

Colorado Kayak Fishing Club

Constitution and Bylaws

Article I. Name, Bylaws, Purpose

1. Name

The name of the corporation is Colorado Kayak Fishing Club. (Hereinafter referred to as "CKFC").

2. Purpose

1. The purpose of this club is to promote fishing education, conservation, while enjoying the sport of kayak fishing in a community focused and friendly environment.
 2. Promote growth of kayak fishing to other clubs, and expand the Colorado Kayak Fishing Club membership into other states within the United States of America.
 3. The general purpose for which CKFC is formed is to operate exclusively for such educational and charitable purposes as will qualify it as a tax exempt organization.
 4. CKFC shall not, as a substantial part of its activities, carry on propaganda or otherwise attempt to influence legislation; nor shall it participate or intervene in political campaign on behalf of any candidate for public office.
3. CKFC shall have perpetual duration until such time as a standing duly elected Board of Directors deems it necessary to dissolve CKFC as per article XVIII.

4. Bylaws

1. No one person shall benefit or profit from the use of the Colorado Kayak Fishing Club or CKFC name, merchandise, logo, or abbreviation of the club name.
2. The CKFC is a Non-profit company and will donate all profits to the non-profit of choice by the end of each calendar year. All profits minus estimated Q1 operating expenses.
3. In the start of the calendar year, the CKFC Board of Directors will create a vote to club members to decide on the non-profit which CKFC will donate money and resources for the upcoming calendar year.
4. CKFC will create income from Tournament membership, and selling CKFC merchandise.
5. The CKFC will promote the role of a Title sponsor from outside companies for CKFC tournaments, but a single company will be limited to the role of Title sponsor a maximum of two tournaments per calendar year.
6. All CKFC Officers and Directors are to review the club bylaws annually and submit any bylaw changes into the bylaw amendment process.

Article II. Definitions

3. Definitions

- a) Tournament: the CKFC will hold multiple tournaments each calendar year. The number of tournaments is dependent on available volunteers, club funds and the ability to acquire the necessary state and county permits along with the required insurance for said events.
- b) Angler Of the Year (AOY): a multi lake/reservoir tournament series has been structured and implemented to support an "Angler of the Year" points race.
- c) AOY: anglers competing for the AOY title must fish 3 of 5 or 4 of 6 tournaments in that calendar year. Points will be awarded for angler placement in each tournament. 100 AOY points for 1st place, 99 AOY points for 2nd place, etc. Anglers who fish a tournament yet don't measure a fish will receive 5 AOY points. AOY points will be summed at the end of the year using the anglers' top 3 of 5 or 4 of 6 AOY points' placements. AOY tie breaker will be the anglers summed number of inches for the 3 of 5 or 4 of 6 tournaments.
- d) AOY Winner: the angler who has the greatest amount of points accumulated throughout the season taking into consideration their top 3 of 5 or 4 of 6 tournaments
- e) Catch, Photo, and Release (CPR): is defined as a measuring parameter to capture photos of score able/judge able/targeted fish. Photographs of the targeted fish may be captured by a digital camera with removable SD card only. Smartphones may be used if anglers have the appropriate cables to connect them to the clubs computer.
- f) Portage: allows the participant after morning registration and tournament safety briefing to trailer/drive their kayak to another part of the lake (must be a legal access point/public launch site, otherwise meaning no trespassing. Obey all laws, honor boxes for parks, etc... you are responsible for those fees, not CKFC).
- g) Hawg Trough: The official measuring device which is utilized during CPR, to accurately score a fish's length, for judging purposes.
- h) Unique Identifier: we utilize only a few digits, or letters, by writing them on top of the hand that will be used to hold a fish down for the submitted picture or placing the unique identifier on a wristband to be worn on the same hand, when measured and photographed. This unique identifier is required to be in a score-able picture. If it is not, the picture is immediately disqualified.

Article III. Membership and Dues

1. Membership

- a) CKFC General Membership is free and open to anyone without discrimination as to race, religion, color, ethnic culture or national heritage.
- b) Membership can be revoked at any time for just cause (which may be determined by the Board of Directors).
- c) By accepting membership, the member agrees that all corresponding documents and photos produced at any of our events shall become club property.
- d) An annual membership is due for CKFC tournament participation
 - a. Annual membership fees are based on the level of tournament.
 - i. CKFC tournaments

- ii. CKFC Pro series tournament
- e) Membership may be canceled under any of the following conditions
 - i. Intentional violation of the rules.
 - ii. Actions which reflect dishonor and/or disgrace to the club, its members, and its sponsors.
 - iii. Non-performance of duties including, but not limited to, non-attendance at board meetings.
 - iv. By a unanimous decision of the Board of Directors

Article IV. Club Officers: Positions and Duties

The Board of Directors (hereinafter) referred to as the "Board". The Club Manager, Treasurer, Secretary, (hereinafter) referred to as the "Officers". Directors and Officers of CKFC are club members, duly elected to the Board and the Officer role. The elected Board shall consist of four (4) total members. Officers of CKFC shall be nominated from the membership, elected by the Board (per article V) and consist of:

a. Governance Board

1. A group of CKFC and non CKFC appointed personnel who act as a sounding board for the Board of Directors. This group will be consulted with for guidance yet will have no decision making ability in club activities.

b. Board of Directors

1. Presides over all functions of the club. Board of Directors members must be CKFC active members and in good standing with the club.
2. CKFC members elect new Board of Directors every other December (2 year terms, The Board will be in place by January following the December election.

c. Club Manager

1. Presides over all meetings
2. Guides and directs members and Officer/Directors towards the Club goals and missions.
3. Assists all Officers and Directors with duties as needed.

d. Treasurer

1. Shall be responsible for the collection and maintenance of all monies and funds for CKFC.
2. Shall account for and maintain, in a general business manner, an accounting of all CKFC monies.
3. Will prepare and present monthly report on the CKFC's finances
4. Will disperse funds as ordered by the Board, taking proper vouchers, and reporting such disbursements to the Board.

5. Secretary

1. Shall record and maintain accurate minutes of all meetings.
2. Present to the Board, in a timely manner, a copy of minutes for the Board to review.
3. Maintain and/or record all written documents of the Club's activities.
4. Provide written records to any members as directed by the Board.

6. Tournament Manager

1. Organizes and direct tournament events.
2. Pulls all necessary permits and insurance.
3. Keeps records on tournament results and publishes those records as soon as possible after each tournament.

7. Product Manager

1. Manages product creation and selections.
2. An "assistant" may be appointed by the Club Manager to assist CKFC Officers in their duties.
3. In case of long term absence or resignation of any officer or board member, the board may delegate the powers/duties of said officer or Board member to any other officer or Director.
4. Officers and Directors shall not receive any salary for their services.

Article V. Nomination and Election Procedures

a. Nomination and Election Procedure

- a. a. Nominations for new board members will be solicited by the Club Manager two (2) months prior to the end of the two (2) year election cycle for the current board. Nominations will be solicited from the general membership
- b. The general membership of the CKFC Facebook page can nominate one person per board position.
- c. One (1) month prior to the end of the two (2) year election cycle the Club Manager will close down the nomination process and sum the total number of votes for each position
- d. The leading nominee for each position will be contacted to verify that they have the interest, desire and ability to fulfill the position they have been nominated for.
- e. If they agree to accept the position, their tenure will start on January 1, lasting two (2) years
- f. A vacancy in the Board of Directors shall be filled by election.

Article VI. Amending the Constitution and Bylaws

1. Method

- a. The Constitution & Bylaws may be amended by written proposal only by any current club member. The proposal shall be submitted to the club officers at any time. The written proposal shall consist of a reason why the document should be amended and a solution to the

amendment. The written proposal should reference this document. Approved proposals will not take effect till the following year, if approved unanimously by the Board of Directors (we will ask for feedback from current members on any proposed amendment via media channels or at tournaments).

2. Review and Acceptance

- a. The Board of Directors will review the written proposal and determine if the amendment should be passed to vote.
- b. If agreed upon by unanimous vote, the proposal will be amended.
- c. Amended Constitution and Bylaws will be distributed to members via electronic methods.

Article VII. Tournament Fees and Payouts

1. Tournament Fees

- a. Entry fees for all CKFC tournament events is dependent on event expenses. The entry fee is due and payable prior to the start of each tournament.

2. Payouts

- a. 80% of the entry fees will be paid back to the entrants of CKFC tournaments minus tournament operating expenses (insurance, fees)
- b. Payout Structure for the general public tournament starting in 2015:

33% to 1st place, 23% to 2nd place, 18% to 3rd place, 14% to 4th place and 12% to 5th place.

Variations of the payout structure can occur depending for special tournaments or sponsor contributions. Payouts structures will be made public upon request.

3. Ties

- a. In the event of a tie, the winner is determined by the length of their next biggest fish until the tie is broken.

Article VIII. Points Distribution

- a. **Points and Payouts** are "Free for All" at every tournament
- b. A Points System will be implemented; in which points will be awarded to the individual tournament angler based on the place he/she finishes in the event. I.e. 100 points will be awarded to first place, 99 points to second, 98 points to third, 97 points to fourth, and so on, , for every competitor who registers a fish at weigh-in. Anglers who are registered for a tournament yet weigh-in no (0) fish will be awarded 5 points.

2. Tournament Location Selection

- a. Tournament Dates and Locations will be determined by the Tournament Manager, by the end of December, the year prior.

3. Tournament Rules

See Tournament Rules Document titled: XXXX

4. Safety

See Safety Regulations document titled: XXXXX

Article IX. Rule Violations and Protests

1. Rule Violations

- a. All protests must be submitted in writing to the Tournament Manager within 15 minutes of the final weigh-in.
- b. Any violation of tournament rules WILL result in disqualification.

2. Protests

- a. Resolution of the protest will take place at the weigh-in site within 30 minutes of the written protest. Resolution will be achieved by the present (on-site) Board of Directors vote.
- b. In the event that a decision cannot be rendered at the weigh-in site - the resolution will take place at a scheduled meeting, coordinated by the Tournament Manager.

Article X. Club Standings

- a. The treasurer shall maintain a list of members that have paid the annual tournament membership fee and are eligible for tournament events.

Article XI. Club Meetings

- a. Types and Frequencies of meetings
 - a. A business meeting shall be held on the second Tuesday of the month. The meeting will be held via internet chat application named as Skype. The presence of three (3) current board members officers and the Club Secretary at any meeting is required to transact business.
- b. Conduct of Meetings/parliamentary procedure Issues
 - a. Involving policies, procedures, elections and events that affect the membership as a whole will be presented for a vote during the business portion of the general meeting using Robert Rules of Order as a guide.
- c. Voting and Quorum Procedures

- a. A quorum will be a minimum of three (3) current board members. Voting procedure will be the spoken word of the voting member.
- d. An agenda will be distributed by the Club Manager 24 hours prior to each business meeting. Although the agenda will vary, the basic elements of (1) Role Call, (2) Approval of Agenda, (3) Approval of Prior Meeting Minutes, (4) Club Manager Report, (5) Treasurer Report, (6) Tournament Manager Report, (7) Product Manager Report, (8) Old Business, (9) New Business, (10) Other Business, (11) Adjournment will be discussed. Minutes will be made available to the CKFC general membership within 14 days of the end of the board meeting and will be posted in the "Files" section on the Facebook site.

Article XII. Finances

- a. Financial records will be maintained for a period of seven (7) years by the treasurer.
- b. Individual expenditures in excess \$100 shall require a majority approval by vote of the Board of Directors in accordance with the voting and quorum procedures defined in Article XI, of the Clubs Bylaws. The results of the vote by the Board shall be duly recorded in the applicable minutes of the meeting at which the vote is taken.
- c. Financial records shall be reviewed on an annual basis by an individual(s) other than those elected to the Board of Directors. The results of the review will be presented to the Board of Directors and duly recorded in the applicable minutes of the meeting at which presented.
- d. All funds/revenues shall be deposited in a bank account established in the Clubs name. The Club elects to not keep petty cash fund. The Clubs bank account shall be maintained through succeeding Club Administrations. Disbursements will not be paid from cash not placed in the CKFC bank account. These disbursements shall be made by club check drawn from the clubs checking account. All checks will require two (2) club officers' signatures.
- e. Inventory control procedure over the retail and asset inventories (if any should exist) shall include periodic physical counts and reconciliation to the underlying accounting records. All club inventories are to be maintained and safeguarded as to prevent theft, deterioration, etc.
- f. Semi-annually, the treasurer is required to submit a financial report to Board of Directors. A copy of the report will be retained in the official Club file, and the original will be kept with CKFC Treasurer for use when preparing and filing the CKFC annual tax return. **This report must be provided to the CKFC Club Manager no later than the 10th day of January and July, and must be reviewed by CKFC Club Manager and the Treasurer.**
- g. The Treasurer and Club Manager shall prepare a budget and will make the proposed decision on dollars available to be spent on the activities of the Club.
- h. The budget for the Club is to be finalized by the Club meeting in November of each year. The Board of Directors and Officers of CKFC will vote on the proposed budget at the Club meeting in November. A majority of affirmative votes approves the budget.

Article XIII. Awards and Banquet

1. Awards

- a. The “Angler of the Year” award will be given to the member that wins the CKFC point’s race.
- b. The Angler of the Year will receive a prize package donated by sponsors.
- c. Angler of the year will be determined by adding up an anglers 3 of 5 or 4 of 6 highest scoring tournament finishes.

Article XIV. State Championship

1. To be completed at a later time.

Article XV. National Championship

1. The top five finishers in the angler of the year point’s race from each series automatically qualify for the KBF Kayak Bass fishing National Championship. Any fees related to entering or attending the KBF tournament are the responsibility of the angler.

Article XVI. World Championship

1. The top five finishers in the angler of the year point’s race from each series automatically qualify for day two of the Tournament of Champions to be held on Lake Fork Texas in Nov of 2015. This is the official world championship of kayak bass fishing. Any fees related to entering or attending the Tournament of Champions tournament are the responsibility of the angler.

Article XVII. Use of logo and likeness

1. Any and all use of the CKFC logo and/or photos must be approved by the Board of Directors.

Article XVIII. Dissolution of the club

1. In the event it becomes necessary to dissolve the Club, a standing duty elected Board of Directors may dissolve the Colorado Kayak Fishing Club , only after:
 - a. Presenting a written termination procedure to the Governance board.
 - i. If approved, present termination procedure to the general membership for approval of dissolution.
 - b. Providing written documentation of a 100% vote in the affirmative, for dissolution, by the present Board of Directors.
 - c. Complying with all federal, state and local laws pertaining to dissolution.
2. Upon dissolution of the Club, the net assets of the Club are to be distributed to an appropriate NOT FOR PROFIT ENITIY as decided by the Board.

Co-Founder of CKFC and Acting Club Manager Date:

Tournament Director

Date:

John Wegienka

Dave Kooser

