

# CONSTITUTION OF DATUS

(November 2022)

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## **ARTICLE I**

### NAME:

1. The name of this organization shall be DATUS (Devoted Archers, True Utah Sportsman)

## **ARTICLE II**

### PURPOSE:

1. The purpose of this organization shall be to foster, expand and perpetuate the practice of archery, through the spirit of good fellowship among all archers.

## **ARTICLE III**

### MEMBERSHIP:

1. Active membership shall be granted to anyone who qualifies in accordance with Section I of the By-laws of this organization upon payment of the regular fees and dues.
2. Shareholder membership shall be limited to one hundred (100) memberships. Each such membership may hold one share. An exception to this is made for shareholders who have more than one share as of November 2022 which will be grandfathered.

## **ARTICLE IV**

### BOARD OF DIRECTORS:

1. The Board of Directors shall consist of the President, Vice-President, five (5) Shareholder Board Members, and a minimum of two (2) Associate Board Members.

2. The Board of Directors shall control and manage the activity policies and property of the organization.
3. At any meeting of the Board, five (5) members of the Board shall constitute a quorum. Attendance may be virtual, for example, by conference call or video-meeting platform. Any issue on which the Board members require a vote for a binding decision there must be a quorum for that vote to be held.
4. All vacancies of the Board, or any office, shall be filled by appointment of the Board of Directors.
5. The Board of Directors shall meet for at least six meetings per calendar year at intervals not to exceed 75 days beginning with the January business meeting. Other meetings may be called by either the President or Vice-President when either of them deems it.
6. Board Members must attend at least 75% of Board Meetings unless approved by the Board.
7. General membership meetings will be held on the same days as the Board of Directors meetings, immediately following the Board meeting.

## **ARTICLE V**

### OFFICERS AND THEIR DUTIES:

1. The officers of this organization shall consist of a President, Vice-President, Secretary, and Treasurer.
2. The President shall preside at all meetings, appoint the Club Secretary, designate all committees, and in general perform the duties of the office.
3. The Vice-President shall perform the duties of the President, if the President is unable to act.
4. The Secretary shall take the minutes of all meetings, keep all records of the organization, serve all notices of the meetings, conduct all correspondence, and in general perform all duties incident to his/her office. Minutes of the previous meeting are to be read and approved at the beginning of each meeting.
5. The Treasurer shall receive all monies of the organization; shall keep accurate records of the receipts and disbursement; make a written report at the annual meeting; and in general have the power to perform the duties incident to the office.

## **ARTICLE VI**

#### ELECTION AND TERM OF OFFICE:

1. The annual election meeting shall be held in November of each year at which time the Shareholder and Associate membership shall elect the President, Vice-President, and Treasurer. In addition, shareholder members shall elect five (5) Board members from among all eligible shareholder members. Associate members shall elect the number of Associate Board Members following procedures in Bylaws Section III.2.b. The term for the Board of Directors shall be one (1) year. Votes for board members may be done remotely by such procedure as the Board of Directors implements.
2. Nominees for club officers must be a Shareholder Members.
3. The annual meeting of this organization shall be held in January of each year.
4. At the annual meeting the membership shall sustain new officers.

#### **ARTICLE VII**

#### FISCAL YEAR:

1. The fiscal year of the organization shall be the calendar year, commencing January 1 and ending December 31.

#### **ARTICLE VIII**

#### COMMITTEES:

1. The President may appoint Committee Chairs as follows:

- Tournaments
- Publicity
- Conservation
- Investigation
- Resolutions
- Field Captain and three assistants
- Special Committees as may be necessary

# BY-LAWS

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## SECTION I

### MEMBERSHIP & APPLICATION FOR ASSOCIATE MEMBERSHIP IN DATUS:

1. Membership shall be granted to applicants, upon payment of regular fees and dues, who have not been convicted of a game violation or civil violation detrimental to bow hunting during the two (2) years previous to the application.
  - A. The individual or family must be of good character.
  - B. All memberships are subject to approval by the Board of Directors.
  - C. Membership shall be defined by two separate categories:  
Category #1: Associate Membership  
Category #2: Shareholder Membership
  - D. Family memberships are permissible in both categories. A family membership is defined as the member and co-habiting partner and includes dependent children who live at home and have not attained the age of 26 before the year end.
2. Associate Member Requirements:
  - A. Must be at least 18 years of age.
  - B. Must be sponsored by two (2) members in good standing.
  - C. Must have read and accepted the Constitution and By-laws.
  - D. Must submit a properly signed application, preferably at a Board meeting, which includes names and ages of all members of the family, if seeking a family membership, with fees and dues in full.
  - E. The Board may, in its discretion, accept an application for membership prior to the applicant's attendance in person. However, attendance at a general membership meeting is strongly encouraged.
3. Shareholder Member Requirements:
  - A. Associate member in good standing for at least one year.
  - B. Member or members shall purchase a share in DATUS Inc. with the Board of

Director's approval.

- C. Shareholder must continue to meet the requirements of Section III, Membership Responsibility of the By-laws.
4. Honorary Lifetime Associate Members (HLAM) may be approved on vote of the general membership. HLAM are not required to pay dues, nor are they required to perform work hours. HLAM may vote if they were shareholder members when they became HLAM, and they still retain that share. HLAM are entitled to full use of the club.
5. The current Utah Archery Association President also receives an honorary, non-voting membership for the term of his or her office.
6. Members of DATUS, who are in the Service (Armed Forces) for any tour of duty, shall be carried on the roster as active Associate Members without payment of dues.
7. Suspending Membership:
  - A. Members who are frequently transferred out of the work area in excess of a fifty mile radius from the club due to work and subsequently transferred back into the area, may continue membership in DATUS by paying the current year's dues, thus relieving club members in the situation from having to pay a second initiation fee. The maximum period of time for which a membership may be suspended is ten years. The member who wishes to suspend the membership must notify the Board in writing. The membership fee for the period of time remaining in the calendar year after the request for suspension may be prorated, at the discretion of the Board, on the same schedule as proration of dues for new members.

## **SECTION II**

### **FEES AND DUES:**

1. Initiation Fees and Annual Dues:
  - A. Associate Membership and Shareholder Membership initiation fee and annual dues shall be established yearly by the Board of Directors at a regular scheduled monthly meeting thirty (30) days prior to the first meeting of each fiscal year, but in any event, no later than December 15.
2. Membership Renewals:
  - A. Renewal of membership shall be through payment of the regular annual club dues.
3. Non-payment of Dues:
  - A. Members who have not paid their club dues by the date of the first meeting in each fiscal year shall be required to pay the initiation fee in addition to the annual club dues. (Unless waived by the Board of Directors for just cause.)

4. Target and Tournament fees:
  - A. The Board of Directors shall set all target and tournament fees.
5. Proration of dues:
  - A. Annual Membership dues for new members will be prorated for the first year according to the month of the year in which the membership was granted.
6. All Members of DATUS shall be members of Utah Archers Association (U.A.A.) The fee for U.A.A. membership shall be in addition to the annual club dues. U.A.A. dues shall be paid in full not later than January 31 of each calendar year.

### **SECTION III**

#### MEMBERSHIP RESPONSIBILITIES AND PRIVILEGES:

1. Shareholder Membership Responsibilities and Privileges:
  - A. Shareholder Members shall have full voting privilege on all corporation matters.
  - B. Pay yearly dues timely as set forth by the Board of Directors and approved by the Shareholder membership.
  - C. Meet all requirements of committee work projects and conduct as required in Section III. 3 and III.4.
2. Associate Membership Responsibilities and Privileges:
  - A. Associate Members will have voting privileges in club social activities and tournament dates.
  - B. Only Associate Members are eligible to vote for the Associate Members running for the Board of Directors. There shall be one Associate Member elected to the Board for each twenty-five (25) Associate Members but in no case will there be fewer than two Associate Board Members. The census for associate members which determines the number of Associate Board Member positions is the count of associate members in good standing as of each November's meeting.
  - C. Associate members are also eligible to vote for the Board member positions of President, Vice President and Treasurer.
  - D. Meet all requirements of committee work projects and conduct as called for in Section III.3 and Section III.4.
3. Committee Work Projects:
  - A. Committees will be formed for each function or activity of the year. Each member

shall be required to work on at least one committee function per year.

- B. Special work projects such as clean up, conservation projects or other work requirements deemed necessary by the Board of Directors. This type of project work is the responsibility of the entire membership.
  - C. Failure to fulfill these requirements will be considered "Just Cause for refusal of renewal of Club Membership".
  - D. Each membership shall work a minimum of ten (10) hours each fiscal year. If this commitment is not met the membership shall be assessed ten dollars (\$10.00) for each hour not worked. A maximum of one hundred dollars (\$100.00) shall be assessed each membership. Time worked must be reported to the Work Party Chairperson. The Board may waive work hours on a case by case for just cause.
  - E. First year Associate members will be required to work the minimum of Ten (10) service hours. The Associate member will not have the option to pay for his/her service hours in the first year of membership. Failure to meet this requirement will be considered just cause for refusal of renewal of the club membership.
4. Conduct:
- A. All members of DATUS while attending any club function or shoot, while attending any State Archery function or convention, and while attending any other public function whereas said member is representative of DATUS by his or her attendance shall conduct themselves in a manner complimentary to the standards of this Organization.
  - B. Failure to comply with this requirement shall be deemed "Just Cause for suspension or expulsion from the Organization."
5. Membership Building Usage and Rental:
- A. All Shareholder Members and Associate Members upon full payment of dues and who are in otherwise good standing shall be issued a key or pass which shall allow entry access to the DATUS building. The building shall be used for archery shooting practice and training at any time but shall not conflict with scheduled Club events or activities. An adult member must accompany members 17 years of age or under. Members shall accompany guests at all times.
  - B. Guests who practice archery shooting shall be charged a shooting fee. The guest-shooting fee shall be set annually by the Board of Directors with approval of the Shareholder Membership. Guests shall be assessed the shooting fee upon the second visit and each time thereafter. Collection of the shooting fee from guests shall be the responsibility of the sponsoring member. Collected fees shall be placed in an envelope marked with the guest's name, date and the amount of the monies collected. Monies shall be forwarded to the Club Treasurer.
  - C. Shareholders Members and Associate Members in good standing over the age of 18 shall be allowed to rent the DATUS building and facilities for archery and non-archery related activities for a fee. This fee shall be set annually by the Board of

Directors and approved by the Shareholder Membership. Conditions of building and facilities rental shall be as follows:

1. Rentals shall be at the discretion of the Board. The Club Treasurer, or other designated person, appointed by the Club President and/or Board of Directors shall take building reservations. Reservations may be taken only after the DATUS Club activity calendar has been set for the new calendar year. The building shall not be rented more than one day per weekend, which day may be either Saturday or Sunday. Building shall be rented for a maximum of 6 hours. Rental of the club, including the day and the hours during which regular usage of the club may be affected, will be posted at the club and will be published to the membership via text notice no fewer than 3 days in advance.
2. No DATUS property shall be removed, disturbed, or stored to accommodate building rental, i.e. plaques, decorations, signs or appliances, etc. Renting member shall be responsible for any and all damages to the building or property, which is destroyed or lost during the rental period or is a result of the rental.
3. The renting member shall be required to be present at all times during the building rental period. The renting member shall be responsible for properly cleaning and securing the building after rental use.
4. Consumption of alcohol by any member or guest under the age of 21 or consumption of illegal drugs by any member or guest of any age will not be permitted. Inappropriate behavior will not be permitted. These offenses will subject the member to discipline by the Board of Directors.
5. There will be no smoking or vaping allowed in the building per the Utah state No Smoking Code: (Utah indoor cleanair act: R392-510-5) or subsequent amendments. This offense will subject the member to discipline by the Board of Directors.
6. Members and Non-Members are not allowed to have any animals in the building, except for service animals specifically trained to aid persons with disabilities.

#### **SECTION IV**

##### PROCEDURE FOR SUSPENSION OR EXPULSION:

1. Personal Conduct Charges:
  - A. A complainant must furnish the President with a signed letter stating date, pertinent facts of the complaint, etc. It will then be the duty of the President and Board of Directors to investigate and determine the validity of the complaint.



- B. The Board shall keep Complainant's name confidential through all proceedings. Action must be commenced by the Board within fifteen (15) days of receipt of complaint, and the Board shall be obligated to complete this action regardless of election of new officers, annual meetings, etc.
- C. If the complaint is determined to be unfounded a letter to that effect shall go to the complainant stating this fact. If sufficient reason is found however, the President and the Board of Directors shall proceed as follows:
1. A personal letter may be sent to the accused stating complaint findings of the Board and asking his/her cooperation in the future to correct said situation. If the problem can be resolved in this manner no further action will be necessary.
  2. If the seriousness of the complaint is such that the Board of Directors feels a letter of explanation not sufficient, a hearing will then be called between Board of Directors and the accused member for further examination.
  3. After this hearing, the Board of Directors shall furnish a letter to the accused stating the decision made and the action the Board has chosen.
  4. Any Shareholder Member who is expelled from this corporation for just cause shall be given a period of sixty (60) days to sell their share in the corporation. At the end of that period the Board of Directors shall buy back the member's share for the sum of \$100.00.
- D. If an accused member disagrees with the decision of the Board, the member may request a hearing by the entire Club Membership at the next regular business meeting.
1. At this meeting the President will state the facts in the complaint, the investigation conducted by the Board, the findings of the Board, and the action taken by the Board at which time the accused member shall have an opportunity to present an opposing viewpoint and to have witnesses heard.
  2. After the conclusion of the accused member's defense, all eligible members present will cast a secret ballot vote to determine:
    - a. No Action
    - b. Ninety (90) days suspension
    - c. Expulsion
  3. If a two-thirds majority does not all agree on a course of action, a second ballot will be held and action will be taken on the basis of a majority.:
- E. It shall be the responsibility of the full Board of Directors to keep in confidence all names and information involved in any and all personal conduct charges if only action of the Board is required. If an open hearing is held all the information becomes public at the hearing except for the name of the complainant.

- F. Any violation of confidentiality at any time during or after being a member of the Board, pertaining to any hearing in which the Board member was involved, shall be grounds for expulsion for that individual from this Organization.
  - G. After a conclusion is reached and action has been taken the Board shall destroy all confidential materials pertaining to a personal conduct charge and subsequent hearing.
2. Criminal Violations:
- A. Expulsion from this Organization shall be automatic for any member who is convicted of a felony charge.
3. Game Violations:
- A. Any member convicted of a game violation or action detrimental to this Organization, shall be subject to a hearing before the Board of Directors and action thereof. If a game violation conviction is confirmed by the Board of Directors said member has the right of appeal as stated in Item D of Section IV, of the By-laws.
  - B. All information pertaining to game convictions or other detrimental actions of members of the Organization shall be made public information to encourage self-policing.
4. Expulsion and Suspension:
- A. Any member having been expelled or who resigns from this Organization shall forfeit all rights, any dues or other monies paid to this Organization, and, shall be required to return any and all properties of the Organization.
  - B. Any member having been suspended forfeits all rights of Club paper, Club activities, and all notices of any events pertaining to the Organization during the period of time for which he has been suspended.

## **SECTION V**

### OFFICERS AND DUTIES THEREOF:

- 1. The President shall perform the duties of the office as outlined in Article V, paragraph 2, of the Constitution.
- 2. The Vice President shall perform the duties of the office as outlined in Article V, paragraph 3, of the Constitution, and:
  - A. The Vice President shall function as coordinator of all committees as may be designated by the President, and, may conduct business meetings at the request of the President.

3. The Secretary shall perform the duties of the office as outlined in Article V, paragraph 4, of the Constitution, and:
  - A. The secretary shall be furnished a book in which the Constitution, the By-laws and previous minutes are recorded.
  - B. The By-laws shall be recorded leaving every other page blank for the purpose of recording amendment changes and in noting date of minutes where recorded.
4. The Treasurer shall perform the duties of the office as outlined in Article V, paragraph 5, of the Constitution. It shall be the specific duty of the Treasurer to perform the following:
  - A. Have charge of cash, books of account, and other valuable papers of the Organization. The books and accounts are at all times open to the inspection by the Board of Directors.
  - B. Prepare and submit to the Board of Directors within fifteen (15) Days after June 30, and December 31, a financial statement showing the condition of this Organization.
  - C. Deposit the funds of this Organization in the designated Depository within seventy-two (72) hours after receipt. All payments or withdrawals of money for any purpose shall be made only upon request from the President of this Organization. The accounts in any banks or bank, or place designated as a depository, shall be opened in the name of this Organization; and the Treasurer or the President shall sign checks written against said accounts, or as designated by the Board of Directors.
  - D. The Board of Directors may appoint an Assistant Treasurer to assist the Treasurer in his/her duties, or to perform the duties of the Treasurer in his/her absence.
5. The Board of Directors shall perform the duties of this office as outlined in Article V of the Constitution.
  - A. The elected Shareholder Board members shall manage the activities and property of the Organization, and may be responsible for the function for the Committees as directed by the President.

## **SECTION VI**

### **NOMINATION, ELECTION AND VOTING PROCEDURES:**

1. Nominations must be made with the consent of nominee and must be seconded:
  - A. The person making the nomination must write the name of the nominee, the position for which he/she is nominated, and obtain the nominee's consent.
  - B. The nominee names must be sent either to nomination committee or to the Club President in adequate time to be received for the Election Meeting.

- C. Nominations may also be made at the Election Meeting with prior consent of the nominee. If the nominee is not present, prior written consent will suffice.

## **SECTION VII**

### AMENDMENTS AND ADDITIONS TO THE CONSTITUTION AND BY-LAWS:

1. Procedure:
  - A. A written resolution must be submitted containing Article, Number of Section, number of Constitution or By-laws referred to; and must contain pertinent and constructive wording for which amendment is being requested. Any explanation as to why the member believes the change is necessary and should be adopted is welcome but not required.
  - B. Any rResolutions pertaining to Constitution and By-laws Amendments must be submitted and read at a monthly meeting prior to the meeting at which it will be voted upon. Any such resolution must also be posted online.
  - C. Changes to the Constitution and By-laws amendments will require a seventy-five percent (75%) vote of the attending Shareholder Members for ratification.
  - D. Any changes in regards to Shareholder Memberships requires seventy-five percent (75%) approval of sShareholder mMembers in attendance at the meeting at which any such change is put to the vote.

## **SECTION VIII**

### DELEGATES:

1. The current year President shall be an automatic delegate to the Utah Archery Association (U.A.A.) Convention. Any additional delegates shall be appointed by the Board of Directors.

## **SECTION IX**

### COMMITTEES:

1. The President shall appoint Committee Chairs as necessary. Such committees may include:
  - A. Publicity
  - B. Conservation

- C. Investigation
  - D. Field Captain and three (3) assistants
  - E. Special functions and events
  - F. Any other committees the President deems necessary
  - G. Tournaments
2. Club members may volunteer to serve on the committees of their choice. Each member shall be called upon to participate on one (1) of these committees as outlined in Item 2, Section III of the By-laws under Membership Responsibility.

## **SECTION X**

### WEBSITE:

1. A website will be maintained. A webmaster and assistants will be appointed by the Board of Directors.

## **SECTION XI**

### SERVICE AWARDS:

1. A top service award may be given annually to a member who has performed outstanding service. Elected officers of DATUS are ineligible for the award for the duration of their service as officers. Such an award recipient will be selected by the Board of Directors. Members may make written recommendations to the Board stating pertinent facts and reasons for a recommendation.

## **SECTION XII**

### SUGGESTED MEETING PROCEDURE:

1. Procedure as follows:
  - A. Introduction of new Associate Members.
  - B. Reading of correspondence and other announcements.
  - C. Reading and approval of minutes of previous meetings.
  - D. Report of special committees.

- E. New business.
- F. Report of standing committees.
- G. Report of finances (June and December).
- H. Special programs, if any.

## **SECTION XVII**

### SPECIAL BANK ACCOUNT:

1. When it is felt by the Treasurer and Board of Directors that there are sufficient funds in the checking account of DATUS to safely be invested without interfering with the needed working capital of DATUS, said funds shall be invested in a savings account, bond or certificate by the Treasurer of DATUS Inc.

Amended Dates:

AMENDED NOVEMBER 12, 1994

AMENDED NOVEMBER 13, 1999

AMENDED APRIL 11, 2002

AMENDED MAY 6, 2003

AMENDED OCTOBER 23, 2008

AMENDED NOVEMBER 2022.