

Military Veterans Outdoors, Inc.



Constitution & By-Laws

Roberts Rule of Order

“The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Society in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Society may adopt”.

*Another term other than “Society” may be substituted that would more appropriately describe the particular organization.

SPECIAL CIRCUMSTANCES:

Convention: At a convention of an organization whose bylaws do not designate a parliamentary authority, a rule doing so may be adopted together with other specific rules as in the example below. For adoption, such a rule requires a two-thirds vote, [RONR 11th ed.], pp. 620, 624.].

“**Rule #:** The rules contained in the current edition of *Robert's Rules of Order* shall govern the convention in all cases to which they are applicable and in which they are not inconsistent with the bylaws of the Society and these standing rules.”

Adoption by Same Vote as Special Rules of Order: An organization, which has bylaws that do not designate a parliamentary authority, should amend its bylaws as described above under “most common method.” However, amending bylaws may be a difficult process that takes considerable time. In some cases, it may be desirable to adopt a parliamentary authority more rapidly than the bylaws can be amended. This may be done (in an organization that already has bylaws in a meeting that is not part of a convention) by adopting a resolution such as that below either with previous notice by a two-thirds vote or, even without notice, by a vote of the majority of the entire membership, [RONR (11th ed.), p. 15, ll. 28-32; p. 17, ll. 28-31.].

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Military Veterans Outdoors, Inc.

CONSTITUTION

PREAMBLE

We, the members of Military Veterans Outdoors (MVO), who are Veterans and civilians fully realize our responsibility to our community, our state and to our nation, associate ourselves for the following purpose: To preserve the fundamentals of the outdoors and to perpetuate the friendship and association of the Veterans and to dedicate ourselves to the cause of mutual assistance, this by the grace of God.

Article I: Name

The name of this organization shall be Military Veterans Outdoors, Inc., and it shall be hereinafter referred to as MVO. MVO is a 501c (3) non-profit organization with the Federal Tax ID # of 47-43142710.

Article II: Mission

The mission at MVO is to provide opportunities for physical and mental health-focused outdoor activities and to provide a private recreational getaway for current Armed Forces personnel and veterans.

Article III: Goals

The goals of MVO are as follows:

1. To encourage outdoor activities among the active and retired military communities.
2. To encourage Armed Forces personnel and Veterans to be more active.
3. To inspire in our membership a sense of responsibility and to develop leadership for the preservation of our outdoor way of life.
4. To help unify divergent groups in the overall interest of the outdoors.
5. To train our youth to become more educated in the outdoors and to provide hunting opportunities for children 16 years of age and younger.
6. To expedite and assist in the rehabilitation of Veterans by sponsoring educational opportunities, and recreation.
7. To provide an organization to encourage fellowship among all American Veterans who have served or are serving in the Armed Forces of the United States.
8. To keep the public forever reminded that the American Veterans who have served or are serving in the Armed Forces of the United States, fought and served to preserve peace, liberty and democracy for their nation.

Article IV: Organization

MVO shall be organized with a Board of Directors. The Board of Directors shall be considered the elected officers and have administrative powers to conduct all MVO affairs between general membership meetings. The Board of Directors shall be responsible for overseeing the activities, operation, and finances of MVO. All revenues derived from MVO and other related MVO activities shall be under the direct supervision of the President and the Treasurer.

Article V: Membership

Section 1

Any person, who served or is currently serving in the Armed Forces of the United States of America at any time, is eligible for regular membership in MVO, provided such service – when terminated by discharge or release from active duty- was by honorable discharge, honorable separation or general discharge under honorable conditions. Any American citizen, as an American citizen, who served in the Armed Forces of an Allied nation of the United States at any time is eligible for regular membership in MVO, provided such service – when terminated by discharge or release from active duty – is by honorable discharge or honorable separation. No person who is a member of, or who advocates the principles of, any organization believing in, or working for the overthrow of the United States government by force, and no American citizen or permanent resident alien in the United States, one of its territories, possessions or the District of Columbia who refuses to uphold and defend the Constitution of the United States shall be privileged to become or continue to be a member of this organization. All United States Reservists and National Guardsmen who are now serving, or have been honorably discharged, are eligible for regular membership in MVO, provided such service – when terminated by discharge or release – was by honorable discharge or honorable separation.

Section 2

Booster, honorary, or civilian memberships in MVO shall be granted on a case by case basis. All MVO members do not have to meet the criteria in Section I but will be limited in benefits.

Section 3

Membership shall be on a calendar year basis and shall run from January 1 through December 31. Eligibility for membership and the rights and privileges of members shall be as provided in this Constitution and By-Laws. The requirements for holding office within MVO shall not discriminate on the basis of Race, Color, Religion, Sex, or National Origin.

Article VI: Officers

- A. The elected officers shall consist of a President, Vice President, the Treasurer, Sergeant at Arms, Secretary and Membership.
- B. The appointed officers may consist of a Service Officer, Public Relations Officer and Chaplain, etc.

Article VII: Dissolution of the Corporation

Upon the dissolution of the corporation, the Board of Directors shall, after paying or making provision for the payment of all of the liabilities of the corporation, dispose of all the assets of the corporation in such manner, or to such organization organized and operated exclusively for charitable and educational purposes as shall at the time qualify as an exempt organization under section 501(c)(j) of the Internal Revenue Code of 1954 (or corresponding provision of any future United States Internal Revenue Law), as the Board of Directors shall determine. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the corporation is then located, exclusively for, such purposes as said Court shall determine, which are organized and operated exclusively for such purposes.

Article VIII: Discipline

MVO shall be the judge of its membership. MVO shall utilize the procedures set forth in Article V of the By-Laws.

Article IX: Subordinate Organizations

MVO recognizes the subordinate organizations KNOWN AS Chapters.

Article X: Amendments

This constitution may be amended by a two-thirds vote at a duly announced monthly general membership meeting. The Sargent at Arms must, through committee, develop recommended changes and present them at the monthly meeting prior to the date that voting on the changes is scheduled to occur. MVO membership shall be made aware that proposed changes are to be voted on at the next meeting at least fifteen (15) days prior to that meeting. This Constitution may also be amended by unanimous vote at the annual meeting without notice to the membership. Amendments to this constitution shall take effect immediately upon adoption unless otherwise specified by the voting body.

This Constitution was presented and accepted by unanimous vote at the monthly general membership meeting on **March 5, 2025**.



President



Vice President

BY-LAWS

Article I – Meetings

Section 1

There shall be three (3) types of meetings: the monthly general membership meeting, special meetings, and an annual meeting. The monthly general membership meeting will be held on the first Wednesday of each month. This meeting may be scheduled for a different date providing the membership approves at the previous meeting. The annual meeting will be announced by the board. An announcement of the date and time of the annual meeting or special meeting is mandatory. Such announcement may be made by separate emailing, webpage announcement or by a Facebook post of a minimum of fifteen (15) days prior to the meeting date.

Section 2

A quorum for monthly and special meetings will not be less than twelve (12) members plus an elected officer. A quorum for the annual meeting is ten (10) members plus an elected officer. All meetings shall be conducted in accordance with Roberts Rules of Order, latest edition. Each member present shall have one vote, except for the President who shall only vote in case of a tie. Proxy voting and secret ballots shall not be allowed. All meetings shall be open to anyone wishing to attend. Visitors may address the floor if recognized by the President.

Article II – Committees

Section 1

The President may appoint committees as deemed necessary for conducting MVO business. Recommended committees are: a waiver board committee, a membership committee chaired by the Vice President, a programs committee chaired by the Vice President, a Finance committee and Budget committee chaired by the Treasurer, and a Constitution and By-Laws committee chaired by the Sergeant at Arms. Additional temporary committees may be formed by the President or other officers of MVO with approval of the President and may consist of any number of persons.

Article III – Election of Officers and Appointments

Section 1

The President, Secretary and Sergeant at Arms are to be elected on odd numbered years, Vice President, Treasurer and Membership Chairman shall be elected on even numbered years. Nominations for elected offices shall be made at the March and April general membership meetings and at the annual meeting. Nominated individuals must either be present to accept the nomination or they may have another MVO member present a letter of acceptance at the meeting.

Section 2

The election of MVO Officers shall be accomplished during the annual meeting. Nominations shall be accepted during the annual meeting just prior to election of each position. If the position has only 1 nominee a hand vote is mandatory. If there is more than 1 nominee for a position voting for those positions will be by ballot. Balloting will begin immediately following the meeting and continue until 1900 hours that day and the results will be posted by 2100 hours.

Voting will be supervised by the Secretary and the method for counting the votes shall be under the jurisdiction of the Sergeant at Arms. The Sergeant at Arms shall be responsible for ensuring that all voting individuals are current members of MVO. This shall be accomplished prior to issue of a ballot and the commencement of nominations. If hand voting is being conducted, no one will be allowed to enter the voting area during the vote for any position. Individuals may enter after a vote is complete and the results have been announced. MVO members present shall have one vote each. The President, or Acting President if President is not present, shall only vote in case of a tie.

Section 3

If all positions were filled through hand balloting, the newly elected officers shall be sworn in just prior to the closing of the annual meeting. If some or all of the positions were filled through ballots, all positions will be sworn in at the beginning of the next general membership meeting. All shall immediately assume their elected position following swearing in.

Section 4

In the event that the Office of President is vacated, the Vice President shall act as President until the next general membership meeting. At this meeting, the Vice President shall be elected as President for the remainder of the current term of office. Should the Vice President decline, nominations will be opened to the floor and anyone accepting may be elected to the Office of President. The elected individual shall be sworn in and take office immediately. Should any other office be vacated, the President is empowered to appoint a successor until the next annual meeting at which time a replacement shall be elected. All appointments become null and void at the annual meeting. The membership shall be made aware of all appointments and retains the approval authority.

Section 5

Any member of the Board who is absent from two Consecutive scheduled meetings are deemed to have resigned unless excused by the respective Chairman. Any Officer who has not renewed their board position by January 1 of each year is automatically and with no further action removed from their position.

Section 6

The President may remove an appointed committee Chairman. Elected individuals may be removed from office utilizing those procedures set forth in the MVO By-Laws.

Section 7

A board member that has served a complete 1-year term will be exempt from the requirements of attending meetings and working days for a period of 5 years, if the term has been 2 years or more it will be a lifetime exemption.

Article IV – Duties and Responsibilities

Section 1

President – The President is the senior executive officer of MVO, and shall preside at all meetings of MVO but may delegate the Vice President to serve as a temporary substitute when needed. The President is an ex officio member of all committees. The President directs and supervises the activities of all elected and appointed officers and committees. The President and Treasurer are jointly responsible for all monies received by MVO. The President shall be the official spokesman on all matters of public interest concerning MVO activities.

Vice President - The Vice President shall be charged with promoting all programs and activities as set forth by the Department. The Vice President shall perform such other duties as may be required by the President. In the absence of the President the Vice President shall preside at meetings.

Secretary – The Secretary provides administrative support for MVO and is charged with taking minutes and maintaining all records (in conjunction with the Treasurer). The Secretary is responsible for correspondence and handles the routine administrative business MVO conducts. The Secretary supervises a monthly reconciliation of all bank statements.

Treasurer – The Treasurer is charged with the collection, banking, and disbursement of all MVO funds. This position shall be responsible for the preparation and submission of all financial reports in a timely manner.

Sergeant at Arms – The Sergeant at Arms is the parliamentarian of MVO. This position shall incorporate all valid amendments into the MVO Constitution and By-Laws, and whenever deemed necessary shall cause said Constitution and By-Laws to be presented to the MVO membership in a revised form. The Sergeant at Arms is responsible for developing balloting procedures and in conjunction with the Secretary supervising the balloting. The Sergeant at Arms shall maintain order at all meetings. This position is the custodian of MVO Colors and is in charge of the color detail during the presentation and retirement ceremonies. The Sargent of Arms is responsible for the work day planning, supervision and execution. The Sergeant at Arms will assist during the voting of the body. This position shall carry out such other duties as may be assigned by the MVO President.

Section 2

MVO employees shall be provided a job description prior to employment. They, along with volunteers, shall receive reasonable training and be free from harassment. Any employee or volunteer may be terminated with due cause. All shall have the right to appeal their termination to the MVO President. The decision of the President is final and no further appeal may be recognized within MVO.

Section 3

Relatives of members holding elected MVO positions are not eligible to be compensated employees if their employment establishes a supervisor/subordinate relationship within the MVO “chain of command”.

Section 4

Members holding elected MVO positions are not eligible for compensated employment. MVO employees are also barred from campaigning or otherwise advocating any candidate for an office of MVO.

Article V – Discipline

MVO shall be the judge of its own membership. Allegations of misconduct by MVO members shall be referred to an Officer of MVO. All must be in writing, with the signature being notarized. The MVO President shall appoint a grievance chairman. The grievance chairman will designate a committee consisting of members and shall, within five (5) calendar days, take action to either resolve the matter or direct the charged individual to appear before an appropriate committee. The grievance committee shall hear the charges of misconduct and will make a recommendation to the President for the final decision. The right of appeal applies to the hearing.

Article VI – Finance

Section 1

The annual dues of an MVO chapter shall be a minimum of Five Hundred dollars (\$500) due January 31. Each MVO chapter will provide a current record of their finances by the 15th of the month to the President and/or Officers of the organization. MVO chapters will abide by all rules and procedures as set forth in this Constitution and Bylaws. They shall develop their own appendix with their own particular items and submit it for approval to the MVO board and voted on by the membership prior to implementation. Failure to abide by these rules will result in the revocation of the charter and forfeiture of all monies paid.

Section 2

All receipts, ingoing and outgoing, must be recorded and saved by Treasurer for annual audit. An audit committee shall audit the Treasurers' books annually. The committee shall be formed as mentioned in article II section 1.

Section 3

The Treasurer shall file Internal Revenue Form 990 for the calendar year with the Internal Revenue Service. This document is due to the IRS not later than May 15, annually. The fiscal year for MVO shall be January 1 through December 31.

Section 4

All donations will be in line with the mission statement and will only be from the fundraising account.

Article VII – Insurance

MVO shall carry insurance in accordance with the State of Pennsylvania's statutes. MVO shall maintain a minimum of \$2,000,000.00 of liability insurance. Chapters of MVO shall be included as additional insured in all policies.

Article VIII – Discrimination

Discrimination and harassment within MVO shall not be tolerated. Instances based on sex, age, race, national origin, religion, sexual orientation, marital status, or membership in other protected groups, shall be referred to the President. As a minimum, the individual charged with this offense shall be suspended from all MVO property and events until the matter is resolved. The President shall, within five (5) days, convene a special Executive committee meeting to address this matter. This meeting will be “Closed Door” and all findings will remain confidential. Visitors or vendors found guilty of this offense shall be dealt with in a very firm manner. Vendors shall have their respective supervisors notified and visitors may be declared an “Unwelcome Guest”. An MVO member shall be disciplined for knowingly sponsoring an “Unwelcome Guest” into MVO.

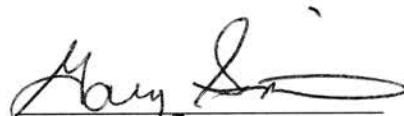
Article IX – Restricted Use of Organization

MVO, or any component part thereof, shall not be used to promote the interest of any individual who is a candidate for public office or otherwise promote any individual or political party. Any violation of this provision shall be sufficient cause for disciplinary action against the offending member.

Article X - Amendments

These By-Laws may be amended by “simple majority vote” at a general or special membership meeting. The Sergeant at Arms must, through committee, develop recommended changes and present to the body at the monthly meeting prior to the date that voting on the changes are scheduled to occur. MVO membership shall be made aware that proposed changes are to be voted on at the next meeting at least fifteen (15) days prior to meeting. These By-Laws may also be amended, by unanimous vote, at the annual meeting without notice to the membership. Amendments to these By-Laws shall take effect immediately upon adoption unless otherwise specified by the voting body.

These By-Laws were presented and approved by unanimous vote at the monthly general membership meeting on **March 5, 2025**.



President



Vice President

Appendix A

Regulations for the use of Camp VanGiesen

1. The Officers of MVO would like to take a management approach to the harvesting of bucks, the Officers are encouraging all hunters to harvest mature bucks and does.
2. In order to hunt, trap or train dogs on MVO property, you must attend 3 general meetings and participate in 3 work days or events, this is known as the 3-3 rule. Active Duty and members that live outside a 50-mile radius are exempt from the 3-3 rule, but will be required to an annual orientation. MVO's year, for the 3-3 rule, starts January 1 and ends December 31 and will be good for that license year which will end the following year on May 31. Waivers to these requirements may be requested in writing through the MVO Waiver Committee.
3. Hunting structures placed by club members must have the member's name and phone number attached to it and is visible from ground level. Stands that are not marked will be assumed to have been placed by a trespasser and are subject to removal and will become the property of MVO.
4. All members shall have in their possession a current membership card and all vehicles, to include offroad vehicles, shall display the MVO emblem. The first MVO emblem will be free of charge and will be given to the member upon successful completion of the orientation, additional emblems can be purchased from any officer. This emblem shall be visibly displayed on the vehicle. All members shall show their membership card to any other member upon request.
5. All members that are successful in harvesting a deer, bear or turkey shall report their kill via the MVO harvest report. This report shall be submitted to MVO administration no later than 10 days after that particular season.
6. Mentored Youth (under the age of 12) and Junior Hunters (ages 12-16) that possess a valid Pennsylvania State Junior Hunting License must be accompanied by a member of MVO who has met all eligibility requirements to hunt (see #2 above). All Pennsylvania State Game Laws shall be strictly adhered to. See that years Pennsylvania Hunting and Trapping Digest.
7. All vehicles, 4-wheelers, UTVs, ATVs and motorcycles must stay on named roads during the hunting/trapping season with the exception of legally disabled hunters and the retrieval of game.
8. During a voted upon day to drive for wildlife, the only authorized hunting will be the drive. When the drive ends, normal hunting will resume. Impromptu wildlife drives will not be permitted without one (1) officers' permission and coordination.
9. There shall be no guests age 17 and over allowed to hunt/trap but may aid a member on MVO property.
10. Members may bring guests while fishing, the guests are allowed to fish while the member is present. All Pennsylvania State Fishing Laws shall be strictly adhered to. See that years Pennsylvania Fishing Summary.
11. Members may camp on station for 2 weeks and then they will be required to remove their camp for a period of 1 week. Guests are only authorized while the member is present.
12. Dog training is authorized throughout the year except during any big game hunting season or during the trapping season. Big game is defined as deer, bear and turkey, trapping includes all furbearers. The seasons are archery, firearm, shotgun, muzzle loader, flintlock and furbearer.

Hunting has two kinds of laws. The first is the written law, which is enforced by the Pennsylvania State Game Wardens and the Officers of MVO. The second is the unwritten law, the ethical code or code of honor that the true sportsman places on himself or herself.

Hunters Code of Conduct

1. Learn and practice safe hunting techniques and know the capabilities and limitations of your firearm. Maintain your equipment so it functions properly and does not pose a safety threat to yourself or others.
2. Know your own physical capabilities and limitations and practice safe hunting
3. Do not interfere with another hunter and respect the right of others to lawfully share the outdoors
4. Select a single game animal as a target and positively identify your target before pulling the trigger. Shoot only when absolutely certain of your target and make every effort to locate crippled or lost game.
5. Make every possible effort to avoid wounding game, and if that is the case, all further hunting is stopped until the game is found and another member will even abandon hunting to help another hunter find the wounded game.
6. Obey and support all wildlife laws. Be familiar with your limits before going in the field. Do not shoot game to fill another hunter's limit.
7. Pick up your shell casings and trash and dispose of it properly. Retrieve all your gear at the end of each hunt day.
8. Respect the rights of bordering landowners

Camp VanGiesen Sign-in Process

Upon entering Camp VanGiesen you are required to stop at the storage container (conex) and sign-in, do not sign in anyone else. During any wildlife hunting season sign-in no earlier than 0430 each day you are there. Physically Disabled Veterans and Active Duty Military have head of the line privileges at all times, but it is their responsibility to let it be known. On the back of the conex we have affixed a large map of Camp VanGiesen, on the bottom right side of the map is an area marked with numbers to sign-in and a corresponding numbered magnet.

1. It is **REQUIRED** to have a magnetic strip, one will be given to you during orientation, with your name and phone number on it to be on station. Do not write on the board with any type of marker or pen. If you lose your magnetic strip there will be blanks on the board or in the conex.
2. Place your magnetic strip on the next available space and take the corresponding numbered magnet and place it on the map where you will be, i.e., if you place your name strip on space 1 take the magnet marked with the #1 and place it on the spot of the map you will be at.
3. If you change areas, you are **REQUIRED** to change your map location on the conex.
4. At the end of the day sign-out, remove your name magnet and replace the corresponding numbered magnet to the name area.

The reasoning for this:

1. It ensures that you are not going to walk in on another hunter
2. For your safety, we will know where you are if something happens to you

Range Regulations

1. Members and guests shall conduct themselves in an honorable, ethical, and courteous manner, they shall display the qualities and behavior befitting a sportsman at all times. The member is responsible for all guests and their conduct and safety while at the range.
2. Use of drugs or alcohol is strictly prohibited during any shooting activity.
3. MVO regards safety as the single highest priority and all activities shall be conducted accordingly at all times.
4. It is the responsibility of the member to contact signed in personnel east of Coyote Road prior to utilizing the range.
 - Members who plan to use the range shall visually confirm that no one is present in the impact areas prior to firing
5. All members utilizing the range must read these rules, sign & date/time the acknowledgement form annually.
 - Any time a member is utilizing the range the "Range is Hot" magnet will be placed on the sign in board at the conex and the RED safety flag shall be displayed on the flag pole at the range
 - Always keep the muzzle pointed downrange
 - Treat all firearms as if they are loaded, at all times
 - Keep your finger off the trigger until your sights are on your target
 - Always know what is behind and beyond your target before firing
 - Always wear eye and ear protection while firing is in progress
 - Always use proper ammunition
 - Be sure the barrel is clear of obstructions before firing
 - Upon completion of shooting activities, the RED safety flag shall be lowered and stowed in the provided box at the flag pole and magnet removed from the sign in board
 - Except when actively involved in sport shooting, all firearms shall be maintained in an unloaded, safe condition
6. The range's use is restricted to daylight hours only.
7. In the case of multiple shooters the range will be limited to one (1) weapon per person with a 30 minute time limit.
8. All equipment and targets shall be returned to the conex, upon conclusion of activity.
9. Shooters **shall** recover any waste, debris, or trash, and remove it from the property upon departure.

Signed

Date

MVO Harvest Report

NAME: _____ PHONE: _____

DATE: _____

Archery Buck: Yes _____ No _____ approx. weight: _____ points: _____

Archery Doe: Yes _____ No _____ approx. weight: _____

Spring Gobbler: Quantity _____ approx. weight: _____

Fall Turkey: Gobbler _____ Hen _____ approx. weight: _____

Bear: Male _____ Female _____ approx. weight: _____

Firearms Buck: Yes _____ No _____ approx. weight: _____ points: _____

Firearms Doe: Yes _____ No _____ approx. weight: _____

Flintlock Buck: Yes _____ No _____ approx. weight: _____ points: _____

Flintlock Doe: Yes _____ No _____ approx. weight: _____

Muzzleloader Doe: Yes _____ No _____ approx. weight: _____

*Reports must be returned within 10 days after the end of the season or before.

Turn this report into any officer, or mail it to:

Military Veterans Outdoors
CO Gary Smith
1044 Oak Drive
Brookville, Pa 15825

Reproduce as needed