



***State Field Archery Association of
New Jersey***

**STATE FIELD ARCHERY ASSOCIATION
OF NEW JERSEY CONSITUTION**

June 2025 Draft

ARTICLE I --- NAME

The name of this organization shall be the State Field Archery Association of New Jersey. All references in this document to "SFAA of NJ" refer to State Field Archery Association of New Jersey.

ARTICLE II --- PURPOSE

The purpose of this organization shall be:

- A. To foster, expand and perpetuate the practice of field archery in the State of New Jersey.
- B. To encourage the use of the bow in hunting of all legal game birds and animals, to protest, improve and increase the privileges of bow and arrow hunters.
- C. To cooperate with target archery associations, national, state, and local, in the fostering and perpetuating the use of the bow in accordance with its ancient and honorable traditions.

ARTICLE III --- MEMBERSHIP

- A. The SFAA of NJ will be comprised of archery clubs and club representatives, representing the membership of affiliated clubs. This provides for the administration of field archery activities through our field archery and bow hunting clubs.
- B. The organization shall be controlled by a Board of Club Representatives consisting of two representatives, Primary and Secondary, from each affiliated club in the State of New Jersey. All references in this document to "BCR or BCRs" refer to Board of Club Representatives.
- C. All rulings and decisions adopted by the BCRs shall be binding on the members of the SFAA of N.J.
- D. A board member cannot also be a BCR (effective January 2021).

ARTICLE IV --- OFFICERS, OFFICIALS & TERMS OF OFFICE

- A. The Board of Club Representatives shall elect all officers for the following terms:
Note: A Board Officer cannot be a BCR (this will take place starting January 1, 2021)

President	Term - 2years
Executive Vice-President	Term - 2years
Secretary-Treasurer	Term - 2years
Vice-President Field Archery	Term - 2years
Vice-President Bow Hunting	Term - 2years
Vice-President Awards	Term - 2years
N.F.A.A. Director	Term - 2years

- B. Officials:

Immediate Past President Full term of the President replacing him.

ARTICLE V --- NOMINATIONS & ELECTIONS

- A. Nominees must be:
 - 1. A current member of the N.F.A.A. in good standing.
 - 2. A member in good standing in an affiliated club of the SFAA of N.J.
- B. Nominations for new term officers shall be held at a duly authorized meeting during the fourth regular board meeting of the year.
- C. Nominations and elections for the new term officers shall be held at a duly authorized meeting of the BCRs during the fifth regular board meeting of the year.
- D. Voting shall be done by closed ballot.
- E. Should any office be vacated for any reason before the normal termination period, the successor shall be selected by the President for the unexpired term subject to the approval of the BCRs at the next regular board meeting. Should the office of the President be vacated before the normal termination of office, the Executive Vice-President shall immediately assume his/her powers of office. The Executive Vice-President shall then notify all club representatives and State Officers of the vacancy and call them into session within (30) thirty days, at a place selected by the Executive Vice-President for the purpose of nomination and election of a new President.

ARTICLE VI --- MEETINGS

- A. The SFAA of NJ shall hold (5) five regularly scheduled business meetings. Meetings shall be held during the months of January, April, July, September, and November each year.

ARTICLE VII – AMMENDMENTS TO THE CONSITUTION

- A. Amendments of changes proposed to this Constitution shall be presented to the Secretary-Treasurer and the President in written form prior to a regular scheduled business meeting of the SFAA of NJ. The Secretary-Treasurer will incorporate said proposals into the agenda in the forthcoming business meeting where it will be read and discussed by the BCRs.
- B. Voting upon said proposals shall not take place until a second reading and discussion of it has taken place, at the next regularly scheduled meeting of the BCRs.

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Separation purposes

STATE FIELD ARCHERY ASSOCIATION OF NEW JERSEY BY-LAWS

June 2025 Draft

ARTICLE I – CLUB MEMBERSHIP AND AFFILIATION

Please refer to NFAA Constitution and By-Laws Article XVIII – Club/Shop Charter and Course Approval.

ARTICLE II --- NJSFAA Life Membership

We are now following the NFAA Life Membership rules for NJSFAA Life Membership. An NFAA Life Member is a NJSFAA member. This is from the NFAA Constitution and By-Laws 2025/2025 Article III Membership, A2:

2. Life Membership with exemption from regular fees and dues may be granted to head of household, wives and children under 18 upon payment per following schedule:
 - 2.1 Life Membership shall entitle an individual to all services provided by NFAA except tournament competition privileges and any other services that must be supplied by or through the resident state association as defined in paragraph 3 of this section.
 - 2.2 Combined Life Membership shall entitle an individual to all services provided by NFAA. Each state will provide a state rate for regular and senior life memberships.
 - 2.3 Life members who are 55 years of age and older will pay the same registrations fees as younger archers at National and Sectional tournaments. Those individuals who became NFAA Life members before 2007 may continue to be exempt from paying pre-registration portion of fees at National and Sectional tournaments.
 - 2.4 All Past Presidents of the NFAA will be made Life Members with all its privileges.
 - 2.5 Life Membership shall be granted to anyone who has been a member for fifty years.
 - 2.6 Where a husband and wife are both Life Members of the NFAA, and the head of household dies, the surviving spouse shall become head of household without charge.

NFAA Life members are not required to pay NJSFAA tournament fees, State Sanctioned local shoots and State Championship shoots.

NFAA Life Membership will be granted at no charge to all recipients of the NJ SFAA Award of Merit. The NJSFAA will submit the life membership application for the NJSFAA Award of Merit recipient and pay for this membership.

ARTICLE III --- DUTIES OF THE OFFICERS, OFFICIALS AND EXECUTIVE COMMITTEE OF THE S.F.A.A. OF N.J.

A. OFFICERS

1. PRESIDENT:

- a. Promote the welfare and advancement of archery in all its phases for the SFAA of NJ.
- b. Be the financial head of the SFAA of NJ.
- c. Transmit and enforce all legislation, decisions and policies approved by the B.C.R.
- d. Appoint all permanent and temporary committees necessary for performing all functions and requirements of the SFAA of NJ.
- e. Assist all officers and committees in the discharge of their duties.
- f. Resolve all interim problems arising between all regular board meetings and make decisions subject to subsequent approval at the next regular meeting by the BCRs.
- g. Be responsible for the conduction of all aspects of the annual scheduling meeting.
- h. Submit an annual written report on the progress and strength of the SFAA of NJ.

2. EXECUTIVE VICE-PRESIDENT --- PUBLICITY AND PUBLIC RELATIONS

- a. Prepare publicity programs for each year and outline them at the first board meeting of the BCRs each year.
- b. Promote archery-SFAA of NJ and N.F.A.A., wherever possible through the state via print, social medial and digital platforms.
- c. Provide whenever possible, speakers and exhibition teams for any association requesting them
- d. Perform the duties of the President, if the President is unable to act.

3. VICE-PRESIDENT --- FIELD ARCHERY

- a. Promote with the assistance of the Executive Vice-President all of the state championship rounds.
- b. Be responsible for the successful running of all state championship rounds.
- c. Interpret and enforce all tournament and shooting rules established by the NJSFAA and in conjunction with the president and NFAA Director.
- d. Assist member clubs in the proper handling and requirements of holding field archery tournaments.
- e. Encourage and promote interest and competition in field archery.
- f. Prepare a written report of all field archery activities of importance for the distribution to the BCRs at the first BCR board meeting of the following year.

4. VICE-PRESIDENT --- BOW HUNTING

- a. Be responsible for the organization and running of any hunting and fishing awards program offered by the SFAA of NJ.
- b. Attend Conservation Dept. Council meetings to promote archery at the legislative level with the Fish & Game Council and protect the interests of archers regarding seasons and availability of property to hunt.
- c. Promote interest in the taking of game and fish with the bow.
- d. Organize bow hunters to help preserve his hunting rights.

5. VICE-PRESIDENT --- AWARDS

- a. Purchase and distribute all championship awards authorized by the BCRs
- b. Advise BCRs on new trophies to added and discontinuance of others.

6. SECRETARY/TREASURER

- a. Be responsible for the maintaining of satisfactory records of the business funds of the SFAA of NJ
- b. Incur and pay expenses from SFAA of NJ funds necessary to the performance of his/her work.
- c. Record accurately and print all B.C.R. and executive committee meeting minutes
- d. Mail State Board and Executive Committee meeting minutes, resolutions, and agenda 30 days prior to the next meeting.
- e. Accept all dues.
- f. Be responsible for all correspondence received and transmitted by the SFAA of NJ.
- g. Submit a written profit and loss statement to all BCRs at the first board meeting each year.
- h. The secretary-treasurer shall receive an annual salary determined by the board and approved by the BCRs.

7. N.F.A.A. DIRECTOR

- a. Duties shall be those as defined by the N.F.A.A. Constitution.
- b. Shall submit a written report to the executive committee for the distribution to the BCRs after the annual NFAA meeting.
- c. Shall attend the N.F.A.A. Board of Directors meeting, Mid-Atlantic Sectional meeting and cast the SFAA of NJ vote.
- d. At all times, act in the best interest for the advancement of archery.
- e. Shall ensure all clubs abide by N.F.A.A. shooting rules.
- f. Shall assist with the President and Vice-President Field Archery in interpreting all shooting rules.
- g. Shall assist with the Executive Vice-President in all phases of publicity, promotion and public relations.
- h. All SFAA of NJ ranges must be inspected by the NFAA Director or his/her appointee.

B. OFFICIALS

1. Officials of the SFAA of NJ, although not officers, shall have the status of a BCR to speak on the floor at all times at B.C.R meetings.
 - a. They shall have no voting privileges.
 - b. They shall be considered part of the executive committee.
2. IMMEDIATE PAST PRESIDENT
 - a. Shall remain an official during the first full term of the president replacing him.
 - b. Shall assure an orderly takeover of all the president's functions and papers, which may be of assistance to the incoming president.
 - c. Shall assist to the President whenever possible, when requested.
 - d. Shall continue to promote archery in all its phases.

C. EXECUTIVE COMMITTEE

1. Shall consist of all officers and officials of the SFAA of NJ.
2. They shall be called into session when required by the President.
3. A minimum of one weeks' notice must be given the executive committee before convening, 50% representation of the officers shall constitute a quorum.
4. Their duties shall consist of:
 - a. Act a final court of appeals on all problems of the SFAA of NJ referred to it by the Board of Club Representatives. Said decisions shall be final and binding on all members of the SFAA of NJ
 - b. When required, shall study, and make recommendations in resolutions to the BCRs.
 - c. Shall assist as a group in guiding the individual officers in the performance of their duties
 - d. When requested, shall assist in interpreting all rules of the SFAA of NJ including shooting rules.
 - e. All members if this committee will be available to member clubs to assist them, upon request.
 - f. This group shall have no power other than those enumerated above those granted them from time to time by the BCRs.

ARTICLE IV--- AWARD OF MERIT

- A. The SFAA of NJ Award of Merit is the highest honor, which may be bestowed upon an individual by the SFAA of NJ. It is granted in recognition of outstanding and unselfish contributions to the sport of archery.
- B. Award of Merit Rules (updated 11/16/18 board meeting)
Commensurate with this notice all existing rules and regulations regarding the award of the Award of Merit are null and void and the following replaces them.
 1. The Award of Merit Committee will be appointed by the President for the duration of the President's term. The committee to consist of (2) two current SFAA of NJ members plus one former Award of Merit winner provided they remain an SFAA of NJ member in good

- standing, The President shall either appoint an alternate or act as a committeeman himself in the event of conflict of interest situation.
2. A new Award of Merit Committee is to be appointed by the President during each new term period.
 3. If there is an Award of Merit Evaluation being processed by the Award of Merit Committee, and the President's term is completed, and new President is in place, that committee will remain in place until the evaluation and decision is exercised. After that, the committee will dissolve, and the new President will appoint a new Award of Merit Committee.
 4. All communication between the nominating parties and the Award of Merit committee shall be **confidential**. No announcements of the nomination shall be made public. Failure to adhere to this rule will automatically delay the review process by six months.
 5. The Award of Merit Nomination can be presented at any time to the Award of Merit Committee. However, there is a minimum sixty (60) day evaluation period, which can be extended by the Award of Merit Committee.
 6. Mail all nominations to the Chairman, Merit Committee. Major accomplishments of the nominee are critical in accessing the nominee's qualifications should there be more than one nomination be submitted.
 7. The nominating package will be reviewed by all members of the Award of Merit Committee; discrepancies and points of clarification will be completed before a vote is taken whether to accept, deny, or delay the nomination package. When all members of the Award of Merit Committee vote **YES** to the package it will be considered accepted. Arrangements with the VP Awards will then proceed for presentation
 8. If a nominee is not chosen for the award, the application may be resubmitted in future years, with updated information, for reconsideration.
 9. Once the Award of Merit Committee affirms the award, it will be presented to the recipient at their Club's next Monthly meeting or the next SFAA of NJ Board Meeting, whichever is determined by the committee. The presentation will be made by the President of the SFAA of NJ and the Award of Merit Committee.
 10. The Award of Merit application sheet must be completed with a detailed explanation of all questions. In addition, a letter must accompany the application giving details as to other deeds and accomplishments. It is preferable for a club to sponsor an individual for consideration; however, individuals may submit applications provided there are at least two sponsors.
 11. A maximum of one (1) award per year shall be awarded.

ARTICLE V --- MEETINGS

A. RULE OF ORDER:

1. A duly authorized meeting of the BCRs will consist of 50% membership representation constituting a quorum.
2. All meeting held by the SFAA of NJ will be governed by Roberts' Rules of Order.
3. Order of Business:
 - a. Meeting call to order
 - b. Roll Call
 - c. Reading of minutes of previous meeting
 - d. Financial Report
 - e. Officers Reports
 - f. Committee Reports
 - g. Old Business
 - h. New Business

- i. Good and Welfare of Association
- j. Adjournment
- 4. The chair will recognize all Primary and Secondary BCR representatives, officers, members of committees and those guests that have been invited to speak to the BCRs on a specific topic.

ARTICLE VI--- VOTING

- A. Each affiliated club represented by duly authorized delegates will be entitled to one vote on all policy, legislation, activity, etc. and which shall be cast by the designated club representative, either Primary or Secondary BCR.
- B. Should Primary BCR of any club be absent from a meeting, the Secondary BCR will be empowered to cast his/her vote for said club. However, should the Primary and Secondary BCR be absent from a meeting, a duly authorized representative of said club presented in writing (email, text) to the State President and Secretary prior to the start of the State Board Meeting will be extended the same privileges as representatives present and permitted to cast one vote for their club.
- C. If a club does not notify in writing to the State President and Secretary prior to the start of a State Board Meeting, that the BCRs cannot not attend and a duly authorized representative of said club will be attending in their place, that said club will not be permitted to cast their vote on any voting matters at that particular State Board Meeting.

ARTICLE VII--- DISCIPLINE

- A. When a member by willful violation of existing NJSFAA of NJ Rules, or conduct detrimental to the best interests of archery, does serious damage to the well-being of the SFAA of NJ member club, or fellow archer, *said* member shall be liable to charges brought by the offended parties before the BCRs at a regular board meeting of the SFAA of NJ.
- B. Said charges shall be in written form when presented to the BCRs at which time the BCRs shall rule on the validity of the charges.
- C. If said charges are ruled valid by the BCRs, the charged party shall be notified by the President of the SFAA of NJ before the next regular board meeting. At which time the charged party shall be given ample opportunity to defend himself before the BCRs.
- D. If a charged member, after all evidence had been heard by the BCRs shall be found guilty by a $\frac{3}{4}$ majority vote of the BCRs present, the BCRs shall determine the necessary disciplinary action to take place.
- E. If expelled, a barred member may appeal a verdict of the BCRs after (1) full year following the date of expulsion.

ARTICLE VIII--- SCHEDULING

- A. The annual scheduling session will be combined with the regularly scheduled June SFAA of NJ State Board meeting.
- B. The finalized NJ SFAA tournament schedule will be presented at the September Board meeting.
- C. Schedules to be printed and distributed to member clubs by November board meeting
- D. The President shall oversee the meeting scheduling session and set forth dates not to be used.
- E. The method of tournament scheduling shall be the zone method. The zones will be North, Central, South:

- a. North includes the follow counties – Warren, Sussex, Morris, Passaic, Bergen, Essex, Hudson, Union
- b. Central includes the following counties – Hunterdon, Somerset, Middlesex, Mercer, Monmouth, Ocean, Burlington
- c. South includes the following counties – Camden, Gloucester, Salem, Cumberland, Atlantic, Cape May
- F. Member clubs may procure dates after the annual scheduling meeting by contacting the Vice-President Field Archery and only if permission is granted by the clubs which have scheduled on that date, at the regular scheduling meeting.
- G. Each club within their region shall have one exclusive shoot date during the year for their main shoot. Exclusive shoot data means that no other state club can schedule a shoot on another club's exclusive shoot date.
- H. Any group or individual affiliated with the SFAA of NJ and having NFAA Liability incurrence who wishes to hold shoots of any type must attend the annual SFAA of NJ scheduling meeting at which they will be placed into the proper scheduling group and schedule in the traditional manner.

ARTICLE IX --- STATE CHAMPIONSHIP TOURNAMENTS

- A. Both the indoor and outdoor championship rounds will be run by the SFAA of NJ using official NFAA Championship Rules, Rounds and Targets.
- B. Rounds for the indoor & outdoor state championships will be decided by a majority vote of the BCRs.
- C. At all SFAA of NJ Target Championships the host club will receive 50% of total registration, based on the head count.
- D. SFAA of NJ shall establish and offer one Marked 3D Championship and One Unmarked 3D Championship per year.
- E. At all SFAA of NJ 3D championships the host club will receive 75% of total registration, based on head count.

ARTICLE X - TOURNAMENT FEES

- A. The BCRs shall set all registration fees for the weekly tournaments and indoor and outdoor championship rounds.
- B. The BCRs shall set those fees annually during the 2nd regular board meeting of the year.
- C. There shall be no registration fee for board officers or officials of the NJSFAA sanctioned weekly shoot and State Indoor Championships and State Outdoor Championships (Field and 3D).