BY-LAWS

COLORADO SKEET SHOOTING ASSOCIATION

A COLORADO NON-PROFIT

MEMBERSHIP CORPORATION

CHARTERED OCTOBER 16, 1982

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Article 1

NAME, SEAL, LOGO

Section A – **NAME**

The name of this Association shall be the COLORADO SKEET SHOOTING ASSOCIATION, INC., the same being a non-profit corporation of the State of Colorado, having been incorporated on the 16th day of October, 1982. The official abbreviation is C.S.S.A.

Section B – **SEAL**

The seal of this Association shall be a circular design presenting the State and United States flags. Where possible, such seal, brassard, patch or medallion will carry the basic background colors of blue and gold with the words “Colorado Skeet Shooting Association” or its abbreviation, engraved, cut, sewn or embroidered thereon, with other designs and adornments as may be approved by the Board of Directors of this Association.

Section C – **LOGO**

The logo of C.S.S.A. is depicted on Page 1 of these By-Laws.

Article II

PURPOSE, OBJECTIVES

Section A – **PURPOSE**

The purpose of C.S.S.A. is to provide guidance, organization, and support to skeet shooting activities in the State of Colorado, and to ensure compliance with the skeet shooting rules and regulations established by the National Skeet Shooting Association, Inc. (N.S.S.A.).

Section B – **OBJECTIVES**

The objectives of C.S.S.A. are to encourage and to promote skeet shooting activities, to develop sportsmanship and patriotism in its members, to keep accurate records of members’ skeet shooting performances, to plan and conduct the annual State Championship shoot, and to select the annual All-State Skeet Team and such other state Teams that may be established by the Board from time to time.

Article III

MEMBERSHIP

Section A –**ELIGIBILITY**

The membership of this Association shall be composed of individuals who are legal residents of the State of Colorado. Anyone who supports the general aims and objectives of C.S.S.A. may make an application for this membership.

1. Recognition as a member carries the privilege of one vote on all matters presented for a vote to the general membership.

2. All legal residents of Colorado, according to N.S.S.A. rules, must obtain membership in this Association prior to participation in a C.S.S.A. sanctioned registered skeet tournament. Failure to do so results in forfeiture of any awards received.

3. All individuals, with the exception of active military, having an N.S.S.A. card with a Colorado address; and who is a member in good standing with N.S.S.A., and has paid the annual membership fee established each year by the board of directors will automatically be acknowledged as a member of C.S.S.A. as long as they comply with N.S.S.A. and state residency rules.

Section B – **INDIVIDUAL AFFILIATE**

A non-resident of the State of Colorado may make an application. Acceptance and recognition as an Individual Affiliate carries no voting privilege.

Section C – **CLUB AFFILIATE**

Application may be made by an organized club in Colorado with a minimum of one operational field. The application form is available from C.S.S.A.

1. Following inspection of the applicant's premises by an appointed representative of the Board of Directors to verify compliance with construction for skeet fields, a letter of acceptance or rejection, complete with explanation, shall be sent to the applicant within thirty (30) days of application.

2. The guide for such compliance shall be that specified by the National Skeet Shooting Association.

3. Clubs shall record with the C.S.S.A. all information relating to liability and property damage coverage on the Club, and absolve the C.S.S.A. of all liability and/or property damage in connection with registered shoots.

4. Only such Club Affiliates may conduct recognized C.S.S.A. events.

5. Recognition as a Club Affiliate carries no voting privilege.

6. Host club management of a registered event will be designated as shoot management with the exception of the annual State Championship event where the board of directors will be shoot management.

Section D – **DUES**

There shall be no Club Affiliate dues. Individual dues shall be those established from year to year by the Board of Directors. The membership year shall follow that of the N.S.S.A. commencing on January 1 and expiring December 31. State target fees shall be assessed as the Board of Directors decides for each calendar year. Honorary individual memberships may be awarded by a majority vote of the members at any annual meeting, or by a majority vote of the Board of Directors at any meeting. Such membership is free of dues and shall be perpetual as long as the individual maintains a legal residence in the State of Colorado. Limited honorary membership is granted to all who qualify as Juniors or Sub-Juniors. Lifetime memberships are available at dues established from year to year by the Board of Directors.

Section E – **FINAL ACTION ON MEMBERSHIPS AND CLUBS**

A majority vote of the Board of Directors shall determine the acceptance or rejection of all membership or affiliate applications. If rejected, the applicant shall be notified immediately after such rejection and any advance dues refunded.

Section F – **MEMBER RIGHTS**

No membership or privilege granted to an individual is transferable.

1. Any person applying for membership in this Association thereby agrees to be bound by the By-Laws, rules and regulations of this Association. Furthermore, all members shall be obligated to conduct themselves with good sportsmanship at all times.

2. The voting membership of the Association has the Right of Petition and may bring any specific topic before the Board of Directors for consideration and ruling by obtaining the signatures of ten (10) members on a proper petition. Petitions must be acted upon within thirty (30) days of submission to any Board member.

Article IV

MEETINGS, VOTING

Section A – **MEETINGS**

1. Annual Meeting. The Association will hold its Annual Members' Meeting at any time during the prevailing skeet year, as determined by the Board President, giving the

general membership a minimum of a thirty-day (30) advance notice. Such a meeting is to be held for the purpose of receiving reports of the Board of Directors, the officers, the chairman, and the tellers, if any, and for the transaction of such other business as may come before it. Members may question the Board, discuss issues, and make motions, and a quorum of members may vote to adopt or reject such motions.

2. Special Meeting. Special meetings of the Association may be called by the President of the Board of Directors, or upon demand in writing signed by at least ten (10) members of the Association. The time and place of all special meetings shall be designated by the President or in his absence, the Vice President. Notice of time, place and subject matter of such meetings shall be given by E-mail to all general members at least one (1) week in advance.

3. Quorum. At any annual or special meeting of the Association, ten (10) members in good standing shall constitute a quorum.

4. At all meetings, Roberts Rules of Order shall govern unless otherwise provided by these By-Laws.

The order of business for all meetings of the Association or the Board of Directors shall be

as follows, subject to modification if necessary, by the President:

a. Roll Call of the Board of Directors.

b. Reading of the Minutes.

c. Reports of Officers.

d. Reports of Committees.

e. Recommendations of the Board.

f. Old Business.

g. New Business.

h. Adjournment.

Section B – **VOTING**

1. At the annual or any special meeting of the members of the Association, each member present may cast one vote on each issue which may arise at the meeting. Voting by proxy shall not be permitted.

2. The outcome of a vote on any question shall be determined by a majority vote of the members voting, but not less than a quorum (5).

3. Voting for the Board of Directors shall be by special E-mail Ballot sent to all members of C.S.S.A. not later than three (3) weeks prior to the State Championship Shoot. Ballots must be returned to the C.S.S.A. Secretary not later than one (1) week prior to the State Championship Shoot in order to be accepted as a legally voted ballot.

a. Any member of C.S.S.A. willing to serve on the State Board of Directors must advise the Nominating Committee four (4) weeks prior to the State Championship Shoot and be accepted by at least four (4) Board members.

b. A recommended slate will be presented to the President by the Nominating Committee, which will have polled each candidate to determine his or her willingness to serve if elected.

c. Counting of the E-mail Ballot votes will be supervised by the President and preferably two (2), but at least one (1), State Director.

d. Those candidates for the available Board positions receiving the most votes shall be considered elected.

e. Names of the successful candidates will be announced and posted at the subsequent State Championship Shoot and their official installation will be effective on the following 1st day of January.

4. At any meeting of the Board of Directors, the President may vote in the event of a tie vote of the State Directors, or as a member of the required five (5) person quorum.

Article V

RESIGNATION, SUSPENSION OR EXPULSION

Section A – **RESIGNATION OR EARLY DEPARTURE**

The resignation of a Board member shall be tendered to the Board of Directors in writing. If a board member becomes permanently incapacitated, that member shall be considered an early departure. In the event of a Board member resignation or early departure, the Board majority may appoint a new Board member in his/her place until the next voting year of the member that resigned or departed.

Section B – **SUSPENSION OR EXPULSION**

Any member or club affiliate may be suspended or expelled for cause at a regular or special meeting of the Board of Directors by a quorum of the Board members.

1. In the case of a potential suspension or expulsion, a committee of investigation shall be appointed in accordance with Roberts Rules of Order. This committee will report its

findings to the Board of Directors and will file a written report with the Secretary prior to Board action.

2. Such member has the right to appear at any announced Board of Directors' meeting for a hearing prior to being penalized. Any action involving suspension or expulsion or reinstatement requires a two-thirds vote of the members attending.

3. Any member having been suspended or expelled as above shall receive due notice from the Secretary within five (5) days of such action.

4. Bad debts to this organization or any club affiliate shall be cause for immediate suspension after reasonable notification.

5. In the event of any resignation, suspension, or expulsion, the Secretary will notify all club affiliates and N.S.S.A. headquarters.

Article VI

FINANCIAL ACTIVITIES

Section A – **FISCAL YEAR** The fiscal year of this Association shall be a fiscal year commencing January 1 and ending December 31.

Section B – **FINANCES**

1. All annual memberships shall expire by and become due and payable on January 1. All benefits and privileges of this Association may be denied to a delinquent member.

2. Routine business expenses incurred by the Secretary and or the Treasurer shall be approved by the President, or in his absence, the Vice President. All other expenditures of monies or commitments of indebtedness must be approved by the Board of Directors.

Article VII

DIRECTORS

Section A – **BOARD**

1. The affairs of the Association shall be under the overall supervision of a duly elected Board of Directors which shall be the governing body of the Association.

2. The Board shall be composed of seven (7) elected State Directors. National Directors of the N.S.S.A. will not have any voting rights on the State board. National Directors are a conduit to pass information from N.S.S.A. to the state board on national matters and to vote in accordance with the wishes of the state board on National matters.

Section B – **QUORUM**

A majority of elected/appointed State Directors (5), that includes two officers present at any duly called meeting constitutes a quorum of the Board of Directors.

Section C – **TERM**

Members of the Board of Directors shall be elected as provided and shall hold office for two (2) years. This does not limit a member from serving indefinitely, subject to his or her re-election as herein provided.

The seven (7) members of the Board of Directors shall be elected according to the following

criteria:

1. Four (4) members shall be elected to the Board of Directors for a two (2) year term starting with the 1994 skeet year, and all subsequent even-numbered years.

2. The remaining three (3) members of the Board of Directors shall be elected for a two (2) year term starting with the 1995 skeet year, and all subsequent odd-numbered years. Officers of the Board of Directors, including the President, Vice President, Secretary and Treasurer, shall be elected by the Board members and shall hold office until their successors are elected and have qualified. This does not limit an officer from serving indefinitely, subject to his or her re-election each year.

Section D – **VACANCY**

If a Board member misses three (3) consecutive meetings or six (6) meetings within a calendar year, their position is considered vacated or abandoned. In the event a vacancy develops on the Board, the position shall be filled by the runner-up candidate, receiving the most votes, on the previous ballot. If there were no runner-ups, the Board may fill said vacancy for the duration of the term with a special appointment.

Section E – **POWERS**

1. The Board of Directors shall supervise the sport of skeet shooting within the State of Colorado within the framework of N.S.S.A. rules. It shall set up shoot schedules, pass on applications for registered shoots, settle all disputes within its jurisdiction, and see that all N.S.S.A. rules are strictly enforced at all registered shoots held under its sanction. In short, it shall have the power to conduct all business of the Association.

2. It shall maintain, control, and conduct the State Championship Shoot.
3. All board members must become certified referees in accordance with N.S.S.A. guidelines prior to the State Championship event.

Section F – **MEETINGS**

1. Regular Meetings. The Board of Directors, both present and newly elected, shall meet as soon as possible but not later than two (2) months following the State Championships.

2. Special Meetings. In addition to the above, the Board shall meet from time to time upon the call of the President or upon written request to the Secretary, signed by at least one-half of the membership of the Board of Directors. The Secretary of the Association shall give notice to each Director of such meetings at least one (1) week prior to such meetings.

Section G – **COMPENSATION**

No officer or director shall receive any salary or other compensation from the Association or affiliated clubs.

Section H – **EXPULSION OF DIRECTORS**

Any officer or director may be removed from office during his or her term for cause deemed sufficient by the Board of Directors, upon concurrence of a quorum at a duly called meeting. Such action may be taken at any regular or special meeting of the Board of Directors, but only after notice has been given to the accused and to each member of the Board of Directors at least one (1) week prior thereto.

Article VIII

OFFICERS

Section A – **NUMBER, TITLES**

1. The Board elected by the Association membership will be announced at the State Championship Shoot.

2. A meeting of the Board-elect will be called prior to January 1 by the current President, at which nominations will be made and elections will be conducted to select officers. Each officer-elect and director-elect assumes full obligation of his or her office on January 1.

3. The positions of Secretary and Treasurer may be combined at the option of the Board.

Section B – **DUTIES**

1. President. The President shall preside at all meetings of the Association and the Board of Directors. The President shall be a member, ex-officio, of all regular and

special committees except the Nominating Committee, and shall perform such other duties usually pertaining to the office.

2. Vice President. The Vice President shall perform the duties of the President in the President's absence or at the President's request. The Vice President shall also conduct an audit of the Association books after June 1, but not later than July 1, and again after December 1, but not later than January 1.

a. The Vice President will sign and date the books upon completion of the audit and report the results at the next Directors' meeting.

b. By signing, the Vice President indicates that no uncorrected discrepancies were noted in either procedures, figures, or unauthorized expenditures.

3. Secretary. It shall be the Secretary's duty to attend all meetings of the Board of Directors, to keep the minutes of the proceedings which shall be filed and preserved as the property of the Association, to preserve all letters, records, and data of interest, to carry on the correspondence of the Association, to notify members of their election or expulsion, to send members notices of meetings, and write to the National Skeet Shooting Association requesting shoot dates. Application for Registered Open or Tournament shoots shall be made to the Secretary at least thirty (30) days before the date of the shoot. The Secretary, or an assistant, shall maintain the All-State Skeet Team points record in accordance with criteria established by the Board.

4. Treasurer. The Treasurer's duties shall consist of collecting, receiving and having custody of all Association funds, depositing said monies in the name of the Association in a banking institution approved by the Board of Directors, making such payments and disbursements from said funds as directed by the Board, keeping an accurate account of all receipts, disbursements, and other financial transactions and matters, preparing and submitting a detailed report of these matters at the Annual Members' Meeting and at such other times as ordered to do so by the Board of Directors, preparing and submitting annual periodic report to Colorado Secretary of State, and preparing and submitting IRS annual filing as required to maintain non-profit status.

a. At the discretion of the Board of Directors, the Treasurer may be required to give bond, at the expense of the Association, in such penal sum as it may determine for the faithful performance of such duties, with surety and in form to be approved by the Board of Directors.

b. Monies. Any check or single invoice must be signed by both the President and the Treasurer for legal payment.

Article IX

COMMITTEES

Section A – **APPOINTMENT**

The President shall appoint all committees except the Nominating Committee, and the

Board shall approve such committees as the occasion may require and as may be deemed necessary. The Board shall define the duties of such committees. The Board of Directors shall elect the Nominating Committee.

1. Standing Committees include: Chief Referee, Awards Committee, Shoot Chairman, Program Committee, Publicity and Promotion Committee, Classification and Statistical Committee, and State Banquet Chairman.

2. Special Committees are: Nominating Committee, By-Laws Revision Committee, Committee of Investigation (see Article V, Section B, 1), Hall of Fame or any other committee the President may deem necessary.

Section B- **TERM**

In no event shall the term of any committee exceed the term of the Board of Directors who created it.

Article X

STATE TEAM REQUIREMENTS

Section A – **HOA STATE TEAM**

The annual State Team shall consist of the shooter with the highest average in each of the following classifications as of December 31: AA, A, B, C, and D. All HOA State Team members must meet the following requirements:

1. Shoot the Minimum Standards of registered targets. Minimum Standards are:

a. 300 – 12 Gauge

b. 300 – 20 Gauge

c. 300 – 28 Gauge

d. 300 – 410

2.Participate in all major events (4-gun) at the State Championships. Doubles skeet is excluded. State Championship included in Minimum Standards

3. Minimums must be shot in state.

Section B – **CONCURRENT STATE TEAM**

The annual Concurrent State Team shall consist of the shooter with the highest average in each of the following concurrent events: Sub-Junior, Junior, Triple-Sub Senior, Sub Sub Senior, Sub Senior, Senior, Veteran, Senior Veteran, Active Military, Retired Military, Military Veteran and Lady. All Concurrent State Team members, except for Sub-Junior and Junior as indicated, must meet the following requirements:

1. Shoot the Minimum Standards of registered targets. Minimum Standards are:

a. 300 – 12 Gauge

2. Participate in all major events (4-gun) at a state-sponsored shoot. Doubles skeet is excluded. Sub Junior and Junior Concurrent State Team members shall have shot a minimum of 300 12-gauge registered targets. Monthly targets do not count toward state team minimums or awards of any kind. Plus, have participated in one (1) main event at the Colorado State Championship Shoot. 100 targets (per gauge) can include NSSA major events: Jr. World Championship, Mini World Championship, World Championship, and the US Open. The Junior Concurrent State Team member shall not have reached his/her 18th birthday by January 1 of the shooting year for which state team honors were earned. The Sub-Junior Concurrent State Team member shall not have reached his/her 14th birthday by January 1 of the shooting year for which state team honors were earned.

Section C – **ROOKIE OF THE YEAR**

The Rookie of the Year award goes to the shooter with the highest average in the current shooting year who has:

1. Never before the current year shot registered targets.

2. Shot a minimum of 300 12-gauge registered targets.

3. Participated in at least one (1) main event at the Colorado State Championship Shoot.

Section D – **AWARDS ELIGIBILITY**

No one person will be awarded more than one state team award and will receive the highest award for which he/she is eligible. The HOA State team, Concurrent State team and Rookie of the Year may receive awards if authorized by the Board of Directors.

Article XI

INTERPRETATION

The Board of Directors shall have full power to interpret the By-Laws and any part thereof. The Board's decision on all such questions shall be final, binding, and conclusive.

Article XII

AMENDMENTS

Section A – **METHOD**

These By-Laws may be amended at any regular or special meeting of the Board of Directors by a quorum attending such duly called meeting. The By-Laws may also be amended at the Annual Members' Meeting by a quorum of members attending that meeting.

Section B – **EDICT**

The substance and construction of this instrument called "BY-LAWS" represent a modification of the original document and subsequent amendments which have been adopted by the Association. Nevertheless, this instrument as herein above set forth, shall be the By-Laws of the COLORADO SKEET SHOOTING ASSOCIATION, INC., and any further amendments shall be deemed as attached to this instrument.

Section C – **PROCLAMATION**

This instrument was adopted officially at a special meeting of the Association held August 22, 1982, and amended by the Board of Directors on October 16, 1982, January 18, 1987, July 27, 1991, July 12, 1995, February 13, 2001, May 2, 2006, October 15, 2013, February 12, 2024, May 14, 2024, and Dec 9, 2025