

**OCTOBER 2005
STANDING RULES
OF KBH ARCHERS**

The Standing Rules are reflections of policy and economics not covered by the Constitution and Bylaws of KBH Archers.

CLUB MEETINGS

1. The Secretary shall have the right to require motions made at any meeting be in writing.
2. The Secretary shall obtain a list of members attending special, board, and annual meetings, and include it in the minutes.

MEMBERSHIPS

Memberships are listed below with the structure of annual dues and hours.

Membership	Annual Dues (No hours)	Annual Dues (Max hours)
Voting	\$ 80.00	\$40.00
Family (2 or more)	\$106.00	\$53.00
Individual Junior	\$ 38.00	\$19.00
Individual Cub	\$ 10.00	\$10.00

HEALTH AND SANITATION

1. Any member or committee using club facilities shall clean up after their activities.
2. Pet owners are responsible for the control of their pet. Pet owners are required to scoop up after their pets. No pets will be allowed in the clubhouse/indoor range at any time. Pets are not allowed in play area. Pets shall be on a leash around clubhouse and camping area.

SAFETY RULES

1. Follow posted instructions as to range closure or restrictions.
2. Any child under fourteen (14) years of age shall be under the direct supervision of an adult when shooting on the ranges. All parents shall be directly responsible for their children at all times.
3. For safety, all children less than twelve (12) years of age must be under direct supervision while on KBH Archers property or at KBH Archers activities.

4. Designated recreation areas shall be the fenced play area, picnic area or any other area specifically designated by the activities committee during the day of the club function.
5. For safety, a bow shall be drawn in accordance with Washington State Archery Association Rules pertaining to the subject of the arrow pointing away from the line of the target.
6. Crossbows are not allowed to be shot on KBH Archers property at any time.
7. NO INTOXICATING BEVERAGES SHALL BE ALLOWED on the ranges, including indoor range, except in the clubhouse and recreation area. No alcoholic open cans or bottles shall be displayed on KBH property. Offenders will be brought before the Board of Directors and if found to have broken the rule, they could be expelled from the club.
8. Anyone caught shooting broadheads on the ranges shall be expelled from the club. Broadheads may be used on the designated practice target only.
9. No hunting of any wildlife or fishing in any stream is permitted on KBH Archers property.

PUBLIC RELATIONS AND COMMUNICATION

1. The KBH BUCKHORN shall be published and mailed at least one week prior to the general membership meeting during months established by publisher.
2. Non-members may shoot the KBH range/practice butts only one (1) time while accompanied by a current member. He/she must join KBH Archers or pay a daily use fee in order to use any of the facilities after that.
3. KBH shoots shall be conducted as outlined in the KBH Tournament Rules with the exception of special shoots.
4. KBH shall provide members with a pin for each five (5) years of active membership. Children shall be eligible for year pins upon commencement of the child's participation in club shoots or work party type functions. This award will be presented to each qualified member present at the next annual banquet. Members not at the banquet will be presented their pins at any regular meeting or other KBH function.
5. Members may elect to not use points to reduce dues.

DELEGATES AND CONVENTIONS

1. Delegates sent to the WSAA meetings will be paid registration fees, plus an amount to be set each year. Delegates will be selected by the Board of Directors.
2. Any resolution that KBH Archers is asked to sponsor for presentation to the WSAA convention shall be presented to the club by June 15th and be printed in the newsletter so all members can have a voice.

SETTING OF FACILITIES

1. Generally the outdoor range will be set up with 14 field faces and 14 animal targets.

TOURNAMENTS, AWARDS, TROPHIES, PATCHES, ETC

1. All members are eligible to wear the club crest or the club logo. Members shooting a score of 520 or more in a qualification shoot (using legal equipment) are privileged to wear the club patch (OOBDY). Current prices will be posted and are subject to change without notice.
2. Patches, crests and logos may be obtained from any board member at current prices.
3. The WSAA Unit Rule will be used as a guideline in all KBH Archers shoots (see shoot rules).
4. Club Tournament shoot fees are \$5.00 for adults, \$2.50 for children under the age of eighteen (18). Only KBH Archers members, or members of another club offering reciprocal privileges, are eligible for awards in club shoots. The exception to this rule is that an active club member may bring a guest to shoot in one (1) club shoot only without club membership. Guests are not eligible for awards.
6. The Club Championship, for Adult and Young Adult, will be awarded to the individual who accumulates the greatest number of points from the sum of the three scores described below. The three scores are as follows:
 - a. First score will consist of the raw score (without handicap) from either the Blue Face or Multi-color (Vegas Face) leagues for that calendar year. You may submit both scores but only one will count toward the final tally. 1800 points possible.

b. Second score will be taken from one of the 3-D tournaments sponsored by KBH Archers for that calendar year. A contestant may enter any or all of the scores throughout the season but only one score will count toward the final tally. 1000 points possible.

(1). Scoring will be calculated on a percentage basis. The total possible score will be divided into the contestant's posted score. The percentage will then be converted to points.

Example: 500 points possible
300 posted score
 $300 \text{ divided by } 500 = .60 = 60\% = 600 \text{ points}$

c. Third and final score will be the score posted from the Club Tournament consisting of an NFAA Animal round. The club tournament schedule will be submitted by the Tournament Director and approved by the Board of Directors no later than 1 April each year. 560 points possible.

7. The Club Championship for seniors and cubs will be determined by the high score from the Club Tournaments. The Tournament Director will publish a "No-later-than turn-in-date" for all scores by the first of December each year. Trophies will be awarded at the Club Banquet.

8. Registration proceeds of all 3-D shoots shall be calculated before expenses and 25% of those proceeds will be set aside to replace targets as needed.

9. The Board of Directors may choose to award money to KBH members that are traveling to national level competitions if the following criteria are met:

- a. Shooter is current KBH member and is deemed to be a positive representative of KBH Archers.
- b. Shooter must have participated and placed in top two at state or sectional level competition in current year for the same type of competition they are traveling to ie: multi-color, blue face, marked 3-D, field, JOAD.
- c. Shooters have options to decline money in exchange for hours towards lifetime membership.

DUTIES OF OFFICERS

1. GENERAL GUIDELINES.

a. If a board member is absent for two (2) board meetings without just cause, he/she may be replaced at the option of the board.

b. All board members will be required annually to make up a budget for their office. The budget will be revised at the annual Board of Directors meeting by the old and new board members. The board members shall approve the new budget at that time.

c. Any elected official may be removed from office by the Board of Directors for violation of rules.

2. PRESIDENT

a. See Bylaws Article VIII, Paragraph B.

3. SECRETARY

a. The Secretary shall be responsible for all annual bills/notices including; Post Office rental, NFAA liability insurance, club charter, NAA charter, tax number, incorporation fee, NFAA range approval, etc. He/she shall be responsible for club correspondence.

4. TREASURER

a. The Treasurer's books shall be audited annually as specified by the Board of Directors. Finances of funded committees shall be reviewed annually.

b. The Treasurer shall not act as chairman of any committee that requires funding.

c. The Treasurer shall report monthly at the board meeting.

d. The Treasurer shall receive and disburse funds, provide monthly reports, prepare all tax documents and provide financial accountability for the Satsop Center.

5. VICE PRESIDENTS EXPANDED DUTIES

a. The Executive Vice President is responsible for development of the KBH clubhouse/indoor range, is Sergeant-At-Arms, and reviews the Constitution, Bylaws and Standing Rules.

b. The Tournament Vice President is in charge of determining shoot dates for club shoots and must submit this schedule for approval at the annual budget meeting. He/she is also responsible for making calendar bids for invitational shoots to be put on the WSAA Tournament Calendar. It is his/her responsibility to monitor the activities of all shoot committees and to report their

progress. He/she must also make sure that all tournament records and awards, as well as club shoot supplies are kept in order.

c. The Hunting Vice President monitors the Big and Small Game and Hunter Recognition Award Point Systems and Rules for any necessary changes or updates, as well as collecting the Game Applications for awards. He assigns and chairs the Game Awards Committee, which determines the point value on each application (according to the Big Game and Small Game and Hunter Recognition Award Point Systems and Rules) and notifies the appropriate committee for further action. He also assigns the club representative for the WSAA Hunting Committee (any club member); he or his designate will represent the club at meetings held by the Department of Wildlife. He will ensure that the Bowhunter Education Program is given periodically, and will work closely with all committees relating to bowhunting.

d. The Membership Vice President is in control of membership records, dues and notices, longevity awards, and distribution of membership cards. He/she is the liaison with the Board of Directors and for processing documents for Patron Status. He/she signs all membership cards. An updated membership list is to be issued annually to all board members.

e. The Grounds Vice President organizes work parties and grounds and structures maintenance. He/she ensures prompt trash hauling.

f. The Public Relations Vice President is in charge of media contact, promoting the club and community relations, providing general meeting entertainment, monitoring the Buckhorn, and handling all matters relating to the publicity of the club.

g. The Fund-Raiser Vice President is responsible for fund raising, and club sales; and works closely with the Public Relations Vice President in order to acquire money for specific purposes.

h. The Range Vice President is responsible for maintaining the trails, target butts, practice butts, targets on ranges, indoor range, shooting stakes, range signs and markers, and enforces safety rules.

6. **KBH ARCHERS CARETAKER.** The caretaker for the KBH Archers facility at 3680 Old Belfair Hwy, Belfair, WA, shall be one person, or a couple, who can spend at least half of their time year-round at the KBH Archers facility. His/their presence will help in preventing theft and break-ins.

Caretaker duties shall include those listed below, and additional caretaker duties may be assigned periodically by the Board of Directors with the consent and agreement of the caretaker:

BUILDING AND GROUNDS

- a. The Caretaker shall be responsible for answering the phones when he is present.
- b. The Caretaker shall notify the Vice President of building problems as they are reported.
- c. The Caretaker shall notify the Range VP and Grounds VP of problems as they are reported.
- d. The Caretaker shall maintain a complete set of keys for all locks in the Clubhouse and sheds.
- e. The Caretaker shall open the building and kitchen when requested by the janitors for the regular cleaning of floors and bathrooms.
- f. The Caretaker shall collect the fees deposited in the indoor and outdoor range lock boxes and give them to the designated Board Member for deposit.
- g. The Caretaker shall maintain the petty cash fund in an auditable manner.
- h. The Caretaker shall stock the soda pop vending machine and maintain it as required.
- i. The Caretaker may use the community areas of the Clubhouse for his own private uses, with the understanding that following each use, he will return the areas to a standard of cleanliness and order suitable for other club members.

GUESTS AND PROSPECTIVE OR NEW MEMBERS

- a. The Caretaker shall be responsible for greeting prospective members and guests and will give them a limited tour of the facilities and ranges. He shall provide a membership application to prospective members upon request.
- b. The Caretaker shall explain to guests and members that a fee is required for use of the outdoor ranges by non-members, and for use of the indoor range by everyone. He shall report violators to the Board of Directors.
- c. The Caretaker shall explain safety regulations and range rules to people using the indoor or outdoor ranges for the first time. He will stop shooters using unsafe methods. If they will not comply, the Caretaker shall ask them to leave the grounds, and shall report them to the Board of Directors.

BIG GAME POINT SYSTEM AND RULES

1. The Hunting Vice President will be responsible for the distribution, collection and verification of all awards applications for the applicable awards period. Upon completion of the verification process the Hunting VP will convene an Awards Committee to evaluate and rank each application within its category. Rankings will be conducted on the following awards.

a. **BIG BULL AWARD:** Awarded to the club member (male or female) whose big game application entry, of a bull elk, produces the highest score using the Pope and Young scoring system. If an official Pope and Young scorer is not available the Hunting Vice President will convene a scoring committee to assess and score each entry.

b. **BIG GAME AWARDS:** Awarded to the club member acquiring the greatest amount of points from submitted big game applications. Points will be assigned in accordance with Paragraph 2 below. A separate application must be submitted for each entry. Below award categories apply.

- (1) Adult Male (18 years old and above)
- (2) Adult Female (18 years old and above)
- (3) Young Adult Male (15 – 17 years old)
- (4) Young Adult Female (15 – 17 years old)

2. Points assigned as follows:

Elk

Antlerless.....270

Moose

Antlerless.....390

Bulls.....430

Bear.....350

Deer (Western Count)

Antlerless.....150

Spike.....175

Two Point.....200

Three Point.....225

Four Point.....250

Five Point.....275

Six Point.....310

Seven Point.....360

Boar.....120

Sheep.....320

Mountain Goat.....320

Turkey.....210

Cougar.....400

3. A witness should verify each kill and type of game taken.
4. A Big Game application must be received by the Hunting Vice President before January 10th of the following year to be eligible for awards. Applications may be obtained from the Hunting VP, club house, printed from the website or from any of the Board of Directors. A special meeting of the Game Awards Committee shall be called as soon as possible after this date to decide winners of awards.
5. All applications will be used for the awarding of Big Game plaques and plates.
6. All Big Game must be taken in the State of Washington.
7. Animals must be taken in accordance with the "Fair Chase" rules as outlined in the WSAA Bowhunters Manual and the Washington State Game Laws.
8. Applicants must be a member in good standing of KBH Archers at the time of the kill and at the time of trophy presentation.
9. Antlers are defined in the Washington State Game Laws and more accurately defined in the Pope and Young measuring manual.
10. The Pope and Young measuring system will be used to determine the number of points on antlers or size of skull (where pertinent). In case of a tie, Pope and Young trophy measurement method will be used to determine the winner.
11. In case of a tie, both will be declared winners and have their names engraved on the trophy for the year.
12. Hunters reaching the age of eighteen (18) during the hunting season will be categorized as a youth or adult by their age on the opening day of the hunting season applicable to the submitted big game application. A youth turning 18 years of age during the calendar year covered in the awards process will have the option to compete as an adult on all applications submitted during that calendar year.
13. KBH Archer plaques shall be issued for the first time authenticated kills and will have the type of animal and the year of the kill engraved on small plates to be attached to the arrowhead plaque. Additional big game kills will be added to the arrowhead as approved each year by the Hunting Vice President and his delegated committee.

14. It is the archer's responsibility to check and verify with the Washington State Game Laws for changes in the legality of any kill(s).

15. Applications may be mailed to KBH Archers, P. O. Box 2643, Belfair, WA 98528 or given directly to the Hunting Vice President before the due date.

SMALL GAME POINT SYSTEM AND RULES

1. The small game listed below will be eligible for the KBH Archers Small Game trophy. The member compiling the greatest number of points during the calendar year (January 1 to December 31) shall be declared the winner.

Bobcat.....	15	Duck.....	5
Coyote.....	15	Partridge.....	5
Fox.....	15	Pheasant.....	5
Weasel.....	5	Grouse.....	5
Mountain Beaver.....	5	Quail.....	5
Raccoon.....	5	Crow.....	2
Raccoon (with dogs).....	1	Skunk.....	5
Civet Cat.....	4	Rattlesnake.....	5
Rabbit.....	2	Bullfrog.....	2
Goose.....	8	Rat.....	2
Carp.....	5		

2. A witness should verify each kill and type of game taken.

3. An application must be received by the Hunting Vice President by January 10th to be eligible for the small game trophy for the previous year. Applications may be obtained from the Hunting VP, club house, printed from the website or from any board member.

4. All small game shall be taken in conformance with the Washington State Game Laws and "Fair Chase" rules.

5. An applicant must be a member in good standing of KBH Archers at the time of the kill and at the time of trophy presentation.

6. An application must be submitted for each small game animal taken.

7. It is the archer's responsibility to check and verify with the Washington State Game Laws for changes in the legality of any kill(s).

8. Applications may be mailed to KBH Archers, P. O. 2643, Belfair, WA 98528 or given directly to the Hunting Vice President before the due date.

KBH HUNTERS RECOGNITION AWARD POINT SYSTEM AND RULES

1. This award recognizes the efforts and skill of successful hunters OUTSIDE of Washington State. Each hunter is individually responsible for following the established hunting regulations of the state being hunted in.
2. All men, women, and youth are competing for the same one recognition award.
3. An application must be submitted for each animal to be considered for recognition.
4. The "KBH HUNTERS RECOGNITION AWARD" application form shall be used for both Big game and Small game.
5. All applications for consideration must be in the hands of the KBH Hunting Vice President before January 10th.
6. In order to be eligible for this recognition, the applicant must be a paid up KBH member at the time of the kill and award presentation.
7. The following list establishes the maximum point value to be awarded for the related game. The Game Awards Committee may adjust point value lower dependent on circumstances related to submitted information of the hunt.

Elk (Western Count)

Antlerless.....	270
Spike.....	300
Two Point.....	325
Three Point.....	350
Four Point.....	375
Five Point.....	400
Six Point.....	425

Moose

Antlerless.....	390
Bulls.....	430
Antelope.....	280
Javelina.....	90
Bobcat.....	15
Coyote.....	15
Fox.....	15
Weasel.....	5
Mountain Beaver.....	5
Raccoon (with dogs).....	1
Civet Cat.....	4
Rabbit.....	2
Goose.....	8

Deer (Western Count)

Antlerless.....	150
Spike.....	175
Two Point.....	200
Three Point.....	225
Four Point.....	250
Five Point.....	275
Six Point.....	310
Seven Point.....	360
Boar.....	120
Sheep.....	120
Mountain Goat.....	120
Turkey.....	210
Bear.....	305
Cougar.....	345
Duck.....	5
Partridge.....	5
Pheasant.....	5
Grouse.....	5
Quail.....	5
Crow.....	2
Skunk.....	5
Rattlesnake.....	5
Bullfrog.....	2
Rat.....	2
Carp.....	1