

The Bylaws of the  
Oklahoma Sporting Clays Association, Inc.

October 5, 2021

**ARTICLE I**

The name of the corporation shall be the Oklahoma State Sporting Clays Association, Inc. (hereinafter referred to as "OSSCA") and is incorporated pursuant to the Laws of the State of Oklahoma as a Not for Profit Corporation.

The purpose of the OSSCA shall be as follows:

The promotion and encouragement of organized sporting clay shooting among residents of the State of Oklahoma.

The principal office of the OSSCA shall be located at 205 NW 63<sup>RD</sup>, Suite 360, Oklahoma City, OK 72116. Other offices for the transaction of business may be located at such places as the Board of Directors may designate in writing.

The elected officers of the OSSCA shall be President, Vice-President, Secretary, and Treasurer.

**DUTIES OF ELECTED OFFICERS**

1.1 President: The President shall preside at all meetings of the Board of Directors, special and general membership meetings of the OSSCA, and shall be empowered to execute all contracts and legal instruments and shall have general charge and supervision of all the affairs of the OSSCA and shall be an Ex officio member of all standing committees. If the President is unable to preside, the Vice-President shall preside in his place and if both the President and the Vice-President are unable to preside, the Secretary shall preside over any said meeting. The President may also appoint any number of committees, committee chairs, and committee associates who shall report and make recommendations to the Board of Directors.

1.2 Vice-President: The Vice-President shall have the responsibility for the general promotion of clay shooting. He or she shall aid any new group in the organization of any clay shooting club under the auspices of the OSSCA and the National Sporting Clays Association (hereinafter referred to as "NSCA").

1.3 Secretary: The Secretary shall keep all minutes of OSSCA meetings. He or she shall issue all notices, submit proposed shoot dates to the National Sporting Clays Association (NSCA,) and shall perform such other duties as the President or Board of Directors may require.

1.4 The Treasurer shall collect all dues and shall be the custodian of all monies, trophies, securities and vouchers of the OSSCA and shall preserve the receipts or invoices for all monies paid out. He or she is authorized to receive all funds due the OSSCA and to deposit such funds in any bank in the name of the OSSCA as may be designated by the Treasurer and approved by the Board of Directors.

## **ARTICLE 2**

BOARD OF DIRECTORS:

MEMBERSHIP:

FEES:

2.1 The Board of Directors shall consist of the President, Vice President, Secretary, Treasurer, five (5) Member At Large shooter representatives who are current members of the NSCA and any appointees that are currently serving as NSCA National Delegates elected in accordance with the NSCA election held by the NSCA. As of 2021 Oklahoma has 3 National Delegates. The immediate past president shall also serve on the board as a non-voting advisory member and may be called upon to cast a tiebreaker vote in a Board Meeting. In no case shall any person be permitted to occupy more than a single position on the Board of Directors.

2.2 Nominees must accept nomination and indicate their willingness to participate in the affairs of the OSSCA Board to be put on the ballot. No At Large director may be affiliated as Owner, Manager, or fulltime employee of any range or club, or with any industry that places him/her in a position of dealing substantially with only one particular range or club. Any person seeking a position on the Board of Directors as a At Large Director shall have registered a minimum of 1000 targets in the preceding NSCA shoot year. The five (5) nominees receiving the most votes shall be elected to the board.

2.3 The members of the Board of Directors and the five (5) at-large members shall be determined in the following manner:

All Officers and Board Members are nominated and appointed by the existing Board of Directors.

2.4 The terms of office of the Board of Directors shall be two years and shall commence immediately upon acceptance.

2.5 Any gun club in the State of Oklahoma, having at least one sporting clays course, shall be eligible for membership in the OSSCA, provided said club is in good standing by being in full compliance with requirements of membership with the NSCA, being current with financial responsibilities of both NSCA and OSSCA. Any resident of the State of Oklahoma shall be eligible for membership in the OSSCA, provided said resident is a current member in good standing with the NSCA and is not restricted from owning or operating a firearm under any state or federal laws. Each shooter at an OSSCA/NSCA Tournament shall be charged a State fee of \$.02 per target remitted to the OSSCA within 15 days.

2.6 The names of the members of the Board of Directors, along with email addresses and telephone numbers, will be provided to the General Membership within thirty (30) days of election either through direct mail or publication in any OSSCA newsletter, or the OSSCA Internet Web Site for the purpose of making all OSSCA directors accessible to the membership body.

2.7 Each member of the Board of Directors shall be entitled to one vote at all meetings of the OSSCA Board of Directors or any regularly scheduled or special meeting.

2.8 The Board of Directors shall have the responsibility to receive written complaints or protests against the conduct of any shooter or club which has openly violated the guidelines outlined in the By-laws of the OSSCA, included but not limited to un-sportsman like conduct or prejudicial acts that are detrimental to the best interests of the OSSCA. Upon consideration of all facts, the OSSCA Board may take action against said shooter or club/range. The OSSCA Board of Directors shall be authorized to adopt sanctions or penalties on a case-by-case basis, including but not limited to revocation of OSSCA Membership, cancellation of shoot dates, fines not exceeding \$500.00 and notification to the NSCA of acts or actions and non-compliance with rules and regulations of the OSSCA or NSCA.

2.09 The Board of Directors shall have full charge of all matters covered in the By-laws, including special meetings, and any and all other business that is reasonably presumed to be within the powers or duties of the Board.

2.10 A vacancy Occurring on the Board of Directors may be filled by the affirmative vote of a majority of the Board of Directors even if there is less than a quorum of the Board of Directors. The Board of Directors so chosen shall hold office until the next regularly scheduled election of the Board of Directors by the membership-at-large.

2. 11 The Board of Directors at any time may, by affirmative vote of a majority of the members of the Board then in office, remove any officer elected or appointed by the Board of Directors for cause or

without cause.

2.12 Any Director may be removed, for cause or without cause, or considered to have interest in, or participating in, anything that is conflicting with the goals of OSSCA, by a majority vote of the Board of Directors at any annual or special meeting.

Upon such removal of a Director, the remaining Directors shall elect a Director to replace such removed Director at the same meeting (if replacement is available) at which such removal took place. If an alternate is not available, one may be appointed by the then current president or vice-president if the board member removed was the president.

### **ARTICLE 3**

#### **ANNUAL AND SPECIAL MEETINGS:**

3.1 There shall a minimum of two regularly scheduled meeting types during the course of each calendar year:

(1) Annual General Membership Meeting to be held in January of each year for the conduct of general membership business. On even numbered years, nominations and election of officers shall be a mandatory order of business.

(2) Annual State Championship Meeting - to be held for the benefit of the general membership at the location and on the date of the OSSCA State Championship.

3.2 Board meeting are to discuss all relative topics including prospective expenditures, state shoot details, committee formation and reports, club and shooter issues, bank balances, complaints, shoot dates, new clubs, committee chair presentation, etc. Secretary will announce tentative agenda, date and time to all Board members including past president. All non-recurring expenditures must be approved by Board majority attending. There need not be a quorum for this vote however, agenda sent in advance must include sufficient detail on voting issues.

3.3 The President may call a special meeting of the OSSCA at any time. Any member of the OSSCA upon written request, may, petition the Board of Directors to have specific business conducted for the good of the organization. Upon the consensus of one-third of the Board of Directors, a special meeting of the

Board may be called to conduct said business, if it supports the intent and context of the By-laws.

3.4 The President shall be empowered to conduct special single purpose meetings on any subject at any time by mail or electronically via e-mail or telephone. The special procedure shall be for the President to notify all of the directors of the specific purpose of the meeting, present any discussion that he/she deems applicable, and forward all information or discussion received to all of the directors. Any vote necessary shall then be called for, and the result forwarded to all of the directors. A lack of response or no vote within ten (10) days by any director shall be considered as if the director was not present. A copy of the discussion and results shall be forwarded to the Secretary for inclusion in the minutes. A simple majority of the Board of Directors shall constitute a quorum for the transaction of all business at any meeting.

3.5 The order of business at all meetings shall be as follows:

- (1) Seating of Board members.
- (2) Reports of Committees
- (3) Amendments to the By-laws
- (4) Unfinished Business
- (5) New business
- (6) Adjournment

## **ARTICLE 4**

### **TOURNAMENT SCHEDULING:**

4.1 The Annual Range Owner & Shoot Date meeting is held each September each year. The range owners select dates at this meeting. Range owners will select a designee to coordinate dates and a master calendar at this meeting.

4.2 The OSSCA Board of Directors shall designate the range owner's designee to the NSCA as the only person authorized to represent the OSSCA in regard to NSCA tournament dates. The designated contact shall inform the NSCA of the OSSCA shoot schedule as approved by the range owners at the annual range owners meeting.

1. Dates will be submitted as approved to the NSCA range secretary.
2. Shoot numbers will be obtained when tournaments are named and submitted by clubs on their NSCA shoot date form.
3. Clubs will leave the meeting with a signed form with the correct dates

The designated contact shall obtain approval from the quorum of range owners present at the annual range owners meeting. All dates should be free from conflict before submission. In the event a compromise cannot be met among range owners alone, the executive committee shall be apprised of both sides. A vote shall be taken coordinated by OSSCA President.

#### **Scheduling Changes**

In the event that a shoot date must be moved. The club needing to move a date must contact the range

owner's designee for a review of the master calendar. The club may propose a date change. If no shoot is scheduled on that weekend and it is open, all clubs will be notified of the change and the OSSCA President will be carbon copied of the change. The NSCA Secretary will be notified of the official change of the dates. Range owners are not obligated to work with other range owners to horse trade on dates. Collaboration is encouraged amongst ranges, but a range owner is not required to collaborate with another range if they feel it is not in their own club's best interest.

4.3 In the annual date selection process, any club in good standing may request any date to host a shoot. For the benefit of both shooters and clubs, it shall be the responsibility of the range owners to coordinate and approve the assignment of shoot dates to maximize the number of shoots available for shooters to attend.

The following situations are not allowed unless two clubs mutually agree that they are "working together".

- Conflicting shoot dates for any clubs within 150 miles of each other
- Any conflict with certain OSSCA "traditional" shoot dates deemed to be "major events"
- Conflict with the Oklahoma State Championship (no conflict will be permitted)

## **ARTICLE 5**

### **ANNUAL OSSCA STATE CHAMPIONSHIP TOURNAMENT:**

5.1 The OSSCA State Championship Tournament date will be determined by the OSSCA. The annual State Championship Tournament will be awarded by the OSSCA Board of Directors according to the minimum requirement set forth below. A club may host the OSSCA State Championship Tournament once every 3 years, unless there are less than 2 bids. The OSSCA shall have full discretion in modifying minimum requirements, if warranted, and in the best interest of the participants and the hosting club.

### **THE MINIMUM REQUIREMENTS AND FINANCIAL ASSISTANCE:**

#### **NAMING CONVENTION:**

- The tournament shall be named "The Oklahoma State Sporting Clay Championships".
- All documents, flyers, and advertising are required to use this naming convention.

#### **EVENTS:**

- All events shall not have squads of more than 5 shooters.
- No less than 450 non-communal/non overlaid registered event targets must be thrown in no less than 3 days. The selection of event targets must include 200 for the main, 100 for the preliminary, and 150 other targets chosen at the host club's discretion. A communal / overlaid target is a target that may be used for different events. For example, a sub-gauge course of 50 targets that will be shot with 410, 28, 20 super sporting, side by side and pump using same targets using different stand locations, only 50 of those 300 possible targets are considered non-communal / non-overlaid targets. Practice or special game targets such as make-a-break, snooker, long-bird, etc. are not considered event targets and are excluded. The OSSCA strongly recommends making communal targets available as it reduces cost to the club and encourages alternate shot gunning experiences for our members.

#### **CHAMPIONSHIP EVENT:**

- 2 separate 100 target courses set with a minimum of 12 stations and no more than 14 stations.
- Must be shot over two days.
- 4 specialty target machines per course thrown per event. A tower target is recommended but not mandatory.

- Towers are defined as any structure, including natural terrain, with a minimum height of 25 feet above the plane of the shooting station.
- Specialty targets are defined as midi, rabbit, battue, or 70mm and can be used in any combination.

#### PRELIMINARY EVENT:

- 1 separate 100 target course with a minimum of 12 stations.
- Two specialty target machines per course.
- A final "Adios Cup" event is suggested but not required.

#### 5 – STAND EVENT:

- This event is not mandatory.
- Shall be at least 50 targets or more set over 25 bird layouts each to include at least one specialty trap per layout.
- Each layout of 25 targets must have a minimum of 6 trap machines, and a maximum of 8 machines.
- All machines must be properly marked.
- Menu signs must be placed in front of each 5-stand cage.

#### FITASC EVENT:

- This event is not mandatory.
- Either 50 or 100 targets set over 2 or 4 parcours and shall include at least one specialty target per parcours.
- 3 shooting pegs per parcours are acceptable.
- This event will be recognized as a "State Championship".

#### SMALL GAUGE EVENT:

- 50 targets with a minimum of 6 stations or 100 targets with a minimum of 12 stations with at least 1 specialty target for the 50-target event and 2 specialty targets for the 100-target event.
- On a communal course, each station should have at least 3 different traps and different shooting positions to facilitate a different presentation for the 20 gauge, 28 gauge and 410 gauge events.

#### SUPER SPORTING EVENT:

- This event is optional but recommended.
- Course layouts must have minimum of 3 traps on each station.

#### PUMP AND SXS EVENTS:

- These events are optional.
- 50 targets with a minimum of 6 stations or 100 targets with a minimum of 12 stations with at least 1 specialty target for the 50-target event and 2 specialty targets for the 100-target event.
- These events could utilize the small gauge course.

#### TARGET SETTERS, TRAP MECHANICS AND SCORE KEEPERS:

- Target setters must be experienced in setting targets and are required to submit the names of each target setter of each event in their bid proposal to host this event.
- It is recommended that each course of the main event have a different target setter, but this is not mandatory.
- The host shall have the necessary number of trap mechanics with electronic communication.

- The “Main Event” and “FITASC” MUST HAVE TRAINED SCORE KEEPERS. All score keepers must have experience scoring NSCA registered tournaments. It is recommended that all events have score keepers but is not mandatory. The FITASC referee must be certified in accordance with the rules of the NSCA.
- Score keepers shall be provided adequate shade protection from the sun.

#### PRACTICE:

- At least one practice field must be available 45 minutes prior to the first rotation of the day and must remain open until the start of the last rotation of the day.
- The price of 20 practice targets shall not exceed \$8.00.

#### SIDE GAMES:

- There shall be at least one added game of “Make a Break” or “Snooker” layout, with a minimum of 7 traps, available from noon until at least 5PM on Thursday or Friday, and 9AM until 4PM on Saturday and Sunday. Sunday is optional.
- These games shall include a shooter’s pot “Top Eight Shoot-off” that will commence on Saturday at 5:30pm. Cutoff time for qualifying entries in the “Top Eight Shoot-off” will be 4: PM on Saturday. These games may be shot by any shooter and no shooter will be required to play the “Top Eight Shoot-off” in order to participate.
- Additional games such as “long bird”, Tower pairs etc., are encouraged. The price of these will be determined by the host club.

#### PROTEST COMMITTEE:

- The host club shall assemble a protest committee consisting of 5 qualified individuals that are knowledgeable of NSCA rules. At least one member of the Protest committee shall be a OSSCA Board member or a National Delegate.
- The protest committee will also include the range owner or host, if qualified.

#### DURATION:

- Host club and OSSCA shall agree on duration of (3,4 or 5 days) of the event.

#### CLUBHOUSE / DINNING / MEETING FACILITY:

- The host club shall provide access to a clubhouse or covered pavilion of at least 500 square feet and shall be equipped with at least 2 restrooms.
- The pavilion may be a rented tent.
- An air-conditioned facilities must be available.

#### RESTROOMS:

- It is required that each sporting clays course has a minimum of one restroom available. Portable rental toilets may be used.
- The clubhouse area shall be equipped with a least 2 permanent toilets.
- All restrooms must contain toilet paper and be serviced routinely. A bottle of non-water hand wash will be provided in each portable toilet.

#### HEALTH & SAFETY:

- There shall be adequate shade erected (10x10 recommended) at every third station at every event where there is not natural shade available.
- There shall be at least 1 (one) cooler with ice and bottled water, at every 3<sup>rd</sup> (third) or 4<sup>th</sup> (fourth) station of every course.
- Fruit and snacks should be provided at a central location.

#### WATER TRUCK:

- In the situation where any of the events or where shooting carts travel and there is a possibility of dust being kicked up by cart or vehicle traffic, the host club shall furnish a watering truck to keep trails watered down to prevent excessive dust.
- This shall be done on a scheduled basis prior to the start of the tournament and throughout the day while keeping the inconvenience to shooters to a minimum.

#### SIGNAGE:

- All courses shall be marked with legible signage.
- All shooting stand numbers shall be clearly marked and identifiable from cart path. Each shooting stand shall contain a menu with a description of targets being thrown.

#### STATIONS:

- All shooting positions must be affixed to the ground by means of stakes or other fastening devices.

#### PARKING:

- Sufficient parking shall exist and deemed adequate by OSSCA.

#### FOOD SERVICE:

- Food service of some type, with a varied menu, must be available on-site with sufficient capacity to provide service to the expected number of shooters.

#### SHUTTLE TRANSPORT:

- The host club shall provide a shuttle transportation system if deemed necessary by the OSSCA.

#### SHOOT PROGRAM:

- Each prospective shooter shall receive an Official Shoot Program with entry application, via USPS or hosts club website.
- This program will include a listing of all events, pricing and schedules, award structure, options, shoot off rules and procedures, as well as any official rules that specifically apply to this tournament.

#### SHOOT DATE:

- The host club shall obtain OSSCA approval for all proposed shoot dates which will be posted on the OSSCA website.

#### PRE-REGISTRATION:

- All shooters may pre-register in advance for any event with a minimum required deposit of \$100.00, plus any published required golf cart deposit.
- The host club may require options to be paid in cash or check.

- The host clubs' refund policy must be clearly stated on the registration form as well as the Official Shoot Program.
- The host club shall settle all reimbursement of returnable funds within 10 business days following the conclusion of the event.

#### SCORING:

- The host club will be required to have an approved professional scorer for all registered shooting events listed in the Official Shoot Program. The scorer selected shall be responsible for:
  - Accurate shooter classification
  - Squadding and squad changes
  - Collection of receipts payable
  - Providing shooters with their shooting schedules
  - Certifying and publishing event score results
  - Identifying class and concurrent winners
  - Calculating and publishing all option monies distributed
  - Host club will provide "write in rain" score cards if necessary

#### SQUADDING:

- Squads cannot exceed 5 shooters.
- The Main, FITAC and Preliminary events must be squadded.
- European rotation shall be allowed on all other events such as sub-gauge, Side by Side, pump, etc.

#### SHOOT-OFFS:

- All events that have a State title associated with them will be determined by a shoot-off for the HOA, and the respective class titles, no exceptions.
- All other ties may be broken with station tiebreaker or other predetermined methods.
- All tie breaker requirements and methods must be published in the shoot program.
- The host club must ensure all eligible participants are identified, and the time & location of the shoot-off is communicated.
- All Sporting Clays shoot-offs will be governed according to NSCA rules.
- All FITASC shoot-offs will be governed according to FITASC governing body rules.

#### CASH PAYOUTS:

- A proposed cash payout structure for all events shall be submitted by the host club to the OSSCA.
- Cash back to class must be no less than 10% of entry fee and paid out on all events.
- All cash payouts shall be mailed out within 10 (ten) days of the completion of the State Shoot.
- The host club shall remit a spreadsheet showing all payout recipients, payout amounts, and date they were mailed, within 30 (thirty) days of the completion of the State Shoot.

#### Options:

- Options shall be made available to all shooters in all events, and shall consist of, at a minimum High Overall (HOA). Class, and Lewis Class for each class designation.
- All payouts must be mailed within 10 business days after the shoot completion.

#### SOCIAL FUNCTION:

- The host club shall provide for a Saturday night social. The time and location of this function shall be published in the Official Shoot Program.
- While a full dinner is not required, finger food and beverages are a minimum requirement.

#### GOLF CARTS:

- A sufficient quantity of golf carts shall be available to all shooters on a rental basis.

#### FINANCIAL SUPPORT PROVIDED BY OSSCA FOR THE OKLAHOMA SPORTING CLAYS CHAMPIONSHIPS:

- Financial support will be provided in the following matter:
- \$2,500 to be used for trophies. The selection of trophies will be selected by the OSSCA.
- The trophies will be procured by the OSSCA.
- \$1,000 given to the host club to be spent on the Saturday Evening Social Event providing refreshments and finger food. Dinner is not required.
- \$2,000 will be contributed by the OSSCA to be raffled at the Saturday Night Social only awarded to those present. The raffle items will be at the sole discretion of the OSSCA Board members.

#### OSSCA REQUIREMENT FOR THE OKLAHOMA OPEN CHAMPIONSHIPS:

- Financial support will be provided in the following matter:
- \$1,500 to be used for trophies. The selection of trophies will be selected by the OSSCA.
- The trophies will be procured by the OSSCA.
- \$1,000 to support expenses incurred in hosting the Oklahoma Open Championships, to be awarded to one club each year. Clubs hosting the OSSCA State of Oklahoma Sporting Clays Championship shall not be eligible to host the "Oklahoma Open Championships".
- The event must be 100 targets over 10 or more stations.

#### **5.2 Sponsorship Contributions to the OSSCA:**

A person solicitating a sponsor for a \$300 contribution to the OSSCA will have that person's entry fees paid in full by OSSCA for the prelim state shoot. If a second \$400 solicited sponsor contribution is made by that same person, that person will also get their entire state shoot main event fees paid by the OSSCA. One \$700 donation affords both entry fees to be paid.

5.3 The proposal to host the shoot shall include information regarding minimum standards for the shoot and shall require that the club proposing for the shoot provide specific information in a requested format in order that the committee be able to fairly evaluate the proposal. The request shall also clearly specify any aid that OSSCA will provide to the club. Such aid may include, but shall not be limited to, providing trophies for selected shoot participants, and/or providing a banquet and any other support as deemed proper by the Board of Directors. The state shoot proposal will be evaluated and assigned no later than the last day in February. Should the board and the club not come to agreeable terms regarding the shoot specifics then the proposal will be denied.

5.4 The OSSCA Board of Directors shall serve as a committee for organizing the Oklahoma State Championship tournament. The board may solicit additional members to serve on the committee as desired.

5.5 When awarded, the Board will nominate two (2) individuals (who may or may not be Board members) to serve as the state shoot committee with responsibility to oversee, monitor and make recommendations on state shoot details such as subsidies, giveaways, trophies, awards, compliance with accepted bid, adequate facilities, etc. This committee will report to the full Board at each subsequent monthly Board conference call. Board may vote to approve or deny recommendations.

## **ARTICLE 6**

### **AMENDMENTS TO THE BY-LAWS:**

6.1 The Bylaws may be amended as follows: Any OSSCA member in good standing may propose an amendment to the By-laws. The proposed amendment shall be submitted to the President of the OSSCA. The board of Directors shall consider the proposed amendment(s), If the proposed amendment(s) is adopted by a majority of the Board of Directors, it will be published in a newsletter / email or posted on the OSSCA website.

I HEREBY CERTIFY THESE ARE THE TRUE AND CORRECT DULY ENACTED BYLAWS OF THE OKLAHOMA SPORTING CLAYS ASSOCIATION AS OF October 5<sup>th</sup>, 2021.

OSSCA President

Baird Archbald