



CONSTITUTION AND BY LAWS

OF

MICHIGAN ARCHERS' ASSOCIATION

Constitution as printed in AIM March 15, 1975

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MICHIGAN ARCHERS ASSOCIATION CONSTITUTION

ARTICLE I - NAME

The name of this organization shall be the Michigan Archers Association (M.A.A.)

ARTICLE II - PURPOSE

Section 1. The purpose of the M.A.A. shall be to promote and foster the practice of organized archery in the State of Michigan.

Section 2. The activities of the M.A.A. shall be to adopt, interpret and enforce the practice of archery within the State of Michigan; determine the State Champions and to hold tournaments as directed by the Board of Directors.

ARTICLE III - MEMBERSHIP

Section 1. The membership of the M.A.A. shall consist of Individuals qualified to belong to the Michigan Archers Association/National Field Archery Association (N.F.A.A.).

Section 2. Life memberships may be awarded to persons who have performed long and/or exceptionally meritorious service to the cause of archery in Michigan. Life members shall be selected according to the following procedure:

1. Honorary Life Member nominees are to be selected by the M.A.A. Executive Board.
2. Nominees shall be ineligible for election for two years after being nominated.
3. In order to be selected as an Honorary Life Member, nominee must receive two-thirds of votes cast by the Board of Directors on the first ballot. One person per year may be elected.
4. An Honorary Life Membership may be withdrawn by two-thirds vote of the Board of Directors upon recommendation of the Executive Board, due to actions by the Life Member that is detrimental to M.A.A.
5. Nominees name shall be removed from eligibility list after 5 years if he/she has not been elected.
6. Nominees must be a current member and an active member for the last fifteen (15) years.
7. Nominations should be submitted in a resume style format, and shall be accepted by the Executive Board at the Annual Spring Meeting. Approval/denial of the nominations will be announced by the Executive Board at the following Fall Meeting. (11/06)(10/15)
8. A husband and wife can be eligible (considered together) for Life Membership. (11/06)

ARTICLE IV - MEETINGS AND VOTE OF MEMBERSHIP

Section 1. There shall be two regular meetings of the Board of Directors each year, the Annual Meeting and the Spring Meeting.

Section 2. The Annual Meeting shall be held during the last quarter of the year. The Spring Meeting shall be held during the second quarter of the year.

Section 3. Any voting by the membership shall be mail vote.

Section 4. No proxies shall be allowed in any vote.

Section 5. The Executive Board shall call a special meeting at the request of one-fourth of the members of the Board of Directors.

ARTICLE V - DUES AND FEES

The Board of Directors shall set the M.A.A. target fees and the Regional Association affiliation dues.

ARTICLE VI - EXECUTIVE OFFICERS AND THEIR DUTIES

Section 1. The elected officers of the Association shall be a President and Vice-President. The President with the approval of the Board of Directors shall appoint an Executive Secretary and Treasurer.

Section 2. The President shall preside at all meetings of the M.A.A. and the Board of Directors and shall, in general, perform the duties incident to his office.

Section 3. The Vice-President shall perform the duties of the President if the President is unable to act.

Section 4. The Executive Secretary shall keep all records of the M.A.A., the Board of Directors and the Executive Board, serve notices of meetings, have charge of correspondence, order supplies, present a report at each Director's meeting and, in general, perform the duties incident to the Office.

Section 5. The Treasurer shall handle all monies for the Association and make a financial report at each Board of Director's meeting.

ARTICLE VII - BOARD OF DIRECTORS

Section 1. There shall be a Board of Directors consisting of two delegates from each affiliated Regional Association.

Section 2. The Board of Directors shall control and manage the activities, policies, property, dues and fees of the M.A.A.

Section 3. At any meeting of the Board of Directors, sixty (60) percent of the affiliated Regional Associations must be represented to constitute a quorum.

Section 4. If a quorum is not present at any regular meeting of the Board of Directors, the Executive Board may direct the Executive Secretary to conduct a mail vote of all of the Board of Directors on any business requiring the approval of the Board of Directors. Issues submitted to a mail vote of the Board of Directors shall be decided by a majority of those responses postmarked no more than forty (40) days after the ballots were mailed, provided that 50% of the Regional Associations responded. Ballots are to be retained and available by the Board of Directors at their next meeting.

Section 5. The Board of Directors may, by majority vote, appoint such additional officers as are necessary to carry on the activities of this Association. Terms to be set at the time of appointment.

Section 6. Any appointive office of the M.A.A. vacated before the normal term shall have expired, shall be filled by a member appointed by the Executive Board.

Section 7. The Regional Association delegates must be a member of the M.A.A. and must be of legal age under Michigan Corporation laws.

Section 8. Each Regional Association is to send the names and addresses of their delegates and alternates, or any changes, to the M.A.A. Executive Secretary thirty (30) days' prior to a M.A.A. meeting.

ARTICLE VIII - ELECTION AND TERM OF OFFICE

Section 1. Each Regional Association shall elect two members of the Board of Directors for two-year terms overlapping each other. For the first election, one member of the Board of Directors shall be elected for a one-year term and one member shall be elected for a two-year term. After the first election, each member shall be elected for a two-year term.

Section 2. Officers shall be elected from the Board of Directors by the Board of Directors for a two-year term. The Directors present shall hold election of officers at those Annual Meetings falling in odd numbered years. Elections shall require a majority of the votes cast. The officer's term of office shall begin on the Monday following the Annual Meeting.

Section 3. Upon assumption of office, officers shall vacate their position as delegates. The Regional Association affected shall elect a replacement to fill the balance of that officer's term.

Section 4. The Vice-President shall fill a vacancy in the Office of President. Vacancies in all other offices shall be filled by appointment by the Executive Board.

Section 5. Any elected officer may not serve more than two consecutive terms in the office to which elected.

Section 6. No person shall hold two elected offices at one time.

ARTICLE IX - EXECUTIVE BOARD

Section 1. The Executive Board shall consist of the elected and appointed officers of this Association.

Section 2. The Executive Board shall be empowered to conduct the business of this Association between the meetings of the Board of Directors.

Section 3. All actions of the Executive Board shall be subject to review by the Board of Directors at a regular meeting.

ARTICLE X - ALTERATIONS AND AMENDMENTS

This Constitution may be altered or amended by a mail vote of the membership. Two-thirds of those ballots postmarked within thirty (30) days of the date the ballots were mailed must approve the change in order for it to pass. Authorization for such a mail vote rests with the Board of Directors. Ballots are to be retained and available for inspection by the Board of Directors at their next regular meeting.

ARTICLE XI - LIABILITY

Each archer is responsible for any and all of his acts at any tournament sponsored either in whole or in part by the M.A.A. This responsibility is to apply especially to the results of accidents caused by his bow and/or arrow.

MICHIGAN ARCHERS ASSOCIATION

BY-LAWS

ARTICLE - I - MEETINGS

Section 1. The Annual Meeting and the Spring Meeting of the Board of Directors shall be held in accordance with Article IV of the M.A.A. Constitution.

Section 2. The Agenda of the Annual Meeting and the Spring Meeting shall be the same except as noted in the Agenda.

Section 3. Agenda for the Board of Director's meetings:

1. Roll Call of Regional Association delegates.
Delegates and Officers introduction
2. Minutes of previous meeting
3. President's address
4. Membership Coordinator's Report
5. Treasurer's report
6. Charter Secretary's Report
7. Executive Secretary's Report
8. Awards Secretary's Report
9. Editor's Report
10. NFAA Delegate's Report
11. Reports from Regional Associations
12. Committee Reports
13. Proposals from Regional Associations
14. Old Business (including actions of the Executive Board)
Registration Report
Vote on eligible nominated Life Members (Fall Meeting)
15. New Business
Nominations for Life Member (Spring Meeting)
16. President's suggested dates and rounds for the coming tournament season (Annual Meeting)
Board's decision on suggested dates and rounds
Final dates and locations of tournaments (Spring Meeting)
17. Rotation schedule for hosting upcoming tournament season (Annual Meeting)
18. Election of Officers (Annual Fall Meeting in odd years only)
19. Selection of date and site of next Board of Director's meeting
Annual meeting: Last quarter of the year
Spring meeting: Second quarter of the year
20. Adjournment

Section 4.

- A. Not less than seventy (70) days prior to the regular meeting of the Board of Directors of this Association, Regional Associations affiliated with the M.A.A. may submit to the Executive Secretary of this Association, written statement outlining proposals the Regional Association desires to introduce for actions by the Board of Directors. The statements shall include a brief explanation of the reasons for the proposals and how the proposals will affect present rules.
- B. Not less than thirty-five (35) days prior to the corresponding Board of Director's meeting, the M.A.A. Executive Secretary shall send copies of all proposals to the members of the Executive Board, Secretaries of the Regional Associations, delegates and Club/Shop Secretaries. It is recommended that the Regional Associations secure the wishes of their member Clubs/Shops, make decisions on the proposals in accordance with the majority wishes and instruct the Association delegates how to vote on the proposals at the Board of Director's Meeting.
- C. Any motions made at the Board of Director's meetings regarding changes in the target faces, scoring or altering rules shall be debated; then, whenever possible, tabled until the next meeting enabling the Regional Association delegates to obtain the opinion of the membership.

- D. Proposals submitted by the Regional Associations shall be considered and acted upon as submitted in writing. Amending a proposal for the purpose of clarification is permitted as long as the basic intent of the submitted proposal is not altered.

Section 5.

- A. Voting on proposals introduced by the Regional Associations shall be based upon weighted ballot.

B. Weighted ballot:	1	25 sanction cardholders	3 votes
	26	50	4
	51	100	6
	101	150	7
	151	200	8
	201	or more	9

- C. The number of votes to be allowed each affiliated Regional Association will be determined by the number of sanction cardholders on file with the M.A.A. Membership Coordinator as of thirty (30) days prior to the particular meeting being held. This information will be transmitted to the Regional Association within five (5) days from that date.
- D. In the event of disagreement between the two delegates of a Regional Association, each delegate may cast not more than one-half of the votes allocated to the Regional Association.

ARTICLE II - OFFICERS

In addition to the elected Officers and those appointed according to the Constitution of the M.A.A. Article VI, Section 1, the President shall appoint, with Board approval, a Membership Coordinator, M.A.A. Charter Secretary, Treasurer, State Field Captain and the Editor of the "Archery in Michigan".

ARTICLE III - COMMITTEES

Section 1. The President shall appoint committees when directed to do so by the Board of Directors. The President may appoint additional committees for any purpose he deems appropriate.

Section 2. Committees shall be composed of M.A.A. members. The Executive Board subject to review by the Board of Directors may authorize exceptions to this.

Section 3. Any member of the M.A.A. may serve on more than one committee.

Section 4. The authority of any committee to take action beyond the making of recommendations shall be at the discretion of the Board of Directors.

ARTICLE IV - FEES AND DUES

Section 1. The N.F.A.A. or M.A.A. membership/sanction fees shall be set by the Board of Directors at the Annual Meeting and levied against each voluntary member of a chartered Club or Shop in each Regional Association.

Section 2. The M.A.A. newsletter shall be distributed to all M.A.A. members.

Section 3.

- A. The N.F.A.A. or M.A.A. shall collect membership fees through issue of membership/sanction cards.
- B. The sanctioned N.F.A.A./ M.A.A. member may, after paying proper registration and other necessary fees, participate in all M.A.A. tournaments.

Section 4. The Board of Directors shall set fees paid to the Officers of this Association for services rendered. Incoming Officers shall be informed of said fees prior to their accepting office.

ARTICLE V - FISCAL YEAR

The fiscal year of the M.A.A. shall coincide with the Calendar year.

ARTICLE VI - AFFILIATED REGIONAL ASSOCIATIONS

Section 1. The following are recognized as M.A.A. established Regional Associations: Central Michigan Archery Association, Lake Michigan Archery Association, Metropolitan Archery Association, Michigiana Field Archery League, Saginaw Valley Archery Association, Southwestern Michigan Archery League, Straits Field Archery Association, Tri-County Archery Association, Upper Peninsula Field Archery Association. Regional Associations boundary map Appendix A.

Section 2. The Regional Associations shall file a copy of their Constitution and By-Laws with the Executive Secretary of the M.A.A. All changes or amendments shall be promptly reported to the Executive Secretary of the M.A.A. Such Constitution and By-Laws and amendments thereto shall be subject to the approval of the M.A.A. Board of Directors.

Section 3. Wherever Regional Associations overlap, individual clubs/shops shall choose which Association they wish to represent them and so inform the said Association and the MAA in writing to the Executive Secretary for Board approval.

ARTICLE VII - AFFILIATED CLUBS

Section 1. No Club or Shop may charter with the M.A.A. until it has first affiliated with the appropriate Regional Association.

Section 2. A Club or Shop must charter with the M.A.A. when affiliated with a Regional Association.

Section 3. Affiliated Clubs or Shops shall be chartered with the M.A.A. upon payment of an annual charter fee to be set by the Board of Directors of the M.A.A. Said charter fee shall fall due by December 31 of each year. A penalty fee, amount to be set by the Board of Directors, shall be assessed to any Club/Shop that charters after December 31.

Section 4. An affiliated Club/Shop shall be a genuine Club/Shop with duly elected officers.

ARTICLE VIII - AMENDMENTS AND REVISIONS

These by-Laws may be amended or revised at a regular meeting of the Board of Directors upon two-thirds affirmative weighted vote of the Board members present or, at other times, by two-thirds of the votes cast by the total membership of the M.A.A. in a mail ballot.

ARTICLE IX - TOURNAMENTS AND AWARDS

Section 1. The M.A.A. shall hold at least two indoor championship tournaments and three outdoor championship tournaments each year. The rounds to be shot at the Tournament shall be set by the Board of Directors annually at the Spring Meeting.

Section 2. Indoor championship tournaments may be held simultaneously in the Upper and Lower Peninsulas on the first weekend of a two-week end tournament.

Section 3. Each of the outdoor tournaments may be held in one location for three years; the indoor tournaments may be held in different locations each year. The Outdoor MAA and Target Championship may be given to the same Host for two years.

Section 4. Dates and locations of the tournaments

- A. At the Annual Meeting, the President shall recommend tentative dates for all tournaments with Board approval.
- B. There shall be a minimum of two weeks between Championship Tournaments.
- C. The final dates and locations of the tournaments shall be set by the Board of Directors at the Spring Meeting.
- D. Indoor tournaments shall be held the first two weekends in February, March and April.

Section 5. The State Field Captain shall work with the Host of the championship tournament for a successful completion of the tournament.

Section 6. The affiliated Regional Associations and/or Clubs/Shops shall not hold "open" tournaments on dates of the outdoor M.A.A. Championship Tournaments.

Section 7.

- A. The Board of Directors shall determine what awards shall be given at each championship tournament.
- B. Memorial trophies may be approved by the Board of Directors.
- C. Archers awarded temporary custody of memorial trophies shall return these to the Awards Secretary prior to the next tournament at which they are to be awarded.
- D. The Awards Secretary shall be custodian of all memorial prizes and trophies of the M.A.A. and shall keep a record of them, including the names of the donors, method of awarding and names and scores of those who win.
- E. All championship trophies, except memorial trophies, shall be permanent trophies.
- F. Any award made at a tournament is not to be considered final until publication in the "Archery in Michigan".

Section 8. The Awards Secretary to those who participated in the tournament and provided a self-addressed, stamped envelope, shall mail the results of a tournament within 17 days following the close of the tournament.

ARTICLE X - TOURNAMENT ELIGIBILITY

Section 1. To participate for awards in any M.A.A. Championship Tournament, the archer must be a resident of Michigan and a sanctioned member of the M.A.A./N.F.A.A. and a member of an affiliated Club or shop, or out of state or country archers may shoot and qualify for M.A.A. awards if they have held M.A.A. or N.F.A.A. membership cards and have not belonged to an archery association of any other State or Country for two years prior to the respective tournament. All others not meeting the above requirements may shoot as a guest without awards.

Section 2. At any tournament other than league play in which M.A.A. and NFAA, rounds are used and which are open to other than host Club/Shop members, all participating archers shall be required to be sanctioned and must be able to prove it.

ARTICLE XI - DIVISIONS OF COMPETITION

Section 1. The M.A.A. shall recognize all Divisions and Styles of shooting as established by the NFAA.

Section 2. In Adult/Senior/Silver Senior/Master Senior Divisions, all archers except those shooting Traditional and Freestyle Limited Recurve/ shooting styles shall be placed in Classes AA, A, and B according to qualifying scores shot in each individual round.

ARTICLE XII – CLASSIFICATION

Section 1.

- A. Score for classification of an archer in Adult Division shall be selected from entries on membership/sanction cards obtained at shoots sanctioned by Regional Associations as follows:
 - no score: automatically in AA Class
 - one score: same for Class
 - two scores: highest for Class
 - three to six scores: average of two highest for Class
 - seven or more: average of three highest for Class
- B. An Adult/Senior/Silver Senior/Master Senior Division archer shall be classified on the basis of current year scores or, in the absence of current year scores, State Championship scores of the preceding year.
- C. Each archer is responsible for having scores registered on his/her membership/sanction card.

Section 2. Classification in FITA 1 Round based on possible score of 600 (Double FITA I) for 20 ends of 3 arrows each. Classifications below also apply to Bowhunter shooting styles.

		AA	A	B
FS	M	590+	570-589	0-569
	F	540+	505-539	0-504

FSL M	545+	510-544	0-509
F	500+	465-499	0-464
BB M	505+	470-504	0-469
F	450+	400-449	0-399

Section 3. Classification in Indoor NFAA Round based on possible score of 300 for 12 ends of 5 arrows each. Classifications below also apply to Bowhunter shooting styles.

	AA	A	B
FS M	300	290-299	0-289
F	290+	275-289	0-274
FSL M	290+	275-289	0-274
F	275+	260-274	0-259
BB M	275+	260-274	0-259
F	260+	245-259	0-244

Section 4. Classification in Indoor MAA 420 Round based on possible score of 420 for 12 ends of 5 arrows each. Classifications below also apply to Bowhunter shooting styles.

	AA	A	B
FS M	375+	345-374	0-344
F	310+	280-309	0-279
FSL M	325+	285-324	0-284
F	275+	240-274	0-239
BB M	285+	240-284	0-139
F	235+	200-234	0-199

Section 5. Classification in Outdoor MAA Round based on possible score of 420 for 20 targets of 3 arrows each. Classifications below also apply to Bowhunter shooting styles.

	AA	A	B
FS M	295+	275-294	0-274
F	280+	270-279	0-269
FSL M	283+	270-282	0-269
F	255+	240-254	0-239
BB M	270+	255-269	0-254
F	240+	225-239	0-224

Section 6. Classification in 900 round based on possible score of 900 for 10 ends of 6 arrows each at the two furthest distances and 10 ends of 3 arrows each at the shortest distance (2006). Classifications below also apply to Bowhunter shooting styles.

	AA	A	B
FS M	860+	830-859	0-829
F	775+	725-774	0-724
FSL M	770+	710-769	0-709
F	725+	660-724	0-659
BB M	775+	700-774	0-699
F	700+	625-699	0-624

Section 7. Classification in Field-Hunter Round based on possible score of 560 for 28 targets of 4 arrows each. Classifications below also apply to Bowhunter shooting styles.

	AA	A	B
FS M	510+	460-509	0-459
F	490+	440-489	0-439
FSL M	490+	440-489	0-439
BB M	460+	375-459	0-374
F	400+	325-399	0-324

Section 8. A person shooting a Championship tournament with a qualifying class cannot shoot out of that class for that tournament only.

ARTICLE XIII - CHAMPIONSHIPS AND TITLES

Section 1. In each tournament, the highest actual score shall determine the Champions, male and female, in each Division of competition and shooting style.

Section 2. Rating System

- A. Adult and Pro Division, male and female archers in all shooting styles, shall be rated according to points accumulated in M.A.A. Championship Tournaments of a current year.
- B. Archers shall be placed according to scores shot in descending order starting with the highest score shot. Fifty points shall be awarded to all first place and regression of points awarded second place on down.
- C. In case of unbroken ties, average number of points shall be awarded to respective archers.
- D. Cumulative point standings of archers shall be published in Archery in Michigan along with the tournament scores.
- E. A Certificate of Achievement/plaque shall be awarded to the top point gatherers in each style of shooting, male and female.
- F. A minimum of four (4) tournaments is required in the same division and style to qualify for Archer of the Year.

Section 3.

- A. There shall be a male and female club or shop team champion in each division and shooting style in each championship tournament.
- B. Any affiliated Club or Shop may enter teams of a maximum of four archers in each division and shooting style. Maximum of three (3) or minimum of two (2) highest scores shot by the team members shall constitute a team aggregate score.
- C. Club or Shop teams shall be composed of archers of only one Club or Shop.
- D. Women may shoot on men's teams but men may not shoot on women's teams.
- E. In shooting styles, archers may shoot on teams of other shooting styles in the following order: BB on FSL on FS but not in reverse order. The same applies to Bowhunter shooting styles.
- F. Each score shot may be used on one team only.
- G. If a Pro is on a club team it is considered a Pro team.

Section 4. Scores shot in any tournament of the M.A.A. shall be considered an M.A.A. record if it is the highest score shot for that event to date.

ARTICLE XIV - TOURNAMENT OFFICIALS

Section 1. The State Field Captain at each M.A.A. tournament shall supervise all competition and enforce the rules of the Round being shot. All ruling of the Field Captain shall be final.

Section 2. The State Field Captain may appoint other officials, including Lady Paramount, to assist him.

ARTICLE XV - TOURNAMENT ALLOCATIONS AND FINANCES

Section 1.

- A. The Regional Associations shall host the M.A.A. championship tournaments on a rotation basis according to alphabetical listing of the Regional Associations with the starting point decided by drawing.
- B. Separate rotation schedules shall be followed in hosting the M.A.A. tournaments. One schedule for all "indoor" tournaments and a separate schedule for each "outdoor" tournament.
- C. A Regional Association shall host no more than one indoor and one outdoor championship tournament in any one year. Any Regional Association up for an outdoor tournament that is currently hosting an outdoor tournament must pass the upcoming tournament to the next Regional Association in line. The Regional Association will then go back in the normal rotation order.
- D. Hosting of indoor tournaments shall be allocated to the Regional Association for one year.
- E. Hosting of outdoor tournaments shall be allocated to the Regional Association.
- F. Not less than seventy (70) days prior to the Annual Meeting of the M.A.A., the Regional Association being next to host upcoming tournaments shall submit to the Executive Secretary of the M.A.A. a written statement of desire to host the respective M.A.A. tournament under terms prescribed by the M.A.A. or shall notify the Executive Secretary that the hosting of the respective tournament is declined. If hosting of the tournament is declined or the Executive Secretary is not notified of desire to host, hosting of the respective tournament shall be offered to the Regional Association next in line on the rotation schedule.
- G. Any Regional Association up for hosting an M.A.A. tournament must be able to meet the minimum requirements for hosting that particular tournament.
- H. Any Club or Shop hosting an M.A.A. tournament must have representation at the Annual Meeting.

Section 2. The Board of Directors shall approve a budget for each tournament, which shall include a limit on the amount to be spent on promotion and how the proceeds are to be divided between the M.A.A. and the host.

ARTICLE XVI - TOURNAMENT RULES

Section 1. Official rules adopted by the NFAA shall govern all events unless changes or amendments are made by the M.A.A. When participating in tournaments other than those of M.A.A. and its Regional Associations, such as NFAA nationals, sectionals and others, make sure you know the rules for the particular tournament.

- A. For general rules to all MAA tournaments, see Appendix B.

Section 2. The tournament rules may be changed or amended by the Executive Board, Board of Directors or the membership.

Section 3. Any changes or amendments of the tournament rules must be made known to the membership not later than the pre-registration deadline of the next M.A.A. Championship Tournament.

Section 4. Members of the Board of Directors present at a tournament may act on matters requiring an immediate decision and may interpret but not change any tournament rule.

Section 5.

- A. A protest against conduct or violation of rules at an M.A.A. Championship Tournament shall be filed in writing to the M.A.A. Field Captain or representative not more than one hour after the end of competition for the day or line (indoor tournaments) accompanied by a filing fee of \$5.00.

- B. The M.A.A. Field Captain or his representative, after consulting with members of the Board of Directors present at the tournament (Section 4 of this Article), shall rule on the protest according to By-Laws Article XIV, Section 1.
- C. If the ruling of the M.A.A. Field Captain is for the protest, the filing fee shall be refunded to the depositor.

Section 6. Regulations of Archery equipment used in competition - current N.F.A.A. rules.

- A. Traditional Recurve and Compound are the only archery equipment recognized by the M.A.A.

Section 7. MISCELLANEOUS RULES

- A.
 1. Indoor rounds, tied scores shall be broken by total number of arrows in x-ring of targets with x-ring. In addition to normal scoring for last two ends, the X ring is also scored "INSIDE OUT" on the back of the scorecard. At the indoor FITA ONLY, keep track of the small inner X for all ends as well as "INSIDE OUT TEN RING" on the last two ends".
 2. Outdoor rounds - tied scores shall be broken by total number of arrows in x-ring or spot of targets with x-rings or spots. If this procedure does not break tie, scores remain tied, except ties in three highest scores and number of arrows in x-ring or spot in Championship flights. These will be broken by shoot offs.
 3. Shoot Off - Outdoor MAA Round at 65 yards counting total score and spots by ends of 3 arrows until tie is broken.
 4. Shoot Off - Field/Hunter Round. Starting at Target No. 1 on the course designated by the Field Captain and shooting the round last shot on the course, count total score and x-rings by ends of four (4) arrows until the tie is broken.
 5. Shoot Off – Target Championship Round at 60 yards counting the total score by ends of 6 arrows until tie is broken.
- B. Prepayment with registration form must be received three (3) days prior to your scheduled shoot date.
- C. If a registered archer does not show at a tournament or does not give notice of cancellation at least two days prior to his/her shooting time (except in emergency situations), shooting fee will not be refunded. Fee will be divided 50/50 between Host and M.A.A. Two-thirds of shooting fee will be refunded on written request to the Treasurer within seven (7) days from the end of the tournament.
- D. No alcoholic beverages or illegal drugs are allowed on tournament ranges during progress of a tournament. The Field Captain has the authority to remove any person for disorderly conduct, drunkenness, or actions detrimental to himself or any other person.
- E. All tournaments may be timed.
- F. Shooting time allowed for indoor NFAA and MAA round, is four (4) minutes for five (5) arrows. Shooting time allowed for the FITA round will be two and one half (2 1/2) minutes for three (3) arrows.
- G. All bows may be inspected by the Field Captain.
- H. Barebow shooter's bows may be inspected and taped.
- I. Binoculars, field glasses and spotting equipment are permitted on the line as long as both the scope and archer do not extend into the adjacent archers space. Scopes and any attachments may not extend above the archers armpit.
- J. Pass-through arrows: arrows believed to have passed through the target may be re-shot with a marked arrow which will not be scored if the doubtful arrow is found in the butt.
- K. Unsuspected pass-through: in any instance where arrows are found to have passed through in such manner they cannot be properly scored and their location and condition of the butt convince the Target

Captain that the arrow did indeed pass through a scoring area, the archer may return and re-shoot from the obvious distance or further distance involved.

- L. Witnessed bounce-outs believed to have hit the target in the scoring area will be re-shot.
- M. Once a scorecard is signed and turned in by the archer, if that score is incorrect, the card is disqualified.
- N. Indoor Rounds: In the event of equipment failure, the archer shall have fifteen (15) minutes repair time. Missed ends may be shot either at break time or at the end of the Round.
- O. One practice end will be allowed after equipment repair at all rounds.
- P. In all M.A.A. Championship Tournaments, the lines on targets separating scoring areas shall be considered to be in the higher scoring area (touch line).
- Q. An archer shall stand so that he has one foot on each side of the shooting line.
- R. All M.A.A. Championship Rounds shall be preceded by two official practice ends except Outdoor MAA Round, which shall be preceded by three practice ends and only one practice end for Cub.
- S. Outdoor MAA Round. Maximum distance shot in Cub Division shall be 30 yards. Additional 20-yard targets shall be shot to make up for the customary 35- 65-yard targets of this round. Maximum distance shot in the Youth Division shall be 50 yards. Additional 20 yard targets shall be shot to make up for the customary 55-65 yard targets.
- T. Target Championship. Maximum distances to be shot in the Cub Division shall be 10-20-30 yards.
- U. Smoking of any kind of tobacco or Electronic device shall not be permitted in the building or shooting areas where archers are present.

ARTICLE XVII - OFFICE PROCEDURES

Section 1. Registration for tournaments. The tournament fees shall be submitted at the time of pre-registration up to the deadline. Prepayment with registration form must be received three (3) days prior to your scheduled shoot date.

Section 2. Charter of Clubs or Shops. A statement must accompany charter fee and request to Charter with the M.A.A. and NFAA sent to the M.A.A. Charter Secretary from the Regional Association Treasurer that the affiliated fee with the Regional Association is paid. Without it, the Club or Shop cannot be chartered with the M.A.A./NFAA.

Section 3. Guidelines for Election Committee.

1. Regional Association delegates to send, in writing, their nominations for President and Vice President to the Election Committee Chairman thirty (30) days prior to the Annual Meeting (odd years).
2. Eligibility - see Constitution Article VIII.
3. Election Committee Chairman to contact nominees in writing as to their acceptance of nomination.
4. Election Committee Chairman to present Regional Association delegate's nominations to the Board.
5. Nominations may be made from the floor.

Section 4. Nomination of Life Member. When submitting a name to the Executive Board for consideration, submit in writing why this person should be nominated for Life Member.