



## **Northwest Skirmish Association By-Laws**

*Version BL2.0, Revised 10/26/14*

### **ARTICLE I – NAME AND PURPOSE**

**SECTION 1:** The name of this organization shall be the Northwest Skirmish Association (Northwest Territory). It is a subdivision of the North-South Skirmish Association, Inc., and as such is subject to its By-Laws and such rules and regulations that the Association may enact.

**SECTION 2:** These By-Laws are written under the authority granted by the By-Laws of the North-South Skirmish Association, Inc. (Article VI, Section 6.)

**SECTION 3: PURPOSE.**

- (A) To Provide member organizations of the Northwest Territory with a voice in determining Association affairs by representation on the National Board of Directors.
- (B) To further the objectives and orderly growth of the Association by administration at the regional level.
- (C) To provide logical working groups for the conducting of organizations of the N-SSA may participate in official skirmishes.
- (D) To conduct skirmishes at regional level so that all member organizations of the N-SSA may participate in official skirmishes.

### **ARTICLE II – MEMBERSHIP.**

**SECTION 1:** Membership in the Regional shall be limited to member organizations of the Association, assigned thereto by the Association Board of Directors. Only member organizations in good standing shall have the right to vote.

**SECTION 2:** A probationary organization is one that has been assigned to the Region before attaining full membership in the Association, and has the privilege of participating at all Regional functions, but shall have no vote.

**SECTION 3:** A Regional member organization shall cease to be a member of the Region upon suspended, expelled or otherwise dropped from the membership in the Association.

## ARTICLE III - OFFICERS

The Officers of the Region shall consist of: Commander, Inspector General, Deputy Commander, Adjutant, and Paymaster. The five elected Officers shall be known as the Regional Officers. A skirmisher must be an active member in the Northwest Territory for the most recent five (5) years continuous before being eligible to hold an office.

### SECTION 1: Officers and their duties.

#### (A) Commander

- (1) Shall represent the Region as a Director on The National Board of Directors.
- (2) Preside at all meetings of the Region and at Regional Team Commanders' meetings.
- (3) Act as authority in all matters of interpretation and application of the Association or Regional By-Laws except where such responsibility is specifically designated to the Skirmish Director or other Regional Officer.
- (4) Perform all duties usually pertaining to the office of president.
- (5) Act as member ex-officio of all regular and special committee, and appoint committees as necessary.
- (6) Hold major responsibility for overall policy planning needs, organizational structure needs, the internal relationships of member organizations and the external relationships of the Region.
- (7) Maintain responsibility for seeking the advice and counsel of other Regional Officers in matters concerning the general welfare of the Region.
- (8) Assure that all Regional Skirmishes meet N-SSA rules as to targets, awards and procedures.
- (9) Propose Regional objectives.

#### (B) Deputy Commander.

- (1) Shall perform the duties of the Commander in the Commanders' absence or at his request.
- (2) Co-ordinate information and initiate campaigns designed to assist the membership in retaining it right to bare arms.
- (3) Perform other duties as may be requested by the Commander.

#### (C) Adjutant

- (1) Act as secretary at Regional organization meetings.
- (2) Maintain ALL records of Regional business, except those delegated to other officers.
- (3) Shall conduct correspondence at the direction of the Commander.
- (4) Maintain a roster of Regional Officers, committees, and Regional organization.
- (5) Maintain regional duplicating equipment.
- (6) Act as Regional Historian.
- (7) Perform other duties as may be requested by the Commander.

(D) Inspector General

- (1) Shall inspect, with the aid of the Skirmish Director, to determine that all participating organizations at a Regional Skirmish comply with National Skirmish Rules.
- (2) Inspects probationary teams before they may compete in Regional Skirmishes.
- (3) He may appoint assistants from the membership as necessary in the performance on his duties.
- (4) Maintain a file of N-SSA approved skirmish arms.
- (5) Perform other duties as may be requested by the Commander.

(E) Paymaster.

- (1) Perform normal duties of treasurer, collecting funds paid into the Region, and assuming full responsibility for accounting and banking of all Region funds except those used in the operation of skirmishes.
- (2) Maintain records of all Regional funds, submitting financial reports at the Spring and Fall Regional organizational meetings.
- (3) Issue checks in a manner prescribed by the membership.
- (4) All financial records shall be audited to the end of the calendar year, and presented at the Spring Regional Meeting.
  - (a) An auditing committee shall do the auditing.
  - (b) The committee shall be comprised of not less than three (3) members of the Region, including the Paymaster.
  - (c) When there is a change in Paymaster, the committee shall include the newly elected Paymaster and the Paymaster of the closing term.
- (5) Furnish copies of all disbursement correspondence to the Adjutant for Region Files.
- (6) Serve as financial advisor to the Regional Officers.
- (7) Shall be bonded and meet the requirements of the bonding agent.
- (8) Perform other duties as may be required by the Commander.

(F) Past Commander.

- (1) For Period of one year after leaving the office of Commander, the past Commander may sit in on meetings of the Regional Officers and Member Organizations, in an advisory capacity.

SECTION 2: Vacancies by resignation, expulsion or death of any officer shall be filled by appointment by the Commander for the remainder of that term, with the exception of his office. If the office of the Commander becomes vacant, the Deputy Commander will assume the office of Acting Commander, and call for a special election to fill the office of Commander not sooner than 30 days notice and not longer than 60 days. If both the Commander and Deputy Commander positions become vacant, the Adjutant shall call a special meeting for elections to fill these offices.

## ARTICLE IV – ELECTIONS

SECTION 1: Regional election of officers shall be conducted at the annual fall meeting in accordance with Association By-Laws Article VI, Section 7.

SECTION 2: The election for the office of Commander and Paymaster will be held in the even years; the election for the office of Deputy Commander, Adjutant and Inspector General in the odd years.

SECTION 3: Officers shall be elected from Association members in good standing of member organizations in the Northwest Territory for the term of two (2) years, by affirmative vote of a majority of the member organizations of the Region present and voting in person or by proxy.

SECTION 4: Nominations for office will be made by a Nomination Committee appointed by the Commander. Additional Nominations may be made from the floor and will be asked for. The Nomination Committee shall report its recommendations to the adjutant who will notify the member organizations of the nominees at least thirty (30) days prior to the election date.

SECTION 5: Voting by proxy will be allowed at all regular and special meetings (not at Skirmish meetings. Article VIII, Section 3.) The member organization wishing to give the proxy shall notify the Commander or Adjutant in writing, and shall name the organization and member authorized to vote its proxy. This written notice must be in the hands of the presiding officer at the meeting, prior to the meeting. A proxy will be good for one meeting only and may be voted by only another member organization.

SECTION 6: Rules and Procedures for the nomination of candidates and the election of officers shall be published as a separate adopted by the member organizations.

SECTION 7: Regional officers will assume their offices on December 1<sup>st</sup> after the election meeting.

## ARTICLE V – REMOVAL FROM OFFICE

SECTION 1: Any Regional Officer may be removed from office by a vote of two-thirds (2/3rds) of all member organizations. No vote of removal may be taken unless at least thirty (30) days notice, in writing, shall have been given to the officer of the charge(s) against him and of the time and place of the special meeting, the officer will be given a full hearing and at the conclusion a secret ballot shall be taken, counted and the result announced immediately.

SECTION 2: Charges may be made by any member through the members organization, in Writing to all Regional Officers.

SECTION 3: Upon receipt of written notice of the charges, the remaining elected officers shall within five (5) days determining whether the charges justify the immediate suspension, and if so the officer shall be suspended until the meeting as called above resolves the charges.

## ARTICLE VI – MEETINGS

SECTION 1: Regular meetings of the Northwest Territory organization commanders will be held each Spring and Fall. Thirty (30) days notice will be given to organizations stating time, place, and date.

SECTION 2: Special meetings may be called by the Regional Commander or by a call of the majority of the member organization commanders whenever necessary. Thirty (30) days notice will be given the organization commanders, stating time, place, and date.

SECTION 3: Meetings of the member organizations may be called at skirmishes whenever such meetings are justified. These may be called at any time it is in best interests of the Region and its members. These meetings may be called by the Regional Commander or Regional Officers, or a majority of the member organizations. The only business to be discussed must pertain to the skirmish.

SECTION 4: A quorum shall be fifty-one percent of the member organizations of the Region, represented in person or by proxy except as stated for election of Regional Officers.

SECTION 5: Each member organization shall have one vote to cast in all regional elections and other regional matters, except those relating to a skirmish at which each registered eight (8) man teams shall have one vote.

## ARTICLE VII – REGIONAL OPERATIONS.

SECTION 1: Regional organizations will inspect and certify all competitive arms of unit members for compliance to the N-SSA Skirmish Rules and Regional Inspector General by Dec. 1<sup>st</sup> each year. Failure to comply with the Dec. 1<sup>st</sup> deadline will be automatic suspension of that unit from the first NWT Regional Skirmish of that year.

SECTION 2: Member organizations shall provide the Regional Adjutant with a complete listing of the unit members.

SECTION 3: Dues of \$10.00 per person for each unit member are payable each calendar year, 100% of which will go to the general fund. In addition, all proceeds from individual target sales will go to the general fund. The penalty for

tardy dues (i.e., after Dec.1 of each year) shall be \$25.00 per member organization. Article VII, Section 3 will be reviewed on an annual basis.

SECTION 4: Expense allowance for the Regional Commander attending the National Board of Directors meetings, other than skirmish meetings, will be .36 cents transportation, plus room and board, unless reimbursed by the North-South Skirmish Association, Inc.

SECTION 5: All Regional Officers shall provide a voucher to the Paymaster for reimbursement for Regional expenses within sixty (60) days of the occurrence. An expense allowance of up to \$200.00 per year for One (1) Regional Officer to accompany the Regional Commander to one (1) National Board of Directors Meeting, January or August shall be authorized.

SECTION 6: Officers will not be reimbursed for personal expenses for Regional meetings.

SECTION 7: Additional copies of the Regional By-Laws and rules and procedures may be obtained from the Regional Adjutant for \$3.00, payable to the Northwest Territory.

#### ARTICLE VIII – AMENDMENTS.

SECTION 1: Amendments may be initiated by any member organization or a Regional Officer, and must be submitted in writing to a member organization meeting, and must be approved by said meeting before brought to a vote of the member organizations. In the event of rejection by the member organization meeting, the proposed amendment may be submitted to a vote upon petition of fifty (50) percent of the member organizations.

SECTION 2: Voting shall take place at a special or regular meeting. The method to be determined at the member organization meeting. The Adjutant must notify the member organizations of the proposed amendment at least thirty (30) days prior to the meeting. An affirmative vote of two-thirds (2/3rds) of the member organizations in attendance is required for an amendment. Voting by mail or proxy shall be permitted.

#### ARTICLE IX – PROCEDURE.

SECTION 1: The rules of procedure contained in ROBERT’S RULES OF ORDER, latest edition, shall govern all meetings when not in conflict with these Regional or National By-Laws.

#### ARTICLE X – RULES AND PROCEDURES.

SECTION 1: Rules and procedures may be adopted by the North-West Territory to govern the conduct of Regional Skirmishes, the awarding of various Regional

trophies and awards, and for other matters not strictly related to Regional By-Laws.

SECTION 2: Rules and Procedures may be amended by an affirmative vote or a majority of the member organizations of the Region present and voting in person or by proxy at either the Spring or Fall Regional meeting, or at special meetings called in accordance with Regional By-Laws.

SECTION 3: Proposed changes in Rules and Procedures may be noted in the formal meeting notice, or proposed directly from the floor by Northwest Territory Units.

SECTION 4: Rules and Procedures adopted or amended by the member units of the Northwest Territory will become effective immediately.