

CONSTITUTION
BY-LAWS
AND
POLICY

of the

COLORADO STATE ARCHERY ASSOCIATION

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INDEX

CONSTITUTION

Article One	
Name of the Organization	6
Article Two	
Purpose of the Organization	6
Article Three	
Membership	7
Individual	7
Archery Club	7
Affiliate	7
Honorary	7
Life	7
Article Four	
Conditions of Membership	8
Article Five	
Board of Directors	8
Representation	8
Certified Mail Vote	9
Responsibilities	9
Article Six	
Executive Committee	9
Quorum	9
Limitations	10
Article Seven	
Officers of the C.S.A.A.	10
Article Eight	
Duties of the Executive Committee	10
Duties of the President	11
Duties of the Vice-President	12
Duties of the Secretary-Treasurer	12-13
Duties of the Director of Tournaments	13
Duties of the Director of Publicity/Web Master	13-14
Duties of the N.F.A.A. Representative	14
Duties of the Director of Bowhunting	15
Duties of the N.F.A.A. Pro Representative	15-16
Article Nine	
Elections and Terms of Office	16
Qualifications of a Candidate	16
Election by Mail Ballot	16

Tenure of Office	16
Nomination of Candidates	16
Article Ten	
Official Business Meetings	17
Article Eleven	
Amendments	17
Article Twelve	
Dissolution of the C.S.A.A.	17

BY-LAWS

Article One	
Membership	18
Article Two	
Loss of Membership	18
Individual	18
Archery Club	18
Affiliate	19
Procedure for Suspension	19
Article Three	
Reinstatement of Membership	20
Article Four	
Conditions of Membership	21
Conflict of Interest	22
Article Five	
Membership Voting	22
Method of Voting	22
Voting Procedures	22
Article Six	
Executive Committee	23
Article Seven	
Bowhunting Division of the C.S.A.A.	24
Article Eight	
Salaries and Travel Funds	24
Article Nine	
Bonding	25
Article Ten	
Fiscal Year	25
Article Eleven	
Incorporation	25
Article Twelve	
Financial Audit	26
Article Thirteen	
Resident Definition	26
Article Fourteen	
Fees, Fines, and Dues	26

Article Fifteen	
Tournaments	27
Number, Kind, and Date of Tournaments	27
Tournament Rules	28
Incomplete Rounds	28
Pro Division	29
Article Sixteen	
Trophies and Awards	29
Tournament Awards	29
Team Awards	29
Over All Championship Awards	30
Mail-In Awards	30
Big Game Awards	30
Clarence & Irma Love Award	30
Article Seventeen	
Display and Advertisement of Archery Products	31

POLICY

Section 1	
Tournament Selection	32
Eligibility	32
Agreement of Host Club	33
Agreement of the C.S.A.A.	34
Section 2	
Championship Tournaments	35
Executive Committee's Duties	35
Types of Competition	35
Section 3	
Indoor Championship	36
Definition	36
Type of Competition	
Team	36
Individual	36
Champions	36
Section 4	
Mail-In Tournaments	37
Definition	37
General Rules	37
Schedule	37
Shooting	37
Duties of the Club Secretary	37
Fees	38
Section 5	
Outdoor Tournaments	38

Rules	38
Definition	38
Dates	38
Rounds	38
Facilities	39
20 Pin Registration	39
Duties of the C.S.A.A. Officials	39
Placement on Targets	39
Final Rounds	39
Field Tournaments	39
Section 6	
Overall Championship	40
Point System	40
Section 7	
C.S.A.A. Bowhunter Tournament	40
Round	40
Divisions	41
Styles	41
Host Club	41
Awards	41
Income Distribution	42

CONSTITUTION
of the
COLORADO STATE ARCHERY ASSOCIATION

ARTICLE ONE
Name

The name of this Association shall be the Colorado State Archery Association, Inc., indicated by the abbreviation C.S.A.A.

ARTICLE TWO
Purpose

- A. To unite the Archery Clubs of the State of Colorado into one statewide organized unit that will work more uniformly and effectively in providing for the development of the sport of archery.
- B. To provide the basic plan by which individual archers within the state may organize into clubs that can join together to for the C.S.A.A.
- C. To provide the basic plan by which other organizations holding similar interests may become affiliated with the C.S.A.A.
- D. To foster, expand, promote, and perpetuate the practice of Field Archery, Target Archery, and such other archery games as the C.S.A.A. and the nationally recognized archery associations may adopt; and to enforce uniform rules, regulations, procedures, conditions, and methods of playing these games.
- E. To encourage the use of the bow in the hunting of all legal game birds and animals; and to protect, improve, and increase the sport of hunting with the bow.
- F. To conduct educational programs designed to acquaint the public and the archer with the use of the bow for recreation and as a weapon suitable for the hunting of legal game.
- G. To conduct tournaments to determine State Champions in all archery games adopted by the C.S.A.A.; and to provide sanctions for tournaments.
- H. To cooperate with Federal and State agencies and sportsman conservation organizations in the propagation and preservation of game and its natural habitat.
- I. To provide duly authorized representation of the C.S.A.A. to local, state, and federal agencies.
- J. To cooperate with other archery organizations, both state and national, in fostering and perpetuating the use of the bow in accordance with its ancient and honorable traditions.
- K. To foster and perpetuate a spirit of good fellowship and sportsmanship among archers.
- L. To evolve and conduct programs that will give recognition to archers for proficiency with the bow in all sanctioned tournaments.
- M. To make information available to all members in good standing as to the major problems and issues affecting the sport of archery in order that the membership may make its will known to its duly elected representatives.
- N. To have an official publication or newsletter which shall be named the "Flying Arrow".

ARTICLE THREE
Membership

The membership of the C.S.A.A. shall have 5 categories:
Individual, Life, Club, Affiliate, and Honorary.

Section 1. Individual Membership:

A. Adult and Junior Membership:

1. Adult membership may be granted to any individual 18 years of age or older.
2. Junior membership may be granted to any individual under 18 years of age.

Section 2. Archery Club Membership:

Archery Club membership shall be granted to any archery club of five (5) or more head of household members within the State of Colorado that supports the principles of and abides by the rules, regulations, procedures and policies adopted by the C.S.A.A. and the nationally recognized archery associations; and upon payment of proper club dues and fees as established by the C.S.A.A.

Section 3. Affiliate Membership:

Affiliate membership shall be granted to organizations within the State of Colorado holding similar interests to that of the C.S.A.A.; and upon payment of proper affiliation fees and dues as established by the C.S.A.A.

Section 4. Honorary Membership:

Honorary membership may be granted to an individual as deemed appropriate by the Board of Directors of the C.S.A.A. Such membership shall be given to persons not presently active in the sport of archery who have shown outstanding support for archery. No voting rights or other privileges shall be conferred upon any honorary member.

Section 5. Life Membership:

Life membership shall be granted upon application of an individual and upon proper payment of dues as stated:

Head of Household	\$450.00
Head of Household (over age 65)	\$2 00.00
Spouse	\$ 50.00

Life Members shall be required to pay the host club's percentage of C.S.A.A. Championship Tournaments; but shall be exempt from paying the C.S.A.A.'s portion of shooting fees.

ARTICLE FOUR
Conditions of Membership

Section 1. Individual Membership:

In order to be granted membership in the C.S.A.A., the individual agrees to abide by the rules and regulations of the C.S.A.A. and hold current membership in the National Field Archery Association (N.F.A.A.) or the National Archery Association (N.A.A.).

Section 2. Archery Club Membership:

In order to be granted Archery Club membership in the C.S.A.A., the Archery Club must:

- A. Have a Constitution or By-Laws consistent with the stand of the C.S.A.A., Executive Officers and file a copy of this document with the C.S.A.A. Secretary/Treasurer.
- B. The Secretary of each Archery Club must be an individual C.S.A.A./N.F.A.A member.
- C. Have five (5) Heads of Household members that are current C.S.A.A./N.F.A.A. members.

Section 3. Affiliate Membership:

In order to be granted an Affiliate Membership in the C.S.A.A, the Affiliate must:

- A. Constitute a dealer, distributor or manufacturer of archery equipment.
- B. Agree to recognize the C.S.A.A as the authoritative and representative body for the archer within the State of Colorado.
- C. Agree to consult with the C.S.A.A. Executive Committee on all C.S.A.A. policies 5 days prior to contact with Local, State or Federal Government agencies; and to further agree to abide by the C.S.A.A. official recommendations.

ARTICLE FIVE
Board of Directors

Section 1. Representation:

The Board of Directors shall consist of two representatives, who are C.S.A.A. members and properly certified from each Archery Club holding Club membership in the C.S.A.A. , one representative properly certified from each affiliate organization, and President and Secretary/Treasurer of the C.S.A.A. Such delegates and officers must be fully empowered to act for the Archery Clubs and organizations so represented on all issues before the C.S.A.A. Board of Directors. A quorum of the Board of Directors shall be the Delegates present at the annual business meeting or special meetings called by the President of the C.S.A.A. The members of the Executive Committee will not be allowed to vote at the Board of Directors meeting unless representing a Club. The C.S.A.A. President shall vote only to break ties.

Section 2. Certified Mail Vote:

Under special circumstances, business requiring a vote of the C.S.A.A. Board of Directors may be conducted by Certified Mail.

Section 3. Board of Directors Responsibilities:

Being the fully constituted governing body of the C.S.A.A., the Board of Directors shall be responsible to the collective membership of the C.S.A.A. for the following functions:

- A. Meet at a time, date and place designated by ARTICLE TEN of the Constitution; or at a time, date and place fixed by the President of the C.S.A.A.
- B. Consider and vote upon all proposed changes of the C.S.A.A. By-Laws and rules and regulations; determine which questions are to be submitted to the adult membership by mail ballot.
- C. Conduct deliberations in accordance with ROBERT'S RULES of ORDER.
- D. Consider and vote upon decisions of the Executive Committee brought before the Board of Directors and sustain, revoke in full or in part, said decisions of the Executive Committee.
- E. Adopt an annual operating budget to be developed by the Executive Committee and submitted by the President which shows a schedule of expenditures and receipts by item and category that will balance the budget.
- F. Recommend to the Representative to the N.F.A.A. on any and all known issues before the N.F.A.A. Board of Directors, and ask him/her to make decisions in the best interest of the C.S.A.A.
- G. Instruct the Director of the C.S.A.A. Bowhunting Committee as to the desires of the archers within the State of Colorado.
- H. Authorize payment of the salary or travel allowance due the Secretary/Treasurer of the C.S.A.A. and the Director of the C.S.A.A. Bowhunting Committee.
- I. Approve tournament fees for the coming year for all C.S.A.A. tournaments as proposed in the annual operating budget.

ARTICLE SIX
Executive Committee

Section 1. Body:

The Executive Committee shall be composed of the following: President, Vice-President, Secretary/Treasurer, Director of Tournaments, Representative to the N.F.A.A, N.F.A.A. Pro Representative, Director of Publicity, Director of Bowhunting.

Section 2. Quorum:

For the purpose of day to day operations, a quorum of the Executive Committee shall be more than half of the total committee members as defined by Roberts Rules of Order.

Section 3. Limitations:

All members of the Executive Committee will be members in good standing of a CSAA affiliated club. Not more than 3 members of the Executive Committee shall be from the same Club and not more than 2 from the same family.

ARTICLE SEVEN

Officers of the Colorado State Archery Association

The roster of officers of the C.S.A.A. shall be as follows:

President, Vice-President, Secretary/Treasurer (combined office), Director of Tournaments, , Representative to the N.F.A.A., N.F.A.A. Pro Representative, Director of Publicity/Web Master (combined office), Director of Bowhunting.

ARTICLE EIGHT

Duties of the Executive Committee

1. To rule on C.S.A.A. policies in regard to archery matters, within limits set forth by the Board of Directors. In the event of a conflict between the C.S.A.A. Constitution & By-Laws and the N.F.A.A. Constitution and By-Laws, the N.F.A.A. Constitution and By-Laws take precedence over the C.S.A.A. Constitution and By-Laws.
2. In accordance with ARTICLE FOUR of the Constitution, consult with member Clubs on archery questions involving local, state or federal agencies.
3. To act upon such affairs incident to the day to day business.
4. To revise and publish, as necessary, all C.S.A.A. rules and regulations and issue all publications to each club secretary and delegate.
5. Approve the purchase of all C.S.A.A trophies and awards in accordance with the budget as approved by the Board of Directors.
6. Approve issuance of individual membership cards and club and affiliate charters.
7. Develop and authorize the printing of such archery brochures and bulletins as may be deemed necessary to further the objectives of the C.S.A.A. as provided for in the budget approved by the Board of Directors.
8. To verify travel allowances or reimbursements exceeding \$50.00 at any time. Salaries to be paid in accordance with ARTICLE EIGHT of the By-Laws, Sections 1, 2, 3, 4, and 5. The Director of Tournaments salary for Championship Tournaments shall be paid upon completion of each tournament.
9. To make arrangements for time, place, and date of all meetings.
10. Inactive officers may be replaced by appointment by the remaining Executive Officers of the C.S.A.A.
11. To see that all duties of the Secretary/Treasurer are acceptable to the organization, and if not, the Executive Committee is to re-assign all or part of the duties as well as the salary until the Board of Directors next meeting, at which time the Board shall ratify or reject the Committee's action. If the Committee's action is sustained, the Board of Directors shall take the necessary steps to remove the Secretary/Treasurer from office.
12. To issue notices of suspensions and fines in any category of membership.
13. To rule on the suspensions and fines or reinstatement of any category of membership as outlined under ARTICLE TWO of the By-Laws, Section 4 and ARTICLE THREE of the By-Laws.

14. Develop and submit to the President, the operating budget in accordance with provisions of these By-Laws.
15. To develop an annual over-all budget for the C.S.A.A. and submit same through the President at the annual business meeting.
16. To submit a written report outlining recommended activities of the C.S.A.A. for the coming year to the Board of Directors.
17. To be responsible to the Board of Directors for all actions taken on behalf of the C.S.A.A.
18. Cause to be published all decisions of the Committee at quarterly intervals, copies to be sent to Club secretaries and delegates.
19. Appoint a qualified Parliamentarian for the annual business meeting.
20. Develop all C.S.A.A. forms, insignia, and patches.
21. Serve written notice of all regular business meetings together with agendas and necessary reports to all club secretaries and delegates at least 30 days prior to such meetings.
22. The Secretary/Treasurer shall make available:
Current C.S.A.A. membership rosters including each members State anniversary date. This shall be up-dated monthly and shall be available to C.S.A.A. affiliated Clubs at the cost of \$10.00 per fiscal year.

Duties of the President

1. Preside at all annual and special meetings of the Board of Directors.
2. Conduct meetings in strict accordance with ROBERTS RULES of ORDER.
3. Be chairman of the Executive Committee and conduct meetings of the Committee in accordance with ROBERTS RULES of ORDER. Executive Committee may be called to order physically, by mail, or telephone.
4. Submit to the Board of Directors, the annual master budget prepared by the Executive Committee.
5. Prepare and submit to the Executive Committee a budget which shows a schedule of expenditures by item for the office of the President for the next year.
6. Introduce dignitaries at business meetings and other functions at which he is to preside.
7. Appoint special and standing committees.
8. Give recognition to individuals responsible for tournaments.
9. Present all awards at all C.S.A.A. tournaments.
10. Direct roll call to be taken at every Board of Directors meeting.
11. Be responsible for voting to break ties.
12. Upon approval by the Board of Directors, be authorized to obligate the C.S.A.A. by written contract.
13. Present a written annual report to the membership at the annual business meeting.
14. In general, perform the duties incident to this office.

Duties of the Vice-President

1. Perform the duties of the President if he/she is unable to act.
2. Assist committee chairmen if necessary in setting up their committee functions.
3. Provide liaison between committees as required.
4. Act as ambassador to promote goodwill and understanding between individual archers and the State Archery Association.
5. Receive special assignment from the President resulting from projects approved by the Executive Committee.
6. Prepare an annual budget for this office and submit it to the Executive Committee 30 days prior to the annual business meeting, showing by item and category, a schedule of expenditures expected for the coming year, and which shall become a part of the master budget.
7. Present a written annual report to the membership at the annual business meeting.
8. Be responsible as chairman of the voting procedure per ARTICLE FIVE of the By-Laws, Section 2.
9. In general, perform the duties incident to this office.

Duties of the Secretary/Treasurer

1. Conduct the affairs of the Association in accordance with the program as set forth in these By-Laws.
2. Follow the budget as outlined by the Executive Committee.
3. Publish official notices and reports.
4. Order all awards for the C.S.A.A. with approval of the Executive Committee.
5. Keep books of accounts and records for the C.S.A.A.
6. Conduct correspondence and keep copies of all correspondence on file for a period of no less than 1 year and no longer than 3 years; all bank statements, canceled checks and deposit receipts for 3 years; and retain membership records permanently.
7. Deposit all money to the credit of the C.S.A.A. and any worthwhile amounts put into a savings account under the name of the C.S.A.A.; to be deposited in a public repository as approved by the Executive Committee.
8. Present a written annual report to the Executive Committee.
9. Present a written financial report at the annual business meeting.
10. Pay all bills upon approval of the President.
11. Make reports to the National Field Archery Association when due.
12. Prepare an annual budget for this office and submit it to the Executive Committee 30 days prior to the annual business meeting, showing by item and category, a schedule of expenditures expected for the coming year and which shall become a part of the master budget.
13. Make available to affiliated clubs a current C.S.A.A. membership roster and updates.
14. In general, perform duties incident to this office.

Tournament Duties (When applicable):

1. Collect all class cards and change classification if scores warrant.
2. Enter all scores on class cards.

3. Apply for and distribute all State and National awards and membership cards.

Duties of the Director of Tournaments

1. Assign all archers to target butts at Championship tournaments. Be responsible for monitoring all Mail-In tournaments, as determined by the Board of Directors.
 - A. Collect all pre-registered tournament fees and turn them over to the Secretary/Treasurer.
 - B. Shall prepare a summary sheet of Mail-In results by division at the end of the mail-in to be sent to Mail-In secretaries.
2. Collaborate with the Director of Publicity to see that as much publicity be given each tournament as possible.
3. See that a brochure with the C.S.A.A. required information is published 30 days prior to a Championship tournament.
4. Be responsible for starting the tournament at the set time; see that time limits are adhered to; see that an efficient scoring system, recap system, etc., is being used.
5. Provide all participating archers with score cards.
6. Assist the President in awards presentations.
7. Arrange for target faces and other properties where necessary.
8. Be in charge of all C.S.A.A. tournaments and carry out policies as determined by the Board of Directors.
9. Publish top three scores and all record breakers, in the "Flying Arrow" and all scores on the CSAA web site.
10. Present a written annual report to the membership at the annual business meeting.
11. Prepare an annual budget and submit it to the Executive Committee 30 days prior to the annual business meeting, showing by item and category a schedule of expenditures expected for the coming year for this office; this shall become a part of the master budget.
12. In general, perform the duties incident to this office.

Duties of the Director of Publicity/Web Master

1. To publicize and promote all C.S.A.A tournaments. Prepare and recommend procedures and methods for pre-tournament, tournament, and post-tournament publicity and advertisement.
2. Receive special assignments on publicity and promotion of the C.S.A.A. from the President resulting from projects approved by the Executive Committee.
3. Prepare an annual budget and submit it to the Executive Committee for this office for the coming year 30 days prior to the annual business meeting; this shall become a part of the master budget.
4. Prepare and cause to be published, articles for news media on archery happenings within the State of Colorado.
5. Act as editor for the official publication of the C.S.A.A. newsletter, called the "Flying Arrow".

6. Distribute the “Flying Arrow” on January 20, March 20, July 20, and October 20 of each year.
 - A. Print C.S.A.A. officers input first.
 - B. Club information second.
 - C. Tournament results third.
 - D. General information fourth.
 - E. C.S.A.A. financial report in November.
7. Maintain hosting of the C.S.A.A. website and domain name (www.coloradoarchery.org)
8. Develop and maintain the C.S.A.A. website to provide any content deemed useful and appropriate for the C.S.A.A. Also promote all C.S.A.A. tournaments.
9. Maintain the email addresses of the C.S.A.A. domain and have them forward to the true officer email addresses or provide C.S.A.A. officers with the necessary information to retrieve their C.S.A.A. email.
10. In general, perform the duties incident to this office.

Duties of the N.F.A.A. Representative

1. To keep abreast of the State activities and carry the wishes of the State Association to the National meeting.
2. Attend the NATIONAL BOARD of DIRECTORS meeting and make a written report to the C.S.A.A. membership.
3. To vote as directed by the State Board of Directors or C.S.A.A. membership on items on the agenda and use his/her best judgment on other matters which he/she feels will better our state and national organizations.
4. Represent the C.S.A.A. at local, state, and federal meetings, except in matters pertaining to the hunting committee, and work toward the betterment of the C.S.A.A.
5. He/she or his/her assigned assistant shall inspect and approve field courses and/or indoor archery ranges in accordance with N.F.A.A. standards and shall receive actual gas expenses round trip from the club or affiliate for that inspection.
6. Act as advisor to the club hosting any C.S.A.A. tournament and/or mail-in tournament to be sure that the course is approved.
7. Prepare an annual budget for this office and submit it to the Executive Committee at least 30 days prior to the annual business meeting, such budget to outline by item and category expenditures expected for the coming year; this to become a part of the master budget.
8. Head a Rules Interpretation Committee and appoint two delegates who are not members of the Executive Committee to serve on this committee. The appointees must be members of the C.S.A.A. The appointment will be made at the tournaments as needed.
9. In general, perform the duties incident to this office.

Duties of the Director of Bowhunting

1. To attend and act as the official representative of the C.S.A.A. at the Division of Wildlife meetings and all important conservation meetings.
2. Create and cause to be published, educational and promotional brochures and related literature designed to acquaint the public with the advantages of bowhunting and to further the cause of the C.S.A.A.
3. Submit to the "Flying Arrow" a quarterly written report giving details of this office.
4. Make goodwill tours and lay ground work for better public relations with cattlemen, landowners, and related groups as directed by the Executive Committee.
5. As far as practical, keep all records on size of any animal taken.
6. Big and small game awards are to be given in accordance with the C.S.A.A. and N.F.A.A. programs.
7. Investigate all bowhunting complaints and handle correspondence as soon as possible.
8. Prepare an annual budget for this office with a schedule by item and category and submit it to the Executive Committee 30 days prior to the annual business meeting; this shall become a part of the master budget.
9. In general, perform the duties incident to this office.

Duties of the N.F.A.A. Pro Representative

1. Maintain contact with the Pro shooters to both inform and be informed regarding their concerns and interests.
2. Serve as the coordinator between Colorado Pro members and the state, sectional and national level N.F.A.A. Pro organization.
3. Coordinate, establish and enforce guidelines for professional appearance, demeanor, ethics and behavior while representing the C.S.A.A. and N.F.A.A. at related activities.
4. Be cognizant of and effectively represent the interests of Colorado professional archers in all official C.S.A.A. and N.F.A.A. agendas and meetings.
5. Work to increase pro membership within Colorado and the N.F.A.A.
6. Assist C.S.A.A. and N.F.A.A. in promoting activities, public exposure and general membership, whenever possible.
7. Actively promote archery in all of its various forms/formats.
8. Work to enhance and elevate the status of professional archery and archers within the archery community as well as the community in general.
9. Participate and monitor professional archer participation in all C.S.A.A. and N.F.A.A. competitive events. Provide guidance, as necessary, regarding professional participation in these events.
10. Monitor and ensure accuracy of the Pro Points program and purse disbursement.
11. Maintain a section on the C.S.A.A. web site which profiles the professional archers and informs the general archery membership as well.
12. Submit written reports to the C.S.A.A. membership regarding activities involving Colorado Pro Archers.

13. Prepare an annual budget for this office and submit it to the Executive Committee at least 30 days prior to the annual business meeting, this to become a part of the master budget.
14. In general perform the duties incident to this office.

ARTICLE NINE Elections and Terms of Office

Section 1. Qualifications of a candidate:

All candidates seeking office must be members of the C.S.A.A. /N.F.A.A. and meet resident requirements as set forth by these By-Laws. Each candidate must be a C.S.A.A./N.F.A.A. Adult (age 18 or over) Member for at least one full year for eligibility to run for any state office.

Section 2. Election by mail ballot:

All offices stated in ARTICLE SEVEN of the Constitution shall be elected by individual mail ballot counted 30 days prior to the annual business meeting. If only one Candidate has been nominated for an office, the Chair may declare the nominee elected by “Acclamation”.

Section 3. Tenure of office:

- A. Each office stated in ARTICLE SEVEN of the Constitution shall be elected for a term of two years.
- B. The Vice-President, Secretary/Treasurer, Director of Bowhunting, and the Representative to the N.F.A.A. shall be elected on even years.
- C. The President, Director of Tournaments, Director of Publicity/Web Master, N.F.A.A. Pro Representative shall be elected on odd years.
- D. Incoming officers will be installed at the beginning of the annual business meeting.

Section 4. Nominations of Candidates:

Only C.S.A.A./N.F.A.A. Adult (age 18 or over) Members in good standing may submit the names of candidates and the office they seek to the C.S.A.A. Vice-President not later than 75 days prior to the annual business meeting. A call for nominations, and requirements for a nominee shall be published in the Flying Arrow not later than 75 days prior to the annual business meeting.

ARTICLE TEN Official Business Meetings

Section 1. Annual Business Meeting Dates:

The date for the annual business meeting of the C.S.A.A. for each following year shall be determined at the current annual business meeting and shall be placed on the calendar of events.

Section 2. Location of the Annual Business Meeting:

The annual business meeting of the C.S.A.A. Board of Directors shall be held in a central location in Colorado and shall be in a location with adequate facilities for comfort, room, etc.

Section 3. Executive Committee:

The Executive Committee shall meet as many times as necessary.

Section 4. Special Meetings:

A special Board of Directors meeting may be called by the President, with the approval of the Executive Committee, provided that written notice be given at least 15 days prior to the date of such meeting.

ARTICLE ELEVEN
Amendments

Section 1.

The Constitution may be amended by a 2/3 vote of the Board of Directors at an authorized meeting.

Section 2.

Any Club in good standing may submit an amendment to the Constitution and By-Laws if submitted in writing 45 days prior to the placement on the agenda of the annual business meeting. Proposed changes should be mailed to the Secretary/Treasurer of the C.S.A.A.

- A. An amendment must be placed in proper form and correct chronological sequence and forwarded to C.S.A.A. headquarters.
- B. The C.S.A.A. Secretary/Treasurer will, upon receipt, place it upon the agenda.
- C. Unwritten agenda items may be placed on the floor by the following procedures:
 1. The item must be written in petition form with the signatures of delegates from five (5) member clubs.

ARTICLE TWELVE
Dissolution of the C.S.A.A.

The C.S.A.A. may be dissolved by a 2/3 vote of the active members of the Board of Directors. All money and properties of the C.S.A.A. upon dissolution shall be distributed to the National Field Archery Association.

BY-LAWS OF THE
COLORADO STATE ARCHERY ASSOCIATION, INC.

ARTICLE ONE
Membership

Section 1. Individual Membership:

- A. Individual membership may be granted in the following ways:
1. Application directly to the Secretary/Treasurer of the C.S.A.A. and payment of membership dues.
 2. Application through the secretary of an Archery Club affiliated with the C.S.A.A. and payment of membership dues.
 3. Application through the Secretary of an Association affiliated with the C.S.A.A. and payment of membership dues.

Section 2. Archery Clubs:

- A. Archery Club membership may be granted in the following ways:
1. Apply for membership through the Secretary/Treasurer of the C.S.A.A.
 2. Pay the State Association fees and dues set forth by the C.S.A.A. Board of Directors within the deadline for such payment.

ARTICLE TWO
Loss of Membership

Section 1. Individual Membership:

Individual membership in the C.S.A.A. shall be automatically suspended under the following conditions:

- A. Failure to pay C.S.A.A./N.F.A.A. membership fees and dues within the deadlines established by the C.S.A.A. By-Laws.
- B. Any category shall automatically be suspended for court convictions of felonies, and may be suspended for violation of Federal and State game laws.
- C. Any category may be suspended for destruction, mutilation, or alteration of score cards, tournament records and classification cards when said acts gain higher scores or lower classification than that required by State or National classification rules.

Section 2. Archery Clubs:

Archery club membership in the C.S.A.A. may be fined or suspended under the following conditions:

- A. Automatic suspension for failure to pay membership fees and/or fines within the deadlines established by the C.S.A.A. By-Laws.
- B. Fine or suspension for failure to abide by the rules and regulations of the C.S.A.A. and/or Nationally recognized archery associations.
- C. Fine or suspension for failure to supply the C.S.A.A. Secretary/Treasurer with reports required by the C.S.A.A. By-Laws within the established deadlines.

Section 3. Affiliate Membership:

Affiliate membership in the C.S.A.A. shall be automatically suspended under the following conditions:

- A. Failure to pay membership fees and dues within the deadlines established by the C.S.A.A. By-Laws.
- B. Failure to comply with affiliate membership requirements as established by the C.S.A.A. By-Laws.

Section 4. Procedures for suspension:

A. Individual Membership:

1. Action to suspend any category of individual membership from the C.S.A.A. shall be initiated in writing to the President, who shall notify the accused of the charge in writing, and afford the accused a period of not less than 30 days to correct the violation, or present a defense.
2. If, during this period of time the violation has been corrected, all membership privileges will be reinstated.
3. If the violation has not been corrected and no defense is offered within the period specified, the suspension will become permanent.
4. Upon written notice that a defense is being prepared the President will schedule a hearing within 30 days from the date such notice is received.
5. No one shall be present at the meeting except the Executive Committee, the complainant, the accused, and witnesses for both sides.
6. Suspension shall be sustained after due process by an affirmative vote of a quorum of the Executive Committee.
7. Suspension of any category of individual membership shall be set by the Executive Committee, and said suspension shall be for not more than 12 months.
8. The decision of the Executive Committee may be over-ruled by the Board of Directors.

B. Archery Club Membership:

1. Action to suspend any category of Archery Club membership from the C.S.A.A. may be initiated by written petition of a simple majority of the State members within the complainant Club or Clubs, and upon payment of \$25.00 deposit to the Executive Committee, which will be refunded if the Executive Committee sustains the accuser's claim; otherwise, the deposit shall become the property of the C.S.A.A. treasury.
2. The Executive Committee shall notify both the accused and the complainant of the charge and order them to have 2 delegates present at a special meeting to be called as soon as possible.
3. No one shall be present at the meeting except the Executive Committee, 2 certified delegates from both the accused club or clubs and the complainant club or clubs, and necessary witnesses.
4. Suspension shall be sustained after due process by an affirmative vote of a quorum of the Executive Committee.
5. Suspension of any category of club membership shall be set by the Executive Committee and said suspension shall not be for more than a 12 month period.
6. The decision of the Executive Committee may be over-ruled by the Board of Directors.

C. Affiliate Membership:

1. Action to suspend an Affiliate membership in the C.S.A.A. shall be initiated in writing to the President; who shall notify both the accused and the complainant of the charges and instruct them to be present at a special Executive Committee meeting to be called as soon as practical. In addition, the complainant shall be required to pay a deposit of \$25.00 to the C.S.A.A. which shall be refunded if the Executive Committee sustains the accuser's claims; otherwise, the deposit shall be come a property of the C.S.A.A. treasury.
2. No one shall be present at the meeting except 2 certified delegates from both the complainant and the accused organizations, the Executive Committee, and necessary witnesses for both sides.
3. Suspension shall be sustained after due process by an affirmative vote of a quorum of the Executive Committee.
4. Suspension of any category of Affiliate membership shall be set by the Executive Committee, and said suspension shall not be more than a period of 12 months.
5. The decision of the Executive Committee may be over-ruled by the Board of Directors.

D Removal of Officers:

Any officer may be removed from office by the C.S.A.A. Board of Directors. The officer being considered for removal shall have the opportunity to present a defense against any and all charges within two weeks of official notification of said charges by a representative of the Executive Committee. The resolution to remove an officer must be approved by a two-thirds majority vote of the C.S.A.A. Board of Directors. Charges to remove an officer must be filed by (2) two member clubs in good standing or representative of the Executive Committee.

ARTICLE THREE

Reinstatement of Membership

Section 1. Individual Membership:

The suspension of individual membership shall be lifted and the membership reinstated when the offending membership has furnished bona fide proof to the Executive Committee that the offending condition has been corrected.

Section 2. Archery Club Membership, and/or Affiliate Membership:

The suspension of Archery Club membership and/or Affiliate membership shall be lifted and the membership reinstated when the offending membership has furnished bona fide proof to the Executive Committee that the offending conditions have been corrected and payment of any and all fines have been paid in full.

Section 3. Action for Reinstatement:

Any category of membership may initiate action for reinstatement of any category of membership that is in suspension. This action must be submitted in writing to the Executive Committee or the Board of Directors who will determine whether or not the offending conditions have been corrected.

Section 4.

Action to reinstate any category of membership shall be sustained upon approval by a simple majority of the Executive Committee. This decision may be overruled by a 2/3 majority of the Board of Directors.

ARTICLE FOUR
Conditions of Membership

Section 1. Individual Membership:

- A. Individuals belonging to two or more Clubs may join the C.S.A.A. through only one club and will be associated with this club only on the C.S.A.A. records; unless the C.S.A.A. Secretary/Treasurer is notified in writing by the member wishing to be affiliated officially with another club. Such change will not be recognized for 60 days after receipt of such letter.

Section 2. Archery Club Membership:

- A. Agree to require the “competitive” membership in the club to hold membership in the N.F.A.A. and C.S.A.A. (Associate club membership shall be at the discretion of the club).
- B. Register all scores on class cards of membership.
- C. Agree to send a delegate or delegates to the C.S.A.A. annual business meeting or meetings called for in the C.S.A.A. By-Laws or meetings as called by the President of the C.S.A.A.
- D. Agree to recognize only N.F.A.A. approved classification cards at all Field Tournaments and agree to recognize only those classification cards as approved by the C.S.A.A.
- E. Agree to pay all fines levied by the C.S.A.A. for non-compliance with the deadline stipulations for required reports to the C.S.A.A.
- F. Agree to consult with the Executive Committee or C.S.A.A. on policies involving direct contact with Local, State, and/or Federal Government agencies prior to said contact, and to abide by C.S.A.A. official recommendations on such archery matters.

Section 3. Conflict of Interest:

- A. Agree that no person shall be eligible for nomination to hold an elective office in the C.S.A.A. if his major interest or activities would tend to influence him to abrogate the purposes contained in ARTICLE TWO of the Constitution.
- B. No individual who holds an elective office in an Archery Association other than the C.S.A.A. shall hold an elective office of the C.S.A.A. if the execution of duties of either office shall at any time or in any manner result in a conflict of interest.
- C. No individual shall hold an elective office of the C.S.A.A. whose archery vocational interests shall cause a conflict of interest.
- D. All conflicts of interest questions shall be decided by the Executive Committee.

ARTICLE FIVE Membership Voting

Section 1. Method of Voting by Members:

- A. Adult members 18 years of age and older, in the C.S.A.A. shall be entitled to one vote. This vote shall be cast by the person so entitled by mail ballot on major questions submitted to the membership as determined by the Board of Directors for the purpose of electing C.S.A.A. officers. No proxy votes will be authorized.
- B. Junior membership granted in accordance with these By-Laws shall not be entitled to vote on questions submitted to the membership by mail ballot.
- C. Archery Club membership shall be entitled to Delegate votes by weighted ballot; 5 to 25 members – 2 votes, 26 to 50 members – 3 votes, 51 or more members – 4 votes per Club on all archery questions submitted to the Board of Directors by the authorized club delegates present at the official meeting. Maximum votes any Club can have is 4. No proxy votes are permitted.
 - 1. One Delegate may cast all votes for his Club membership.
 - 2. Delegates are to be certified by letter 30 days prior to the C.S.A.A. official meeting.
- D. Affiliate membership granted in accordance with these By-Laws shall be entitled to one vote, provided that at least 51% of said organization's membership are members of the C.S.A.A./N.F.A.A. One vote shall be cast by the certified Delegate on questions submitted to the Board of Directors. No proxy votes are permitted.
 - 1. Affiliate membership shall not be allowed to vote on C.S.A.A. Constitution and By-Law amendments.

Section 2. Voting Procedure:

- A. The Vice-President shall act as Election Chairman.
- B. Duties of the Election Chairman:
 - 1. To inform all Clubs and members at large of the offices that will be vacant and the procedures for placing a nominee's name on the ballot.
 - 2. To make ready the ballot, placing all nominees names on the ballot. Mail ballots and self-addressed envelope marked ballot to all C.S.A.A. adult members.
 - 3. When the envelope marked ballot is returned, the missile shall be placed in a container, sealed, and held to be counted 30 days prior to the annual business meeting.

4. The election Chairman will select 3 C.S.A.A. members to act as tellers. The tellers shall convene at a place designated by the Election Chairman for the purpose of counting the ballots. The tellers may not be nominees.
 5. The Election Chairman will notify only those nominees that were successful in being elected.
 6. The Election Chairman will retain the ballots for a period of one year in the event the election is challenged by an unsuccessful nominee.
- C. So that the Election Chairman may carry out his/her duties, it shall be the responsibility of each Club Secretary to send any change in a member's status to the C.S.A.A. Secretary/Treasurer on a monthly basis.
 - D. The State Secretary/Treasurer shall keep the C.S.A.A. membership roster current to within 30 days.
 - E. Ballots that are returned which are not in the self-addressed envelopes marked BALLOT will be considered as illegal ballots and will not be counted.
 - F. Ballot envelopes with more than one ballot inside will be considered illegal ballots and will not be counted.

ARTICLE SIX

Executive Committee

Section 1. Business:

Business of the Executive Committee may be conducted by mail, telephone, or by special meeting as called by the President.

Section 2. Vacancy:

The Executive Committee shall be empowered to fill any vacancy on the Executive Committee by a majority vote of the remaining Executive Committee members.

Section 3. Accomplishments:

The Executive Committee shall be empowered within the limitations and policies set by the Board of Directors, to act upon such affairs that are incident to the normal day to day business of the C.S.A.A., and shall accomplish the following:

- A. Suspend by a quorum vote, any category of membership in accordance with the provisions of these By-Laws.
- B. Reinstate any category of membership by a simple majority vote in accordance with the provisions of these By-Laws.
- C. Issue notice of suspension and fines to Clubs or Associations in accordance with the provisions of these By-Laws, and withhold issuance of all C.S.A.A. trophies, awards, and classification cards until all fines have been paid and the offending conditions have been corrected.
- D. Review travel allowance expenditures, tournament Mail-In records and membership rosters of the C.S.A.A. and recommend approval or disapproval of payment to the Secretary/Treasurer, Director of Bowhunting, or others.

ARTICLE SEVEN
Bowhunting Division of the C.S.A.A.

Section 1. Body:

The Bowhunting Division shall be composed of the following: Director of Bowhunting.

Section 2. Director of Bowhunting Duties:

The Director of Bowhunting shall, among other duties, prepare an annual operating budget for the Bowhunting Division, which shows a schedule of expenditures by item and category, including his established salary and travel funds. This report shall be presented to the Executive Committee not later than one month prior to the annual business meeting of the C.S.A.A.

Section 3. Salary:

The salary, travel fund and manner of payment to the Director of Bowhunting shall be established by ARTICLE EIGHT of the By-Laws.

ARTICLE EIGHT
Salaries and Travel Funds

Section 1. Positions Receiving Salary or Travel Funds:

The following positions shall be paid salary and/or travel funds as provided for in the annual budget and as approved by the Board of Directors:
Secretary/Treasurer, Director of Bowhunting, and Director of Tournaments.

Section 2. Salary of the Secretary/Treasurer:

The Secretary/Treasurer shall be paid a salary at the rate of \$2.00 for each active individual member of the C.S.A.A. as shown on the membership roster. Payments shall be made quarterly on the last day of March, June, September, and December of each year, based on the number of memberships divided by four.

Section 3. Gas mileage for C.S.A.A. Officers:

All C.S.A.A. officers shall be paid a maximum of \$30.00 gas expenses round trip over the shortest route to the site of the annual business meeting, Executive Committee meetings, tournament sites, and special Board of Directors meetings.

Section 4. Payment to Director of Tournaments:

The Director of Tournaments shall receive \$.50 of the registration fee for each individual participant in each Mail-In tournament, unless said Mail-In tournament is being managed by a C.S.A.A. member club. The Director of Tournaments shall receive \$.25 of the registration fee for each individual participant in each Championship Tournament (Indoor, Field, and Target).

Section 5. Expense Allowance for Director of Bowhunting:

The Director of Bowhunting shall be allowed a maximum expense allowance of \$500.00 for each calendar year. Said expenses for the Bowhunting Division will be borne 80% from money raised by the Bowhunting Division and 20% from the C.S.A.A. general fund.

Section 6. Payment to the Director of Publicity:

The Director of Publicity or reporters will receive 10% of the cost of ads sold for the "Flying Arrow" with cash in hand.

Section 7. Vacancy of the Secretary/Treasurer or Director of Bowhunting:

In the event that the Secretary/Treasurer or the Director of Bowhunting resign or the positions are terminated, all travel funds will automatically be forfeited and salary will be prorated based on the total active C.S.A.A. individual membership roster on the 1st day of November of each year, divided by 12 months, multiplied by the total number of full months in office, times the rate set per individual membership.

Section 8. Expense Approval by Board of Directors:

All expenses approved by the Board of Directors at their annual business meeting for the following year need approval only by the Secretary/Treasurer and President; expenses to be paid within 30 days.

Section 9. Outgoing Officers Membership Allowance:

All outgoing officers will receive one year C.S.A.A. membership free. The outgoing officer will be responsible for their own N.F.A.A. dues.

ARTICLE NINE

Bonding

The Secretary/Treasurer and the Director of Tournaments shall be bonded by an amount set by the Executive Committee.

ARTICLE TEN

Fiscal Year

The fiscal year of the C.S.A.A. shall begin December first and end November 30th.

ARTICLE ELEVEN

Incorporation

The C.S.A.A. shall be incorporated under the Corporation Laws of the State of Colorado.

ARTICLE TWELVE

Financial Audit

There shall be an audit of the financial records of the C.S.A.A. once each fiscal year at a date no later than 2 weeks prior to the date of the annual business meeting.

- A. The committee to audit the financial records of the C.S.A.A. shall consist of the Secretary/Treasurer and two persons appointed by the Executive Committee.

ARTICLE THIRTEEN

Resident Definition

Resident is defined as a person who has resided and domiciled regularly and has maintained a fixed and permanent abode within the State of Colorado for a period of not less than 30 days. Armed Forces personnel stationed in Colorado shall be considered residents.

ARTICLE FOURTEEN

Fees, Fines and Dues

Section 1. Moneys;

- A. All checks or money orders shall be made payable to the C.S.A.A. and shall be remitted to the Secretary/Treasurer of the C.S.A.A.
- B. Tournament fees shall be sent to the Tournament Director along with the registration form.
- C. There will be a \$25.00 fee for any returned checks.

Section 2. Adult Membership:

The annual fee for adult membership in the C.S.A.A. shall be \$25.00. Individuals shall pay dues to the C.S.A.A. Secretary/Treasurer, or to the N.F.A.A. who will forward the dues to the C.S.A.A.

Section 3. Junior Membership:

The annual fee for junior membership in the C.S.A.A. shall be \$15.00.

Section 4. Maximum Family Membership:

The maximum family membership shall be limited to \$56.00 for all family members.

Section 5. Club Membership:

The annual fee for club membership in the C.S.A.A. shall be \$25.00; membership shall become due on or before December 31 of each year.

Section 6. Affiliate Membership:

The membership fee for active affiliate membership shall be \$25.00 per year. Affiliate membership shall be from January 1 through December 31 of each year.

Section 7. Tournament Registration Fees:

- A. Individual registration fees shall be:
\$25.00 for adults, \$15.00 for age 17 and under, \$65.00 family maximum for all tournaments. (Mail-ins excluded). Individuals shooting more than one division at a tournament shall pay registration fees for each division.
- B. Team registration shall be \$30.00 per team entered in each C.S.A.A. Championship tournament.
 - 1. Team registration may be made no later than the final line check in on the first day.
 - 2. Team scores will be taken from individual total scores.
- C. Mail In Registration.
 - 1. If a shooter participates in any mail in a fee of \$5.00 shall be collected before shooting.
 - 2. If shooter participates in more than one division fee is collected for each division.
 - 3. If shooter fails to complete tournament fee is forfeited.

Section 8. Eligibility for Awards:

No member of a suspended Archery Club or Affiliation shall be eligible for any category of State team awards or trophies during the suspension period.

Section 9. Method for Lifting Suspension:

Upon payment of all fines, membership suspension shall automatically be lifted.

Section 10. Membership Anniversary Date:

C.S.A.A./N.F.A.A. membership dues shall be come due on a member's anniversary date of each year and shall have a grace period of 30 days following expiration.

ARTICLE FIFTEEN
Tournaments

Section 1. Number, Kind and Date of Tournaments:

The C.S.A.A. shall sponsor two annual Indoor Tournaments, Field, Target and the Bowhunter Championship shall be used to determine the State Archery Champions. The first Indoor Tournament shall be held during the month of January; two 450 Vegas Rounds shall be shot, one on Saturday and the other on Sunday. The second Indoor Tournament shall be held during the month of March prior to the N.F.A.A. National Indoor Tournament; two N.F.A.A. 300 rounds shall be shot, one on Saturday and one on Sunday. The Field Tournament shall be held during the month of July. The Target Tournament shall be held during the month of June, the Bowhunter Tournament shall be held during the month of August. The dates of all tournaments to be set at the Fall Business Meeting. Other tournaments shall be held as determined by the Board of Directors. The Executive Committee shall have the authority to change the dates if special circumstances require such changes.

- A. All C.S.A.A. tournaments will be accepted and set at the fall business meeting.
- B. The C.S.A.A. shall collect all money for State Championship shoots and pay all expenses and split the profit on a 60%-40%, 40% going to the C.S.A.A. and 60% to the host club, exceptions are for the Bowhunter Championship tournament which shall be apportioned as above in the event that paper targets are used; however, in the event that 2D or 3D targets are used, the split shall be 70% to the host club 30% to the C.S.A.A., the cost of the 2D or 3D targets not to be included in the expenses paid by the C.S.A.A. The other exception is indoor tournaments, the host club will receive 40% and the C.S.A.A. will receive 60%. The other exception is indoor tournaments; hosting ranges to receive \$10.00 per shooter age 18 and over, \$5.00 per shooter age 17 and under, plus cost of target per target used.
- C. All C.S.A.A. tournaments shall be flighted by Division.

Section 2. Tournament Fee Collection:

The C.S.A.A. Director of Tournaments shall receive all pre-registered tournament fees and collect all late registration fees at the tournament site.

Section 3. Tournament Rounds:

Standard rounds shall be shot at all tournaments. Shooting programs for all C.S.A.A. tournaments shall be approved by the Executive Committee.

Section 4. Host Club Responsibilities:

The host club will arrange for the grounds, furnish the labor and supply the target butts and target faces, 2D and/or 3D targets.

Section 5. Tournament Rules:

All tournaments and competition shall be governed by the National rules of the round being shot.

Section 6. Incomplete Rounds:

All archers are required to complete all rounds of a tournament. An archer that does not complete a round must go incomplete. Archers with incomplete scores cannot compete for awards, nor shall they receive Overall Championship Points.

Section 7. Youth and Cub Stake Provisions:

The host club shall provide Youth and Cub stakes at the Field Championship Tournaments.

Section 8. Executive Committee Fee Exemption:

- a. All C.S.A.A. Officers shall be exempt from the State portion of the shooting fee at all C.S.A.A. Championship Tournaments.
- b. Any C.S.A.A. Officer required to work as an official for more than two lines or one full day of any tournament shall be exempt from any tournament fees for that tournament.

Section 9. Flights:

The tournament committee will use natural (obvious breaks in score) to establish flights.

Section 10. Pro Division:

Any archer who has been registered in any professional archery organization must shoot in the Pro Division at all C.S.A.A. tournaments unless he/she has one year of lapsed professional membership in which case, the archer is eligible to shoot in the Adult Open Division.

ARTICLE SIXTEEN

Trophies and Awards

Section 1. Tournament Awards:

Suitable awards and trophies shall be awarded at State tournaments as designated by the Executive Committee and provided for in the budget.

Section 2. Description of Awards:

All trophies and awards shall be given on a permanent basis.

A. The Divisional awards shall be trophies.

1. Indoor awards shall be – Red
2. Target awards shall be – White
3. Field awards shall be – Blue
4. Bowhunter awards shall consist of belt buckles or suitable trophies.

B. Division awards shall be: First place – Gold, Second place – Silver, Third place – Bronze. Bowhunter trophies to be exempted from this requirement.

Section 3. Rules for Awarding Medals and Trophies:

Trophies and awards for Field tournaments shall be awarded in accordance with the rules of the N.F.A.A. except where otherwise designated by the Board of Directors: Indoor and target tournaments by C.S.A.A. rules and regulations covering the minimum number of archers required in any Division.

Section 4. Number of Archers in a Division:

Notwithstanding the rules of the N.F.A.A. there shall be at least one archer in a particular division for a one place award. There shall be at least 4 archers in a division for a 2nd place award. There shall be at least 7 archers in a particular division for 3rd place awards. At no time will a 4th place award be given except for all YA, Y, Cub and Pee Wee division where everyone shall be given a participation medal after 3rd place.

Pro money breakdown shall be per N.F.A.A. breakdown: 80% payout to the archers, 10% to the C.S.A.A. and 10% to the officer doing the figuring.

Section 5. Team Awards:

Notwithstanding the rules of the N.F.A.A. there shall be at least one team for a 1st place team award, at least 3 teams for a 2nd place team award and at least 5 teams for a 3rd place team award to be given.

Section 6. Junior Member Division Placement:

Young Adult, Youth, Cubs and Pee Wee's shall complete the tournament year including mail in's in the same division they started in. Archers who wish to retain their amateur status are responsible to comply with the IOC Rule 26. N.A.A. adult amateurs will shoot in the adult division.

Section 7. OVER-ALL CHAMPIONSHIP AWARD:

The over-all award shall be a suitable award as determined at the Annual Meeting.

Section 8. Mail-In Awards:

Mail-In awards shall consist of suitable pins designed to represent the type of round shot and the position the archer placed.

Section 9. Big Game Awards:

- A. To be eligible for C.S.A.A. big game awards one must be a C.S.A.A. and N.F.A.A. member.
1. The awards will be made each year for the eight big game animals recognized by the Colorado Division of Wildlife; Deer (mule or whitetail), Elk, Pronghorn, Moose, Bighorn Sheep, Rocky Mountain Goat, Bear and Mountain Lion. The award shall consist of a suitable plaque with the name of the archer, the species taken, the Pope & Young score, and the date engraved upon the plaque.
 2. Each successful Bowhunter may receive an award for each of the three main species each year that they are successful.
 3. Submissions for the Award must be sent to the Director of Bowhunting by March 1, for a previous year kill.
 4. No awards will be made without the Proper Application being submitted.

Section 10. The Clarence & Irma Love Award:

The Clarence & Irma Love Award shall be sparingly given for outstanding Service to Archery in the State of Colorado. The member must be both a member of the C.S.A.A. and N.F.A.A. to be eligible for this award. At the Annual Business Meeting nominees for the award may be proposed by member clubs, the Executive Committee, or the C.S.A.A. Board of Directors. If in the opinion of the Board of Directors that nominee has rendered exemplary service to archery, that award may be given by a simple majority vote of the Board of Directors members. A suitable plaque with the award's name, the recipient's name, the year and a statement of contribution to archery in the State of Colorado by the individual shall be engraved upon the plaque. It shall not be mandatory that this award shall be presented each year or that only one award per year be given.

ARTICLE SEVENTEEN

Display and Advertisement of Archery Products

Section 1. Limitations:

Display and sale of equipment by commercial organizations at all C.S.A.A. tournaments shall be of a passive nature only; and shall be limited to items necessary

to the archer's participation in the tournament. Such commercial organizations shall be required to register with the Executive Committee before each tournament.

A. Indoor Tournament:

Display and advertisement of archery products shall be at the discretion of the host club.

Section 2. Advertisement:

The C.S.A.A. may accept and publish ads for any product in its official publications, i.e. "The Flying Arrow". Each advertiser shall register with the C.S.A.A. if notices of such publication is desired.

A. An affiliate member shall have the right to advertise in "The Flying Arrow".

B. Businesses shall pay for ads. Prices to be set by the C.S.A.A. Executive Committee.

C. Entry forms to any and all tournaments shall be as an ad. (There will be no charge for tournament results and information).

Section 3. Solicitations:

There shall be no active solicitations for sale of any equipment at any C.S.A.A. tournament.

POLICY OF THE
COLORADO STATE ARCHERY ASSOCIATION, INC.

SECTION 1.0
Tournament Selection

Section 1.1. Eligibility:

Any member club of the C.S.A.A. after having been chartered for at least one full year is eligible to host C.S.A.A. Championship Tournaments. The selection process will be governed through maintenance of a separate list of these clubs for each tournament. The site of these tournaments shall be determined at the Fall Business Meeting of the Board of Directors.

- A. The C.S.A.A. Championship Tournaments are: Spring Indoor, Target, Field, Bowhunter, and Winter Indoor.
- B. The list of clubs for each tournament shall be initially set up through a drawing process.
- C. Newly eligible clubs will be placed at the bottom of the initial listing for each tournament.
- D. Tournament selection shall begin at the top of each list and proceed until a club commits to host that tournament. Selection for the following year shall begin with the club following the club who has committed to host that particular tournament.
- E. If a club does not have an adequate facility to host a tournament, they are free to make arrangements, prior to the selection date, with the proprietor of a C.S.A.A. affiliated range.

Section 1.2. Facilities Requirements:

A. Minimum accommodations as follows:

1. Indoor Tournaments:

- a. 14 target units (56 participants on a double line).
- b. An indoor range must be in existence for 90 days prior to the tournament and be chartered with the C.S.A.A./N.F.A.A. and be inspected and approved prior to the tournament.
- c. Targets and lights may be portable.
- d. The Indoor facility must be declared a NO SMOKING Facility during the C.S.A.A. tournament.

2. Target Tournaments:

- a. A suitable location shall be chosen where 40. 50. 60 yard positions are such that a double line will accommodate all archers.

3. Field Tournaments:

- a. One 28 Field range (2 star minimum N.F.A.A. rating) marked and staked for field, hunter, and animal rounds; stakes will be provided for adult, youth, cubs and pee wee's per N.F.A.A. specifications.
- b. Range must be in existence and approved at the time of selection.

4. Bowhunter Tournament:
 - a. If paper targets are used there must be a minimum of 28 positions available with a maximum of 56 positions. If 2D or 3D or a combination of such, there shall be a minimum of 25 positions and a maximum of 50 positions.
5. Adequate water and restroom facilities will be provided at all tournaments.

C. Agreement of the Host Club:

1. Arrange for the grounds, furnish labor and supply target butts, make arrangement for faces. Each day of the tournament as needed throughout the tournament.
2. Provide the C.S.A.A. tournament information 60 days prior to the tournament date.
3. Provide equal lighting on all tournament butts and shooting positions at indoor tournaments.
4. Provide a tally board for posting all individual and team scores shot during the tournament.
5. Place target numbers at least 8 inches in size above the targets for indoor tournaments.
6. Each selected club is required to deposit in certified funds, a retainer of \$200.00 per tournament payable at the time of selection which is the Fall Business Meeting.
 - a. Retainer fee shall be refunded in full upon completion of the tournament.
 - b. Failure to host the tournament as submitted with the exception of an act of God; will constitute default and the retainer will be deposited to the credit of the C.S.A.A. to defray expenses.
 - c. Failure to provide adequate equipment, information or staffing to assist with tournament, may result in retention by the C.S.A.A. of one half of the retainer fee and removal from the Tournament Schedule Rotation for one year.
 - d. That a written contract be included in the acceptance of a tournament by a club. The requirements for hosting a tournament are as follows:
 1. Host clubs shall be required to advertise the upcoming tournament through the use of flyers, etc.
 2. Indoor Tournaments: Host clubs shall furnish a minimum of two workers per shooting line, to assist the Executive Committee in running the tournament.
 3. Target Tournament:
 - a. Host club shall be responsible for furnishing sufficient number of workers and trailers etc., to load and transport all target butts, stands, and essential equipment, as required, to the tournament site.
 - b. Host club shall furnish sufficient number of workers to set up the venue on Friday before the shoot. Number required will be at the discretion of the Director of Tournaments.

- c. Host club shall furnish sufficient number of workers to disassemble and load all equipment and return it to the storage area under the direction of the Director of Tournaments.
 - d. Host club shall furnish sufficient workers to assist the Director of Tournaments with incidental needs, ie. Hanging target faces, policing the range, etc.
4. Field Tournaments:
- a. Host club shall hang all necessary target faces. This cost shall be reimbursed and figured as an expense of the tournament.
 - b. Host club shall be responsible for maintaining at least two fourteen target ranges in accordance with N.F.A.A. rules.
 - c. Host club shall furnish sufficient workers to assist the Director of Tournaments with incidental needs.
7. All ranges hosting a Championship Tournament shall be covered by adequate insurance.
- D. Agreement by the C.S.A.A.:
- 1. Shall refund in full, the archers pre-registration fee if he is unable to attend.
 - 2. Executive Committee shall conduct all championship tournaments.
 - 3. Post in a conspicuous location, existing state records for the round being shot.
 - 4. Be responsible for printing and mailing brochures, including registration forms.

Section 1.3. Pre-tournament information for Registration Forms shall include:

- A. Award system, shooting schedule, late fees, pre-registration, and amateur declaration.
- B. The host club will provide the location of the range including a map and names, addresses, and phone numbers of persons to be contacted for general information concerning the tournament.

Championship Tournament

Section 2.1. Executive Committee's Duties:

All championship tournaments shall be run by the Executive Committee and it shall be their duty to do the following:

- A. Per N.F.A.A. rules and regulations, provide equipment checks.
- B. Appoint target captain and 2 score keepers for each group.
- C. The Director of Tournaments shall designate the order in which groups are to shoot and shall assign a shooting position for each archer.
- D. Shall be the final authority in settling any disputes concerning rules or conduct of the tournament.
 1. Tournament rule changes shall not occur less than 30 days prior to any tournament.
- E. Give necessary instructions to the groups of archers.
- F. Pre-registered archers shall be placed with their Division on both days. In final round competition archers shall be placed with their closest competition as nearly as possible.
- G. Schedule one practice end before continuation of a tournament that has been delayed 30 minutes or more.
- H. Determine the scoring value of an arrow when asked. Such determination will be made without touching either the arrow or the target face by the officer or any archer.
- I. C.S.A.A. will use N.A.A./N.F.A.A. universal Whistle System:
 - 2 Blasts – Archers to line
 - 1 Blast – Archers begin shooting
 - 3 Blasts – Archer to targets to score
 - Multiple Blasts – Emergency Stop, let down shot, remove arrow from bow.

Section 2.2. Type of Competition:

- A. Teams:
 1. Any C.S.A.A. affiliated club may enter as many teams as desired in each championship tournament.
 2. Teams must shoot in a division and style recognized by the N.F.A.A.
 3. Teams must be pre-registered and shall include the members' names; each member must also be individually pre-registered.
 4. Teams may shoot on the same target if desired and if pre-registered together.
 5. Amateurs under the age of 18 may shoot on the appropriate team.
- B. Individual:
 1. Any competitive C.S.A.A./N.F.A.A. member may enter the individual competition. Young Adult, Youth, Cub and Pee Wee members under 18 years of age will shoot in their appropriate amateur divisions.

Section 2.3. Teams:

At least three archers from the same club are required to make up a team.

- A. A barebow archer may shoot on a Freestyle team, but a Freestyle archer may not shoot on a barebow team.
- B. A woman may shoot on a men's team, but a man may not shoot on a women's team.
- C. A Young Adult or youth may shoot on an Amateur Adult team provided that the distances and targets are those normally shot by an adult.
- D. Team records to be kept and posted to the C.S.A.A. website.
- E. Each team member must be signed up prior to any archer shooting their first arrow.

SECTION 3.0 Indoor Championship

Section 3.1. Definition:

The annual C.S.A.A. Indoor Championship tournaments shall be the official tournaments to determine individual and team champions in the State of Colorado and shall be flighted tournaments.

- a. The winter indoor shall consist of two 450 Vegas rounds, one shot on Saturday and one shot on Sunday.
- b. The spring indoor shall consist of two 300 N.F.A.A. rounds, one shot on Saturday and one shot on Sunday.

Section 3.2. Rest Period:

A 2 minute rest period between ends shall be allowed when shooting a single line. There shall be no rest period when a double line is being shot.

Section 3.3. Champions:

- A. Individual champions shall be determined by a total score of the rounds being shot.
- B. Ties for individual awards are to be broken by counting x-rings per N.F.A.A. rules.
- C. Teams shall be determined by the highest team scores shot (totals combined) during the tournament.
- D. Ties for teams shall be broken by counting x-rings per N.F.A.A. rules.
- E. X-rings to be counted as tie breakers on all C.S.A.A. tournaments and if still tied, shot off at the next Indoor Tournament.

SECTION 4.0
Mail-In Tournaments

Section 4.1. Definition:

Mail-In tournaments of any length shall be considered a tournament.

Section 4.2. General Rules:

Per N.F.A.A. or C.S.A.A. tournament rules Section 2.0, where applicable; archers shooting the N.F.A.A. Mail-In tournament may use either the standard or 5 spot face, but must shoot the entire tournament on the face first selected. During the shooting of the Vegas Mail-In tournament archers may shoot either the 1 spot or the 3 spot face but must shoot the entire tournament on the face first selected.

Section 4.3. Schedule:

The following Mail-In tournaments may be sponsored by the C.S.A.A. each year at the discretion of the Board of Directors.

- A. Las Vegas 300 Round – shall begin on Monday of the first full week in November and run for 4 weeks within a 6 week period ending on Sunday of the sixth week.
- B. Las Vegas 450 Round – shall begin on the second Monday after the conclusion of the Las Vegas 300 Round and run for 4 weeks within a 6 week period ending on Sunday of the sixth week.
- C. N.F.A.A. 300 Round – shall begin on the second Monday after the conclusion of the Las Vegas Round and run for 4 weeks within a 6 week period ending on Sunday of the sixth week.
- D. All Mail-In tournaments shall run for 6 weeks with the archer shooting any 4 of the 6 weeks. The best 3 of the 4 rounds shot shall be counted as the archer's composite score.

Section 4.4. Shooting:

- A. A maximum of 4 scores shall be recognized from each archer.
- B. If an archer is unable to shoot with his club, he may notify the Director of Tournaments prior to his regular shooting time that he wishes to shoot one or more rounds with another club. The archer's score sheet must be signed by himself and the host club secretary and the score shall then be considered as one of his individual and team scores.
- C. Practice shall be of an organized nature; however, the amount shall be at the discretion of the range captain.
- D. Each club shall declare a time and day of the week to shoot each Mail-In tournament. If it is necessary to deviate from this schedule, a club shall notify the Director of Tournaments of this change prior to shooting at the different time.
- E. Guest shall be allowed to shoot the first mail in tournament for the regular entry fee. If they choose to join the CSAA/NFAA by the Winter Indoor their participation points for the mail in count toward the overall championship for that year.

Section 4.5. Duties of the Club Secretary:

- A. Fill out each archer's score card with correct name, address, division (Master Senior, Senior, Adult, YA, Y, Cub, Pee Wee), shooting style, and expiration date.

- B. Mail or email summary sheet to Tournament Director after all four score are complete.
- C. Notify the C.S.A.A Director of Tournaments of the time and day of the week that the tournament will be shot.
- D. List each archer's scores according to team in each group. List all additional scores on the same summary sheet.
- E. Club secretaries to keep all score sheets on file and to be sent to Tournament Director only when asked for.

Section 4.6. Fees:

Fees may be charged as necessary by the Executive Committee.

- A. Individual fees shall be \$5.00 per archer per tournament.
- B. Team fees shall be \$3.00 per team per tournament.

SECTION 5.0 Outdoor Tournaments

Section 5.1. Rules:

The current rules of the N.F.A.A. shall govern the conduct of the C.S.A.A. Field and Target and Bowhunter Championship Tournaments. The rules of this section shall be used only to expand on the N.F.A.A. rules or to accommodate local conditions.

Section 5.2. Definitions:

The annual Target and Field Championship Tournaments shall be the official tournaments to determine team and individual champions in the State of Colorado. All competitive C.S.A.A. members are eligible to participate.

Section 5.3. Dates:

- A. The Field Tournament shall be held during the month of July, date to be set at the Fall Business meeting.
- B. The Target Tournament shall be held during the month of June, the date to be set at the Fall Business meeting.
- C. The Executive Committee of the C.S.A.A. shall have the authority to change the date of any tournament due to unusual circumstances.

Section 5.4. Rounds:

- A. The Field Tournament shall consist of 28 Field targets on Saturday and 14 Hunter targets and 14 Animal targets on Sunday.
- B. The Target Tournament shall consist of a 900 round on Saturday and 600 round on Sunday.
- C. The Bowhunter Tournament shall consist of a minimum 25 animal 2D and/or 3D. This will be a one day tournament.

Section 5.5. Tournament Schedule:

Both tournaments shall be scheduled to utilize a full day on Saturday and to terminate as early as possible on Sunday.

Section 5.6. Facilities:

The host club shall provide the facilities agreed upon in the tournament bid.

Additional facilities required are as follows:

- A. An area within reasonable distance of the tournament site for campers, trailers and camping.
- B. Drinking water with paper cups at 2 locations on each 28 unit course; preferably at targets #9 and #23.

Section 5.7. 20 Pin Registration:

Per NFAA Rules and Regulations.

Section 5.8. Duties of C.S.A.A. Officials:

The C.S.A.A. officials shall assist the Director of Tournaments in making target assignments for Sunday and in giving tournament instructions to the participating archers.

Section 5.9. Youth, Cub and Pee Wee Placement on Targets:

Youth, Cub and Pee Wee archers shall be placed with no more than two per target. They shall be placed with parent or adult who brought them to the tournament or other consenting adult.

Section 5.10. Final Round Competition:

Archers shall be placed with their closet competition as nearly as possible.

Section 5.11. Field Tournament:

On Saturday archers shall shoot 14 Field Targets, break for lunch and shoot the remainder 14 Field Targets. On Sunday, archers will shoot 14 Hunter Targets, break for lunch and shoot 14 Animal targets, after which the award ceremony will take place.

SECTION 6.0 Overall Championships

Section 6.1. Overall Awards:

To win the overall award in your division, you must shoot the same division for three or more Championship Tournaments.

Section 6.2. Point System:

- A. Championship tournament point system shall be made up of total points and x count shot at the Field, Target and Bowhunter Championship tournaments with the point value for each of the Indoor Tournaments being doubled. Overall State Champion will be decided by a shoot off if score and x count are equal at last tournament.
- B. The point system shall be used for each Championship Tournament.
- C. Over-all ties shall be broken at the last C.S.A.A. tournament of the year by shoot off.
- D. Archers wishing to shoot two or more styles in the indoor tournaments, excluding mail-ins, must declare before shooting which division he/she wants to use for over-all points determination. Must shoot chosen division first.
- E. All archers successfully completing a C.S.A.A. Mail-In Tournament shall receive 5 participation points to be applied toward the Overall Championship Standing.
- F. Senior, Silver Senior and Master Senior Division Overall Champions shall be determined in the same manner as all other divisions.

SECTION 7.0 Bowhunter Championship Tournament

Section 7.1. The Tournament will be a one day event. The date to be set by the Board of Directors at the Annual Business Meeting.

Section 7.2 Round:

- A. A round may consist of one or more of the following target arrangements:
 1. All paper animal targets.
 2. All 2D and/or 3D targets.
 3. A combination of paper animal targets and 2D and/or 3D targets.
- B. If using all paper animal targets there will be a minimum of 28 positions and a maximum of 56 positions. If using 2D and/or 3D targets, there will be a minimum of 25 positions and a maximum of 50 positions.
- C. Marked or unmarked distances can be used. Every effort should be made to use unmarked distances.

Section 7.3. Divisions:

Male and Female in all age groups.

1. Senior (ages 50-59)
 - a. Senior division to be voluntary at archers discretion.
2. Silver Senior Division (ages 60-69).
 - a. Silver Senior division to be voluntary at archers discretion.
3. Master Senior (70 and up)
 - a. Master Senior division to be voluntary at archers discretion.
4. Adult Division (ages 18-49).
5. Young Adult Division (age 15-17) same shooting styles as adults.
6. Youth Division (age 12-14) same shooting styles as adults.
7. Cub Division – (age 9-12). N.F.A.A. shooting styles.
8. Pee Wee Division – (ages 8 and under) N.F.A.A. shooting styles

Section 7.4. Styles:

The following shooting styles shall be recognized:

- A. All NFAA recognized styles shall be recognized.
- B. The N.F.A.A. Bowhunter 3D competition Rules will apply to the tournament.

Section 7.5. Host Club:

- A. Any C.S.A.A. club may host the tournament as per C.S.A.A. Policy Section 1 (Tournament Section)
- B. It will be the host club's responsibility to furnish all targets.
- C. The host club will stake out the 2D and/or 3D animal targets and furnish two shooting stakes of different colors. One stake to be used by adults and young adults, the other to be used by those age 14 and under.
- D. All ranges must be approved by the N.F.A.A. Representative or a person appointed by the N.F.A.A. Representative.

Section 7.6. Awards:

- A. The C.S.A.A. will furnish all the awards.
- B. Awards will be a belt buckle with a bowhunter design or suitable trophies.
Awards to be the same for seniors, adults, young adults, and youth.
- C. Awards will be distributed to all divisions and all styles per N.F.A.A./C.S.A.A guidelines.

Section 7.7. Income Distribution:

The income from the tournament will be split in one of two ways:

1. If all paper animal targets are used by the host club; the income will be split 40% to the C.S.A.A. and 60% to the host club after normal expenses including targets are paid.

2. If the host club uses either 2D and/or 3D animal targets the split shall be 30 % to the C.S.A.A. and 70% to the host club after all normal expenses are paid. (Expenses do not include the cost of the 2D and/or 3D animal targets).