

**The American Civil War Shooting
Association
- ACWSA -**

**Michigan Region
Bylaws**

Version 2.1 *(February 2016)*

ARTICLE I - Name and Purpose

SECTION 1: The name of this organization shall be the Michigan Region of the American Civil War Shooting Association. It is a subdivision of the American Civil War Shooting Association (ACWSA), and as such is subject to its By-Laws and such rules and regulations that the Association may enact.

SECTION 2: These By-Laws are written under the authority granted by the By-Laws of the American Civil War Shooting Association

SECTION 3: Purpose

- (1) To provide member organizations of the Michigan Region of the American Civil War Shooting Association with a voice in determining Association affairs by representation on the Board of Directors.
- (2) To further the objectives and orderly growth of the Association by administration at the regional level.
- (3) To conduct shoots at a regional level so that all member units of the ACWSA may participate in official shoots.

ARTICLE II – Membership

SECTION 1: Membership in the Michigan Region shall be limited to the member units of the Association, assigned to the region by the Association Board of Directors. Only member organization units in good standing shall have the right to vote.

SECTION 2: A probationary unit is one that has been assigned to the Michigan Region before obtaining full membership in the Association, and has the privilege to participate at all regional functions, but shall have no vote

SECTION 3: A regional member unit shall cease to be a member in the Michigan region upon being suspended, expelled or otherwise dropped from the membership in the region.

ARTICLE III - OFFICERS

The officers in order of command of the Region shall consist of: Commander, Adjutant, Paymaster, and Inspector General. The four elected officers shall be known as the Regional Officers. *(Feb 2016)*

SECTION 1: Officers and their duties.

(1) Commander

- a) Shall represent the Region as a Director on The National Board of Directors.
- b) Preside at all meetings of the Region and at Regional Team Commanders' meetings.
- c) Act as authority in all matters of interpretation and application of the Association or Regional By-Laws except where such responsibility is specifically designated to the Shoot Director or other Regional Officer.
- d) Perform all duties usually pertaining to the office of president.
- e) Delegate non-elected officers and committee chairpersons of the region on an as need basis. Examples: artillery officer, newsletter editor, recruitment officer
- f) Act as member ex-officio of all regular and special committee, and appoint committees as necessary.
- g) Hold major responsibility for overall policy planning needs, organizational structure needs, the internal relationships of member organizations and the external relationships of the Region.
- h) Maintain responsibility for seeking the advice and counsel of other Regional Officers in matters concerning the general welfare of the Region.
- i) Assure that all Regional shoots meet ACWSA rules as to targets, awards and procedures.
- j) Propose Regional objectives.

(2) Adjutant

- a) Act as secretary at Regional organization meetings.
- b) Maintain ALL records of Regional business, except those delegated to other officers.
- c) Shall conduct correspondence at the direction of the Commander.
- d) Shall perform the duties of the Commander in the Commander's absence or at his request.
- e) Maintain a roster of Regional Officers, committees, and Regional organization.
- f) Maintain regional office equipment.
- g) Act as Regional Historian.
- h) Perform other duties as may be requested by the Commander.

(3) Paymaster *(Summer 2015)*

- a) Act as the treasurer of the Region, collecting funds paid into the Region, and assuming full responsibility for accounting and banking of all Region funds including those used in the operation of shoots.
- b) Maintain records of all Regional funds, submitting financial reports at the Winter Regional organizational meeting.
- c) Issue checks in a manner prescribed by the membership.
- d) All financial records shall be audited at the end of the calendar year, and presented at the annual Regional Meeting.
- e) Where there is a change in Paymaster, the committee shall include the newly elected paymaster and the paymaster of the closing term.
- f) Maintain copies of all disbursement correspondence in the Regional files
- g) Perform other duties as may be requested by the Commander.

(4) Inspector General

- i) Shall inspect, with the aid of the Shoot Director, to determine that all participating organizations at a Regional shoot comply with National Shoot Rules.
- j) Inspects probationary teams before they may compete in Regional shoots.
- k) He may appoint assistants from the membership as necessary in the performance on his duties.
- l) Maintain a file of ACWSA approved firearms.
- m) Perform other duties as may be requested by the Commander.

(5) Past Commander

- a) For a period of one year after leaving the office of Commander, the past Commander may sit in on meetings of the Regional Officers and Member Organizations in an advisory capacity.

SECTION 2: Vacancies by resignation, expulsion or death of any officer shall be filled by appointment by the Commander for the remainder of that term, with the exception of his office. If the office of the Commander becomes vacant, the Adjutant will assume the office of Acting Commander, and call for a special election to fill the office of Commander not sooner than 30 days notice and not longer than 60 days. If both the Commander and Adjutant positions become vacant, the Paymaster shall call a special meeting for elections to fill these offices. If the Commander, Adjutant and Paymaster positions are vacant then elections shall be called for by the Inspector General. *(Feb 2016)*

ARTICLE IV – ELECTIONS

SECTION 1: Regional election of officers shall be conducted at the annual off-season meeting in accordance with Association By-Laws.

SECTION 2: The election for the office of Commander and Paymaster will be held in the even years: elections for office of Adjutant and Inspector General will be held in the odd years. *(Summer of 2015)*

SECTION 3: Officers shall be elected from Association members in good standing of member organizations in the Michigan/Ohio Region for the term of two (2) years, by affirmative vote of a majority of the member organizations of the Region present and voting in person or by proxy.

SECTION 4: Nominations for office will be made by a Nomination Committee appointed by the Commander. Additional nominations may be made from the floor and will be asked for. The Nomination Committee shall report its recommendations to the adjutant who will notify the member organizations of the nominees at least thirty (30) days prior to the election date.

SECTION 5: Voting by proxy will be allowed at all regular and special meetings (Not at shoot meetings) The member organization wishing to give the proxy shall notify the Commander or Adjutant in writing, and shall name the organization and member authorized to vote its proxy. This written notice must be in the hands of the presiding officer at the meeting, prior to the meeting. A proxy will be good for one meeting only and may be voted by only another member organization.

SECTION 6: Rules and Procedures for the nomination of candidates and the election of officers shall be published as a separate document adopted by the member organizations.

SECTION 7: Regional officers will assume their offices on March 1st after the Regional and election meeting.

ARTICLE V – REMOVAL FROM OFFICE

SECTION 1: Any Regional Officer may be removed from office by a vote of two-thirds (2/3) of all member organizations. No vote of removal may be taken unless at least thirty (30) days notice, in writing, shall have been given to the officer of the charge(s) against him and of the time and place of the special meeting, the officer will be given a full hearing and at the conclusion a secret ballot shall be taken, counted and the result announced immediately.

SECTION 2: Charges may be made by any member through the member's member organization in writing to all Regional Officers.

SECTION 3: Upon receipt of written notice of the charges, the remaining elected officers shall within five (5) days determine whether the charges justify the immediate suspension, and if so the officer shall be suspended until the meeting as called above resolves the charges.

ARTICLE VI – MEETINGS

SECTION 1: Regular meetings of ACWSA – Michigan will be held prior to the shooting season. Thirty (30) days notice will be given to organizations stating the date, time, and place.

SECTION 2: Special meetings may be called by Regional Commander or by a call of the majority of the member organization commanders whenever necessary. Thirty (30) day notice will be given to the organizations commanders, stating date, time and place.

SECTION 3: Regional meetings of the member organizations may be called at events whenever such meetings are justified. They may be called at any time it is in the best interests of the Region and its members. A meeting may be called by the Regional Commander, Regional Officers, or the majority of the member organizations.

SECTION 4: A quorum shall be fifty-one percent of the member organizations of the Region, represented in person or by proxy except as stated for election of Regional Officers.

SECTION 5: Each member organization shall have one vote to cast in all regional elections and other regional matters.

ARTICLE VII - REGIONAL OPERATIONS

SECTION 1 Regional organizations will inspect all competitive arms of its unit members for compliance to the ACWSA Small Arms Rules.

SECTION 2: Member organizations shall provide the Regional Adjutant with a complete listing of the unit members.

SECTION 3: ACWSA – Michigan annual dues will be voted on at the annual member organizations meeting and made collectible by March 31st of each year. 100% of dues will go into the general fund of the ACWSA-Michigan.

SECTION 4. All Regional Officers and shoot directors will provide an itemized expense report to the Adjutant within sixty (60) days of the occurrence.

ARTICLE VIII - AMENDMENTS

SECTION 1: By-Law Amendments may be initiated by any member organization or by a Regional Officer. The amendment must be submitted in writing at a member organization meeting, and approved by that team before it is brought to a vote of the Regional membership. In the event of rejection by the sponsoring member_organization, the proposed amendment may be submitted to a vote upon petition of fifty (50) percent of the regional member organizations.

SECTION 2: Voting shall take place at a special or regular meeting. The method of vote will be determined by the member organizations in attendance at the meeting. The adjutant must notify the member organizations of the proposed amendment at least thirty (30) days prior to the meeting. Affirmative vote of two thirds (2/3) of the member organizations in attendance is required for an amendment. Voting by mail or proxy shall be permitted.

ARTICLE IX – PROCEDURES

SECTION: 1: The rules of procedure contained in Robert’s Rules of Order, latest edition shall govern all meeting when not in conflict with these Michigan Regional or ACWSA By-Laws

SECTION 2: Rules and procedures of the Region may be amended by an affirmative vote or a majority of the member organizations of the region present and voting in person or proxy at any meeting called in accordance with the Regional By-Laws.

SECTION 3: Proposed Changes in Rules and Procedures may be noted in the formal meeting notice or proposed directly from the floor by a member organization.

SECTION 4: Rules and Procedures adopted or amended by the member units of the Michigan Region will become effective immediately.