is dedicated to Recreational Fishing and Family Activities.

ARTICLE I

- 1.1 The name of this organization shall be the Weeki Wachee Anglers, Inc., also referred to as WWA in this document.
- 1.2 This organization does not follow Robert's Rules of Order.

ARTICLE II

By - Laws:

- 2.1 The provisions of this document shall be set forth as the governing articles over all members and officers of the WWA.
- 2.2 A By - Law may only be created, amended, or terminated by the following means:
 - 2.2.1 A proposal including specific wording must be submitted to the Secretary in writing by any club member in good standing.
 - 2.2.2 The Secretary shall make a copy for each elected club officer for review.
 - 2.2.3 The proposal shall be discussed and ultimately motioned for a Vote at the next scheduled officers meeting.
 - 2.2.4 If approved by the majority officer vote in attendance, the proposal shall be motioned for a vote at the next scheduled open meeting and will require a majority member vote in attendance to pass.
 - 2.2.5 If declined during the officer vote or member vote, the initiator shall be notified in writing by the Secretary as to the exact count for and against and a general summary of the reason(s) for opposition.
 - 2.2.6 Addition, amendment or termination of the existing by -Laws shall be revised at the earliest date and the affected page(s) of the document shall be copied to each member in good standing by the designated officer.
 - 2.2.7 The Secretary shall archive the original, intact Master document for historical record and replace it with an updated Master Document with an entry to the revision record stating the change and date of record.

ARTICLE III

Membership:

SECTION 1 - General Membership

- 3.1** Any individual who expressed genuine interest in membership shall be eligible.
 - 3.1.1** Potential members should be referred directly to any Board Member.
 - 3.1.2** Membership is effective immediately upon receipt of dues in full and a completed membership application form.
 - 3.1.3** Members in good standing shall be defined as members current in dues and in compliance with club rules and regulations. Club membership is January through December.
 - 3.1.4** All members are encouraged to participate in club functions and committees and are entitled to discussion and a vote regarding any issue motioned during an open meeting.

SECTION 2 - Member Benefits

- 3.2** Member Benefits shall include but not be limited to the following:
 - 3.2.1** General Meeting attendance and participation.
 - 3.2.2** Access to the WWA Website.
 - 3.2.3** A WWA membership card/name tag.
 - 3.2.4** Eligibility for all WWA Fishing Trips.
 - 3.2.5** Eligibility for all WWA functions such as banquets, cookouts, club outings, fund raisers, guest speaker seminars etc.
 - 3.2.6** All discounts extended to the WWA by local businesses, vendors and sponsors.

SECTION 3 - Dues

- 3.3** Dues assessment:
 - 3.3.1** The calendar year will be used for WWA Membership dues. January 1 through December 31.
 - 3.3.2** Dues shall be assessed at a rate of \$25.00/yr. per individual or \$35.00/yr. per immediate family.
 - 3.3.3** If joining WWA between October 1 and December 31, member is covered through December of following year; no pro-ration will occur.

SECTION 4 - Misconduct

- 3.4** Misconduct shall be defined as intentional involvement in the following acts:
 - 3.4.1** Destruction or misuse of WWA property or funds.
 - 3.4.2** Physical altercation with another individual during the course of any club function.
 - 3.4.3** Extreme verbal confrontation.
 - 3.4.4** Disregard for the safety or well-being of another individual during the course of any club function.
 - 3.4.5** Disregard for Florida Wildlife Commission Rules and Regulations.
 - 3.4.6** Disregard for WWA Rules.

SECTION 5 - Disciplinary Action

- 3.5** Disciplinary Action Procedure shall be conducted as follows:
 - 3.5.1** A proposal must be submitted to the President in writing including specific wording as to the nature of the offense.
 - 3.5.2** The President shall make a copy for each elected club officer for review.
 - 3.5.3** The proposal shall be discussed and ultimately motioned for a vote at the next officers meeting.
 - 3.5.4** If approved by a majority officer vote in attendance the members disposition shall also be discussed and determined by a majority officer vote in attendance.
 - 3.5.5** Club officers shall take into consideration the severity of the offense as well as the members general club standing and may consider written reprimand, suspension of membership benefits for an established duration of time or lifetime suspension.
 - 3.5.6** The member shall be informed immediately in writing by the President of any disciplinary action necessary.
 - 3.5.7** If declined by a majority officer vote in attendance, the initiator of the proposal shall be notified in writing by the Secretary as to the exact vote count for and against and a general summary as to the reason(s) for opposition.

ARTICLE IV

Club Meetings:

SECTION 1 - Open Members Meeting Date, Time and Place

- 4.1** Open meetings shall be conducted under the following criteria:
 - 4.1.1** Date shall be the first Wed. of each month.
 - 4.1.2** Meetings shall be called to order at 6:30 P.M.
 - 4.1.3** The location to be decided by the Board of Directors.
 - 4.1.4** Date, time and location are subject to change by a majority member vote prior to the affected meeting.

SECTION 2 - Open Members Meeting Format

- 4.2** Open meetings shall be conducted in the following manner:
 - 4.2.1** All members shall sign in upon entrance to the meeting.
 - 4.2.2** The President shall call the meeting to order at 6:30 P.M. and to perform the Pledge of Allegiance.
 - 4.2.3** The President shall introduce new members and/or officers.
 - 4.2.4** The President shall request the Secretary's reading of minutes reflecting the previous meeting.
 - 4.2.5** The President shall request a reading of the Treasurer's report.
 - 4.2.6** Providing a guest speaker is present, the VP shall introduce the guest speaker.

NOTE

Following the Guest Speaker(s) a short 10-15 minute question and answer break will take place for members to mingle and or discuss items with the speaker.

- 4.2.7** The President shall call the meeting back to order and present the Angler(s) of the Month certificates.
- 4.2.8** The President shall open discussion regarding old business.
- 4.2.9** The President shall open discussion regarding new business.
- 4.2.10** The Vice President shall open discussion regarding the good of the Club.
- 4.2.11** A motion carried and majority member vote in attendance shall be required in order for readings, reports and topics of discussion to be approved and entered as historical record.
- 4.2.12** The President shall motion the meeting for adjournment.

SECTION 3 – Board of Director Meeting Date, Time and Place

- 4.3** Board of Director Meetings shall be conducted under the following criteria:
 - 4.3.1** The President may call an officers meeting on any date deemed necessary in the best interest of the club.
 - 4.3.2** The President shall designate the meeting location.
 - 4.3.3** Any member may make a request to the President to schedule and attend an officers meeting in accordance to articles **4.3.1** and **4.3.2**.
 - 4.3.4** Date, time and location are subject to change by the President prior to the affected meeting.
 - 4.3.5** The President shall notify the Secretary at any such time an officer meeting is scheduled.
 - 4.3.6** The Secretary shall notify the remaining elected officers.

SECTION 4 – Board of Director Meeting Format

- 4.4** Board of Director meetings shall be conducted in the following manner:
 - 4.4.1** The President shall call the meeting to order at the designated time.
 - 4.4.2** The President shall introduce new officers if applicable.
 - 4.4.3** Officers shall be given the opportunity to discuss their primary issues by order of position - President, Vice President, Secretary, Treasurer and Directors.
 - 4.4.4** Officers may exercise the right to present a motion and cast 1 vote for or against any motion carried during the course of an officers meeting.
 - 4.4.5** Issues as determined by the Board of Directors that concern the entire membership and therefore require a majority member vote shall be presented to all members in attendance at the next open meeting.
 - 4.4.6** A motion carried and majority officer vote in attendance shall be required in order for readings, reports and topics of discussion to be approved and entered as historical record.
 - 4.4.7** The President shall motion the meeting for adjournment.

ARTICLE V

Club Officers:

SECTION 1 - Elected Officers (Board of Directors)

- 5.1** The President, Vice President, Secretary, Treasurer and three directors shall be elected officers.
 - 5.1.1** Each officer shall require a carried nomination.
 - 5.1.2** Each officer shall require a majority member vote in attendance.
 - 5.1.3** The term duration for elected officers shall be 1 year and may run consecutively based on nomination, acceptance of nomination and carry election vote.
 - 5.1.4** Nominations for officers will be held at the November meeting. A nominee is not required to be present at the November meeting providing willing acceptance of nomination has been submitted to the Secretary in writing prior to the November meeting.
 - 5.1.5** Officer elections shall be held at the December meeting of each year.
 - 5.1.6** Elected officers' term is effective at the January meeting.
 - 5.1.7** Officers in violation of any Paragraph of Article III, Section 4, shall be removed from office and a replacement named by the President. That replacement shall finish the remainder of the original officer's term.
 - 5.1.8** Any member who has been subject to disciplinary action cannot run for or hold any elected or appointed positions.

SECTION 2 – Officer Duties

- 5.2** The duties of the President shall include but not limited to the following actions:
- 5.2.1** Open, direct and close all open and officer meetings.
 - 5.2.2** Co-signer on club bank account(s).
 - 5.2.3** Initiate or approve officer meetings.
 - 5.2.4** Oversee the proper organization of club functions.
 - 5.2.5** Delegate necessary tasks to the appropriate officers/members.
 - 5.2.6** Introduce new members, new officers and guest speakers.
 - 5.2.7** Perform Treasurer/Treasury audit as needed.
 - 5.2.8** Notify the Secretary of scheduled officer meetings.
- 5.3** The duties of the Vice President shall include but not limited to the following actions:
- 5.3.1** In the absence of the President, shall assume the duties of the President.
 - 5.3.2** Assist the President in the oversight and organization of club functions.
 - 5.3.3** The VP is responsible for guest speakers and overall assessing the club as a whole for fairness and the good of the club.
- 5.4** The duties of the Secretary shall include but not be limited to the following actions:
- 5.4.1** Record the minutes of open meetings.
 - 5.4.2** Reading of minutes from prior open meeting.
 - 5.4.3** Provide a copy of the previous meetings minutes to the President.
 - 5.4.4** Maintain and archive complete and accurate records of club business.
 - 5.4.5** Follow the provisions for By-Law proposals as stated in **Article 2.2**
 - 5.4.6** Assist the President upon specific request or delegation.
 - 5.4.7** Prepare correspondence to external entities when requested by the President.
 - 5.4.8** Notify officers of scheduled officer meetings.
- 5.5** The duties of the Treasurer shall include but not be limited to the following actions:
- 5.5.1** Initiate and maintain club bank account(s).
 - 5.5.2** Deposit incoming funds to the club bank account within 1 business Week of receipt.
 - 5.5.3** Maintain complete and accurate records of club financial transactions.
 - 5.5.4** Co-sign on club bank account(s).
 - 5.5.5** Assist the President upon specific request or delegation.

- 5.5.6 Disbursement of funds to officers/members for reimbursable transactions.
 - 5.5.7 Reading of the Treasurer's report at open meeting.
 - 5.5.8 Provide updated and detailed record of funds at each Board of Director's meeting.
 - 5.5.9 Provide a copy of the Treasurer's report to the President.
 - 5.5.10 Provide a copy of bank statement(s) to the President quarterly.
 - 5.5.11 Report any misuse of club funds to the President.
- 5.6 The duties of the Directors (3) shall include but not be limited to the following actions:
- 5.6.1 The duties of the Directors are to maintain stability within the board of directors through member input, recognition of concerns and perceived issues that need to be addressed.
 - 5.6.2 These are voting members on the Board from the general membership.

Section 3 - Committee Chairperson Responsibilities

Chairpersons are voted on by the Board of Directors.

- 5.7 The duties of the **Social Activities Chairperson** shall include but not be limited to the following actions:
- 5.7.1 Reports to the President.
 - 5.7.2 Assembles a committee for support/assistance and meets as often as necessary to accomplish goals.
 - 5.7.3 Responsible for the scheduling and coordination of specific social events.
 - 5.7.4 Providing a sign-up sheet for each event at the members meeting.
 - 5.7.5 Collecting monies for such events no later than 14 days prior to the scheduled event date.
 - 5.7.6 Seeking discounts for events.
 - 5.7.7 Reporting out at the members meeting each month.
 - 5.7.8 Disseminating lessons learned in order to better Club.
- 5.8 The duties of the **Membership Chairperson** shall include but not be limited to the following actions:
- 5.8.1 Reports to the President.
 - 5.8.2 Reporting out at the members meeting each month.
 - 5.8.3. Assembles a committee for support/assistance and meets as often as necessary to accomplish goals.
 - 5.8.4 Responsible for coordinating events for a membership drive (i.e., setup table at various stores, marinas, bait shops and handout literature and information to promote club and solicit new members).

- 5.8.5** Soliciting new members through the use of flyer's, recognition of members who attract new members
- 5.8.6** Maintain the Members Meeting Welcome Table and sign-in sheets for members and guests - forwarding documentation to Secretary upon adjournment of meeting.
- 5.8.7** Encourage guests to join.
- 5.8.8** Develop "New Member Welcome Packet" that include at a minimum:
- Welcome letter
 - Website address
 - Copy of most recent Newsletter
 - Calendar of events, meeting dates/times
 - Small trinket identifying the club logo - sticker, patch, etc.
- 5.8.9** Maintain an accurate and current membership list and membership cards.
- 5.9** The duties of the **Special Event Chairperson (example Wounded Warrior Project)** shall include but not be limited to the following actions:
- 5.9.1** Reports to the President.
- 5.9.2** Reporting out at the members meeting each month.
- 5.9.3** Schedules and coordinates special events.
- 5.9.4** Disseminates information to members regarding upcoming events.
- 5.9.5** Develops 'lessons learned' from previous events to better club and future events.
- 5.10** The duties of the **Fundraising Chairperson** shall include but not be limited to the following actions:
- 5.10.1** Reports to the President.
- 5.10.2** Reporting out at the members meeting each month.
- 5.10.3** Assembles a committee for support/assistance and meets as often as necessary to accomplish goals.
- 5.10.4** Schedules and coordinates fundraising activities.
- 5.10.5** Solicits funds, gifts, donations from different businesses for the club.
- 5.10.6** All funds shall go directly to the Treasurer
- 5.10.7** All gifts shall be part of the club for use in raffles or as determined by the Board of Directors.
- 5.11** The duties of the **Club Photographer** shall include but not be limited to the following actions:
- 5.11.1** Reports to the President.
- 5.11.2** Responsible for the members meeting obtaining 'still' photos of Speakers

and Angler of the Month awards and any other 'still' photos as needed.

5.11.3 Responsible for special events photos.

5.11.4 Responsible for maintaining photo files/archives

5.11.5 Responsible for sending photos to Secretary and Publicity Person

5.11.6 Responsible for assigning another photographer in case of absence.

5.12 The duties of the **Publicity Person**

5.12.1 Reports to the President.

5.12.2 Responsible for submitting write-ups/notifications to 'free' monthly publications

5.12.3 Other duties as assigned

ARTICLE VI

General Provisions:

SECTION 1 – Incoming funds, Expenses

6.1 Incoming club funds, and expenses shall be handled under the following guidelines:

6.1.1 All incoming funds shall be referred to the Treasurer.

6.1.2 All checks shall be made payable to the WWA.

6.1.3 Any purchases in excess of \$25.00 total per person per month will require Executive Board approval prior to purchase.

6.1.4 All reimbursable expenses in excess of \$500.00 shall require majority member vote in attendance for approval.

6.1.5 The President shall have authority to spend up to \$100 without approval of the board.

6.1.6 The Board of Directors shall have authority to spend up to \$500, once approved by the officers for the good of the club members.

6.1.7 All Reimbursable funds shall require a receipt with positive traceability.

SECTION 2 - Tournaments

6.2 Club tournaments shall be conducted under the following guidelines:

6.2.1 All tournaments shall be conducted in compliance with Florida Wildlife Commission Rules and Regulations.

SECTION 3 - Website

6.3 The Club website shall be published under the following guidelines:

6.3.1 The website should be updated monthly and in full color.

6.3.2 Member email addresses will be accessible by active club members only.

WWA members who furnish their email addresses consent to having the information maintained on the WWA website and do so with expectation(s) of receiving information regarding activities of the WWA.

No member shall use this privilege to publish, forward or spread political, religious or racial comments, jokes or articles of any material that is contrary to the stated purpose (s) of the WWA, or its website.

Any member who is found to be in violation of this bylaw will be subject to disciplinary action to be determined by a majority vote of the elected officers in attendance. Any disciplinary action calling for expulsion from the WWA shall be ratified by a majority vote of members in attendance that is in good standing.

This bylaw is in no way an attempt to keep members from communicating between individual members.

This bylaw shall be effective upon ratification of a majority vote of members in good standing.

SECTION 4 - Angler of the Month Award - Requirement for Submission

- 6.4** Angler of the Month Award - Requirements for Submission:
 - 6.4.1** **Monthly award(s) will be given for Saltwater (inshore and offshore), Freshwater and Jr. Anglers of the Month for Saltwater (both inshore and offshore) and Freshwater.**
 - 6.4.2** Angler Award is based on 'Honor System'.
 - 6.4.3** **"Florida Waters" only.**
 - 6.4.4** Largest saltwater fish in inches and freshwater fish in pounds (no sharks or alligator gar fish). All fish must be documented on a boat with a ruler, with exception of fish that can't be legally taken out of the water, such as Tarpon and Goliath Grouper.
 - 6.4.5** Documented by witness, photo sent to club president.
 - 6.4.6** Document date caught, location caught.
 - 6.4.7** A member qualifies for this award only once a year.

SECTION 5 - Angler of the Year Award - Requirement for Submission

6.5 Angler of the Year Award - Requirements for submission are the same as for the Angler of the Month Award, as specified in Sections 6.4.2 - 6.4.6.

6.5.1 Angler of the Year will be selected from the Anglers of the Month.

6.5.2 Annual awards will be given for Saltwater (largest fish in inches caught both inshore and offshore) and Freshwater (largest fish in pounds). For Jr. Angler of the year, awards will be given for Saltwater (inshore and offshore) and for Freshwater.

ARTICLE VII

Dissolution:

SECTION 1 - Dissolution

- 7.1** The following procedures will be followed for the dissolution of the WWA:
 - 7.1.1** A written proposal for dissolution with specific wording must be submitted to the Secretary by any club member in good standing.
 - 7.1.2** The Secretary will notify the President in writing.
 - 7.1.3** The President will call an officers meeting in accordance with Article IV, Section 3 and Section 4.
 - 7.1.4** A carried motion for the issue of dissolution at an officers meeting must be presented to all members in good standing in writing.
 - 7.1.5** The Secretary will inform all members in good standing of the issue for dissolution in writing along with a written ballot including specific wording as to the dissolution, with an indication of a for or against vote, a date and signature requirement, an option to mail the ballot or present it at a scheduled open meeting, not earlier than 30 days from the written notice to the membership.
 - 7.1.6** At the appointed open meeting, the Secretary will tally the ballots and if approved by a majority member vote the dissolution will proceed.
 - 7.1.7** The remaining assets of the WWA will be donated to charity/charities as voted upon and carried by the members attending the above open meeting.
 - 7.1.8** The Secretary will notify the Treasurer in writing as to the distribution of the remaining cash assets of the WWA.
 - 7.1.9** The Secretary will notify members who have in their good keeping any other non-cash assets as to their distribution.
 - 7.1.10** The Treasurer will pay all outstanding liabilities and taxes, file all final Federal and State tax returns.

7.1.11 All remaining assets will be forwarded to the President who will present them to the charity/charities on behalf of the WWA.

ARTICLE VIII

Donations:

- 8.1 Donation shall only be provided to non/not for profit organization/groups.
- 8.2 Donations shall not exceed \$100.00 per request.
- 8.3 Donations will be voted upon at officer/BOD meeting and presented to the members for their vote.
- 8.4 All donations shall be recorded in the monthly minutes and documented by the Treasurer.
- 8.5 Member's death, \$50 donation will be made to the family's designated charity, if no charity is designated then a donation in the member's name will be made to the family.

Attachment A:

Weeki Wachee Anglers, Inc. Non-Discrimination Statement

Weeki Wachee Anglers Inc. prohibits discrimination in all of its functions and activities on the basis of race, color, national origin, age, disability, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal or because all or part of an individual's income is derived from any public assistance program.

In addition to the above prohibits the Weeki Wachee Anglers Inc. shall not tolerate any sexual harassment which includes but not limited too; unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of a sexually harassing nature.

Any member who has a complaint of sexual harassment during club functions, meetings, or activities by anyone, including members of the board of directors, co-members or visitors, should first clearly inform the harasser that his/her behavior is offensive or unwelcome and request that the behavior stop.

If any member of the WWA Inc. directors becomes aware of an alleged incident of sexual harassment, they shall take the appropriate remedial action immediately and notify the authorities.

Weeki Wachee Anglers, Inc., By-Laws **Rev. 6**

Revision Date: **March 13, 2019**

Approved signatures: Sheet with officers' signatures is on file with the Secretary of WWA

President: Ron Auger _____

Vice-President: Anita Butler _____

Secretary: Shirley Jacques _____

Treasurer: Ray Truitt _____

Director: Ed Barabas _____

Director: Larry Barnhart _____

Director: Ed Upham _____

Effective Date Original December 9, 2014

Effective Date Revision 2 March 4, 2015

Effective Date Revision 3 August 6, 2015

Effective Date Revision 4 April 12, 2018

Effective Date Revision 5 July 11, 2018

Effective Date Revision 6 March 13, 2019

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