

**Constitution and By-Laws**  
of the  
**Pennsylvania Sporting Clays Association, Inc.**  
*(revised August 2015)*

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**Article I - Name**

The name of the association shall be the *Pennsylvania Sporting Clays Association, Inc.* (hereinafter referred to as *PSCA*).

**Article II - Purpose**

The Purpose of the PSCA shall be as follows:

- a. The promotion and encouragement of organized sporting clays shooting among residents of the state of Pennsylvania.
- b. To increase among PSCA members the knowledge of the safe handling and proper care of firearms as well as improved shotgun marksmanship.
- c. To forward the development of those characteristics of honesty, good fellowship, self-discipline, team play, and self-reliance which are the essentials of good sportsmanship and the foundation of true patriotism.

**Article III - Offices**

The principal office of the PSCA shall be located at the address of the Treasurer. Other offices for the transaction of business shall be located at such places as the Board of Directors designates.

**Article IV - Officers**

The elected officers of the PSCA shall be President, Vice-President, Secretary, Treasurer, and four (4) directors to be known as, State-At-Large Directors. The terms of office shall be three (3) years, from January 1<sup>st</sup> to December 31<sup>st</sup>. The position of Shoot Coordinator shall be appointed by the President and may also hold one (1) of the above offices. The new officers shall be elected at the Annual State Shoot. The newly elected officers shall work with incumbents for the remainder of the year to assure a smooth transition.

**Article V - Duties of Officers**

***President:***

The President shall preside at all Board of Directors meetings of the PSCA and is empowered to execute all contracts and legal instruments and have general charge and supervision of all the affairs of the PSCA and shall be a member of all committees. If the President is unable to preside the Vice President shall preside in his place and if both the President and Vice President are unable to preside the Secretary shall preside over any said meeting.

Term: 3 years

***Vice President:***

The Vice President shall have responsibility for the general promotion of Sporting Clays shooting. He/She shall aid any new group in the organization of any Sporting Clay shooting club under the auspices of the PSCA and the National Sporting Clays Association (hereinafter referred to as NSCA).

Term: 3 years

***Secretary:***

The Secretary shall keep all minutes of PSCA meeting. He/She shall issue all notices, and perform such other duties as the President and/or Board of Directors may require.

Term: 3 years

***Treasurer:***

The Treasurer shall collect all dues; he/she shall preserve the receipts of moneys paid out. He/she is authorized to receive all funds due to the PSCA and to place such funds in any bank or banks that have been approved by the Board of Directors and shall make no disbursements over \$200.00 unless authorized by vote of the PSCA at the Annual State Meeting or order of the Board of Directors. A detailed report of all moneys received and distributed by the Treasurer shall be made at all meetings of the PSCA.

Term: 3 years

***State-At-Large Directors:***

The duties of the State-At-Large Directors shall be to act as a liaison between the membership-at-large and the Board of Directors.

Term: 3 years

***Shoot Coordinator:***

- Shall receive all registered shoot requests from range owners.
- Log on a master schedule.
- Check for conflicts with ranges in the same area.
- When approved, forward to the NSCA, Range Owner and PSCA Treasurer.

Term: Appointed by the President

**Article VI - Board of Directors**

The Board of Directors shall consist of the President, Vice President, Secretary, Treasurer, four (4) State-At-Large Directors, NSCA Delegate(s), and one (1) representative from each member club in good standing. Any one (1) person may hold both an NSCA and PSCA position on the PSCA Board of Directors at any given time, but shall have only one (1) vote on any PSCA business.

Each member of the Board of Directors shall be entitled to one (1) vote at all meetings of the Board, the Annual State Meeting and any special meetings.

The Board of Directors shall have the authority to conduct investigations or hearings relative to any complaint against any shooter or club, who, in the opinion of the Board, is guilty of unsportsmanlike conduct or any prejudicial acts that are detrimental to the best interests of the PSCA and to take such action as the Board deems appropriate.

The Board of Directors shall have full charge of all matters covered in the Constitution and By-Laws, including special meetings, and other business that is reasonably presumed to fall within the powers or duties of the Board.

A vacancy occurring on the Board of Directors may be filled by the affirmative vote of a majority of the membership present at the Annual State Meeting or any special meeting, provided a quorum is present. The Board of Directors so chosen shall hold office until the next annual election of the Board of Directors by the membership-at-large.

## **Article VII - Club Membership & Responsibilities**

### ***Membership***

Any gun club in Pennsylvania, having at least one (1) Sporting Clays course, shall be eligible for membership in the PSCA, provided said club is a member in good standing of the NSCA.

Upon application, payment of the prescribed dues, and subsequent vote by the Board of Directors, any club within Pennsylvania may become a member and shall enjoy all the privileges of the PSCA and shall be entitled to one (1) vote at all meetings of the PSCA.

### ***Responsibilities***

It is the responsibility of any member club holding a registered shoot to see that no shooter participates before showing his/her NSCA membership card and paying the fees and/or dues as described in Article X herein. Any club failing to ascertain that any resident participating in a registered shoot is a current NSCA member shall be responsible for the shooters' annual dues and will be billed by the NSCA.

It shall be the host clubs' responsibility to forward all money due the PSCA, to the Treasurer, within fifteen (15) days following the completion of the shoot.

The President of the PSCA shall have the authority to impose a fine of not less than \$5.00 or more than \$50.00 on a club for violation of the By-Laws.

## **Article VIII - Individual Membership**

Any Pennsylvania resident who is a current member in good standing with NSCA and is not restricted from owning or operating a firearm under any state or federal laws. (The term resident shall be defined in the NSCA rules.)

Any member in good standing, who has shot at least 300 registered targets in Pennsylvania during the previous calendar year (January 1st – December 31st) shall have one (1) vote on any PSCA business to be decided by ballot at the Annual State Shoot. Voting shall be conducted by electronic ballot sent to all PSCA members with a valid email address. PSCA members without an email address may request a paper ballot by contacting the PSCA Secretary. Paper ballots shall be returned to a designated contact as determined by the PSCA Board. All voting shall end at a pre-determined date and time as determined by the PSCA Board, allowing ample time for the PSCA membership to cast their electronic votes, as well as to allow receipt of any submitted paper ballots.

Any member wishing to discuss a subject at any PSCA Meeting should submit their request to the PSCA Secretary in writing fifteen (15 days) prior to that meeting, so that it may be added to the meeting agenda.

The PSCA Board may take up to 35 days to render a decision on any subject brought up for discussion not on the meeting agenda.

#### **Article IX - Annual Dues**

##### ***Club Affiliation Dues:***

Club affiliation dues with the PSCA shall be \$25.00, subject to revision annually by the Board of Directors. The annual dues are payable in advance and only those clubs which have paid their annual dues shall be considered in good standing. Payment of annual dues shall be made to the Treasurer and are due and payable by December 31<sup>st</sup> for the coming year.

#### **Article X - Fee**

Each registered shooter shall be charged a state fee of \$0.03 per target for registration of targets with the PSCA. The aforementioned fee is in addition to any applicable NSCA fees charges, subject to annual revision by the Board of Directors.

A total of \$0.01 collected for each registered target shall be earmarked for High-Over-All, Runner-Up and Back-To-Class monies at the Annual State Shoot. The payout structure shall be determined by the PSCA Board and shall be published in the State Shoot information flyer and on the PSCA website prior to the State Shoot.

#### **Article XI - Annual State Shoot**

Any member club in Pennsylvania in good standing with the PSCA and NSCA may petition to host a State Shoot.

The Annual State Shoot will be conducted in accordance with the PSCA published State Shoot Guidelines.

#### **Article XII - Registered Shoot Rules**

The latest revised rules of the NSCA shall govern all registered shoot sanctioned by the PSCA.

#### **Article XIII - Registered Shoot Scheduling**

Any member club desiring to register a shoot with the NSCA shall complete the NSCA Registered Shoot Application. The form should be sent to the PSCA Shoot Coordinator. The club must have the NSCA and PSCA dues paid for the current year in order to register a shoot.

The shoot may be rejected if the club is within 100 miles of another club that already has a shoot scheduled for the same time. The final decision will be made by the Shoot Coordinator. This may be worked out by the clubs in question and the Shoot Coordinator.

If the club chooses a shoot date and then cancels that shoot, notification must be made to the Shoot Coordinator. It is the sole responsibility of the host club to notify shooters that the registered shoot is canceled.

If the club changes an already approved and scheduled shoot date, they will be charged an administrative fee. The fee imposed will be \$25 for the first change during a target year, \$50 for the second change during a target year and so on, doubling for each subsequent change made during the same target year. The fee may be waived for changes made due to weather, extenuating circumstances, or at the discretion of the Shoot Coordinator.

#### **Article XIV - Annual & Special Meetings**

The Annual State Meeting of the PSCA shall be held during the Annual State Shoot. Notice of the said Annual State Meeting shall be printed in the Annual State Shoot program provided by the hosting club.

Special meetings of the PSCA may be called at any time by the President or upon written request to the President by any two (2) elected officers or by any three (3) member clubs in good standing. Notice of any special meeting and purpose thereof shall be sent out by the President or the Secretary of the PSCA, to the representative of each member club in good standing, at least fifteen (15) days prior to be delivered, when deposited in the United States Postal Service, addressed to the member club at its last known address, with correct amount of first class postage on it. No business shall be transacted at such meeting except as specified in the notice.

#### **Article XV - Quorum**

A quorum for the transaction of all business at any regular, special or Annual State Meeting shall be two (2) PSCA Officers, one (1) PSCA At-Large-Director, and one (1) NSCA Delegate and/or representative of a PSCA member club.

## **Article XVI - Amendments to the Constitution & By-Laws**

The Constitution and By-Laws may be amended as follows: the proposed amendment(s) shall be submitted to the Secretary of the PSCA at least thirty (30) days prior to the Annual State Meeting or special meeting. The Secretary of the PSCA shall then notify each member of the Board of Directors at least fifteen (15) days prior to the Annual Shoot or special meeting stating exactly what amendment(s) in the Constitution and By-Laws is contemplated. The proposed amendments will be presented to the membership at the Annual State Meeting or special meeting and a majority vote will govern the decision to pass or defeat the proposed amendment(s).

## **Article XVII - Order of Business**

The order of business at all meetings will be as follows:

1. Roll Call
2. Reading of the Minutes (at the Annual State Meeting reading of the previous Annual State Meeting minutes)
3. Reports of Officers
4. Reports of Committees
5. Amendments to the Constitution & By-Laws
6. Unfinished business
7. Election of Officers (Annual State Meeting or special meeting)
8. State Shoot presentations
9. New business
10. Adjourn

## **Article XVIII - PA Open Shoot**

There may be a PA Open Shoot held each year prior to the State Shoot. The PSCA will determine the amount and method of sponsorship for the Shoot. Any member club in Pennsylvania in good standing with the PSCA and NSCA may petition to host the PA Open Shoot.

The PA Open Shoot will be conducted in accordance with the PSCA published PA Open Shoot Guidelines.

## **Article XIX - Referees**

Each club shall have the responsibility of using qualified referees (as defined by NSCA rules) for all registered shoots.

## **Article XX - Shoot Participation**

Any shooter in good standing with the NSCA and, if applicable the PSCA, and not in violation of PSCA or NSCA rules or regulations or any state or federal laws as described in Article VII herein, shall be allowed to come upon the grounds of any member club holding a registered open shoot and participate in this shoot, if he/she so desires. Any member club finding it necessary to deviate from this Article of the By-laws shall obtain written permission from the President of the PSCA.