

BYLAWS OF THE KANSAS MUZZLELOADING ASSOCIATION

Revised February 2015

Article 1 - Registered Office

Section 1: The principal office of the Association shall be located at the residence of the Secretary of the Association in the State of Kansas, and the secretary shall be designated as the resident agent for the Association. Upon the election or appointment of a secretary for the Association, or if the secretary changes residential address, the Articles of Incorporation on file in the office of the Secretary of State for the State of Kansas shall be amended by a resolution adopted by a majority of the Board of Directors. Said resolution shall be presented for consideration at the first meeting of the Board of Directors following the election or appointment of the Association Secretary or the change of residence of said secretary. Upon approval of the said amendment to the Articles of Incorporation, the secretary of the Association shall file the appropriate Certificate of Amendment, along with and together with the requisite filing fee, in the Office of the Secretary of State for the State of Kansas.

Article 2 - Membership

Section 1: Members - The Association shall have regular members who become members by paying dues and honorary members who become members by the majority vote of the Board of Directors.

Section 2: Application - To become a member, the applicant must complete a membership application or submit a letter to the Secretary requesting membership in the Association and submit the correct dues to the Treasurer. Out-of-State residents may apply for and be granted membership as voting members.

Section 3: Dues - Dues will be payable on an annual basis as of January 1 of each calendar year to the Treasurer. Dues shall be \$37.00 for individual members, \$45.00 for families, \$375.00 for individual lifetime membership, \$525.00 for a family lifetime membership, and \$45.00 for club affiliation and any excess shall be considered a donation for the good of the association. Current lifetime membership holders may upgrade to a family lifetime membership for the difference between the two types of lifetime memberships. Dues received by the Treasurer for first time members after September 1 shall be considered a membership payment for the balance of the fiscal year after September 1 and for the next succeeding full year. A family membership shall be defined as including the husband, wife, and children in the family who are under 18 years of age as of January 1.

Section 4: Voluntary termination of membership - All members and affiliated clubs shall have the right and option to terminate their membership in the Association at any time the member or club chooses to exercise this privilege. Voluntary termination forfeits any remaining dues.

Section 5: Termination by Board Action - Any member or club may be terminated from the Association for conduct unbecoming said member or club, only after a thorough investigation of such events or matters and only after a majority vote of the Board of

Directors. Any such termination shall forfeit all remaining dues and said terminated member of club shall not be reinstated until the next regular general membership meeting, and then by a two-thirds majority vote of all members in good standing and in attendance at the regular general membership meeting.

Section 6: Voting Privileges - Each member in good standing shall be entitled to one vote on any and all matters that come before a regular or special general membership meeting. Family membership shall have two (2) votes and Clubs one (1) vote.

Out-of-State members in good standing may attend with full voting privileges. Clubs not in good standing at the time of a regular or special general membership meeting shall not be entitled to vote. Each club qualified to vote at a regular or special general membership meeting shall register its voting delegate with the Secretary of the Association prior to the regular or special general membership meeting.

Section 7: Membership in this Association shall not be transferable or assignable

Section 8: Free Annual Club Membership - A club shall be entitled to a free annual membership if 25% of the club members on December 31 are also registered members of the Kansas Muzzleloading Association on December 31. In order to qualify for the free annual membership in the Association, the applicant club shall forward its membership

list to the Secretary of the Association on or before January 15 for comparison of registration by the Secretary of the Association. For the purpose of qualification for a free membership, club family membership shall be considered as two (2) members of the applicant club and a family membership in the Association shall be considered as two (2) registered members of the Association. Clubs not qualifying for free membership as herein provided shall be required to pay the annual dues.

Article 3 - Officers, Terms of Office and Duties

Section 1: Officers - The officers of the Association shall be elected by a majority vote of the General Membership at the regular general membership meeting and shall consist of a President, Vice-President, Secretary, Treasurer and Sergeant-at-Arms.

Section 2: Terms of office - The terms of the President, Vice-President, and Sergeant-at-Arms shall run for one (1) year, expiring at the adjournment of the regular general membership meeting. The terms of Secretary and Treasurer shall run for two (2) years, expiring at the adjournment of the regular general membership meeting. No elected officer may serve for more than two (2) consecutive elected terms in the same office and no officer shall be eligible for reelection in the same office for one (1) year after serving two (2) consecutive elected terms in said office. Appointment to fill the un-expired vacated term of an elected officer due to death, incapacity, or resignation shall not be calculated in determining the two consecutive terms for eligibility for reelection as herein provided.

Section 3: Duties of Offices -

(a) The President shall preside at the annual membership meeting at State Convention and at all regular and special meeting of the Board of Directors. The President shall have the power to appoint Ambassadors, committees, advisors and committee chairman, and to act as the general head of the Association in all official functions.

(b) The Vice-President shall preside at meetings and function with all authority as the

President in the absence of the President or due to a vacancy in the office of President due to death, incapacity or resignation.

(c) The Secretary shall keep the minutes of all meetings, conduct the necessary correspondence, and

keep all records of the Association deemed necessary in a business-like manner. The Secretary shall insure that all members in good standing receive the benefits of membership which may include membership cards, handbooks, newsletters, and such items as may be directed by the Board of Directors.

(d) The Treasurer shall keep all financial records of the Association, accept dues, and receive and disburse funds as directed by the Board of Directors. The Treasurer shall maintain contact with the Secretary to insure that all members in good standing receive the benefits of membership.

(e) The Sergeant-at Arms shall be responsible for: (1) knowing, interpreting, and enforcing the Association's By-Laws; (2) checking credentials of members desiring to vote at regular or special general membership meetings; and (3) presiding at meetings and functioning with all authority as President in the absence or vacancy in office due to death, incapacity, or resignation of both the President and VicePresident.

Article 4 - Board of Directors. District Directors, Directors at Large Election, Term of Office

Section 1: Board of Directors - The Board of Directors shall consist of the elected officers of the Association, the elected District Directors, the elected Directors at Large, and the elected Youth Director. All business of the Association shall be conducted pursuant to authority granted by vote of a majority of the members of the Board of Directors. In order to conduct the business of the Association, at least seven (7) members of the Board of Directors shall be present.

Section 2: District Directors -The District Directors shall consist of one Director for each of six zoned divisions of the state. Each District Director will be elected at district meetings held in conjunction with the regular general membership meeting by a majority vote of the District members who reside in each respective district and who are in attendance at said annual District membership meeting. Only voting District members in good standing shall be allowed to nominate District Directors and vote for the same.

District 1 shall be that area covered by Postal Zip Codes with prefixes 676 and 677.

District 2 shall be that area covered by Postal Zip Codes with prefixes 678 and 679.

District 3 shall be that area covered by Postal Zip Codes with prefixes 669 and 674.

District 4 shall be that area covered by Postal Zip Codes with prefixes 660, 661, 662,664,665, and 666. District 5 shall be that area covered by Postal Zip Codes with prefixes 667, 668, and 673. District 6 shall be that area covered by Postal Zip Codes with prefixes 670, 671, 672, and 675. No districts with District Directors shall be established outside the boundaries of the State of Kansas.

Section 3: Directors at Large - In addition to the elected District Directors, set forth in Article 4, Section 2, there shall be two (2) Directors at Large who shall be elected by a majority of the general membership at the regular general membership meeting.

Section 4: Youth Director - The youth director shall be elected by a majority of the general membership at the regular general membership meeting.

Section 5: Vacancies - Vacancies in the positions of District Director, Director at Large, and Youth Director due to death, incompetency or resignation shall be filled by majority vote of the Board of Directors. The appointed District Director, Director at Large, or Youth Director shall desire the office and fulfill the duties of said office. Appointed District Directors, Directors at Large, and Youth Director shall fill the unexpired vacated term and shall be eligible for reelection to the same positions as set out in Article 4, Section 2, Section 3, and Section 4.

Section 6: Term of Office - Each elected District Director shall be elected for a term of two (2) years, each elected Director at Large shall be elected for a term of one (1) year, the elected Youth Director shall be elected for a term of two (2) years. No District Director, Director at Large or Youth Director shall be eligible for reelection for one (1) year after serving two (2) consecutive terms of office in the elected position.

Appointment to fill the un-expired vacated position of a District Director, Director at Large or Youth Director shall not be calculated in determining the two (2) consecutive terms for disqualification for reelection as hereinabove provided. A District Director, Director at Large and a Youth Director shall be deemed separate elected positions and a member elected for two (2) consecutive terms in one position shall not be subject to the one (1) year disqualification period in order to be elected to the other position.

Section 7: Board of Trustees - The Board of Trustees shall consist of the original incorporators and shall serve for the life of the corporation. The Board of Trustees is an advisory board and carries no voting privileges.

Article 5 - Contracts and Execution of Association Documents

The Board of Directors may authorize any agent, member, or committee of the Association to execute such contracts, documents, and other instruments necessary to carry out the authorized business and policy of the Association.

Article 6 - Checks, Draft, Payments

All checks, drafts, or orders of payments from funds of the Association shall be made by the Treasurer only after written authorization by the Board of Directors except amounts not exceeding \$50.00 may be paid by the Treasurer on verbal authorization of the President as Chairman of the Board of Directors.

Article 7 - Deposits

All funds received by the Treasurer shall be deposited no later than five (5) days after receipt in the bank designated by the Board of Directors. All Association funds not needed to pay approved expenses of the Association shall be maintained by the Treasurer in an interest bearing account with an F.D.I.C. insured bank/savings institution certified to do business in the State of Kansas.

Article 8 - Books and Records

Any member in good standing shall have the right to examine the books and records of the Association, which are in possession of the Treasurer and Secretary at any reasonable time. Such records are to be kept in a substantially business-like manner and will show receipts, disbursements, and records of meetings and special meetings.

Article 9 - Fiscal Year

The Association fiscal year shall run from January 1 to December 31 of each calendar year.

Article 10 - Meetings

Section 1: Regular Meetings, General Membership Meetings, and Special Meetings-All meetings will be open to all Association members. The time, place, date, and business for consideration at regular meetings shall be determined by the Board of Directors. At least four (4) regular Board of Director meetings shall take place annually between January 1 and December 31. At least one (1) regular general membership meeting shall take place annually between January 1 and December 31. The regular general membership meeting shall be conducted at the annual State Convention with the time, place, date, and special business of the regular general membership meeting to be published no later than thirty (30) days prior to the meeting of the general membership in the Association's newsletter. The President, as Chairman of the Board of Directors may call special Board of Director meetings as necessary to conduct the business of the Association and such meetings shall be subject to one (1) week's notice to the Board of Directors and shall be covered by the newsletter. The President, as Chairman of the Board of Directors may call a special meeting for the general membership upon two-thirds majority vote of the Board of Directors. The time, place, date, and business of said special general membership meeting shall be noticed in publication format to all Association members no later than thirty (30) days prior to said special general membership meeting.

Section 2: Quorum -A quorum for a regular general membership meeting shall be a minimum of fifty percent (50%) of the members of the Association in good standing registered in attendance at the State Convention. A quorum for a special general membership meeting shall be fifty percent (50%) of the registered members of the Association in good sanding. Seven (7) members of the Board of Directors shall constitute a quorum for Board of Director regular meetings or special meetings.

Article 11 - Proxies

Proxies - No voting proxies shall be allowed subject to amendment.

Article 12 - Match Rules

Section 1: Rules - all rules made and adopted or that may be made or adopted by the National Muzzleloading Rifle Association concerning and pertaining to matches, shoots, and range etiquette shall be and the same hereby adopted as the rules of this Association in any competition, match or shoot sponsored by this Association.

Section 2: Special Matches - Any and all fixed shot, shell, or metallic cartridge used in any match shall have not less than seventy-five (75) percent black powder or Pyrodex.

Section 3: Firearms - Firearms used in any match, shoot, or competition sponsored by this organization shall be restricted to firearms designed and manufactured for the use of black powder or Pyrodex only. All other are hereby disqualified for functions sanctioned or sponsored by the Association. The committee in charge of the range or shoot, when established, shall have the authority to set standards and disqualify any firearm or person from competing when deemed unsafe for any reason.

Article 13 - Historical Accuracy

Section 1: Exhibitions - For the purpose of demonstrations, exhibits, or public awareness, camps conducted under the authority of the Association may be set from time to time covering a general or more closely observed time frame. At such demonstrations or camps, historical accuracy is to be observed to the greatest extent possible by all participants. The Association committee charged with establishing and regulating said camp shall have the authority to set standards and maintain the camp and its occupants for such accuracy pursuant to the time period represented by such camps. Camps of differing time periods should be apart enough so as to properly represent the time frame portrayed.

Section 2: The Board of Directors shall have the authority to establish minimum standards and conditions to be followed by the host club when conducting Association sponsored State Shoots.

Section 3: Shoots and camps conducted by member clubs and not sponsored by the Association shall be subject to all minimum standards and conditions as may be established by said member club.

Article 14 - Ambassadors

Section 1: Ambassadors - As may be deemed necessary by the President or Board of Directors, Ambassadors may be appointed for the express purpose of socially representing the President, District Directors, Board of Directors or the good of the Association. At no time shall the appointed Ambassador(s) representation conflict with the stated goals, charter, duties, or intent of the Association. Ambassadors shall serve at the pleasure of the Board of Directors and may be recalled at any time by a majority vote of the Board of Directors.

Article 15 - Amendment of the By-Laws

Section 1: Amendment - These bylaws may be altered, amended, or repealed subject to the following requirements:

1. Amendment to these bylaws shall first require that said amendment be approved by a two-thirds majority vote of the Board of Directors at any regular or special meeting, provided that at least seven (7) Board of Directors are present at said meeting.
2. The Amendment approved by the Board of Directors, as set forth in paragraph (a) above, shall be circulated and published in the Association Newsletter no later than thirty (30) days prior to the regular general membership meeting.
3. Amendments to these bylaws approved by the Board of Directors and properly noticed, as set forth above, shall not be adopted and go into full force and effect unless approved by a two-thirds majority vote of a quorum of the members in good standing at

the regular general membership meeting.

4. All amendments to these bylaws shall be in full force and effect from and after their passage and adoption at the regular general membership meeting, and the Secretary of the Association shall cause the bylaws as amended, to be published in the Association Newsletter next following the general membership meeting.

KANSAS MUZZLELOADING ASSOCIATION DUTIES OF THE PRESIDENT

1. To preside at all regular and special meetings of the membership and Executive Committees.
2. To conduct the business of the KMA in a timely, businesslike manner.
3. To preside over the meeting of the General Assembly of the KMA at the February convention.
4. To represent the KMA at all KMA sponsored events.
5. To assist all KMA officers with problems arising with their jobs.
6. To promote and protect the legal rights of all shooters and hunters at the local, state, and federal level.
7. To maintain liaison with Kansas Wildlife, and Parks, NMLRA, NRA, KSRA, and the Kansas Bowhunters Association.
8. To hold the power to appoint ambassadors, committees, advisors, and to act as the general head of the Association.

Specific:

FEBRUARY BOARD MEETING - (Sunday after the annual meeting)

1. Create an official list of the KMA Executive Board. See that ambassadors are appointed. Direct the Secretary to compile a Board roster and send it to the Executive Board, NMLRA, and newsletter editor for publication.
2. Vote to pay the bills for the convention just completed.
3. Meet with a representative from the Holiday Inn and review this convention; take a bid for next year; decide where to hold the convention for next year.
4. Set the dates for the Board meetings for the year. Direct the Secretary to inform the newsletter editor.
5. Direct the Secretary to send any bylaw changes voted in at the convention to the NMLRA and Carpenter Insurance, attention: Bob Mann.
6. Direct the Secretary to bring membership rosters for the Board to the March meeting.
7. Remind all board members to write articles for the next issue of the newsletter.
8. Direct the Treasurer to pay the annual privilege fee for our corporation papers, if not already done.

MARCH MEETING:

1. Set up committees for the convention.
2. Vote to authorize our annual donation to the Wildlife and Parks Department.

JUNE MEETING:

1. Direct the Secretary to send out a copy of the State Shoot Hosting Requirements to each member club in August.

2. Direct the Treasurer to send in KSRA membership dues.
3. Call for convention reports from committee heads.
4. Review newsletter publication schedule and decide whether to publish 3 or 4 per year.
5. Remind board members about newsletter articles.

SEPTEMBER MEETING:

1. Complete convention and election details. Direct Secretary to send them to newsletter editor for publication.
2. Complete wording of any proposed bylaw changes for publication in newsletter.
3. Direct the Secretary to be sure the State Shoot host club has the reporting form to fill out.
4. Remind the Board about newsletter article.

NOVEMBER MEETING:

1. Review the State Shoot report turned in by host club.
2. Meet with staff of hotel at which convention will be held to finalize details.
3. Review bids for next year's State Shoot and decide where it will be held.
4. Direct the Secretary to send out press releases about the convention one week prior to event.
5. Review State Shoot bids for next year. Vote on location.

KANSAS MUZZLELOADING ASSOCIATION DUTIES OF THE VICE-PRESIDENT

1. To preside at all regular and special meetings of the membership and Executive Committee, and generally function as the President in his or her absence.
2. To conduct the business of the KMA in a timely, businesslike manner.
3. To represent the KMA at all KMA sponsored events.
4. To promote the KMA throughout the State by attending club meetings, rendezvous, shoots, or by giving seminars to organizations.
5. To assist all KMA officers with problems arising in their positions with the KMA.
6. The Vice-President is in charge of all convention committees, reporting directly to the President.
7. The Vice-President is to handle the voting procedures at the convention and is to prepare ballots for the election.
8. Write a short article for each issue of the newsletter.

KANSAS MUZZLELOADING ASSOCIATION DUTIES OF THE SECRETARY

1. To conduct the business of the KMA in a timely and businesslike manner.
2. To represent the KMA at all KMA sponsored events, and to promote the KMA throughout the state by attending rendezvous, shoots, and meetings or by giving seminars to organizations.
3. Write and send all official KMA correspondence.

4. Maintain the minute books of the KMA and record the minutes of each Executive Board meeting and the Annual meeting held at the convention; seal each page with the corporate seal; send a copy of the minutes of each meeting to the newsletter editor for publication.
5. Be precise when recording the minutes. This is the only record the KMA has of what business was conducted at meetings.
6. Process all KMA membership applications, assigning a membership number, sending out new member information kits, and welcome letter, and maintain the KMA roster on the computer. (All Checks for membership will be forwarded to the Treasurer.)
7. Bring a copy of the minutes of the previous meeting for each Board member to each Board meeting for review.
8. Send out reminder cards to all Board members one week prior to each Board meeting, giving there date, time, and place.
9. Assist the KMA State Shoot host club at registration.
10. Send a copy of the requirements to host the State Shoot to each member club in August.
11. Send in annual registration forms for insurance, KSRA, and NMLRA memberships.
12. Produce mailing labels for the newsletter editor.
13. Send Out Press Releases one week prior to the convention.
14. Run the registration table at convention with the Treasurer.
15. Assemble registration packets for all who pre-register for convention.

16. Make registration buttons for Convention.
17. Send any bylaw changes voted in at the convention to the NMLRA and Carpenter Insurance, attention: Bob Mann.
18. Prior to convention, send a letter to all member clubs reminding them to submit a membership list showing 25% of their members belong to the KMA, or pay their \$20 club dues in order to vote at convention. Remind clubs to select their voting delegate for the convention; enclose a KMA Member Club Voting Delegate Form (designated delegate must bring the completed form to the convention and present it to the Sergeant-at-Arms at the door to the annual meeting).
19. Send the NMLRA a list of the new Executive Board members (names, addresses, phone), after elections in February.
20. Provide each Board member with an updated membership roster at the March Board meeting.

KANSAS MUZZLELOADING ASSOCIATION DUTIES OF THE TREASURER

1. To conduct the business of the KMA in a timely, business-like manner.
2. To represent the KMA at all KMA sponsored events.
3. To promote the KMA throughout the State by attending club meetings, rendezvous, shoots, or by giving seminars to organizations.
4. To assist all KMA officers with problems arising in their positions with the KMA.
5. Be present at all official KMA meetings.

6. Keep all financial records of the Association, including accepting dues, receiving and disbursing funds as directed by the Executive Committee.
7. Maintain contact with the Secretary to insure members in good standing are receiving their benefits.
8. Write a short article for each issue of the newsletter.
9. Prepare a financial report for each Board meeting.
10. Assist the Secretary in running the registration table at the annual convention.

KANSAS MUZZLELOADING ASSOCIATION DUTIES OF THE SERGEANT-AT-ARMS

1. To preside all regular and special meeting of the membership and Executive Committee, and generally function as the President in the event of the absence of both the President and the Vice-President.
2. To conduct the business of the KMA in a timely, business-like manner.
- 3, To represent the KMA at all KMA sponsored events.
4. To promote the KMA throughout the State by attending club meetings, rendezvous, shoots, or by giving seminars to organizations.
5. To assist all KMA officers with problems arising in their positions with the KMA.
6. Be present at all official KMA meetings and contribute as best you can for the betterment of the KMA and benefit of its members.
7. See that those persons attending the annual meeting and banquet are authorized to attend said meeting.
8. Listen to KMA members and bring their suggestions and gripes to the attention of the Board.
9. Write a short article for each issue of the newsletter.
10. Be responsible for counting the votes at the annual meeting.
11. Be responsible for knowing, interpreting, and enforcing the Association's Bylaws.
12. Function as Parliamentarian at all regular and special meetings of the membership and Executive Committee.

KANSAS MUZZLELOADING ASSOCIATION DUTIES OF THE DISTRICT DIRECTORS

1. Your first and foremost duty is to attend KMA Board meetings so you can bring information back to your District.
2. Remember that you represent the KMA wherever you go, so conduct yourself in a responsible manner.
3. Make yourself available to any new club forming in your District, and provide information and support as needed.
4. Rely on you Ambassador for assistance. Work as a team to service you District.
5. Secure a list of each member club in your District fro the KMA Secretary and attend at least one meeting or rendezvous of each club per year.
6. If at all possible hold an open meeting each year for those who are interested in learning more about KMA, or members who have questions.
7. Write a short article for each issue of the newsletter.

8. Preside over your District Meeting held during the annual KMA Convention.

KANSAS MUZZLELOADING ASSOCIATION DUTIES OF THE DIRECTOR-AT-LARGE

1. To conduct the business of the KMA in a timely, businesslike manner.
2. Represent the KMA at all KMA sponsored events.
3. Promote the KMA throughout out the state by attending club meetings, rendezvous, shoots, or by giving seminars to organizations.
4. Assist all KMA officers with problems arising in their districts.
5. Be present at all KMA meetings.
6. Stand up at camp meeting and speak knowledgeable about the KMA and what it stands for. Gain new members, both individual and clubs by answering questions about the benefits of membership.
7. Write a short article for each issue of the newsletter.
8. Help the District Reps cover their area doings and club meetings.
9. Help new clubs with charters.

KANSAS MUZZLELOADING ASSOCIATION DUTIES OF THE DISTRICT AMBASSADOR

1. Your first and foremost duty is to attend KMA Board meetings so you can bring information hack to our District.
2. Remember that you represent the KMA wherever you go, so conduct yourself in a responsible manner.
3. Make yourself available to any new club forming in you district, and provide information and support as needed.
4. Work as a team with you District Rep to service your District.
5. Secure a list of each member club in your district from the KMA Secretary and attend at least one meting or rendezvous of each club per year.
6. If at all possible help the District Rep hold an open meeting each year for those who are interested in learning more about KMA, or members who have questions.
7. Write a short article for each issue of the newsletter.

KANSAS MUZZLELOADING ASSOCIATION DUTIES OF THE YOUTH DIRECTOR

1. Attend K.M.A. Board Meetings.
2. Coordinate activities and events at the state shoot with the host club.
3. Coordinate youth seminars at the convention.
- 4, Write a short article for each issue of the Blowin' Smoke.
5. Remember that you represent the K.M.A. wherever you do, so conduct yourself in a responsible manner.