

1,2,7,8 CONSTITUTION AND BY-LAWS

ARTICLE I: NAME AND PURPOSE

Section 1: Name:

This chapter shall be called the New Hampshire Bass³ Federation, Inc. (N.H.B.F.), an affiliate of The Bass Federation Inc / FLW Outdoors⁴.

Section 2: Purpose:

The N.H.B.F. is a non-profit organization established to preserve and promote the sport of bass fishing; to practice and promote sound environmental policies to conserve our natural resources; to promote youth and public interest in sport fishing and conservation; to work for an abundant, healthy, and self-sustaining bass fishery; to act as an effective voice for the advancement of bass fisheries; to communicate effectively with organizations that impact on the sport of bass fishing; and to support local, state, and national agencies and organizations whose objectives are to conserve and manage our national resources.

ARTICLE II: MEMBERSHIP

Section 1: Number of Members:

The New Hampshire Bass Federation shall consist of NO LESS than 4⁹ Chapter Clubs. A Chapter Club affiliating with the N.H.B.F. after January 1, 2004 will be required to supply a slated number of members (a roster) with a minimum of forty (40)¹⁰ percent New Hampshire resident members. A Chapter can have no less than four (4)¹¹ members to be considered a Chapter. Effective 2011 for a Chapter to be in good standing with the TBF / FLW they must have a minimum of 50 paid adult members.⁴⁹

However we do have provisions in place to help create a Club based on the use of board members being placed in a club temporarily to allow the said club to have an opportunity to grow. With that said we can allow a club to be at Four (4) Members

Section 2: Requirements for Membership:

Federation Chapter: A Chapter affiliating with the N.H.B.F. will be required to actively support, promote and care for the N.H.B.F. that will be entitled to all the rights and privileges. A Federation Chapter must be a recognized TBF/FLW Chapter and meet all TBF/FLW Chapter requirements.

Federation Associate Chapter: A Chapter affiliating with the N.H.B.F. with limited rights and privileges in order to acquaint themselves with a Federation program. A Federation Associate Chapter will be encouraged to actively support, promote and care for the N.H.B.F.

1. A Federation Associate Chapter must submit a roster and the required money¹² per member to TBF/FLW National Federation for required liability insurance.
2. Federation Associate Chapter must attend at least¹³ 50% of the monthly Federation meetings and actively participate in Federation functions.
3. Federation Associate Chapter statuses cannot exceed one calendar year without approval by majority vote of Federation Chapter Representatives.
4. A Federation Associate Chapter will not be required to pay annual members due.
5. A Federation Associate Chapter will not have voting privileges, not eligible to hold office (Federation Board of Directors), or participate at the Federation State Team Qualifying Tournament.
6. A Federation Associate Chapter must be a recognized TBF/FLW Chapter and meet all TBF/FLW Chapter requirements. (e.g. in 2010 would mean paying \$35 FLW dues and \$15 National TBF dues)¹⁴

Honorary Member: Awarded to an individual, by majority vote of the Board of Directors, for contributions to or in support of the N.H.B.F. An Honorary Member will receive a certificate of membership, a Federation patch, and a Federation decal. An Honorary Member cannot be a current Federation Chapter Member or a Federation Associate Member. Honorary Member status is awarded for recognition only and does not provide any rights or privileges of a Federation Chapter or Federation Associate Chapter member.

Section 3: Dues:

State NHBF Federation Chapter dues will be assessed annually for each member and be communicated through Chapter Representatives at the monthly meetings of August and September with all monies and rosters due no later than the October meeting, no exceptions.¹⁵

Section 4 Federation Meetings:

The N.H.B.F. will hold general membership meetings during the fourth week of each month. The Board of Directors will meet at any time deemed necessary to conduct Federation business. The Board of Directors shall determine the day of the week for all meetings.

Section 5: Chapter in Good Standing:

To be considered a Chapter in Good Standing a Federation Chapter will be required to attend 75% of the monthly general membership meetings, hold at least one verifiable youth activity or Casting Real¹⁶ Kids competition each calendar year, and one conservation project¹⁷ such as a lake clean up project before or after a club tournament. Any Federation Chapter failing to maintain 75% attendance at the general membership meetings, hold at least one verifiable youth activity or Real¹⁸ Kids competition and at least one conservation project¹⁹ each calendar year may be notified and Chapter in Good Standing status will be suspended for a period of one year. An excused absence from a monthly membership meeting will be given on emergency basis only. The Federation President must be notified within 24 hours of the nature of the emergency. If the Federation President cannot be reached, the Federation Vice-President may then be contacted.

If the club has a member that is on the board, see Article III section 2 for a listing of board positions, or a full time volunteer such as a Procurement Officer for Sponsors, Director of Entertainment of Social Events that is considered to cover the membership-meeting requirement for that particular club⁴⁴.

For those considered in bad standings they will miss the opportunity to participate in the STQT's and this could affect a club member's ability to move into the Nationals⁴⁵.

We now have a youth director and as long as we have a youth director participation by the club is required as a condition of being in good standing.⁴⁶

ARTICLE III: OFFICERS, CHAPTER REPRESENTATIVES AND DUTIES

Section 1: Officers and Their Duties:

The Board of Directors may also act as a Chapter Representative for the club that they belong to with full rights as a Chapter Representative. The roll call at each meeting will establish who the Chapter Representatives are for attendance and voting purposes. In the event of a tie, The Board of Directors will go into executive session and collectively will cast a tie breaking vote.

Section 2: Duties of the Board of Directors:

President: The President will preside over meetings of the Board and open meetings of the N.H.B.F., direct all official business of the N.H.B.F., supervise all N.H.B.F. activities, be the official representative of the N.H.B.F., vote as a tie breaker, prepare the following years proposed operating and state team budgets to be presented annually at the October Federation meeting, and serve as liaison between the N.H.B.F. and TBF/FLW National Federation.

Vice-President: The Vice-President will serve as acting President in the absence of or vacancy of the President, and performs other duties as delegated by the President.

Secretary: The Secretary will serve as acting President in the absence of both President and Vice-President, provide a record of the meeting to all Board members and Chapter Representatives within the week following each N.H.B.F. meeting, keep current and accurate official records of the N.H.B.F., submit appropriate documents necessary for the N.H.B.F.'s compliance to state regulations and affiliation requirements with National TBF/FLW, and perform other Secretary duties as delegated by the President or acting President.

Treasurer: The Treasurer will serve as acting President when no other officers are present, be responsible for the receipt, disbursement and banking of all N.H.B.F. monies, maintain accurate records and provide a current financial statement to the board members and Chapter Representatives at each regularly scheduled Federation meeting, should be bonded, participate in Annual Financial Report and perform Treasurer related duties as delegated by the President or acting President.

Youth Event Director: will serve as the coordinator for youth events and act as a resource for such events. ²⁰

Tournament Director: The Tournament Director is an elected position with a one-year term of office. One-year term of office is defined as beginning in October after the completion of the fall open tournament, with the newly crowned state team for the next year. The purpose of the Tournament Director is to oversee the committee and plan, organize and operate Federation sanctioned tournaments within the State of New Hampshire and if appropriate the surrounding states; to select sites, collect entry fees, determine eligibility, set an awards list and rule with final authority on proper conduct, procedures and qualifications on all sanctioned tournaments. Provided however, that all such state Chapter tournaments will be conducted within the spirit and letter of the current Federation Tournament Rules and other applicable rules. The elected Tournament Director will resolve tournament rules conflicts. All state tournaments will be open to N.H.B.F. members 16 years of age or older. With exceptions voted on by the Board, this position may be awarded as a two year term. ²¹

Conservation Director: The Conservation Director is responsible for tracking pending bills in Washington, DC and the New Hampshire legislature that may have an impact on the sport of bass fishing and boating. The CD and committee will work hand and glove with the NHBF Tournament Director to insure fish care at all tournaments. ²²

Section 3: Federation Chapter Representatives and Their duties:

Each Federation Chapter and Federation Associate Chapter will appoint delegates known as a Chapter Representatives to represent the Chapter at all Federation meetings. The Chapter Representatives shall have the responsibility of carrying back to their Chapter an accurate verbal or written report of Federation meetings and voting results. Only Federation Chapter Representatives will have the authority to cast their Chapters vote on all matters (except Federation Associate Chapters). Each Federation Chapter Representative will be entitled to one vote.

ARTICLE IV: ELECTIONS, VACANCIES AND ELIGIBILITY

Section 1: Eligibility for Holding Office:

Be a member in good standing for a period of one full year.

Section 2: Term of Office:

The terms of office shall be staggered as follows:

President: 2-year term
Vice-President: 2-year term
Secretary: 2-year term
Treasurer: 2-year term
Conservation Director 2 year term ²³
Youth Director 2 year term ²⁴
Tournament Director 1- year term ²⁵

Section 3: Vacancies:

- a. In the event of an office becoming vacant, nominations will be called for from each Chapter. If more than one candidate is obtained an election will be held.
- b. In the event a candidate is not obtained, the highest-ranking Board member will nominate a member from among the Federation Representatives and by simple majority vote the Chapter will ratify this nomination.

Section 4: Election Procedures:

Annually in October, each N.H.B.F affiliated Chapter will nominate and submit to the current Board of Directors three candidates to fill the expired term of the current officers. These nominees need not be from the respective nominating Chapter. The Federation Secretary will compile a list of nominees along with a declaration as to which office each nominee is seeking. Said list is to be returned to the Chapters prior to November 30th. In December each Chapter will cast a vote for each expired office. These votes will be presented to the current Board in a sealed envelope marked "Election Results", signed by the club's President and Secretary. The current Board of Directors at the N.H.B.F. meeting held in December each year will tabulate these election results. The newly elected officers will be in their duties on January 1st to continue until the term expires.

Section 5: Proposed Changes and Voting Procedures:

Only The Federation Board of Directors and Chapter Representatives may submit proposed changes to the

Federation Constitution ²⁶ By-Laws and Rules. Proposals are to be submitted electronically prior to the meeting that discussion is requested. Proposals will be discussed at the monthly meeting and voted on each month.²⁷ These proposals can be adjusted based on the discussions at the ²⁸ meeting if the submitting chapter agrees with the proposed adjustments. In the event that the submitting chapter agrees with the proposed adjustments, they need to incorporate those adjustments into a final copy which will be voted on at the next meeting ²⁹. Otherwise the original submittal will be voted on as is at the ³⁰ meeting. Approved changes will become effective the following month ³¹. The Board of Directors will only vote in case of a tie, in which case the decision will be final. Each Federation Chapter Representative is entitled to one vote and majority rules. Federation Associate Chapter Representatives have no voting privileges.

ARTICLE V: STANDING COMMITTEES

The Board, by simple plurality vote, will appoint the following standing committees and other such special committees as may become necessary. The terms of appointment to the standing committees shall be one year from the beginning of June 1 and ending on May 31 after appointment. No member of the standing committee shall serve more than three consecutive terms. To be eligible for appointment a prospective candidate must be a member of TBF/FLW and a TBF/FLW Chapter affiliated with the N.H.B.F. the Board of Directors will appoint each committee chairman.

Section 1: Conservation ³² Committee :

The number of members to serve on this committee shall be determined by the Board. The purpose of this committee shall be to protect our natural environment from harmful change, to document and report to the proper authorities violations of local, state and federal anti-pollution statutes, regulations, ordinances and other regulatory devices; to take political action to improve our environment; to take legal action where appropriate; to undertake informational and educational programs to bring to the public a great awareness of threats to our environment; and, above all, to take a leadership role in repairing the harm that has been done to wildlife giving waters on America.

Section 2: Tournament Committee

³³ The Tournament Committee shall consist of the State Team members for the Open (Spring, Summer and Fall) Tournaments. The State Team Members assigned to the committee will change in October of each year after the completion of the fall open tournament, with the newly crowned state team for the next year. The Tournament Committee for the S.T.Q.T. will consist of the host club. In addition, the Tournament Director will appoint any other committee members. ³⁴ It will be the primary duty of The State Tournament Committee to so conduct its affairs that only honor integrity, sportsmanship and the highest ideas of fair play will accrue to it and thus to each and every member of The Bass Federation Inc / FLW Outdoors.

Section 3: Youth Activities Committee:

The number of members to serve on this committee shall be a one-on-one basis with the number of Chapters having a TBF/FLW affiliated youth club. The purpose of this committee shall be to plan, organize and implement all Federation funded activities of their respective youth clubs.

Section 4: Special Committees:

Special committees may be formed by the Board, but only for closely defined purpose. Special committees may not supersede or otherwise infringe upon the duties and responsibilities of standing committees.

ARTICLE VI: AFFILIATION, QUALIFICATION AND FUNDING OF THE STATE TEAM

Section 1: Participation and Qualification:

Participation in the N.H.B.F. State Team Qualifying Tournament (S.T.Q.T.) is open only to members in good standing within the New Hampshire Bass Federation. Federation affiliation must be declared no later than the January Federation meeting. Eligibility of individual Chapter member participants shall be determined by their respective Chapters. Federation Associate Chapters are ineligible to participate in the State Team Qualifying Tournament. If a member of the N.H.B.F. is a member of more than one (1) N.H.B.F. affiliated Chapter; the following provisions apply for participation in the N.H.B.F.

State Team Qualifying Tournament:

1 The person wishing to fish the S.T.Q.T. as a member of a particular Chapter must be a member of that Chapter six (6) months prior to the start of that year's S.T.Q.T.

2 If a member is in one or more Chapters, and the person pre-qualifies a year ahead of each S.T.Q.T., this person must elect at the beginning of the qualifying year which club he or she will be attempting to qualify in for the following year's S.T.Q.T. This person must notify the N.H.B.F. Secretary at the January meeting of the Chapter Representatives which Chapter he or she is qualifying in. If, at the end of a qualifying year this person does not qualify to attend the following year's S.T.Q.T., this person cannot fish for any other Chapter.

3 If none of the clubs this person is a member of pre-qualifies for the following year's S.T.Q.T., this person must still elect in January which Chapter he or she will be fishing for at that year's S.T.Q.T. and he or she will not be allowed to fish for any other Chapter.

4 If a participant was placed on the pairings for the S.T.Q.T. and does not complete both days of competition without a valid, verifiable reason will automatically forfeit their entry fee and is banded from the following years S.T.Q.T. That individual will have seven (7) days from the first day of the S.T.Q.T. to submit, verbally or in writing to the Tournament Director or the Federation President their reason for not showing up. The determination by the Director or President will be final.

At the Federation meeting one month prior to the S.T.Q.T., each affiliated Chapter, through their representative, will make known their participation level in the S.T.Q.T. Participation is optional and each club may send a maximum of twelve (12) Chapter members from each eligible Chapter. The entry fee for the S.T.Q.T. will be determined annually ³⁵ for each participating member and a second component to the STQT Fee to be known as the STQT Promotional Fee, to be set at an amount to be determined each year. ³⁶ The Basic STQT Fee ³⁷ is to be used toward the State Team Operating Account, and the Promotional Fee ³⁸ is to be used toward the operating account to fund promotional items like "T"-Shirts, Barbeque, etc.

Section 2: Funding of the State Team:

Annually, each New Hampshire Bass Federation State Team will be responsible for raising their own funds for the TBF/FLW Eastern Division Tournament and related expenses. With direction from the Federation Board of Directors, the team captain will be responsible for coordinating each fund raising activity, including the Spring, Summer and Fall Opens. If a member of the State Team cannot participate in a fund raising activity, his or her club must have a person fill in. All state members will sign-in at the beginning of the set-up procedure and/or any other associated activities - including, but not limited to the weigh-in equipment, etc. - and sign-out at the end of dismantling aforementioned equipment and/or other associated activity, at all fund raising activities. If a member doesn't comply with this rule they will lose their position as a boater, demoted to a non-boater status and in the case of a non-boater's non-compliance, that person will be demoted to the alternate position, with the alternate moving into a non-boater position. In the event of a demotion the next lower team member will move up one slot until the demotion is achieved. A demoted boater will go to the bottom of the non-boater list. Prior notification, to the State Team Captain and the Federation President, of a good and reasonable situation, may allow the team member one exemption, but said team member must still have his/her work station covered by a member of his/her club. Any Chapter not fulfilling this requirement may be notified, and by majority vote of Chapter Representatives, Chapter in Good Standing status may be suspended for a period of one (1) year. If a member of the State Team does not fulfill his or her duties as a State Team Member, he or she:

1. Will not be allowed to fish the S.T.Q.T. for one (1) year
2. Will not be allowed to fish the Eastern Divisional Tournament.

The net profit or loss from the spring, summer and fall opens, depicted in the tournament report for each open is the amount to be allocated toward the "State Team Operations". The STQT Basic Entry fee also needs to be allocated towards the "State Team Operations". The expenditures for funding the State Team, Federation Championship Qualifier, and Classic Qualifier, will be based on a budget proposed by the Federation Board of Directors & accepted by the Chapter Representatives. Only Reasonable & Customary expenses should be taken into account when developing these general budgets. Meaning that mileage, boat gas, hotels, launch fees, licenses, etc should be based on what is reasonable & customary. Checks will be issued to boaters & non-boaters to cover their non-lodging expenses. These will be set amounts based on the budget. Lodging arrangements will be handled & paid directly by the Federation Board of Directors. Requests for lodging need to be submitted to the State Team Captain. Additional room costs because of personal needs will need to be reimbursed to the State Team Operations Fund. Remember the intent is to cover the true cost for the

individuals that are participating in these events. If participants have the ability to reduce the costs of participating in these events because of personal circumstances, etc, they should return those excess funds to the State Team Operations coffers for future State Team participants. It's your obligation as members of the NHBF to accept only what you need, to cover your reasonable and customary expenses for participating in these events. The S.T.Q.T entry fee is to be used as expense money to send the State Team to the Divisional Tournament and must be paid prior to the S.T.Q.T. Expense money for the State Team will be budgeted to cover lodging, food and fuel for the State Team members accordingly. Any unused portion of the budgeted expense money will be returned to Federation State Team Fund. Any portion of the S.T.Q.T. entry fee not used by the State Team will be used to meet next year's State Team budget. ⁴⁷ Up to \$2000 may be awarded to the boater and \$500 for the non boater to be used for practice expenses such as travel, gas and other related expenses. An initial stipend of up to \$1000 may be given to the boater however it will require receipts returned to the Treasurer for all monies spent to document and collaborate the expenses. Any additional monies requested by the boater will require receipts for reimbursement.⁴⁸ Any unused money will be returned for use of next year's State Team Budget. As an incentive for all participants on the New Hampshire State Team, the pay-off monies awarded to them, depending on their finishing position, should be divided as follows: 1. Winnings are to be split 50/50 between the N.H.B.F., and the State Team participants, including the alternate. The 50% the NHBF receives will be allocated towards "State Team Operations".

ARTICLE VII: STATE TEAM QUALIFYING TOURNAMENT

Section 1: Site Selection:

The tournament committee (Addendum #2) will provide three sites for the club representatives to vote on. The first round of voting will narrow the sites to two, and then a fresh vote will determine the STQT site by majority vote. The alternate site will be the second place site. Site selection will be made two (2) months prior to the date tournament permits are due at the Department of Fish and Game. Once a site is selected, the next club(s) in line will be responsible for hosting the S.T.Q.T. (see Addendum #3). Once the site is fished during the S.T.Q.T., that site cannot be fished the following year. The Chapter or Chapters whose site is chosen will be responsible for all tournament preparations, i.e., launching, over-night accommodations, scoreboard, public relations, etc. (See Addendum #1). The host club(s) will conduct the weigh-in with assistance from the Tournament Director and his volunteers. It is suggested that the alternate for each Chapter attend both tournament days and assist the Tournament Committee with the weigh-in.

Addendum #1

If a chapter in NHBF is selected and they do not have more than 10 active members, the NHBF shall select a second chapter to assist in hosting the S.T.Q.T.

Addendum #2

The Tournament Committee will consist of the 4 Board members, the Tournament Director and two At Large members. Majority on a yearly basis will vote the At Large members. The Tournament Committee will oversee site selection for Open Tournaments and will provide the members three potential STQT Site selections prior to the October Federation meeting.

Addendum #3

All Chapters in good standing will be placed in an order system by alphabetical order also taking in consideration the recent clubs that have hosting the STQT. This order system will allow chapters to prepare for hosting such an event as well as making a fair system for all chapters.

Section 2: Pre-Tournament Practice:

The tournament waters shall be off limits to all competitors starting:

1. Sunday midnight prior to the first competition day.
2. Monday midnight prior to the first competition day on Monday holiday weekends only.

The above statements only pertain to in state waters. ⁴⁰

3. Any out of state waters will have no off limit cutoff. However border water will be voted on by a case by cast basis. Example of border water: Connecticut River ⁴¹

The off limits dates can be obtained from your Chapter Representative or by calling any Federation Board member. The competitor must know and observe these dates.

During the off limits period and during the tournament, a competitor may not have the assistance or advise of anyone for the purpose of locating bass, nor enter the tournament waters with anyone who has been on the

tournament waters during the off limits period, a professional guide, state or federal wildlife agency employee, or any other person deemed a 'local expert' on these tournament waters by the Tournament Director, unless that person is a contestant in the tournament.

Section 3: Tournament Rules:

The ^{6,41} Official Rules of The Bass Federation Inc / FLW Outdoors ,will serve as the Official Rules for the N.H.B.F. State Team Qualifying Tournament. ⁴²