

**California State Sporting Clays Association**  
**By-Laws**  
(Rev. 07-2023)

**Table of Contents**

Table of Contents .....	1-3
Preamble.....	4
Article I – Name and Fiscal Year .....	4
Article II – Purpose .....	4
Article III – Offices .....	4
Article IV – Membership .....	5
Section 1: Admission to Membership .....	5
Section 2: Classes of Membership .....	5
Section 3: General .....	5
Section 4: Club Responsibilities.....	6
Section 5: Voting Privileges of Membership.....	6
Section 6: Membership Fees .....	6-7
Article V – Board of Directors .....	7
Section 1: Eligibility Requirements.....	7
Section 2: Duties .....	7-8
Section 3: Voting .....	8

Section 4: Organization .....	8
Section 5: Rules of Conduct .....	8
Section 6: Election of Directors .....	8
Section 7: Director Terms.....	9
Section 8: Vacancies .....	9
Section 9: Board Member Participation .....	9
Article VI – Officers, Powers and Duties .....	9
Section 1: Elected Officers .....	9
Section 2: Terms .....	9
Section 3: President .....	10
Section 5: Vice President .....	10
Section 6: Secretary/Treasurer .....	11
Article VII – Committees .....	11
Section 1: General .....	11
Section 2: Committee Makeup .....	12
Section 3: Responsibility .....	12
Article VIII –Special Members Meetings .....	12
Section 1: Special Meetings .....	12
Section 2: Notice of Meetings .....	12

Section 3: The order of business at all meetings shall be as follows: .....	12
Section 5: Quorum .....	13
Section 6: Rules of Order .....	13
Section 7: Voting by Ballot .....	13
Article IX – Shooting Participation .....	13-14
Section 1: General .....	13
Section 2: Pre-shooting of Tournament Targets .....	13
Section 3: Squadding of European Events .....	14
Article X – Tournament Scheduling .....	15
Section 1: Registering a Tournament .....	15
Section 2: Cancellation .....	15
Section 3: Tournament Rules and Governance.....	15-16
Article XI – Annual State Tournament.....	16
Section 1: State Shoot Criteria .....	16
Section 2: Request for Proposal (RFP) Adherence .....	16
Article XII- All-State Teams Recognition .....	17
Article XIII – Penalties and Suspensions .....	17
Section 1. Process .....	17
Article XIV – By-Law Amendment or Revision .....	18

## Preamble

The California Sporting Clays Association, Inc. shall be a social club of persons engaged in promotion and education regarding clay target sports, including safety and activities in support of NSCA shooting events in the state of California.

## Article I – Name and Fiscal Year

- A. The name of the corporation shall be the California Sporting Clays Association, Inc. hereinafter referred to as “CSCA” and is incorporated pursuant to the provisions of the California nonprofit corporation code. The website of the CSCA is <http://www.caliclays.com/>.
- B. The fiscal year of the CSCA shall commence on January 1.

## Article II – Purpose

The purpose of the CSCA shall be as follows:

- A. The promotion and encouragement of organized sporting clays shooting among the residents of the state of California.
- B. To increase among CSCA members the knowledge of the safe handling and proper care of firearms as well as improved shotgun marksmanship education.
- C. To support and foster the characteristics of honesty and integrity which are the essentials of good sportsmanship.

## Article III – Offices

The principal office of the CSCA shall be located at the address of the Secretary/Treasurer. Other offices for the transaction of business shall be located at such places the Board of Directors may designate from time to time.

## Article IV – Membership

### Section 1: Admission to Membership

- A. Any individual resident of the state of California who is a member in good standing of the National Sporting Clays Association (NSCA) shall automatically be a member of CSCA, unless such membership is terminated for failing to pay any amount owing to CSCA or for other violations of the terms hereof upon vote of the Board of Directors, or pursuant to a member's election to cease being a member. Any NSCA affiliated club in the state of California may be a member club of the CSCA by complying with the terms set forth herein, and any terms set by the Board of Directors in accordance with the rules and regulations of the NSCA.
- B. The CSCA member number will be the same as the NSCA member number.
- C. Members shall be respectful of other members, guests, clubs and club-owners.
- D. Members shall abide by all safety rules adopted by NSCA.

### Section 2: Classes of Membership

- A. Individual – Any individual NSCA member in good standing who resides in the state of California as verified by the address registered with the NSCA shall be a member of the CSCA.
- B. Club – Any NSCA registered club in the state of California, having at least one Sporting Clays, 5-Stand, FITASC or mobile course.

### Section 3: General

Any member in good standing shall have the privilege of discussion or speaking on any subject at any regular meeting of the members of the CSCA. The Board of Directors retains the right to limit the time that any member may speak at any meeting of the members of the CSCA. All members are welcome to attend meetings of the Board of Directors with the exception of Executive Sessions.

## Section 4: Club Responsibilities

- A. It shall be a club's responsibility of reporting shoot results to the CSCA within fifteen (15) days of the shoot.
- B. The host club will be responsible for distributing winnings (when provided) to the shoot champion, runner-up, class and concurrent winners. Placement information and awarded punches shall be posted electronically by the club within five (5) days of the shoot.
- C. Clubs hosting shoots must abide by the pricing they have published in their website, brochure or flyers.
- D. Violations of the by-laws will be dealt with on a case-by-case basis by the Board of Directors as described in Article XIII below. Penalties may include temporary suspension of registered events, probationary status or expulsion from the CSCA.
- E. Any member club finding it necessary to deviate from an article of the by-laws shall obtain advance permission from the Board of Directors of the CSCA.

## Section 5: Voting Privileges of Membership

- A. An individual member shall be entitled to one vote at all elections or special meetings of the CSCA.
- B. No member or club shall be permitted to cast the vote of any other member or club not present at any election or special meeting.
- C. As a general rule, a simple majority vote will pass most proposals, but at the Board's discretion, a two-thirds majority vote may be required.

## Section 6: Membership Fees

- A. Each individual member shall be charged a state administration target fee of up to the maximum current NSCA per target fee for all registered events in which they shoot. State administration target fees shall be used to pay the expenses of the CSCA, including other activities that support California clubs and members. Use of such fees

is at the discretion of the Board of Directors, but the Board will report annually to the membership how all fees are being used.

- B. State Club affiliation does not pay dues to the CSCA.
- C. No club shall be given any privileges of a club in good standing until their shoot fees are paid.

## Article V – Board of Directors

### Section 1: Eligibility Requirements

- A. Must be an active member of the CSCA in good standing and have shot a minimum of 300 registered targets between the election year and the year prior.
- B. Minimum age required to serve on the CSCA Board of Directors shall be 18 years of age at the time of the election.

### Section 2: Duties

- A. The Board of Directors shall have all of the fiduciary powers and duties customary to Boards of Directors of corporations, including the supervisory direction of the financial and business affairs of this corporation, the preparation of an annual budget, and provision for adequate reserves to insure financial solvency of the corporation. The Board of Directors shall have full charge of all matters covered by the by-laws, including special meetings, and any and all other business that is reasonably presumed to fall within the powers or duties of the Board.
- B. Recognizing that membership is fundamental to the success of the association, the Board shall strive constantly to secure and maintain a membership which shall include all eligible sporting clay shooters in the state of California.
- C. The Board of Directors shall communicate with the membership on the status of the CSCA. This shall be done on a regular basis, to be not less than once per calendar quarter and can be in the form of an email, newsletter or updates to the CSCA website.

- D. The Board of Directors shall share with the CSCA membership an annual review of the activities of the past year and include goals to be carried out during the ensuing year.
- E. The Board of Directors shall have the authority to conduct investigations or hearings relative to any complaint against any member which in the opinion of the Board, is guilty of unsportsmanlike conduct or any prejudicial acts that are detrimental to the best interest of the CSCA and to take such action as the Board deems appropriate, subject to NSCA procedures and rules, including termination of such member's membership as described in Section XIII.

### Section 3: Voting

Each member of the Board of Directors shall be entitled to one vote per proposal at all meetings of the Board.

### Section 4: Organization

The Board of Directors shall consist of seven Directors at Large, plus the National Delegates. Each member of the Board of Directors shall be elected by the members of the CSCA.

### Section 5: Rules of Conduct

The Board of Directors shall create at its discretion a set of Rules and Regulations that serve to guide the conduct of the Board. A Rule and/or Regulation may be proposed by any Board Member with ratification by a simple majority vote of the Board of Directors for approval. A Rule or Regulation may be modified at any time by simple majority vote of the Board of Directors.

### Section 6: Election of Directors

- A. Directors must be individual members of the CSCA to stand for election.
- B. The election of Directors shall be conducted by email ballot or other electronic means and shall be sent to the NSCA email address of record for each CSCA member in good standing.

## Section 7: Director Terms

Directors shall serve for terms of two years or until their successors are elected. The timing of regular Director elections shall be at the discretion of the CSCA Board of Directors, but elections shall be completed not less than 60 days after the NSCA delegate election results but prior to the final day of the current board's term.

## Section 8: Vacancies

A regular Director vacancy occurring on the Board of Directors may be filled by the appointee of the President with an affirmative vote of a majority of the Board of Directors. The Director chosen shall hold office until the next election. At the discretion of the President a special election may be called to fill the vacated position on the Board in lieu of direct appointment.

## Section 9: Board Member Participation

In the event any Board Member regularly fails to participate in meetings, the President may at their discretion call for a special vote for expulsion of the delinquent member. The President may directly appoint or call for a special election to secure replacement of the expelled member per Article V-Section 8 above.

# Article VI – Officers, Powers and Duties

## Section 1: Elected Officers

The elected Officers of the CSCA shall be President, Vice-President, and Secretary/Treasurer.

## Section 2: Terms

- A. The terms of office for all Officers shall be for terms of two years or until their successors are elected. The election of Officers shall be conducted by the Board as soon as practical after the election of the Board of Directors.

- B. Directors shall not have a term limit. Officers shall be limited to no more than two (2) consecutive terms in the capacity of that office

### Section 3: President

- A. The President shall preside over all meetings of members and Directors.
- B. The President shall, subject to the direction and control of the Directors, direct the affairs of the association.
- C. The President shall call the Board of Directors together whenever necessary, but not less than six (6) times per year. The Directors participating shall constitute a quorum, and such meetings may be conducted by electronic communications.
- D. The President shall sign as President, all contracts, notes and instruments when so directed by the Board of Directors.
- E. The President shall discharge such other duties as may be required of him by these by-laws or by the Board of Directors.

### Section 5: Vice President

- A. The Vice President shall preside in the President's place if the President is unable to preside over any meeting or perform their regular duties.
- B. The Vice President should create a quarterly member newsletter for publication on the CSCA website.
- C. The vice President shall have the responsibility for the general promotion of clay shooting in the state of California.
- D. The Vice President shall manage proposed shoot dates to the NSCA.
- E. The Vice President shall aid any new group in the organization of any clay shooting club under the auspices of the CSCA and NSCA.
- F. The Vice President shall perform such other duties as the Board of Directors may require.

## Section 6: Secretary/Treasurer

- A. The Secretary/Treasurer shall preside in the President's place if the President and Vice President are unable to preside over a meeting.
- B. The Secretary/Treasurer shall keep minutes of the CSCA meetings.
- C. The Secretary/Treasurer shall issue all notices to membership.
- D. The Secretary/Treasurer shall maintain a list of members consistent with NSCA.
- E. The Secretary/Treasurer shall be the custodian of all monies, trophies, securities and vouchers of the CSCA and shall preserve the receipts of all monies paid out.
- F. The Secretary/Treasurer is authorized to receive all funds due the CSCA and place funds in any bank or banks as the Board of Directors directs.
- G. The Secretary/Treasurer shall ensure all disbursements are authorized by the President, Vice President, and/or directed by the vote of CSCA members at the annual State Meeting.
- H. The Secretary/Treasurer shall distribute a detailed report of all monies received and distributed at the Annual State CSCA meeting and forward a copy of said report to the NSCA.

## Article VII – Committees

### Section 1: General

Various committees may be appointed from time to time as deemed necessary by the Board of Directors. All committee members shall be appointed for a period not to exceed one year.

### Section 2: Committee Makeup

If possible, each committee shall include a Board Member. All members including the chairperson shall be appointed by the President with the approval of the Board of Directors.

### Section 3: Responsibility

All committees are the direct responsibility of the President. Any committee or committee member not functioning to the satisfaction of the President can be replaced or changed at any time as is deemed necessary by the President.

## Article VIII –Special Members Meetings

### Section 1: Special Meetings

The Board of Directors shall have the right to call a special meeting of the membership at any time. Ten percent of the membership may also file a petition stating the specific business to be brought before the membership and thus call a special meeting at any time. Upon the filing of such a petition, the Board of Directors shall call such a special meeting.

### Section 2: Notice of Meetings

The cost of providing notice of a special meeting called due to a petition of the members, shall be borne by those members signing the petition.

### Section 3: The order of business at all meetings shall be as follows:

- A. Roll call of Board Members.
- B. Reading of Minutes (at the Annual State Meeting reading of the previous Annual Minutes shall be read.)
- C. Public forum (limited to 15 minutes.)
- D. Reports of Officers.
- E. Reports of Committees.
- F. Amendments to the By-Laws.
- G. Unfinished business.
- H. Awarding next Annual State Tournament.
- I. New Business.
- J. Adjournment.

#### Section 4: Quorum

Every regular, special or Executive Session meeting shall have a quorum of members present. A quorum is a simple majority of the current Board of Directors.

#### Section 5: Rules of Order

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the CSCA in all cases to which they are applicable and in which they are not inconsistent with these by-laws and any special rules of order the Association may adopt.

#### Section 6: Voting by Ballot

The Board of Directors may secure a vote on any resolution pertaining to CSCA business by sending a ballot by postal mail, email or other electronic means on the subject to be voted on to the members. The members shall have not less than 15 days to complete and return ballots to the Secretary/Treasurer. Ballots are to be counted and given to the Board of Directors within 10 days of the close of the vote.

### Article IX – Shooting Participation

#### Section 1: General

Any individual member in good standing with CSCA and NSCA and not in violation of any State or Federal laws or regulations relating to firearms shall be allowed to come upon the grounds of any member club holding a registered open shoot and participate in that shoot.

#### Section 2: Pre-shooting of Tournament Targets

Anyone who shoots tournament targets on the course of a registered event before the scheduled start of that event shall not be eligible for winnings, prizes or punches in that event.

### Section 3: Squadding of European Events

At events without pullers or scorekeepers, squads will consist of three or more members, pulling and score keeping will only be performed by squad members.

See below:

This rule applies to ALL NSCA REGISTERED 12 GAUGE EVENTS.

Clubs that have a TOTAL number of 20 or less competitors for the ENTIRE event are exempt from this rule.

- ❖ A minimum of a three-person squad consisting of NSCA members are required when scorekeepers/trappers are not utilized.
- ❖ Spectators and non-competitors are not allowed to pull. Scoring and/or pulling must be done by the shooting competitors of the squad. This rule applies when no one is assigned as pullers/scorekeepers by shoot management. Spectators will not be allowed to call chips/dead birds for any competitor.
- ❖ It is the CSCA member's responsibility to inform shoot management that the member needs assistance in meeting the requirements of this rule.
- ❖ Shoot management will enforce this rule.
- ❖ If circumstances exist where this rule can't be followed, shoot management has the authority to waive the requirements on a case-by-case basis.
- ❖ If a CSCA member does not follow the rule, the member's score may be considered suspect and reported to the NSCA as "targets only" and will not be eligible for punch or awards in the event. A refund will not be granted.

*"Circumstances for an exception to the rules" defined:*

*Legitimate circumstances include applicable state and federal laws, safety concerns, medical emergencies, or extraordinary operational barriers beyond the reasonable control of the club.*

*Such exceptions are not intended for the convenience of the host club, its staff, or participants.*

*Circumstances are temporary, situational, limited in scope, and are not to be used as precedents nor applied routinely to prevent compliance with the CSCA bylaws. The waiving of CSCA bylaw requirements based on circumstances/exceptions should be granted only in extenuating or unavoidable situations.*

## Article X – Tournament Scheduling

### Section 1: Registering a Tournament

Any member club desiring to register a tournament with CSCA shall make its application for such dates to the Vice President of the CSCA before October 1st of the year prior to the year of the shoot or shoots. All shoot dates must be approved by the CSCA Board of Directors and forwarded to NSCA before December 1st of each year.

### Section 2: Cancellation

If a club chooses a shoot date and then cancels that shoot, notification to the CSCA and the NSCA is required. It is the sole responsibility of the host club to notify shooters that the tournament has been cancelled.

### Section 3: Tournament Rules and Governance

The latest revised rules of the NSCA shall govern all tournaments sanctioned by the CSCA. The CSCA may elect to schedule tournaments in the following manner outlined in section A or B directly below:

- A. Any member club desiring to register a tournament with the NSCA shall make its application through the Vice President of the CSCA in order that the date of said tournament may be recorded by the Vice President and the records of the CSCA be kept up to date.
- B. In the event of a club date conflict, the tournament selection process may also include the following guidelines:
  - a. Clubs that have averaged the higher registered shoot attendance for the immediate past three-year period shall have priority for that tournament date.
  - b. Clubs who have had a registered shoot on the same weekend for the past three-year period shall have priority for the same date and tournament.
  - c. Clubs may elect to schedule the same shoot date if they are no closer than 100 miles to the other member club.
  - d. Dates selected will be approved and submitted to the NSCA.
- C. No member of the CSCA Board of Directors may act as an agent for any range for the selection of shoot dates.

- D. At any time during the shoot year, a club may apply to the CSCA Vice President for dates not already selected.

## Article XI – Annual State Tournament

Any member club that fully meets the following Host Club requirements may apply to the CSCA Board of Directors for consideration to host the State Shoot.

### Section 1: State Shoot Criteria

- A. The CSCA shall distribute a Request for Proposal (RFP) and accept bids from member clubs to host an annual state championship. The Board of Directors of the CSCA shall evaluate the bids and select from the applying clubs the site of the state championship. A simple majority of the voting members of the Board of Directors shall determine the host club.
- B. To be eligible to apply to be on a State Shoot Ballot, a club must hold a minimum of three NSCA Registered tournaments in the year immediately preceding the year the State Shoot is to be held.
- C. In the event no club meeting the conditions outlined above applies, the Board of Directors may accept proposals from any member club.
- D. The club awarded the State Shoot must prove to the CSCA Board of Directors to their satisfaction, compliance with the current CSCA RFP.
- E. Should a club which has been awarded a State Shoot default on their commitment to the CSCA, the CSCA Board of Directors may assign the tournament to any CSCA Club the Board of Directors feels would provide a quality State Shoot.

### Section 2: Request for Proposal (RFP) Adherence

The Host Club shall provide as a minimum all events outlined per their submitted RFP.

## Article XII- All-State Teams Recognition

The CSCA will recognize the state team selected annually by the NSCA in accordance with the rules and regulations in effect at the time of the selection.

## Article XIII – Penalties and Suspensions

### Section 1. Process

- A. The CSCA adopts and incorporates the Penalties/Suspension provisions of the NSCA Rules and Regulations, both current and as amended from time to time by the NSCA.
- B. All complaints against an individual member or a member club under the NSCA Rules and Regulations must be in writing and delivered to the Secretary/Treasurer of the CSCA before any action will be considered by the CSCA Board of Directors.
- C. All complaints, penalties, and/or suspensions against member clubs or individual members will be addressed in an Executive Session to protect the privacy of all parties involved.
- D. The CSCA Board of Directors reserves the right to impose penalties and/or suspensions against any member club or individual member after due process hearings or investigations of any complaint received, and the Board of Directors finds those acts to be prejudicial or detrimental to the best interests of the CSCA and its members, including but not limited to, acts of unsportsmanlike conduct.
- E. The CSCA Board of Directors shall notify the NSCA of any penalties and/or suspension levied against any member club or individual member in a timely fashion.
- F. Any disciplinary decisions of the CSCA Board of Directors regarding member clubs or individuals may be appealed to the NSCA under the current Rules and Regulations.

## Article XIV – By-Law Amendment or Revision

From time to time the Board of Directors or general membership may desire to amend or revise the CSCA By-Laws. In such case, the Board of Directors or ten percent of the membership may propose an amendment. The proposed amendment(s) shall be submitted to the membership in the form of a regular, email or electronic ballot. For a vote to be valid the person voting must be a current CSCA member and have shot registered targets within the State of California during the current shoot year. The length of the voting period shall be not less than fifteen (15) days. Any ballot returned after the close date of the voting period shall not be valid. A simple majority of valid votes for or against shall govern the decision on the proposed revision(s) and/or amendment(s). The Board of Directors shall advise the membership of the results of the voting within fifteen (15) days following the close of the election.